



Information Technology Division  
NT -ID Account Request Form

Date: \_\_\_\_\_

**Acknowledgment of Responsibility & Usage Undertaking**

I, the undersigned, do hereby acknowledge that:

I have read the Authority's rules governing the access and use of its Information Technology facilities and agree to abide by the same and/or all such related rules that may be enforced here after. I have the responsibility to protect the confidentiality and integrity of all DEWA data to which I have access to. This confidentiality and data integrity responsibility extends to, but is not limited to, systems, software and Data, which DEWA owns, or develops, or acquires from third parties. I acknowledge my responsibility to protect all such information, in whatever form, from improper disclosure or use.

I am aware of my responsibilities to read, comprehend, and abide by all DEWA policies and procedures. All hardware, software and data to which I have access to is the property of DEWA and is to be used in the performance of my assigned job duties. I shall be responsible for the proper use of these resources. I understand that improper use of these resources shall lead to loss of privilege to use them; use of these resources for personal gain is prohibited.

I fully understand that in the event of my failure to abide by the rules, the Authority, at its discretion, may take appropriate action/s against me as deemed necessary.

I am requesting:  Email Account  Internet  Both

**Acknowledged By:**

Pr. No.: \_\_\_\_\_ Email Address: \_\_\_\_\_

First Name: \_\_\_\_\_ Initials: \_\_\_\_\_ Last Name: \_\_\_\_\_

Division: \_\_\_\_\_ Department: Dubai Carbon Title: \_\_\_\_\_

Office Number: \_\_\_\_\_

User Signature: \_\_\_\_\_ Dept. Head Signature: \_\_\_\_\_

**In case of Temporary staff:**

Date From: \_\_\_\_\_ To: \_\_\_\_\_

**For ITD use:**

Operations Manager/ SDT manager: \_\_\_\_\_ Signature: \_\_\_\_\_