

**FAMIS – USER ACCESS REQUEST FORM**

Submit form to Paul Flores, System Administrator, FPM-MIS, [paulf@usc.edu](mailto:paulf@usc.edu)

**APPLICANT INFORMATION:**

Name: \_\_\_\_\_ Title: \_\_\_\_\_ Crew: \_\_\_\_\_

USC ID # (10 Digits): \_\_\_\_\_ Employee ID# (7 Digits): \_\_\_\_\_

**FAMIS SECURITY PROFILE:**

Technician	Crew Lead	Supervisor	CRC	CAD Services
Material Handler 1		Material Handler 2		
Locksmith 1	Locksmith 2	Locksmith Lead	Key Control	
Accounting	Engineering Services		Project Administrative	

**Other (provided by supervisor):** \_\_\_\_\_

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**FAMIS ACTIVITY GROUPS:**

- Asset Renewal
- Billable Services
- Corrective
- Events
- Key Requests
- Preventive Maintenance
- Projects
- Standing Work Order

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**Supervisor Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**MIS Approval Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_