

AlaskaJobs Work Order Account Request Form

- Department of Labor (AJCN, DPA, DVR, SCSEP, UI)
- Grantee (Please create a separate MyAlaska account and provide the Username in the Logon ID field below)

Logon ID (MyAlaska, beec, bjv, etc., if known)

Work Location Zip Code

Last Name

First Name

Work Phone

Email Address

Agency & Department/Organization

Job Title

Supervisor's Name

Supervisor's Work Number

Program Affiliation (Check all that apply)			
<input type="checkbox"/>	Alaska Construction Academies (ACA)	<input type="checkbox"/>	Title I – Workforce Development: Adult, Dislocated Worker, Youth (WIOA)
<input type="checkbox"/>	Apprenticeship Programs	<input type="checkbox"/>	Title III – Wagner-Peyser (WP)
<input type="checkbox"/>	Department of Public Assistance (DPA)	<input type="checkbox"/>	Title IV – Division of Vocational Rehabilitation (DVR)
<input type="checkbox"/>	Jobs for Veterans State Grant (JVSG)	<input type="checkbox"/>	Trade Adjustment Assistance (TAA)
<input type="checkbox"/>	Senior Community Service Employment Program (SCSEP)	<input type="checkbox"/>	Unemployment Insurance (UI)
<input type="checkbox"/>	State Training and Employment Program (STEP)	<input type="checkbox"/>	Work Opportunity Tax Credit (WOTC)
<input type="checkbox"/>	Technical and Vocational Education Program (TVEP)	<input type="checkbox"/>	State Apprenticeship Expansion, Equity, and Innovation (SAEEI)
<input type="checkbox"/>	Alaska Workforce Infusion Grant (AWIG)	<input type="checkbox"/>	

I have read and understand the statutory information and department policy on the second (2) page of the Account Request form regarding Legal Responsibilities and the Password Confidentiality Acknowledgement Statement.

Signature

Date

Supervisor's Signature

Date

Grantees: Please return the signed form to your Program Coordinator or Grant Administrator for Processing.

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Legal Responsibilities

As a computer user, I acknowledge that misuse of computing resources is a criminal activity, punishable under Alaska law (portions of which are reprinted below). I certify that I have read and understood my legal responsibility under the following:

"Sec. 22.46.484. Criminal Mischief in the Third Degree. (a) A person commits the crime of criminal mischief in the third degree if, having no right to do so or any reasonable ground to believe the person has such a right...(5) the person knowingly accesses a computer, computer system, computer program, computer network, or any part of a computer system or network..."

"Sec. 11.46.740. Criminal Use of a Computer. (a) A person commits the offense of criminal use of a computer if, having no right to do so or any reasonable ground to believe the person has such a right, the person knowingly accesses or causes to be accessed a computer, computer system, computer program, computer network, or any part of a computer system or network, as a result of that access (1) obtains information concerning a person; or (2) introduces false information into a computer, computer system, or computer network with the intent to damage or enhance the data record of a person. (b) Criminal use of a computer is a class C felony."

Policy of Password Confidentiality Statement

By signing this request, I hereby agree that passwords allowing access to the Alaska Department of Labor's Data Processing Systems will be used solely for the performance of my authorized job functions. I also acknowledge that I will take necessary precautions to prevent its unauthorized disclosure to others, and that its use by anyone else is prohibited and will be reported to my supervisor immediately.