



## OREGON MILITARY DEPARTMENT

HEADQUARTERS, OREGON NATIONAL GUARD

1776 MILITIA WAY

P.O. BOX 14350

SALEM, OREGON 97309-5047

MEMORANDUM FOR Director of Financial Administration

SUBJECT: Use of Oregon Military Department State Computer Equipment and Systems

1. I (*print full name*) \_\_\_\_\_, have read, understand, and agree to comply with State Financial Administration Division Policy Number AGC 248.006 Use of Oregon Military Department State Computer Equipment and Systems:

\_\_\_\_\_  
Signature and Date

\_\_\_\_\_  
Division/Program

\_\_\_\_\_  
E-Mail Address

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Job Title

\_\_\_\_\_  
Supervisor's Name (*print name*)

2. This form will be maintained by the Director of Financial Administration and will serve as a basis of authority to grant access to computer equipment and systems. When completed please forward to:

Oregon Military Department  
Financial Administration Division – AGC  
Attention: Pete Senser, Information Systems Specialist  
1776 Militia Way SE  
PO Box 14350  
Salem, Oregon 97309-5047