Mobile Telephone
Acknowledgement of Obligations

All registered mobile users should read the ECU policy on Purchase and Use of University Mobile Telephones.

In line with the University’s Policy on Mobile Telephones, I, ........................................ (insert name) as the registered user of mobile telephone number ............................................... (insert mobile no.) acknowledge that I am aware of the University’s Policy on mobile phone use and make the following declaration:

1. I will comply with all requirements of the Mobile Telephone Policy and I understand that the mobile telephone has been issued solely for University business. However, unless noted in my contract of employment or, as per the requirements outlined in Section 6.6, I accept the responsibility to pay all costs associated with personal calls made from the above mobile phone number.

2. If approval is granted for the mobile phone to be retained by me during my periods of leave and it is used for personal calls, I agree to reimburse to the University all costs associated to personal telephone calls made whilst away on annual leave or long service leave.

3. On accepting this agreement, I acknowledge the responsibility to sign and date the account for the above mobile phone number verifying that calls are work related.

4. I agree that any costs associated with personal calls are to be repaid to the Cashier within 28 days of verifying the account.

Employee No: _____ _____ _____
Surname: ________________________________________________ First Name: ________________________________________________
Signature: X ____________________________
Date: __________/________/________

PLEASE RETURN THIS DECLARATION TO:

SENIOR VOICE OFFICER, I.T. INFRASTRUCTURE, KNOWLEDGE & I.T. SERVICES CENTRE,
JOONDALUP CAMPUS