

(DCT) International Travel System Access Request

Date of Request:

Requestor's Name:

Requestor's Email:

Countries where access to assets is needed:

Device(s) to be used to access state resources:

Secured Internet: Yes No

Secure Internet Connections: Use private or company-managed networks (e.g., personal hotspot, hotel Wi-Fi with individual credentials, and state VPN).

Not Secure (Not Permitted): Avoid public, shared, or open Wi-Fi (e.g., networks with common passwords, unencrypted access, or free public Wi-Fi).

Access start date:

Access end date (reg work may not exceed 30 days total):

Anticipated access time (full-time or part-time; during regular CST work hours; etc.):

Explain critical business need for access:

Is there any additional information the security team or an authorized individual should consider when evaluating or approving this request?

Once a request is approved by authorized individuals, the requestor is responsible for using the access appropriately, safeguarding the data to the extent reasonably expected, and reporting any suspected security issues.

Requestor Signature: _____ Date: _____

Explain the business risks if access is not approved:

Signature of Authorized Approver: _____ Date: _____

MNIT Signature: _____ Date: _____