GMF AeroAsia
GARUDA INDONESIA GROUP

User Request Form

NUMBER _____

SUBJECT _____

REQUESTED BY _____   REQUEST DATE _____

UNIT _____

LOCATION _____

CONTACT   Telp : _____   e-mail: _____

TYPE OF REQUEST/COMPLAINT   URGENCY

[   ] New Application   [   ] Immediate-Operation are impaired or
[   ] Process Improvement   opportunity lost
[**]** Authorization Adjustment   [   ] Problem exist, but can be worked around
[   ] Others _____   [   ] Business losses can be tolerated until
                                                     new process was developed and executed

PROBLEM STATEMENT

_____
_____
_____
_____
_____
_____
_____
_____

SERVICE REQUEST

_____
_____
_____
_____
_____

DEVELOPER _____

ESTIMATED DAYS _____

IDENTIFY   [**]**   Request approved
                  [   ]   Recommend revision
                  [   ]   Suggest user development
                  [   ]   Reject for reason
                  _____

Unit Requested (GM)	GM IT Department	Note :
Name :	Name :	
Date :	Date :	