



**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 <i>(If applicable)</i>					

**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
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34. Account Approval	Approved	Disapproved
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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