



Document Management System-User Access Form

**TEXAS A&M AGRILIFE
 DOCUMENT MANAGEMENT SYSTEM APPLICATIONS
 STATEMENT OF RESPONSIBILITY**

I, the undersigned, understand that all information which may come to my knowledge while using any of the applications associated with the AgriLife Repositories of the Texas A&M Document Management System is to be held in the strictest confidence and may not be disclosed except as provided in policy and procedures pertaining to performance of my job duties and assignments.

I acknowledge my responsibility for strictly adhering to university policy and state and federal law. I also am aware that penalties exist for unauthorized access, unauthorized use or unauthorized distribution of information contained in or accessed from these applications.

I understand that computer system password(s) I receive or devise is (are) confidential. I will not disclose to any unauthorized person any password(s) which I am given or devise and I will not write down such password(s) or post them where they may be viewed by unauthorized people. I understand that I am responsible for any computer transactions performed as a result of access authorized by use of my password(s). I agree further NOT to attempt to circumvent the computer security system by using or attempting to use any transaction, software, files or resources I am not authorized to use. I understand that use of a password not issued specifically to me or to a group of which I am a member is expressly prohibited.

I understand that failure to observe these restrictions constitutes a "Breach of Computer Security" as defined in the TEXAS PENAL CODE, CHAPTER 33, and that such an offense will subject me to university or agency disciplinary action and criminal prosecution to the full extent of the law.

County Office - just fill in and sign this section and return to District Office

EMPLOYEE ACKNOWLEDGEMENT			
Name (Last, First MI):		UIN #:	COUNTY STAFF
AGNET User Name (AgriLife, Non College of Ag Only)	@ag.tamu.edu	NetID (College of Ag/ SRS/CVM only)	N/A
Signature:		Date:	