

Data Centre and Web Services Division
Virtual Machine Request Form

You are requested to please go through the IDC security policies before filling up this form.

<p>1. Name of the NIC Group / Division:</p> <p>_____</p> <p>_____</p>																				
<p>2. Name of the Project / Service: (Enclose Description & Architecture on a separate sheet)</p> <p>_____</p> <p>_____</p>																				
<p>3. Category: Web [<input type="checkbox"/>] Database [<input type="checkbox"/>] Other [<input type="checkbox"/>]</p> <p>Others if any specify. _____</p>																				
<p>4. Virtual Machine Specification :</p> <ul style="list-style-type: none"> • Name of the Virtual Machine : _____ • Hard Disk Required (GB) (Please separate for OS) : _____ • CPU Required : _____ • RAM Required : _____ 																				
<p>5. Software Environment</p> <ul style="list-style-type: none"> • Operating System (with version): _____ • Software & Tools: _____ • Software Licenses Detail (Including OS) _____ • Application provider name (Who will maintain the application) _____ • In house developed applications: <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 5px;"> <thead> <tr> <th style="width: 10%;">S. No.</th> <th style="width: 30%;">Application</th> <th style="width: 20%;">Operational since</th> <th style="width: 20%;">Clustered / Non clustered</th> <th style="width: 20%;">Transaction /Traffic (carried /expected)</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>2.</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>3.</td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	S. No.	Application	Operational since	Clustered / Non clustered	Transaction /Traffic (carried /expected)	1.					2.					3.				
S. No.	Application	Operational since	Clustered / Non clustered	Transaction /Traffic (carried /expected)																
1.																				
2.																				
3.																				
<p>Please enclose the application details form.</p>																				
<p>6. Clearance of Cyber Security Group (including firewall rules) is enclosed [<input type="checkbox"/>]</p> <p>7. Ports to be open on the Virtual Machine _____</p> <p>Note : If VPN is required then please fill a separate VPN form :</p>																				

8. Proposed Backup Policy in case Tape backup is required : Daily Full []
 Weekly Full []

9. Remote Administration Procedure:

10. System Administrators / NIC Coordinator

We have gone through the IDC security policies and understood my responsibilities. We shall abide by these policies.

i) Admin 1 - Name & Address: _____

Phone: (off) _____ (Res.) _____ Mobile : _____

Email _____ Signature _____

ii) Admin 2 - Name & Address: _____

Phone: (off) _____ (Res.) _____ Mobile : _____

Email _____ Signature _____

I have gone through the IDC security policies and understood my responsibilities. I shall abide by these policies.

11. Signature of HOD _____

Name of HOD: _____

Tel No / Intercom No. _____ Mobile _____

Email: _____ Res. Tel. _____

Signature of HOD

DC&WSD.

Date :