

**Data Centre and Web Services Division  
Service/ Server Co-location 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 &amp; 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. Server Specification (Not Applicable for Service Co-location)</p> <ul style="list-style-type: none"> <li>• Rack size of Server*: .....</li> <li>• Make &amp; Model of Server:.....</li> <li>• Hardware configuration: Please enclose the Hardware details form</li> <li>• Hardware Vendor/Supplier:.....</li> <li>• Warranty period.....</li> </ul>																				
<p>5. Software Environment</p> <ul style="list-style-type: none"> <li>• Operating System (with version):</li> <li>• Software &amp; Tools:</li> <li>• Application provider name (Who will maintain the application).....</li> <li>• In house developed applications:</li> </ul> <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> <p>Please enclose the application details form.</p>	S. No.	Application	Operational since	Clustered / Non clustered	Transaction /Traffic (carried /expected)	1.					2.					3.				
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1.																				
2.																				
3.																				
<p>6. Clearance of Cyber Security Group (including firewall rules) is enclosed [ <input type="checkbox"/> ]</p> <p>7. Is Antivirus software installed [Y/N]</p>																				
<p><b>* Server to be co-located should be Rack Mountable/Blade server only.</b></p>																				
<p>8. Disk Space required on SAN: Y/N [ <input type="checkbox"/> ]</p> <p>If Yes, specify size _____ GB</p>																				

9. Proposed Backup Policy in case Tape backup is required :

10. Remote Administration Procedure:

11. 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.

12. Signature of HOD \_\_\_\_\_

Name of HOD: \_\_\_\_\_

Tel No / Intercom No. \_\_\_\_\_ Mobile \_\_\_\_\_

Email: \_\_\_\_\_ Res. Tel. \_\_\_\_\_

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**Signature of HOD**  
**DC&WSD.**  
**Date :**