

# Logical Access Request Form

(For SAP Business Application)

Access Request Form No.
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### Personal Details (To Be Filled By User/Reporting Officer)

<b>Full Name:</b>		<b>Personal No:</b>	
<b>CNIC No:</b>		<b>Designation:</b>	
<b>Access Request:</b>	<input type="checkbox"/> New User	<input type="checkbox"/> Existing User	
<b>Type of Access:</b>	<input type="checkbox"/> Permanent <input type="checkbox"/> Temporary (Duration From ___/___/___ to ___/___/___) <input type="checkbox"/> Contractual <input type="checkbox"/> Vendor Personnel <input type="checkbox"/> Contractors		

### SAP Access Level and Role

<b>Level:</b>		<b>Role:</b>	
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### Reporting Officer Approvals

Name	Designation	Signature	Date

**Reason if Disapproved:**

### Functional Specialist Approval

Name	Designation	Signature	Date

**Reason if Disapproved:**

### DAG C&P Approval / Director FABS

Name	Designation	Signature	Date

**Reason if Disapproved:**

### To Be Filled By The Respective Basis Team Lead (After Granting Access)

Access to Application Granted	Name	Designation	Signature	Date
<b>SAP User ID:</b>				
<b>Expiration Date:</b>				

### CISO / ISO Verification

Name	Designation	Signature	Date

**Remarks:**