

MICDA Enclave Virtual Desktop Infrastructure (VDI) Data Security Plan

Complete ONE Form for EACH User and EACH User Location

Work Location: Where will you login from? Is this a work or home address? Provide street address, building, office number, city, state, zip.

Workstation Specifications: Tell us about your computer. Describe make/model, form factor, Operating System

Workstation Access: Explain who has workstation login access and describe access controls in detail

Workstation Monitor Position: Describe how workstation is positioned to prevent unauthorized viewing

Workstation Anti-Virus: Describe brand and version of anti-virus software installed on workstation

Data Resource(s) Requested (select all that apply):

HRS

PSID

Other (specify):

Smartphone Number for Two-Factor Authentication: Provide your smartphone telephone number

Download of **DUO Mobile** app is **required**

Use of a smartphone is the simplest, fastest, and most cost-effective method for two-factor authentication. If this is not possible, a standar cellular phone or landline may be used - please expect some delays and potential future costs associated with these methods.

Investigator Name

Resource Reference #, if known

User Name

User Title

User Institution

User Signature

Date

User Email

For Institutional Settings, provide concurrence signature of an IT Representative familiar with the workstation described.

IT Department Contact Name

IT Contact Title

IT Contact Telephone

IT Contact Signature

Date

IT Contact Email