



**Pak-Austria Fachhochschule  
Institute of Applied Sciences & Technology**

Mang, Haripur, Khyber Pakhtunkhwa

**IT Requisition Form for PAFIAST Employees**

First Name: \_\_\_\_\_

Middle Name: \_\_\_\_\_

Last Name: \_\_\_\_\_

CNIC Number: \_\_\_\_\_

Designation: \_\_\_\_\_

Department: \_\_\_\_\_

Paste Passport size picture

OR

Send soft copy at

**muhammad.danish@**  
**paf-iaast.edu.pk**

Employment Type:  Regular  Contract  Adjunct / Visiting  Daily Wage

Emergency Number (Next of kin): \_\_\_\_\_

Alternate/Personal Email Account: \_\_\_\_\_

Own Contact Number: \_\_\_\_\_ Blood Group : \_\_\_\_\_

**Services Required (Check the Required Service)**

<input type="checkbox"/> Network Connectivity (LAN/WAN)	<input type="checkbox"/> Printer Installation
<input type="checkbox"/> Laptop/Desktop Installation/Configuration	<input type="checkbox"/> IP Telephone
<input type="checkbox"/> Server/VM Requirement	<input type="checkbox"/> IP Camera
<input type="checkbox"/> Virtual Desktop Interface (VDI)	<input type="checkbox"/> Employee Card
<input type="checkbox"/> Official Email Account	<input type="checkbox"/> ERP Account
<input type="checkbox"/> Other: _____	

**UNDERTAKING**

I agree to abide by the SOP, rules and regulations for IT services enforced from time to time and will not violate them.

Date: \_\_\_\_\_

Applicant Signature: \_\_\_\_\_

<b><u>Confirmation By HoD</u></b>	<b><u>Approval By Manager IT</u></b>
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*\* Note: All Fields are mandatory else request will not be entertained.*