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#### Administrative Systems Division

## Client / Server Object Promotion Request Form

AMSD Form No. : F11

System : Sub-system : AMSD Ref. No. :

# A. promotion nature

 ***1. Check In/ Out\****

 Requested by : Completed by : Checked by : Accepted by :

 Request Date : Date : Date : Date :

 Target Date :

 ***2. Unit Testing/ Development* ( ) *TO System Test* ()**

 Requested by : Completed by : Checked by : Accepted by :

 Request Date : Date : Date : Date :

 Target Date :

 ***3. System Test* ( ) *TO User Acceptance* ()**

 Requested by : Completed by : Checked by : Accepted by :

 Request Date : Date : Date : Date :

 Target Date :

 ***4. User Acceptance* ( ) *TO Production* ()**

 Requested by : Completed by : Checked by : Accepted by :

 Request Date : Date : Date : Date :

 Target Date :

***( \* Delete where appropriate )***

B. Server objects

 PC Scripts Version Object Name Check out Version No.

Remarks :

C. client objectS

 **Check Out /Promote From Check In/Promote To**

 **Library Name Entry Name Date Time Object Size Library Name Date Time Object Size**

 Remarks :

# d. Remarks/Special Instructions