**WebEOC Access Request**

**And**

**User Agreement**

In order to maintain the security of the Utah State WebEOC System and manage the large numbers of users, access requirements will be strictly enforced. I understand and acknowledge that this website is a tool that contains information as received from many sources that may or may not be verified. Due to the rapidly changing nature of emergency operations not all changes, updates or corrections to information that are entered may be captured or recorded.

I agree that I shall not give out my password/access to others. Additionally, as this website may contain law enforcement sensitive information, personal information in which there is a privacy interest or terrorist related information depending on the type of incident involved, I will not show anyone who is not authorized any printed or online information or screen prints of information in WebEOC and will refer any requests for information from WebEOC to the Utah Division of Emergency Management (DEM).

Users are required to log into the system at least once per 90 day period. Failure to log in during this time frame may result in suspension or termination of access. Should user access be suspended or terminated, the user’s supervisor or Emergency Management Director will be required to make a request for reinstatement of the individual to the DEM Director or Operations Section Chief.

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| --- | --- | --- | --- | --- | --- |
| **Name** |  | | | | |
| **Municipality/Agency** |  | | | | |
| **Supervisor** |  | | | | |
| **Reason for Access** |  | | | | |
| **Phone Number** |  | | **Email** |  | |
| **Date of Initial Training** |  | **Instructor** | |  | |
| **Signature** |  | | | **Date** |  |

# **To be filled out by WebEOC Administrator**

Account Created by:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_