

- Driving the IT Revolution -

## NATIONAL INFORMATION TECHNOLOGY AUTHORITY

## USER ACCOUNT CREATION / ACCOUNT CHANGE REQUEST FORM

*Indicates required fields	
Applicant's First Name*: <u>baniel</u> M	iddle Initial: Last Name*:_ OKot
Title: Management Trainel s	tart Date: 04   08   202
Title: Management trainel s M/D/Agency*: NITA-U	Directorate: E-Government
Department*: Web Services	
Please select the type of request	
☑ New account	
☐ Name change Previous Name:	
☐ Renewal	
☐ Group membership Group name:	
Please select the account needed	
☐ User account (Network / Domain access)	
☐ Email (Outlook mail)	
Remote access (VPN, dial-in)	
Shared File Storage	
Drive / Directory / File	Type of access (read, write, modify)
☑ I have read and understand the security policy, th	e network access policy, the ICT policy and the electronic
email policy. I understand that I am responsible fo	or any computing activity carried out using this account. I
agree to comply with the conditions of the policie	s listed above.
Applicant's signature*:	Date*: Ogth September 2021
Department head signature*:	Date*:
Department head print name*:	
Human resource /Personnel Officer use only:	

Date received*:		
Effective employment date*:		
HR/PO's Signature*:		
HR/PO's Print name*:		
NITA-U Directorate of Technical Services use only:		
Date form received:	<del></del>	
Request approved by:	Signature:	
Account details		
Username / User login ID:		
Initial Password:	Must change at next logon?	
Email Address:		
Account created by:	Signature:	
Date account was created:		
End User Consent		
$\hfill \square$ The requested access has been granted to me.		
Name of applicant*:		
Signature*:	Date*:	
Comments:		
	···	