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| C:\Users\itnetwork\Downloads\Logo Baru ITHB 17 HA.png | FRM/SPMI/ITHB/ADM/34/01  Revisi : 01  Tgl. Berlaku : 01 Jan 2020  **INFORMATION TECHNOLOGY DEPARTMENT**  **WORK ORDER FORM** |

|  |  |  |  |
| --- | --- | --- | --- |
| **Requested by**  *User Name* |  | **Request Date** |  |
| **Approved by**  *Manager / Dept. Head* |  | **Due Date** |  |
| **Approved by**  *IT manager* |  | **Completion Date** |  |
| **Installed by**  *IT Person In Charge* |  | **Insident/schedule** |  |

Support Maintenance Order Repair  install

HW SW Nett  Server Apps Usr Others \_\_\_\_\_

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| **No** | **Work Request** | **Detailed Condition Request** |
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**USER ACCEPTANCE TEST**

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| **No** | **Work Request** | **Detailed Condition Request** | **Status** |
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**Feed back User :** ★★★

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| --- | --- | --- | --- | --- |
| **USER** | | **IT STAFF** | **Approved by**  ***IT Manager*** | |
|  | |  |  | |
| Name: | | Name: | Name: | |
| Date: | | Date: | Date: | |
| Di ttd setelah selesai pekerjaan | | | | |
| C:\Users\itnetwork\Downloads\Logo Baru ITHB 17 HA.png | | FRM/SPMI/ITHB/ADM/34/01  Revisi : 01  Tgl. Berlaku : 01 Jan 2020  **INFORMATION TECHNOLOGY DEPARTMENT**  **WORK ORDER FORM** | | |

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| --- | --- | --- | --- |
| **Requested by**  *User Name* |  | **Request Date** |  |
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Support Maintenance Order Repair  install

HW SW Nett  Server Apps Usr Others \_\_\_\_\_

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| --- | --- | --- |
| **No** | **Work Request** | **Detailed Condition Request** |
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**USER ACCEPTANCE TEST**

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| --- | --- | --- | --- |
| **No** | **Work Request** | **Detailed Condition Request** | **Status** |
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**Feed back User :** ★★★

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| --- | --- | --- |
| **USER** | **IT STAFF** | **Approved by**  ***IT Manager*** |
|  |  |  |
| Name: | Name: | Name: |
| Date: | Date: | Date: |
| Di ttd setelah selesai pekerjaan | | |