USER ADMINISTRATION & ACCESS RIGHTS FORM

EMPLOYEE DETAILS

NAME & SURNAME	
ID NUMBER	
CELLPHONE NUMBER	
JOB TITLE	
OFFICE	
START DATE	
EMAIL	

SHAREPOINT ACCESS

☐CONSULTING ☐FINANCE ☐FRONT OFFICE SERVICES ☐FUTURA CRM

☐PSSBUF CLAIMS ☐TSRF CLAIMS ☐TSRF RECON ☐TSRF DATA ☐THIPA COLLECTIONS

SHARED MAILBOX ACCESS

SPECIFY:

TEAMS APPS ACCESS

☐TSRF DELEGATIONS ☐TSRF RECON ☐UNITY ADMIN ☐FUTURA CRM ☐PSSBUF

LINE MANAGER:		DATE:	
GRANTED BY:		DATE	