agriculture, land reform & rural development

Department:
Agriculture, Land Reform and Rural Development
REPUBLIC OF SOUTH AFRICA

VPN ACCESS REQUEST FORM

Complete and email to: ICTGovernance@dalrrd.gov.za

Tick appropriate option: Initial request ☐　　　Extension ☐　　　Personal computer ☐　　　Departmental ☐

VPN USER'S DETAILS

Name & Surname:				
Mobile number:				
Telephone number:				
Office number:				
Email Address:				
Province:				
Project/ Service (the request relates to)				
DALRRD/ Service provider (For internal users, specify Branch/ Directorate details. If service provider specify both branch and company)	DALRRD Branch & Directorate name:		Company name:	

VPN ACCESS DETAILS

System/ Service/ Add Server Name/ IP Address:		Period:	Start date: End date:
Estimate usage: (daily, weekly/ monthly)		Dependency: (if any)	
During Office hours		After Office hours/ when outside office	

MOTIVATION WHY THE SERVICE IS REQUIRED:

_____

_____

_____

_____

_____

NB: *Please attach additional information if more space is required for motivation.*

VPN User's signature

User's name and surname			
Signature:		Date	

Requester's signature

Requestor's name and surname			
Signature:		Date	

REQUESTOR'S SUPERVISOR/ LINE MANAGER AND APPROVAL BY OCIO:

Name and Surname (Line manager (DALRRD))			
Signature:		Date	
Name and Surname (ICT Director approval)			
Signature:		Date	

BACK OFFICE SIGN OFF

Call Ref No					
VPN client setup confirmation	VPN Access Granted	Yes		No	
Comments if any					
Attended by					
User Contacted	Yes		No		
Signature					
Date					