

To be forwarded on approval to you Divisional Business Support
See Enet for contact details of your Divisional Support personnel
Multiple devices can be ordered on this form for a single user. Multiple users must complete another form

AUSGRID MOBILE DEVICE ORDER FORM (v1.2)

The company owned device which you will be issued with must be used primarily for work related activities. Its use is governed by Ausgrid's Code of Conduct, Computing Code of Conduct and other Corporate IT&T policies, which are available on ENet. The use of the device may be monitored and misuse will be subjected to disciplinary action.

Section 1: User	
End User Name: _____ Service Number: _____	Division _____ Cost Centre _____
Section 2: Delivery Locations	
Deliver to: Name _____ Address: _____ _____	
Section 3: Mobile Service (Number)	
<input type="checkbox"/> New connection - new mobile number required <input type="checkbox"/> Existing number - Do you have a Next G SIM card - Yes <input type="checkbox"/> - No <input type="checkbox"/> If you don't have a Next G SIM, you will require a new SIM card and have your existing mobile number re-burnt onto the new SIM card. The replacement SIM card will be issued with replacement phones. Please contact the helpdesk to activate the new SIM card on 32077 and provide the helpdesk with the sim serial and the existing mobile phone service to retain the number. Existing Mobile #: _____ Current Carrier: <input type="checkbox"/> Optus <input type="checkbox"/> Vodafone <input type="checkbox"/> Telstra (only Telstra available for new connections)	
Section 4: Device	
4a) Handsets & GPS units Handset <input type="checkbox"/> Nokia C5-00 Where an Iphone requirement please utilise the form Distribution Operations & Reliability Only -Mobile Phone/DME Email/GPS/Mobile Broadband and return as detailed on the form. Please note Level 2 manager approval is required for the Iphone.	
4b) Accessories <input type="checkbox"/> Car Charger <input type="checkbox"/> Belt option/Leather pouch <input type="checkbox"/> Portable Blue Tooth Car Kit	
4c) Mobile Email Device <input type="checkbox"/> Blackberry 9800 – Torch (General manager approval required for a new Blackberry service only)	
4d) Mobile Data/Broadband Service (Provides internet connection to a PC/laptop that is not connectable via the Ausgrid Network) <input type="checkbox"/> Telstra Elite™ Mobile Broadband Express (503) XTELEXP503	
4e) Data Plan (To be completed where data connection is required for mobile phone and data/broadband Card) <input type="checkbox"/> \$39 – 1 Gb/month <input type="checkbox"/> \$49 – 3gb/month <input type="checkbox"/> \$69 – 7gb/month This is the usage value per month. Where usage is over the allotted plan the card continues to be able to download and at considerable cost per Mb.	
Section 5: Approvals	
Approved by: Name: _____ Position: _____ Signature: _____ Date: _____ EGM Signature Name: _____ Position: _____ Signature: _____ Date: _____ Managers should only provide Data Access (internet) services in conjunction with Voice services if required for work related activities. Approved Data Plans should be restricted to the appropriate level of access that corresponds to work related activities.	
❖ The Devices listed in the device ordering form are tested and approved for use within the Ausgrid IT&T environment. Devices outside of this form are not approved standard use for Ausgrid.	