USDA
United States Department of Agriculture

CLASSIFIED STAND-ALONE COMPUTER
USER ACCOUNT AUTHORIZATION

SECTION 1   USER DATA *(To be completed by the System Owner or Requestor)*

1. Last Name	2. First Name	3. Middle Initial

4. SSN/Last 4	5. Title	6. Email (Unclassified)

7. Contact Number	8. Department	9. Agency/Office

10. Site Address

11. City	12. State	13. Zip Code

14. Employment Status   USDA Employee   Contractor   Other

Contractor Data *(If applicable)*

15. Company Name	16. Contract Number	17. Contract End Date

18. Other Data *(If applicable)*

SECTION 2   CLASSIFIED COMPUTER INFORMATION
(To be completed by the System Owner)

19. Classified System Registration Number

20. System Owning Agency	21. System Owner

22. Type of Account Requested   User   Certifier   System Administrator

23. Removable Media Access Required   None   Read Only   Read/Write

24. Hard Copy Output Capability Required   Yes   No

25. Required Security Training Completed   Yes   No   Date _____

26. User Agreement Signed   Yes   No   Date _____

27. Agency ISC (Printed Name)	28. Agency ISC Notified Yes No

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29. Justification *(Explain in detail why access is required, and address the requirements for removable media access and/or hard copy output capability.)*

I certify that the individual listed above in Section 1 has an approved need to know, and requires access to the classified stand-alone computer system identified in Section 2. I concur with the creation of the account with the listed privileges. The individual has completed the initial Classified Stand-Alone Computer Training and has signed the user agreement.

30. System Owner (Printed Name)

31. Signature

32. Date

SECTION 3   APPROVAL   *(To be completed by PDSD)*

33. Individual Clearance Level   Secret   Top Secret   Top Secret/SCI

34. Account Approval   Approved   Disapproved

35. Additional Approvals   Removable Media   Yes   No
                                  Hard Copy Output   Yes   No

I certify that the individual listed above has the security clearance annotated above, and that the classified system is currently included on our list of approved classified stand-alone computer systems. The account is approved with the privileges annotated in Section 3.

36. Printed Name

37. Signature

38. Date

AD-3085 (Rev 12/14)