

## APPLICATION FOR ACCESS TO NAURUGOV SERVER

Please ensure that all details are printed clearly and neatly.

Full Name	
Department	
Position title	
Location of computer	
Existing blue cable connection	Yes <input type="checkbox"/> No <input type="checkbox"/>
Type of access requested	Email <input type="checkbox"/> Internet <input type="checkbox"/> Share Drive <input type="checkbox"/>
Requested by	
Type of employment	Permanent <input type="checkbox"/> Temp <input type="checkbox"/> Reliever <input type="checkbox"/>
Signature of department's HOD	

**Note:** request for **internet access** and **department share file access** must be supported by letter justifying request and must be endorsed by the User's Head of Department.

### ICT DEPARTMENT USE ONLY

Type of Access Granted	Approval Signature	Date Approved
<input type="checkbox"/> Email		
*approval from director of information and telecommunications technology		
<input type="checkbox"/> Internet		
*approval from Head of Department for ICT		
<input type="checkbox"/> Department share file		
*approval from Head of department for ICT		
IP Address(IPv4): <input style="width: 30px;" type="text"/> <input style="width: 30px;" type="text"/> <input style="width: 30px;" type="text"/> <input style="width: 30px;" type="text"/>		
<b>TASK</b>		
<input type="checkbox"/> details recorded		
<input type="checkbox"/> Account Created		
<input type="checkbox"/> Provide details to user		

Delegations:

Approval for emails:

Director of information and Communication technology

Approval for Internet access:

Head of Department for ICT

Approval for share file access:

Head of Department for ICT

Account Creation:

ICT Administrators