

Fleetscape/Betasphere – Access authorisation



Nominated Officer (<i>Officer requiring Fleetscape/Betasphere access</i>)			
Title	<Select>	Given name	Surname
Work title			
Email		Phone	
Department		Region	
Postal address			
Does the nominated officer replace another Fleetscape/Betasphere		<Select>	
Fleetscape/Betasphere username to be removed			
Fleetscape/Betasphere access required/updated:		<Select>	If no, provide existing username
Fleetscape/Betasphere access level required (<i>Please tick</i>)			
FBT	(Business Systems Only) BASIC user only	Enters full log, private log only, expenses (<i>Will have read-only access to forecasting, vehicle utilisation and other reports</i>)	
	(Business Systems Only) ADVANCED user	Has full access including set calculation parameters, perform calculations, lockdown entries, monitoring and reporting	
	(Business Systems Only) Driver administrator	Has access to driver management module (<i>upload employees, add individual employees, search/edit/delete employees</i>)	
Nominated Client range (<i>List client codes or business groups or a registration number/s that you require access to</i>)			
Nominated Officer's Declaration			
<p><i>I agree that:</i></p> <ol style="list-style-type: none"> <i>The personal information contained in, or collected for input into, Fleetscape/Betasphere is confidential and I will maintain the confidentiality of this personal information.</i> <i>I will manage personal information contained in, or collected for input into, Fleetscape/Betasphere in accordance with the Information Privacy Act 2009. A copy of the Act can be downloaded from the Internet at: https://www.legislation.qld.gov.au/LEGISLTN/CURRENT/I/InfoPriva09.pdf. QFleet has the right to withdraw my access to Fleetscape/Betasphere at any time for any reason without notice to me or consultation with me.</i> <i>If nominating as Authorising Officer, I declare I have the financial delegation to approve lease expenditure on behalf of the Department.</i> 			
Nominated Officer's signature		Date	
Authorising Officer's Declaration <i>I authorise the Nominated Officer to have access to Fleetscape/Betasphere on the terms set out in</i>			
Title	<Select>	Given name	Surname
Work title			
Email		Phone	
Authorising Officer's signature		Date	
Email to QFleet-BusinessSystems@epw.qld.gov.au		Email form	
Office use only: Distribution and Authorisation			
Business Groups to access			
Endorsing Officer		Date	
Actioned by		Date	
Client username		Emailed	<Select>