



Request for Computer Account

Send request to:

The Manager, ITC Services
Information Technology & Computing Services
PO Box 784
Suva, Fiji Islands

OR FAX: 300-954

All fields MUST be filled in. Non-government employees may enter 'N/A' for Employer No. And Grade Level/Post.
NB: Signed paper copies must follow FAX or e-mail copies.

First Name	Middle Initial	Surname

Systems Required To Access :

Dial Up Access PC Network VMS System

Applications Required to Access :

<input checked="" type="checkbox"/> E-Mail	<input type="checkbox"/> VAT	<input type="checkbox"/> Crown Lands (LIS)	<input type="checkbox"/> GL	Extra Options <input type="checkbox"/> Dept Key User
<input type="checkbox"/> Fax Messaging	<input type="checkbox"/> Tax Info System	<input type="checkbox"/> Road Transport	<input type="checkbox"/> Payroll	<input type="checkbox"/> Dept Web Page Dev.
<input type="checkbox"/> Internet	<input type="checkbox"/> FMIS	<input type="checkbox"/> Immigration	<input type="checkbox"/> Exams	
<input checked="" type="checkbox"/> Intranet	<input type="checkbox"/> On-Line Banking	<input type="checkbox"/> BDM	<input type="checkbox"/> Elections	
	<input type="checkbox"/> Customs	<input type="checkbox"/> _____		

Job Title	Ministry / Company

Department	Section or Unit

Who you report to in Government (name and designation).

Government employees/contractors with computer accounts who report to you directly (name and designation)

Street Address (of your government office)

Postal Address (of your government office)

Phone No.	Assistant's / Alternate Phone No	Fax No.	Mobile no:

Pager No.	Employer No. (EDP or FNPF)	Grade Level / Post	Date of Birth

Emergency Contact Name	Emergency Phone Number

List any other computer accounts (e-mail, VMS, etc.) held with ITC or Government – name both username and system (e.g. joeblogs on PAYROLL, jblogs@govnet.gov.fj on email)

Justification for computer account(s). Please explain the purpose of the access and why the requestee needs this access.

Authorised by (Head of Dept. or equivalent)	Signature	Date

The following is for office use only

Username: _____
Setup by: _____
System access level: _____

Authorised by: _____
Manager, ITC Services _____
Date _____