



INTERNET AUTHORIZATION FORM

For accessing (Third party) web-based Email Service

(Please type in all your relevant information in soft copy, all fields are mandatory, Incomplete forms will not be accepted)

Applicant's Information

Employee No.	38450	Range	OG-III
Employee Full Name	MISBAH ZAHRA		
Email Address	mistbah.zahra@bankalfalah.com		
Job Title	Software Developer	Extension	
Branch/Department	B.A. Building (DIT)		
Office / Location	B.A. Building, Karachi		
Group / Division	Digital Information Technology		
IP Address & PC Name (Pls. coordinate with local IT Support)	10.80.45.177	PKKH1H0DBGN951	
Business justification for accessing (third party) web-based Email Service.	For communication regarding Software Development		
(Please chose only one service.)	<input checked="" type="checkbox"/> Hotmail	or	<input checked="" type="checkbox"/> G-Mail
		or	<input checked="" type="checkbox"/> Yahoo Mail

SMB

Risks associated with the required Facility.

Web-based (Third party) Email facility may create congestion on Bank's Corporate Network & suffer the legitimate Banking Applications. Misuse of this facility may result leakage of bank's Sensitive and Confidential data.

Statement of Acceptance

I hereby undertake that I will use this facility solely for the above mentioned purpose and I would abide by Bank's Email & Internet Policy and will never use it for unethical purpose and malpractice.

Applicant's Signature

Recommending Authority

Assistant General Manager / Departmental Head
/ Area Manager / Branch Manager

Approving Authority

Group Head / Executive In-charge / General
Manager / Regional Manager

Name	Navaid Aijaz	Jawaid Sher Ali
Job Title	Unit Head	Head - Digital Innovation & development
Location	B.A. Building	B.A. Building
Email Add.	navaid.aijaz@bankalfalah.com	Jawaid.ali@bankalfalah.com
Recommendation (Please select only one)	<input type="checkbox"/> I have understood all the risks and repercussions associated with the Web-based (3 rd party) Email facility and hereby recommending said Web-based Email Facility to applicant for official purpose only. <input type="checkbox"/> I hereby recommend this applicant for enhancing the message sending / receiving size limit of corporate email, ID instead of providing Web-based (3 rd party) Email facility.	
Signature		

For IT Division Internal Use

Category Assigned	<input type="checkbox"/> A+ <input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> E	Tracking #	
Remarks			
Access Created By		Signature & Date	
Email/Internet Administrator		Signature & Date	
Mng. Infra/GM ITD		Signature & Date	

Please submit your form after complete authorization to following:
Fax : 021-32461285 or Email to: EIS@bankalfalah.com