

Private & Confidential

ITAM-(3)/2019 v1

Application / System Requested For: _____

V2T Web Access

Requested By

Name : Sarah Ong Hwee Lean

Employee/Staff No : _____ NRIC/Passport No : 830519-07-5432

Designation : Transcriptionist

Branch/Dept Code : _____

Contact No : 018-2330755

Date (dd/mm/yy) : _____

Branch/Dept Name : _____

Email : sarah.ong@ottojoie.com

Request Person Details

Name : Sarah Ong Hwee Lean

Employee/Staff No : _____ NRIC/Passport No : 830519-07-5432

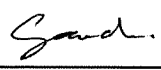
Designation : Transcriptionist

Contact No : 018-2330755

Company Name : Otto Joie Sdn Bhd

Company Base : Kuchai Lama

Email : sarah.ong@ottojoie.com

Signature : 

Date (dd/mm/yy) : _____

Type of Request

☐ Create New Id _____

☐ Delete user ID _____

☐ Specify Profile Requested _____

☐ Update user ID _____

☐ Reset User ID _____

☒ Specify Profile Requested V2T Web GUI access

Remarks

The approver on this request should consider the security requirements of all systems, sensitive information in relation to all IT system and policies pertaining to information dissemination and authorization before granting approval on system access.

Approval

Reviewed By

Name : _____

Staff No : _____

Designation : _____

Signature : _____

Date : _____

Authorized By (Branch Manager / Head Of Dept)

Name : _____

Staff No : _____

Designation : _____

Signature : _____

Date : _____

Administrator

Processed By : _____

Date : _____