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ARMY IN EUROPE LANDWARNET REMOTE-ACCESS REQUEST - CATEGORY 2
(AE Suppl 1 to AR 25-1)

(For use by temporary-duty contractor personnel only)

Data required by the Privacy Act of 1974

Authority: 10 USC 3013.
Principal purposes: To collect personal data of the applicant for remote-access registration and ensure positive identification of the applicant who signs this form.
Routine uses: Information is used in the remote-access registration process.
Disclosure: Voluntary. However, failure to provide this information may result in denial of remote-access registration.

Part I — Applicant Personal Data

Last name	First name	MI	Suffix (for example, Jr., II)

Grade	Date (end of contract/end of remote access requirement)

If applicable, military telephone number (for example, 314-537-1234)	Civilian telephone number (for example, 0049-(0)-611-143-537-1234)

Official e-mail address
(company e-mail address, no private e-mail address)

Unit APO address (with unit number and 9-digit Zip code)

The servicing network enterprise center (NEC) is the Wiesbaden NEC for all category-2 users.

User statement

I understand and will comply with the security requirements for remote access to Army in Europe unclassified networks. I understand that employee-owned information systems are prohibited from being connected to the Army in Europe network. Violations may be punishable under administrative, or contractual, or disciplinary actions as applicable. I have reviewed AE Pamphlet 25-25. My computer has been verified by the information management officer (IMO)or information assurance security officer (IASO) to ensure compliance with the Army in Europe computer-security baseline configuration. I understand that when my remote-access account has been created and I receive my password, I will call the functional supervisor. The functional supervisor will call the contracting officer's representative (COR) to acknowledge completion of this request.

Date "accepted" the online security briefing (YYYYMMDD)	User signature

Part II — COR Validation and External Agency Instructions

The COR will determine if remote access is required for the external agency and the contractor based on a complete justification received from the external agency and the direct functional sponsor. If the COR determines that the contractor needs remote access, the COR will send this form to the external agency. The external agency will complete this form and return it to the COR. The COR will then forward the remote-access request to the approval authority and unit IMO for final approval and account creation. (By signing below, the COR validates the need for remote access to unclassified AE information and to the AE LandWarNet (unclas).) To conduct official business, the person identified above has a need for remote access to the AE LandWarNet (unclas) and requires a virtual private network (VPN) account.

COR duty or position title and organization or unit name

Military telephone number	Civilian telephone number	E-mail address

Date (YYYYMMDD)	COR Signature

Part III — Computer Information

Computer information (make, model, serial no.)	Computer name	Is this a Government-owned information system?
		☐ Yes ☐ No

Date (YYYYMMDD)	IMO, IAM, or IASO signature	Was the remote-access security checklist (AE Form 25-1K) completed
		☐ Yes ☐ No

Part IV — Approval

Supervisor (captain, GS-11, or above): To conduct official business, the above-named individual needs remote access to the Army in Europe LandWarNet (unclas). The individual has the required need to know. The individual was briefed on security requirements related to this access and understand his or her user information-assurance responsibilities. I confirm that the above-identified computer or computers this user will use to remotely access the Army in Europe LandWarNet (unclas) are Government-owned information systems and are accredited according to the DOD Information Assurance Certification and Accreditation Process.

Printed name and duty or position title	Date (YYYYMMDD)	Signature (approving authority)