



REGIONAL INSTITUTE OF PARAMEDICAL AND NURSING SCIENCES

(An autonomous Institute under Ministry of Health & Family Welfare, Govt. of India)

Zemabawk, Aizawl; Mizoram-796017

COMPUTER CENTRE

Computer Centre Intercom:
Computer Operator : 108
System Engineer : 123

CC-FMT-02

SYSTEM DEFECT REPORT FORM

For Computer Centre only

SDR No.:

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Name of in-charge (*Authorised User*) : _____
Designation : _____
Department : _____
Location of the System : _____
(*Exact place/Room where the System is installed*)

Reporting Time:

--	--

 hr :

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 mins

AM
PM

Date:

				2	0		
d	d	m	m	y	y	y	y

Nature of Complaint:
.....
.....
.....

Comments (if any):

Section i/c or Department Head
(*Signature with Seal*)

Signature of i/c or Reporter

(Below should be fill-up by Computer Centre or Authorized Technician)

Observation/Fault & Repair/Service Carried out:
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.....
.....

Spares consumed: 1)
2)
3)

(*Computer Operator / Technician*)

Remarks/Pending (if so, reason):
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.....
.....

(*System Engineer*)