

TANZANIA SHIPPING COMPANY LIMITED



ICT & STATISTICS UNIT

RFAIS No:

REQUEST FOR ACCESS ICT SYSTEM

SECTION A: USER INFORMATION

COMPANY NAME

FULL NAME

DESIGNATION

CHECK NUMBER

AND/OR OTHER ID (Tick whichever applies) National ID

Driving Licence

Voter's ID

Passport

Professional Registration Number

ID NUMBER

DEPARTMENT/UNIT

SECTION

EMAIL ACCOUNT

RESPONSIBILITY STATEMENT: As a user of Information and Communication Technology system resources of Tanzania Shipping Company limited, I am aware of my responsibilities

PHONE No

SIGNATURE

DATE

SECTION B: REQUESTED SERVICE (Tick whichever applies)

| | | | |
|--------------------------------|--|--------------|--|
| e-Ticketing and Billing system | | PlanRep | |
| Email (GMS) | | MUSE e-TOKEN | |
| e-Office | | VPN | |
| GePG | | GIMIS-GPSA | |
| NeST | | e-Mrejesho | |
| OTHER(SPECIFY) | | | |

ACTION REQUIRED (Tick whichever applies)

Create an account Activate an account Deactivate an account

Update an account Password reset Change access rights

DETAILS OF A FUNCTION TO BE PERFORMED BY A USER

SECTION C: END USER DEPARTMENT AUTHORIZING

TITLE

FULL NAME

EMPLOYEE ID

DECLARATION(Tick whichever applies)

I declare that the above named requestor is eligible for requested system access.

I declare that the above named requestor is not eligible for requested system access.

SIGNATURE

DATE:

SECTION D: FOR ICT DEPARTMENT USE ONLY(To be completed by ICT Superior)

ICT OFFICER / SENIOR ICT OFFICER / PRINCIPAL ICT OFFICER / HEAD OF ICT MANAGER

1. Assigned Username

2. Role Granted/Given Role

3. Date Created

4. Created by: Name

Signature

Date.