



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: \_\_\_\_\_

Employment Type: ☐ Regular ☐ Contract ☐ Adjunct / Visiting ☐ Daily Wage

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

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

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

Paste Passport size picture

OR

Send soft copy at

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

**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: \_\_\_\_\_

**Confirmation By HoD**

**Approval By HR / Manager IT**

***\* Note: All Fields are mandatory else request will not be entertained.***