

## UH West O'ahu Faculty Computer Agreement

This document outlines UH West O'ahu policies for the use of faculty computers.

I acknowledge that this computer is owned by the University of Hawai'i and provided for me to use for the completion of work related tasks. I am responsible for the proper care and handling of this equipment, and, if this equipment is damaged through negligence in any way not covered by the manufacturer's warranty, I may not receive a replacement until my next replacement period.

Faculty members are asked not to install additional software or hardware on the UH-owned desktop or laptop computers assigned to them. If you need to install unsupported software or hardware, please contact the UH West O'ahu IT staff. If the installation of such software or hardware interferes with the proper operation of this computer, the UHWO technical support staff may choose to mark it as lower priority when attempting repairs.

I also agree that backing up data is my responsibility. While staff members will make every effort to protect and/or recover my data, in the event that there is a loss of data during repair, maintenance, or computer failure, I agree that staff members will not be held accountable or liable for any lost data.

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By signing this document, I agree to the above statements.

Print Name: \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Please sign and return this form to Stacey K. Sawa or Linda Maeno.  
Make a copy for your records.

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For office use only.

Computer installation date: \_\_\_\_\_

Form received: \_\_\_\_\_

Filename: UHWO 01 faculty computer agreement.doc  
January 8, 2007