

Workforce Solutions Texoma Technology Access Request Users Outside the Workforce Solutions Texoma System



Organization		Person(s) Requesting Access	
Area(s) Where Access is Requested		Dates Needed	
Type of Access Requested	<input type="checkbox"/> Attach a Laptop Computer to the Network <input type="checkbox"/> Attach an External Storage Device <input type="checkbox"/> Copy Software onto the Network	<input type="checkbox"/> Access the Internet <input type="checkbox"/> Use an Electronic Projector <input type="checkbox"/> Other _____	
Additional Information			

Contractor/Consultant/Outsider Information and Technology Security Agreement and Assurances:

I acknowledge Workforce Solutions Texoma has provided me with adequate time to review and consider the Workforce Solutions Texoma Information and Technology Security Policies which are applicable to my access to the Workforce Solutions Texoma Technology Network.

I also certify I have been given ample opportunity to have any and all questions about my responsibilities addressed, and am aware I am accountable for the Information and Technology Security Policies related to my access to the Workforce Solutions Texoma Technology Network.

I understand failure to abide by any and all policies, guidelines, and procedures may result in organizational, civil, or criminal action and/or the termination of my relationship, or the relationship of my organization, with Workforce Solutions Texoma.

I further agree:

- to allow Workforce Solutions Texoma Information Technology Personnel to inspect any outside laptop computer or external storage device, or software, including performing virus scan and other diagnostic tests to prevent damage to the Workforce Solutions Texoma Network,
- to observe any copyright agreements pertaining to software used on the Workforce Solutions Texoma Technology Network,
- not to tamper with switch settings, move, reconfigure, or do anything that could damage the Workforce Solutions Texoma Technology Network or equipment,
- not to access or attempt to access a host computer through any network, without the owner's permission and/or through use of login information belonging to another person,
- not to create, disseminate, or run a self-replicating program ("virus"), whether destructive in nature or not through the Workforce Solutions Texoma Technology Network, and
- not to copy, rename, alter, examine, or delete any files or programs on the Workforce Solutions Texoma Technology Network without the express written permission of Workforce Solutions Texoma.

I understand I will be held responsible for damage to the Workforce Solutions Texoma Technology Network and other user resources (hardware and software) caused by intentional misuse or otherwise unreasonable use of those resources.

By my signature I affirm I have received, understand, and agree with, the Workforce Solutions Texoma Information and Technology Security Policies for Users Outside the Workforce Solutions Texoma System, and certify I am authorized to sign on behalf of my company.

Authorized Signature

Printed Name

Title

Date

Workforce Solutions Texoma Use Only

Details of Review:

Access **Granted** _____ **Denied** _____

Authorized Signature

Printed Name

Title

Date