

# Workstation Access Agreement

I acknowledge that I have been granted access to the designated workstation and agree to comply with all company policies regarding information security, appropriate use, and confidentiality.

**Full Name:**

**Employee ID:**

**Department:**

**Workstation Location:**

**Date:**

I agree to abide by all workstation access policies and understand that any violation may result in disciplinary action.

**Signature:**

**Submit**