

[Form Instructions](#)

LaGov Security - Project Systems

Request for Position Security

Position Number

Personnel Area

Action

Add

Remove

Position Holder Name

Holder Personnel #

Start Date

Business Area Access (list agency numbers requesting access to)

End Date

(change if temp)

Job Functions

- LO-07 Site Mgr PO Processor-DOTD
- PS-01 Statistical Activities Processor
- PS-02 Financial Fed Aid Mgr-DOTD
- PS-03 Financial Periodic Processor
- PS-06 Project Creator
- PS-07 Project Financing-DOTD
- PS-08 Project Plan-DOTD
- PS-09 Project Processor
- PS-10 Project Scheduler
- PS-12 User Status Processor
- PS-13 Environmental Group Team-DOTD
- PS-14 Suspend Fed Billing-Display User-DOTD
- PS-15 Suspend Fed Billing-Update User-DOTD
- PS-17 System Status Release-Display User-CPRA
- PS-18 System Status Release-Update User-CPRA
- PS-25 Cost Planner-CPRA
- PS-26 Networks and Activities Processor-CPRA

Inquiry Only

- FI-01 Financial Inquiry
- LO-01 Logistics Inquiry
- PS-11 PS Restricted Display-DOTD

Requesting Employee's Signature

Date

Authorization to Assign USER ID

Section Head's Signature

Date

Section Head's Title

Date

OFSS Use Only

La Gov Security Administrator or Alternate

Date/Time Submitted

Red boxes are required fields.
Signature fields cannot be typed in

Complete form and email back to
Brittany.Williams4@LA.gov and Tracy.Holmes@LA.Gov