



Tablet Sign in/out Sheet

Orientation: Issuing a Tablet

To enhance our collaboration, you are being issued a VA-owned tablet. This tablet is the property of the VA.

You are being asked to follow the VA Directive 6001 “Limited Personal Use of Government Office Equipment Including Information Technology” which is the same directive that VA employees follow. By signing this document, you are agreeing that you have received a copy of VA Directive 6001, and that you will use this tablet appropriately in accordance with VA Directive 6001.

Please sign and date that you understand the conditions of use and that you have been issued a tablet:

Signature of RCOVEB member

Date

Signature of VA Representative

Date



Tablet Return

- How is your tablet working?
- Have you encountered any problems?

Please sign and date that you have returned your tablet:

Signature of RCOVEB member

Date

Signature of VA Representative

Date
