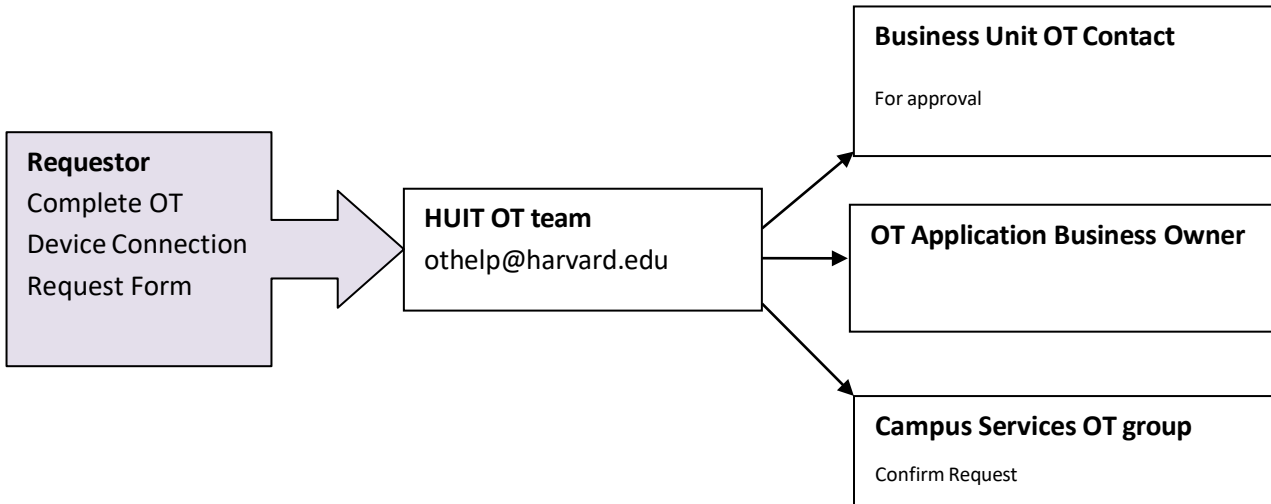# Operational Technology (OT) Device Connection Request Form

This form is used to request approval and/or IP information to connect to the following.   Please complete all sections and return the form to HUIT Operations Technology (OT) team to othelp@harvard.edu

The form is processed as shown below:

Section 1: To be completed by Requestor

Only approved OT devices must follow the "Requirements for Access to and Protection of the Harvard": https:// ogc.harvard.edu/pages/model-documents

For the Building Management Systems please email: othelp@harvard.edu

All other use the form listed below:

Please complete this entire section 1. All fields are required. Check boxes as appropriate.

a. Requestor Information:

First Name:	
Last Name:	
Name of Operation Technology System:	
Department:	
Office Address:	
Email Address:	
Office and Cell Phone:	
Date of Request:	
Date Needed:	

Operational Technology (OT) Device Connection Request Form

b. Device(s) Listing

Contact	Device Model	Description\Location	IP	MAC	BACnet Instance #	Comments
		☐				
					☐	

The completed form, as well as any questions, can be forwarded to the HUIT: othelp@harvard.edu