

Request for VPN Access

Instructions:

- Complete the form below. Obtain Supervisor Approval (Employees) or Point of Contact Approval (nonemployees)
- Forward to OCA-Information Services for processing. The Information Security Officer will deliver instructions and media for installing the VPN Software

Requestor Name:	
Department or Court:	
VPN Software to be installed on: (check all that apply) <input type="checkbox"/> Personal Equipment <input type="checkbox"/> OCA Equipment	
Date Needed:	
<i>I certify that:</i> 1) <i>I will use the VPN in accordance with OCA's Computer Security Policy.</i> 2) <i>I will only use the VPN for business purposes.</i> 3) <i>I will ensure that personal equipment used meets the guidelines outlined in the Computer Security Policy.</i> 4) <i>I understand that any cost of purchasing, upgrading and maintaining home equipment is my responsibility.</i>	
Requestor Signature:	Date:
Approval Signature:	Date:
OCA-IS Use Only Instructions/Software Delivered on: _____ ISO Initials: _____	