

AHRS CORPORATE / AGENCY AGREEMENT

Alaska Department of Natural Resources
Office of History and Archaeology
550 W. 7th Ave., Suite 1310 Anchorage, AK 99501-3565
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<http://www.dnr.state.ak.us/parks/oha/index.htm>



Reset Form

Agreement Number: _____

New Renewal

Date Received: _____

This document serves as a Corporate/Agency user agreement between
The Alaska Office of History and Archaeology/State Historic Preservation Officer
Alaska Heritage Resources Survey
and

1. Company Name: _____

2. Company Address: _____

Corporate / Agency User Agreements are designed to be completed by a corporate office or senior agency official, with or without cultural resource training, who is applying for access to the Alaska Heritage Resources Survey (AHRS) database on behalf of the group as a whole. A list of approved users will be provided to OHA with this signed agreement. Each individual user within the group must complete and sign an AHRS Individual User Agreement form. The Corporate / Agency User Agreement provides for a higher level of AHRS access (such as requesting large data exports) while requiring a higher level of accountability from the applicant firm/agency.

In order to complete this agreement please submit the following information:

-a written description of how your company/agency uses AHRS data
-your company/agency's written policy for keeping AHRS data and records confidential within the organization
-your company/agency written statement of confidentiality that will accompany client reports or shared data sets
-a list of all staff that will have access to the AHRS along with their individual user agreement forms
-describe how you will ensure that AHRS data is interpreted by a Cultural Resource Professional

3. This User Agreement is submitted for access to the Alaska Heritage Resources Survey (AHRS) database and/or other records and files housed in the Office of History and Archaeology (OHA) AHRS section by authorized employees of our company or agency.

The applicant, by signing this agreement, agrees to insure that individual users under this agreement:

- have read and will adhere to OHA's "Data Access Policies and Guidelines";
- will abide by any additional restrictions that OHA may place on access;
- have signed and will adhere to the OHA litigation disclosure form;
- understand that site data (e.g. archaeological site locations) obtained from OHA must be stored in a secure place with restricted access;
- understand that failure to comply with OHA policies governing the AHRS database use may result in the revocation of individual and/or corporate access.

4. Applicant Signature: _____ 5. Date: _____

6. Name: _____

7. Job Title: _____

8. E-mail: _____ 9. Phone: _____

OHA Use Only ----- Approved Disapproved

Approved By: _____

Date: _____ Access Expiration Date: _____