

## Appendix B: Reg la ed Da a A ho i a ion Fo m

Plea e comple e he fo m belo and e n o UNO Info ma ion Se ice (IS) Technical S ppo Se ice , EAB 104.

Da e: \_\_\_\_\_

### 1. Your Information

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Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

NU ID: \_\_\_\_\_

College/Depa men : \_\_\_\_\_

Dean/Di i ional Leade : \_\_\_\_\_

### 2. Storage Device Information

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*(Submit one form per device)*

IS p o ide a e ice fo he o age of eg la ed da a, kno n a he Reg la ed Da a File Se e , hich mee he nece a echnical eq iemen fo ho ea ho i ed o o e i. If i nece a o o e o eg la ed da a in an ale na i e loca ion, o m e plci l a e ha belo :

If a ho i ed, I WILL o e eg la ed da a on he Reg la ed Da a File Se e . (if checked, plea e p oceed o Sec ion 3)

If a ho i ed, I WILL NOT o e eg la ed da a on he Reg la ed Da a File Se e . Plea e a e o ea on and loca ion he e o o ld like o o e



**5. Can the device (laptop, workstation, etc.) being used to store regulated data OR access regulated data on the IS managed Regulated Data File Server be encrypted?**

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- Yes
- No

If no, please explain the reason here: \_\_\_\_\_

**6. Your Business Need**

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(Please indicate your need or objective)

**7. Related Information**

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<b>Reference</b>	<b>Description</b>
<a href="http://www.nesb.ca.gov/doc/permissions/16%20Responsible%20Use%20of%20Computer%20and%20Info%20System.pdf">http://www.nesb.ca.gov/doc/permissions/16%20Responsible%20Use%20of%20Computer%20and%20Info%20System.pdf</a>	NU E ec i e Memo and m 16
<a href="http://www.nesb.ca.gov/doc/permissions/26%20Information%20Security%20Plan%20%28GLB%20Compliance%29.pdf">http://www.nesb.ca.gov/doc/permissions/26%20Information%20Security%20Plan%20%28GLB%20Compliance%29.pdf</a>	NU E ec i e Memo and m 26

**9. Authorization**

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**Dean/Divisional Leader**

This employee should be authorized to use regulated data on an electronic storage device as a necessary part of his /her job duties.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Regulated Data Authorization Committee**

Approve or deny the request to use regulated data on an electronic storage device.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Approved

Denied for reason: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_