

Active Directory (AD) Request Form

* Please have this form duly signed and returned to IT

Name:	Achmad Luthfi Chakim		
Employee ID:	10080195		
Designation:		Grade:	
BG/BU:	IHM		
Office/Location:	Terunen	Floor:	
Phone(Ext):			
Department:	IHM-LD & AC TRN, KF		

Request Type:	<input checked="" type="checkbox"/> Create Account	<input type="checkbox"/> Delete Account	
VIP?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
Access Type:	<input checked="" type="checkbox"/> Terminal Server (TS) User Account	<input type="checkbox"/> Non-TS Account	
Account Type:	<input checked="" type="checkbox"/> Permanent	<input type="checkbox"/> Temporary	
Valid From:	<div>22/11/2024</div> <div>dd dd mm mm yy yy</div>	To:	<div>31/12/9999</div> <div>dd dd mm mm yy yy</div>

Email Domain (select one, if applicable)**:

Kalimantan	Group
<input checked="" type="checkbox"/> D1.LCL	<input checked="" type="checkbox"/> IHM

Reason for request / Remarks	
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<div>Approved by: Dept Head</div> <div>APPROVED</div> <div>(Signature)</div> <div>Name: System Developer Date: 22/11/2024</div>	<div>Approved by: HRD Head</div> <div>APPROVED</div> <div>(Signature)</div> <div>Name: System Developer Date:</div>	<div>Approved by: BU/BG Head Project Director</div> <div>APPROVED</div> <div>(Signature)</div> <div>Name: Aryo Adi Nugroho Date: 22/11/2024</div>	<div>Approved by: Site IT Service Delivery Lead</div> <div>APPROVED</div> <div>(Signature)</div> <div>Name: System Developer Date:</div>
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To be filled by IT:		
Remarks		
	By	Date
Received		
Setup		
Checked		
User informed		