



JINNAH SINDH MEDICAL UNIVERSITY, KARACHI.

PROFORMA

Ref No. _____

Date: _____

To,
The Incharge IT Department
Jinnah Sindh Medical University,
Karachi.

THROUGH PROPER CHANNEL

Subject: _____

It is inform you that Hardware / Software _____ of
_____ department is out of order.

Please fix the above problem.

Model No: _____

Data on which drive: _____

Data Backup: Yes No

All Drives Fully Format: Yes No

Name of User with Signature: _____

Name of Department: _____

Designation: _____

Extension No of Department: _____