

Application to receive password for access to Rausing Room

v 0.98 30-8-06

Name:

Email address:

as registered with MyHRELP if applicable

Affiliation:

ID:

Date:

Signature:

I apply for a password enabling me to access the Rausing Room.

I agree that:

- I will use the facilities of the Rausing Room in a safe and appropriate manner
- I will not divulge the password to anyone who is not authorised to receive it
- I will obtain updated passwords via MyHRELP (*see* <http://www.hrelp.org/myhrelp/>)
- I will follow all directions given by staff or signs regarding the use of equipment
- I will not knowingly cause damage to equipment either directly or indirectly, e.g. by connecting equipment or inputting data that has a risk of containing viruses
- I will not use the equipment to perform operations that contravene the IT policy of SOAS (*see* <http://mercury.soas.ac.uk/it/docs/docindex.htm#policies>)
- I may be liable for losses caused as a result of my divulging the password to third parties
- If I am instructed to stop using the password or accessing the Rausing Room, I will not access the Rausing Room

Return this form to:

Endangered Languages Archive

Room R201

SOAS

Note: you should if possible deliver this form in person.