

Routine work & Requisition form for seeking permissions for extra privileges

Description	Application/Server/equipment Details
FTP Password Reset	
New FTP User	
Increase Web space of Website	
Backup/Restore (Database)	
Backup/Restore (App./Website)	
Database Updating	
Upload New DB	
Folder Permission Change	
Service Restart (Tomcat/IIS/Etc.)	
DNS Entry in ns1 and ns2 of RajGov.	
Content Updation	Through NOC..... or Email to OIC website
Others	

1. Department :

2. Departmental OIC details :

Name : Designation

Office Address

E-Mail: -

Phone :-

Date :

Signature (Project OIC, Deptt)

Name :

Designation :

Comments (if any) of OIC, Website :

Comments (if any) of OIC, SDC:

Signature SDC, FMS Team