

COUNTY OF DEL NORTE
Department of Information Technology

Network Security Access Form
 (type or print clearly)

- New Account
- Change
- Disable

 Date Employee No Effective Date

 Name (Last, First) Department Phone Number

 Title Location Fax Number

Novell Group Membership: (List each group you want user to be a member of, write "DEL-{group name}" to remove access.)

Countywide Programs (Write "DEL" next to a program if you want to remove the users access)

- | | | | |
|--|--|--|-------------------------------------|
| <input type="checkbox"/> Internet Access | <input type="checkbox"/> LaserFiche | <input type="checkbox"/> OmniForm | <input type="checkbox"/> Lotus 123 |
| <input type="checkbox"/> Email Account | <input type="checkbox"/> MS Publisher | <input type="checkbox"/> OmniForm Filler | <input type="checkbox"/> OrgPlus |
| <input type="checkbox"/> Claim Program | <input type="checkbox"/> MS Visio | <input type="checkbox"/> OmniPage | <input type="checkbox"/> QuickBooks |
| <input type="checkbox"/> Budget Program | <input type="checkbox"/> Adobe Photoshop | <input type="checkbox"/> Adobe Acrobat | <input type="checkbox"/> Quicken |

Notes:

Departmental Programs

Administration

- Claim Program
- Budget Program

Ag Dept

- Dog Program

Assessor

- CREST
- AS/400
- HAL-File

Auditor

- ACCPAC – General
- ACCPAC – Payroll
- ACCPAC – Admin
- Asset Program

Building Maintenance

- Timestudy

Child Support Services

Children and Families

Clerk / Recorder / Elect

- HAL-File
- Fictitious Bus. Name

Conf. Marriages

- CREST
- AS/400
- Elections
- Cal-Voter

CDD

- AS/400
- CREST
- Sewer Program
- Special Dist. Prog

County Counsel

Courts

- HTE Inq Full Table
- AR Inq Full Table

District Attorney

- Case Log
- Pelican Bay Cases
- Copware

Health Department

- CAIR
- AVSS
- Envision
- Epitome

Dymo Label Maker

Information Technology

Juvenile Hall

Mental Health

- CMS

Personnel

- Personnel Prog.

Probation

- HTE Inq Full Table

Road Department

- CAMS

Sheriff

- HTE
- Jail Inq Full Table
- CAD Inq Full Table
- Crime Inq Full Table
- Civil Inq Full Table
- CJLIB Inq Full

- DSSI

Social Services

- ISAWS
- HWDC
- Lodestar
- Citrix
- SFIS
- EBT
- CAPS
- SARS

Treasurer/Tax Col

- CREST
- AS/400
- Special Dist. Prog
- Secured Tax
- County Collections
- Treasures Prog.

Veterans Services

Victim Witness

- County Collections
- Victim Witness Prog

Notes:

Authorization – I hereby certify this request meets the requirements of the County’s Security Policy, and that I am authorized to submit such request.

 Printed Name Signature Date Phone No & Ext

| FOR IT USE ONLY: | Date | Initials | | Date | Initials |
|-------------------------|-------|----------|-----------------|-------|----------|
| PAF Verified: | _____ | _____ | User Notified: | _____ | _____ |
| IT Policy On-file: | _____ | _____ | User Follow Up: | _____ | _____ |
| Updated: | _____ | _____ | Account Audit: | _____ | _____ |
| Account Activated: | _____ | _____ | Scanned: | _____ | _____ |