

	SYSTEM'S ERROR REPORT [SER] Sains Call Centre(24 x 7) Tel: 1-300-88-7246, Fax: 082-442522, Email: callcentre@sains.com.my , Online: http://Callcentre.sains.com.my	Document No: FRM-CM-MR-20
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REQUEST DETAILS			
Module Name :		Ref No/Docket No :	
Brief Description of Error :			
Error Message Displayed:			
Date & Time Error Occurred :			
REQUESTER		AUTHORIZATION	
Requested by :		Authorized by :	
Signature :		Signature/Stamp :	
Date Requested :		Date Authorized :	

To be completed by SAINS Personnel

SOLUTION	
Cause of Error :	(e.g. OAS on SUNE450)

Description of Solution :

Attended by :

Date Assigned :

Date Completed :

User Informed On :

ACCEPTANCE BY USER

Name :

Contact Number :

Designation :

Signature :

Section / Dept :

Date Accepted :