Himachal Pradesh State Datacentre (HPSDC)

d.it Himachal *enabling governance*

Quantela
Terracis Technologies Ltd, A Quantela Company

Domain User Creation / Deletion Request Form

This form aims to streamline the user creation/deletion process at HPSDC. Any creation would mean access & could mean a security hazard.

Requester's Section

Requested By		Request Date	
Requester Email ID		Requester Contact No	
Department Name & Address		Development Agency/SI organization Name & Address	
		Creation/Deletion Type (Permanent / Temporary)	
User Name (proposed)		Type of access) (RDP, Share Drive, Application, database)	
Reason for user creation/deletion			
Required till date (Expiry date)			
Requested By [Sign, Name and Date]			

Approver's Section

HPSDC Project Manager [Sign, Date]		HPSDC Nodal Officer [Sign, Date]	

Admin's Section (HPSDC Operator)

Assigned to		Call ID	
Creation/Deletion Done (Yes/No), If No please mention the reason			
Username created (please specify the detail i.e. username etc))			
Effective Creation Date			
Created by [Sign and Name]			
Remarks (if any) by Admin Group			

The complete filled form, duly signed by the request owner, and approved from HPSDC Nodal Officer & Project Manager, may be submitted at HPSDC Helpdesk. For any assistance, call on +91-7807401412, helpdesk.hpsdc@hpmail.gov.in

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