



Government of the People's Republic of Bangladesh
Bangladesh Marine Academy, Sylhet
web: www.macademysylhet.gov.bd



SL. No.:

ICT Service Demand Form

Please fill out this form to request services from the ICT Department.

Requested By :

Date of Request:

Designation :

Dept./ Office :

Phone Number :

Problem Category: (Please put tick mark on the applicable check box. Use separate request forms for individual service.)

- 1) **Software** :
- Operating System (Windows or Others)
 - Microsoft Office
 - Antivirus
 - Others (Please Specify)

- 2) **Hardware** :
- Monitor
 - System Unit
 - Keyboard
 - Mouse
 - Printer
 - Scanner
 - Photocopy Machine
 - UPS
 - Others (Please Specify)

- 3) **Network** :
- WiFi Connection
 - LAN Connection
 - Telephone Connection
 - Others (Please Specify)

Description: (Please describe fully (English/Bengali) your request for program or system modifications or other type of IT Service)

Dept. Head/In-Charge Authorization:

Commandant Authorization

BMAS ICT Department Use Only

Comments:

Signature: