USER VALIDATION FORM

(NIPRNET & SIPRNET)

Complete all requested information and maintain a copy for your records

PRIVACY ACT STATEMENT

Authority: Executive Order 10450, 9397; Public Law 99-474; the Computer Fraud and Abuse Act; 5 U.S.C Statute 301; 10 U.S.C. Part II; 14 U.S.C. Chapter 11; UCMJ; Joint Ethics Regulation; and E.O. 9397.

Principal Purpose: For use in conjunction with OPNAV 5239/14, System Authorization and Access Request-Navy, to ensure that all personnel using Department of the Navy (DoN) owned or leased automated data processing equipment, information systems and information data, hereafter called the OCONUS Navy Enterprise Network (ONE-Net) are correctly identified and authenticated. Collection of the SSN and DNI information and other personal identifiers are used to ensure positive identification of the user who requests services from the Theater Network Operations and Security Center (TNOSC), Bahrain and its Local Network Service Centers (LNSCs). Records may be maintained in both electronic and/or paper form.

Disclosure: Voluntary; however, failure to disclose information could result in delayed or denial of service from ONE-NET

Last 4 of SSN or last 5 of DNI: _____

Last Name, First Name, Middle Initial: _____

Base Location _____ Other: _____

PRD (Rotation Date): _____

PIN Code (**4 numbers ONLY** - strongly recommend **NOT** using last 4 of SSN): _____

Do NOT use sequential numbers (i.e., 0000, 1111, 0123, 4567,6789, etc)

Do NOT use Common Access Card (CAC) Pin number

Secret Word (**6 - 10 letters ONLY** -- NO numbers or special characters (#%): _____

Do NOT use any part of your full name, rank or current location

Do not submit the SAAR-N package without having the following items:

- ☐ Completely filled in SAAR-N form (Blocks 1-32, 33-37(SIPR ONLY) and ALL signatures
- ☐ ALL sections completely filled in on the User Validation Form
- ☐ DOD IAA Certificate v8.0 (http://iase.disa.mil/eta/iaav8/iaav8/index.htm)
- ☐ Keyboard Video Mouse (KVM) User Agreement

Please Submit the complete SAAR-N Package (SAAR, UVF, KVM, IAA CERT v8.0) to ServiceDesk.Accounts@me.navy.mil (Listed in the GAL as Service Desk Middle East Accounts)