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| Ministry of Higher Education | | | | | | | وزارة التعليم العالي | | | | | | | | |
| King Abdulaziz University | | | | | | | جامعة الملك عبد العزيز | | | | | | | | |
| Faulty of Medicine | | | | | | | كلية الطب | | | | | | | | |
| Support Services Department | | | | | | | قسم الخدمات المساندة | | | | | | | | |
|  | | | | | | |  | | | | | | | | |
| Maintenance Request | | | | | | | طلب صيانة عامة | | | | | | | | |
|  | | | | | | | [bureau-veritas-logo](http://images.google.com/imgres?imgurl=http://www.conquestyachts.com/images/bureau-veritas-logo.gif&imgrefurl=http://www.conquestyachts.com/new-yacht-sales.html&usg=__mm1VXsQ6wEXGv_7fzR_OGel5S8I=&h=137&w=310&sz=24&hl=en&start=22&itbs=1&tbnid=6UQvAyGKbVeLmM:&tbnh=52&tbnw=117&prev=/images?q=bureau+veritas+logo&start=20&hl=en&newwindow=1&safe=active&sa=N&gbv=2&ndsp=20&tbs=isch:1) | | |  | | | | | | | | |
| Requestor | | | | | | | | | مقدم الطلب | | | | | | | | | |
| Name : | | | | | | | | | الإسم : فهد شطوان | | | | | | | | | |
| Department : | | | | | | | | | القسم : | | | | | | | | | |
| Extension No. : | | | | | | | | | الجوال: | | | | | | رقم الهاتف : | | | |
| Services Needed at | | | | | | | | | موقع الخدمة المطلوبة | | | | | | | | | |
| Building No. |  | | | | | | | | 13 | | | | | | | | | رقم المبنى |
| Level | □ – 1 | □ G | | | | □ 1st | | □ 2nd | □ الثاني | □ الأول | | □ الأرضي | | | | □ القبو | | الدور |
| Room No. |  | | | | | | | |  | | | | | | | | | رقم الغرفة |
| Request Reason | | | | | | | | | سبب الطلب | | | | | | | | | |
| □ Routine. | □ Repairing. | | | | | □ Other ………… | | | □ إخرى ............... | | □ إصلاح عطل. | | | | | | □ فحص دوري. | |
| Requested Maintenance Type | | | | | | | | | نوع الخدمة المطلوبة | | | | | | | | | |
| □. Electrical | | | □. Carpentry | | | | | | □ نجارة. | | | | | □ كهرباء. | | | | |
| □. Conditioning | | | □ Mechanical | | | | | | □ ميكانيكا | | | | | □ تكييف. | | | | |
| □ Plumbing | | | □ Other…………. | | | | | | □ أخرى .................................... | | | | | □ سباكة. | | | | |
| Services Description | | | | | | | | | وصف الخدمة المطلوبة | | | | | | | | | |
|  | | | | | | | | |  | | | | | | | | | |
|  | | | | | | | | | تركيب الديد لوك | | | | | | | | | |
|  | | | | | | | | |  | | | | | | | | | |
| Request Date : \ \ | | | | | |  | | | تاريخ الطلب : / / 14هـ | | | | | | | | | |
| Support Services Department | | | | | | | | | خاص بإدارة الخدمات المساندة | | | | | | | | | |
| Name : | | | | | | | | | اسم الموظف : | | | | | | | | | |
| Inspection Date : \ \ | | | | Signature: | | | | | التوقيع : | | | | تاريخ المعاينة : / / 14هـ | | | | | |
| Forwarded to : | | | | | | | | | الإحالة : | | | | | | | | | |
| Maintenance Status | | | | | | | | | تقرير الفني | | | | | | | | | |
| □ Spare Part Required. | | □ Work Completed. | | | | | | | □ تم التنفيذ. | | | | □ يحتاج إلى قطع غيار. | | | | | |
| □ Need Forwared to …… | | □ Other ………………… | | | | | | | □ إخرى .............................. | | | | □ يحتاج إحالة إلى .................. | | | | | |
| □ Name .......................... | | □ Signature ……………... | | | | | | | □ التوقيع ............................. | | | | □ اسم الفني .......................... | | | | | |
| Validation end application maintenance | | | | | | | | | المصادقه على انتهاء طلب الصيانة | | | | | | | | | |
| Completed Date : \ \ G | | | | | Signature: | | | | التوقيع : | | | | تاريخ الإصلاح : / / 14هـ | | | | | |
| For Administration Used | | | | | | | | | لإستخدام إدارة الكلية | | | | | | | | | |
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| [Mmograbi@kau.edu.sa](mailto:Mmograbi@kau.edu.sa) تلفون / 6952000 تحويله / 24471 فاكس / 21095 البريد الإلكتروني / | | | | | | | | | | | | | | | | | | |

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