



Circular 102:08:08

To: Club Secretaries
Surfguard Registrars
Chief Instructors
Club Presidents
Club Treasurers
Club Captains

Cc: District Officers
Regional Officers

From: Richarda Goodwin
Support Officer – Administration

Date: 27 August 2008

Subject: Surfguard User Account Application Form

Action:

Surf Life Saving Australia has recently updated their form relating to user access to Surfguard.

In line with these changes and updates to Surfguard, Life Saving Victoria has also updated forms relating to Victorian users of Surfguard.

If you wish to amend, delete or add new users to Surfguard access, please fill out the form (attached or visit www.lifesavingvictoria.com.au > Members > Club Information > Club Forms) and return to:

Richarda Goodwin
Email: richarda.goodwin@lifesavingvictoria.com.au
Fax: (03) 9681 8211
Post: PO Box 353, South Melbourne DC, 3205

For additional detail on this Circular contact: Richarda Goodwin – Support Officer, Administration

Email richarda.goodwin@lifesavingvictoria.com.au or by phone: (03) 9676 6934
Circulars are also available at www.lifesavingvictoria.com.au

Address: PO Box 353 South Melbourne DC 3205

Surfguard User Access

User Details

First Name: _____ Last Name: _____

Position (specify): _____

Phone: _____

Email: _____

Type of Request (please tick):

NEW USER

DELETE

AMEND

Please tick system and access type(s) required below

System	Subsystem	Description	Access	
Surfguard Membership	<input type="checkbox"/> All	<input type="checkbox"/> Access to all areas	<input type="checkbox"/> Full	<input type="checkbox"/> Read Only
	<input type="checkbox"/> Assessments	<input type="checkbox"/> Assessment Area	<input type="checkbox"/> Full	<input type="checkbox"/> Read Only
	<input type="checkbox"/> Membership	<input type="checkbox"/> Member details area	<input type="checkbox"/> Full	<input type="checkbox"/> Read Only
	<input type="checkbox"/> Organisational Management	<input type="checkbox"/> Entity details, assets & Gear Inspection, Officers	<input type="checkbox"/> Full	<input type="checkbox"/> Read Only
	<input type="checkbox"/> Patrols	<input type="checkbox"/> Patrol attendance & Activity	<input type="checkbox"/> Full	<input type="checkbox"/> Read Only
	<input type="checkbox"/> Maintenance	<input type="checkbox"/> Maintain basic settings	<input type="checkbox"/> Full	<input type="checkbox"/> Read Only
Surfguard IRD		<input type="checkbox"/> Incident Reporting	<input type="checkbox"/> Full	<input type="checkbox"/> Read Only

Authorising Officer Details:

Name: _____

Position (specify): _____

Phone: _____

Email: _____

Signature: _____

Date: _____