

TELFORD SVC PHILS., INC
MANAGEMENT INFORMATION SYSTEM USER DECLARATION AGREEMENT

Access to Management Information System resources and services has been granted to me, as a privilege, for performing job duties and responsibilities for my Directorate. I have read and agree to abide by the policies and procedures which govern my use of these services:

**COMPUTER, E-MAIL, DOMAIN Account AND INTERNET ACCEPTABLE USAGE
Statement USE POLICY**

I will refrain from monopolizing system, overloading networks with excessive data, or wasting computer time, connect time, disk space, printer paper, or other MIS resources. I will report to TSPI management any observations of attempted security violations or illegal activities. I will report to TSPI management if I receive or obtain information to which I am not entitled.

By signing this agreement, I certify that I understand and accept responsibility for adhering to the policies, procedures, and additional TSPI terms and conditions listed above. I also acknowledge my understanding that any misuse on my part may result in disciplinary action including but not limited to, termination of my access privileges.

Employee Name (Print) : _____

Signature : _____

Date : _____

Head of Section :

Name : _____

Signature : _____

Date : _____