FAX TO: Country Code 0, 303-497-8181
ATTN: Neil Boyes
MMM COMPUTING DATA SHEET

First Name: _____ Last: _____ Date: _____
Home Institution:_____ Phone #: ( )_____
Address: _____ Email: _____
_____ Fax #: _____

Appointment:

_____Regular/Term MMM Employee
_____Long-term Visitor (> 6 mos.)
_____Short-term Visitor (1– 6 mos.)
_____Temporary Visitor (< 1 mo.)
_____Student Assistant
_____Collaborator (non-NCAR employee)
_____Collaborator (NCAR employee)
_____ASP Visitor

Visitors:
MMM host(s): _____
Arrival Date: _____
Departure Date: _____

Employees:
MMM supervisor(s):_____
Employee start date: _____

Bringing a Computer? ☐**Yes** ☐**No**

If you are bringing your own computing equipment, please provide the following information:
Type of Equipment:
☐ PC ☐ Macintosh
☐ Unix Type of OS:_____

Acceptance of UCAR's Computing Policy: Possession or use of spying or cracking software on NCAR/UCAR equipment, or use of such software while accessing NCAR/UCAR equipment, by non-authorized users shall be considered a violation of UCAR's policy number 1-1-15 on Computing Systems and Software Handling. This policy states that computer users are expected to utilize UCAR's computers, facilities, and vendor software in an ethical and legal manner and in ways that do not adversely affect the organization or invade the privacy of its employees. In addition, installation and/or use of vender software not appropriately licensed will be in violation of the above policy.

Print Name: _____ Signature: _____ Date: _____

For MMM Systems Group Use Only

Information Required for Access to SCD Resources

Will visitor require access to SCD Resources? ☐ Yes ☐ No
SCD Login Name:_____ SCD Scientist #: _____ SCD Project #: _____

MMM Login Name:_____ NCAR Email Address: _____
MMM Office #: _____ MMM Phone #: _____

Departure Information

MMM Computer Accounts Policy: Based on the type of user and the type of account, there exists a designated removal period for a departed user's files. Please consult with MMM Systems Manager to determine the disposition of your files before your departure.

Date Account Closed: _____ *Updated: 8/15/02*