



## **REQUEST FOR EXEMPTION FROM DTaaS PROGRAM**

Desktop as a Service (DTaaS) is a service and does not allow for agency ownership. When utilizing DTaaS, ownership of the computer remains with the vendor. When restrictions require agencies to maintain ownership of a device, agencies will need to complete this form and email it to OITS Desktop as a Service (DTaaS) personnel at **OITSVendorMgmt@ks.gov**. Once the below information has been received and reviewed, you will be contacted with instructions on how to proceed.

Agency: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Contact Phone: \_\_\_\_\_ Contact Email: \_\_\_\_\_

CIO or Designee Approval: \_\_\_\_\_  
Signature Date

Request Summary/Justification:

Copy of Grant listing purchasing guidelines:

Reason (Statute number, law, etc. listing purchasing guidelines):

Limitation of funding source justification, if applicable:

Agency impact and fiscal notation:

OITS Approval: \_\_\_\_\_  
Signature Date