

Mobile Communications Device Request

Name: _____

Division/Department: _____

Chart String: _____

Qualifying Reason: - On Call Responsibilities

- Frequent travel to a remote location

- Significant time away from the office

- Receive or initiate emergency communication

Details: _____

I certify that I am using this Dartmouth owned cellular device as described in the Mobile Communications Device and Services Policy as required by my department. This phone is owned by Dartmouth College and should I leave Dartmouth College the phone will be returned to the department upon my departure.

Requestor: _____

Approval

Supervisor/Department Head: _____

Approval

Departmental/Division Fiscal Officer: _____