



Australian Government

Department of Defence  
Chief Information Officer Group

# Are **you** prepared for your new posting?



By following the instructions below, you will be able to relocate your DRN, DSN and Email accounts to your new posting.

These instructions will assist all military and APS personnel in making a smooth transition to the new posting.

## **DRN Instructions:**

Before you leave your current location, you should:

1. Visit the CIOG website at <http://intranet.defence.gov.au/ciogweb>.
2. Click on the button labelled POSTING, and follow the instructions.

## **DSN Instructions:**

To re-locate your DSN account you should log an Electronic Network Access Request (eNAR) through the DSN Homepage. eNARS should be lodged four weeks before your move.

Don't forget to update your telephone details in the Defence Corporate Directory. Do this by clicking on the tree icon labelled Defence Corporate Directory on your DRN desktop.

## **Need Help?**

For DRN assistance please go to <http://intranet.defence.gov.au/ciogweb>  
Click on IT Service and Support to log a job online or call (0) 133 272.

For DSN assistance, call (0) 133 137.

For telephone assistance call (0) 133 136.

**Don't be locked out of the DRN and DSN at your new posting.**