DEREGISTRATION OF A USER AT ECMWF

(This form has to be completed by the Computing Representative or Special Project Principal Investigator)

User Identifier: ☐☐☐☐   Security token serial number: _____

Full name of user: _____

Please deal with the existing user files as follows (unless specified otherwise the first option will apply):

☐ Delete all files, including ECFS files

☐ Retain all files[1] (pending User Identifier reassignment)

☐ "tar" all workstation home directory files and store that tar file into the following ECFS location[2]:

_____

☐ Move all existing ECFS files to the following location in ECFS[2]:

_____

Regarding the use of the security token, please *tick* one of the following options:

☐ The user had returned his security token. I request that the token be assigned as a spare [3]

☐ I request that _____ (full name of the person) be assigned the above User Identifier and security token [4]

☐ I request that the new User Identifier ☐☐☐☐ be assigned to the above user and he/she retain the security token [4]

☐ The security token will be sent to ECMWF

☐ Other[5]

I confirm on behalf of the _____ (Institution or National Meteorological Service) that the user no longer requires access to ECMWF's computing facilities with the specified User Identifier.

Place: _____   Date: _____

Name: _____   Signature: _____

This section is for ECMWF use only.

Checked by US: _____   Date: _____

NOTES

1. Only request this option if the files are to be re-used within 6 months. The default is that existing files are **NOT** retained.

2. This ECFS location must **NOT** be under the identifier that is being deleted.

3. This can only be requested by Computing Representatives.

4. Please note that a separate registration application is required for a new User Identifier or re-assignment of the above User Identifier to a different person.

5. Please tick this box only if it is impossible to retrieve the security token. If this is the case, please also ensure that this fact is reflected in the security token database.

Please return this form to:

        User Support
        E C M W F
        Shinfield Park
        Reading
        RG2 9AX
        UNITED KINGDOM

        Fax no: +44 118 986 9450