

CAS (Client Access System) - Access Authorisation Form

Nominated Officer (the officer requiring CAS access)	
Title: Given name:	Surname:
Email:	Work title:
Department	Region / District
Postal Address	
Phone: ()	Fax: ()
Does this officer replace another CAS user? Yes / No	Username of officer to have CAS access removed:
CAS access required / updated: New User? Y / N If No, please provide existing username:	

CAS modules required:		<input checked="" type="checkbox"/>
Standard Access	All vehicle information and reports relating to the specific nominated region/district	
Advanced Access	As with Standard Access plus online lease rates and fines	
Insurance (<i>Insurance providers only</i>)		

Nominated Client Range - List client code numbers, Business Groups, or names of districts / regions that you require access to:

Nominated Officer's Declaration
<i>I agree that:</i>
<ol style="list-style-type: none"> 1. The personal information contained in, or collected for input into, CAS (Client Access System) is confidential and I will maintain the confidentiality of this personal information. 2. I will manage personal information contained in, or collected for input into, CAS (Client Access System) in accordance with Information Standard 42: Information Privacy (IS42). A copy of IS42 can be downloaded from the Internet at: http://www.governmentict.qld.gov.au/02_infostand/index.htm 3. QFleet has the right to withdraw my access to CAS (Client Access System) at any time for any reason without notice to me or consultation with me.

Nominated Officer's Signature:	Date:
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Authorising Officer's Declaration <i>I authorise the Nominated Officer to have access to CAS (Client Access System) on the terms set out in this form</i>
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Title: Given name:	Surname:
Email:	Work Title:
Phone: ()	Fax: ()
Authorising Officer's Signature:	Date:
Fax back to 07 3224 6242	

Office Use Only: Distribution & Authorisation
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Business Groups to access:

1	Endorsing Officer:	Date:
2	Actioned by:	Date:
3	Client username:	Emailed: YES / NO