



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



ICT Service Demand Form

Ref. No.: BMAS/ICT/01

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) **Webmail** : User ID & Password (Strictly for Official Departmental Use)
- 3) **Hardware** : Monitor System Unit Keyboard Mouse Printer Scanner Photocopy Machine UPS Others (Please Specify)
- 4) **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

Remarks:

OIC of ICT