

For: FSA State and County Offices Employees

Updated Instructions for Accessing Financial Web Application Data Mart (FWADM) Reports

Approved by: Associate Administrator for Operations and Management



1 Overview

A Background

Oracle Enterprise Performance Management (EPM) 11 is a system that includes financial, reporting, dashboards, and analysis and is accessed through an integrated financial management application.

Currently, the FWADM Reports are available through Hyperion 8.5. Effective May 31, 2012, Hyperion 8.5 will be replaced by Oracle EPM 11. Hyperion 8.5 software has become obsolete and its contractual support will expire on May 31, 2012. EPM 11 is a very similar system that will be recognizable to users of Hyperion 8.5. The same Financial Services, NPS, and NRRS reports will be available, the folder structure will remain the same, but the process for accessing these reports is changing.

B Purpose

This notice provides instructions for accessing the Oracle EPM 11 FWADM.

Disposal Date	Distribution
January 1, 2013	All FSA State and County Office employees; State Offices relay to County Offices

Notice FI-3099

1 Overview (Continued)

C Contact

If there are questions about this notice, State Offices shall contact the appropriate office as follows.

Issue	Contact
Software-related problems	Either of the following: <ul style="list-style-type: none"> • ITS, TSD contact information link at https://itsm.sc.egov.usda.gov/arsys/forms/itsmar/SHR%3ALandingConsole/Default+Administrator+View/?cacheid=47ba3170 • national Help Desk at 800-255-2434 or 816-926-1552. <p>Note: Select option “3” for hardware and application software.</p>
eAuthentication or NITC ID issues	ITSD Help Desk by telephone at 1-800-255-2434.
Questions about policies or procedures	For: <ul style="list-style-type: none"> • financial services reports, contact Yanira Sanabria by either of the following: <ul style="list-style-type: none"> • e-mail to yanira.sanabria@wdc.usda.gov • telephone at 202-772-6032 • NRRS reports, contact Veronica Richardson by either of the following: <ul style="list-style-type: none"> • e-mail to veronica.richardson@wdc.usda.gov • telephone at 202-772-6029 • payment reports, contact Jackie Pickens by either of the following: <ul style="list-style-type: none"> • e-mail to jackie.pickens@wdc.usda.gov • telephone at 202-772-6027.
Questions on technical issues about FWADM Reports	For: <ul style="list-style-type: none"> • financial services reports, contact Sue Tolle by either of the following: <ul style="list-style-type: none"> • e-mail to marysue.tolle@kcc.usda.gov • telephone at 816-926-5965 • NRRS reports, contact Dawn Gerrard by either of the following: <ul style="list-style-type: none"> • e-mail to dawn.gerrard@kcc.usda.gov • telephone at 816-926-1461 • payment reports, contact Nancy Chapman by either of the following: <ul style="list-style-type: none"> • e-mail to nancy.chapman@kcc.usda.gov • telephone at 816-926-6971

Notice FI-3099

1 Overview (Continued)

C Contact (Continued)

Issue	Contact
Questions about EPM 11	Adam Gilstrap by either of the following: <ul style="list-style-type: none">e-mail to adam.gilstrap@kcc.usda.govtelephone at 816-926-1109.
Requesting FWADM access	Connie Saulka by either of the following: <ul style="list-style-type: none">e-mail to connie.saulka@kcc.usda.govtelephone at 816-926-2852.

2 Using FWADM

A Requesting Access to FWADM Reports

Users who do not currently have access to FWADM must complete FSA-13-A.

Note: No action is required for users who currently have FWADM access.

Follow these steps to gain access to FWADM.

Step	Action
1	Complete FSA-13-A, according to Exhibit 1. Note: Ensure that user's eAuthentication ID, NITC ID, and the State and county codes being requested in the Hyperion section are listed on FSA-13-A.
2	User's supervisor shall fill in the "Print User's Approving Official Name and Title" box, and sign and date FSA-13-A.
3	FSA-13-A must be submitted to the appropriate Security Liaison Representative (SLR). SLR shall e-mail the completed FSA-13-A to connie.saulka@kcc.usda.gov . Note: FSA-13-A will then be submitted to FSA Security for access to be granted.

Notice FI-3099

2 Using FWADM (Continued)

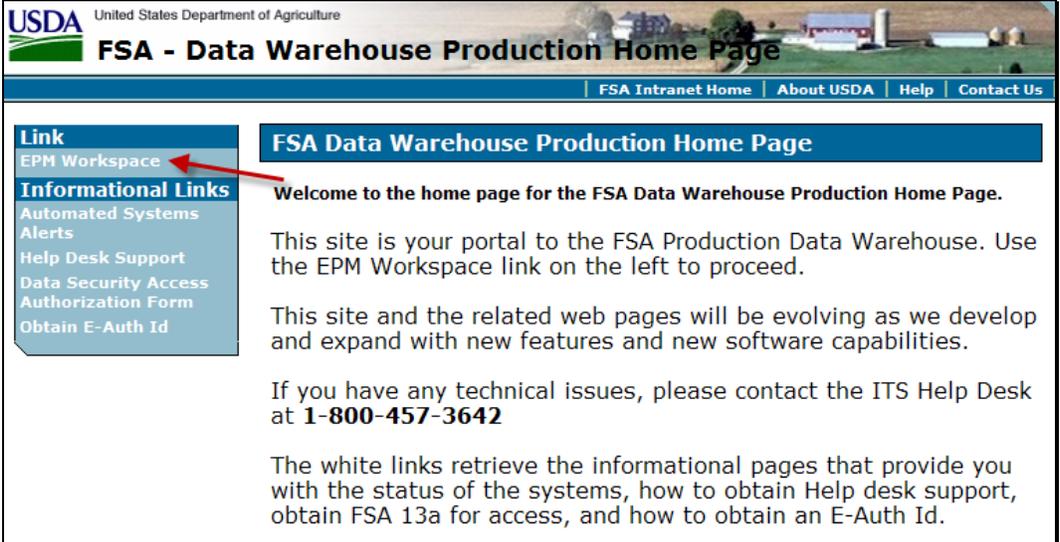
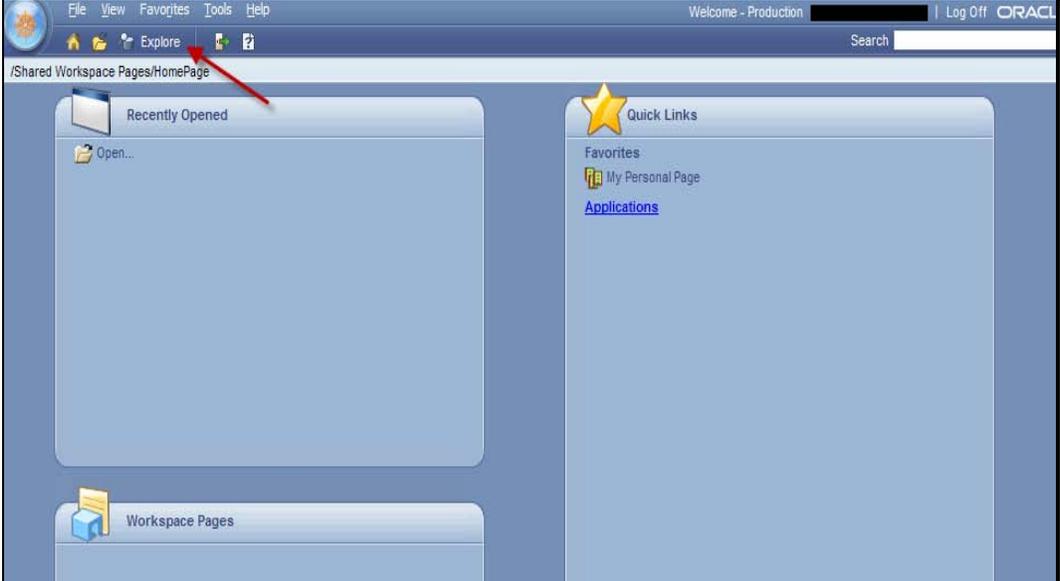
B Accessing FWADM

User shall access the Oracle EPM 11 FWADM according to the following table.

Step	Action
1	Access the FSA Intranet Home Page at http://intranet.fsa.usda.gov/fsa/ .
2	Under Resources, CLICK “FSA Applications”.
3	Under Common Applications, CLICK “FSA Data Marts”.
4	<p>On FSA Data Warehouse Home Page, CLICK “Oracle EPM 11 Data Marts”.</p> 
5	On the eAuthentication Warning Page, CLICK “I agree”.
6	On the eAuthentication Login Screen, enter the eAuthentication user ID and password and CLICK “Login”.

2 Using FWADM (Continued)

B Accessing FWADM (Continued)

Step	Action
7	<p>On the FSA-Data Warehouse Production Home Page, under “Link”, CLICK, “EPM Workspace”.</p> 
8	<p>On the Oracle EPM 11 Home Page, CLICK “Explore” to navigate to the FWADM folder.</p> 

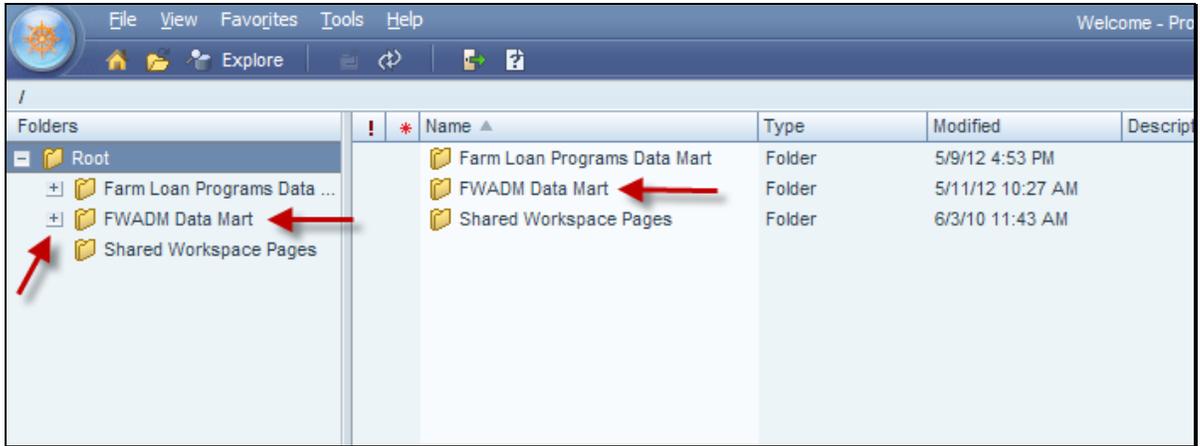
Notice FI-3099

2 Using FWADM (Continued)

C Viewing FWADM Subfolders

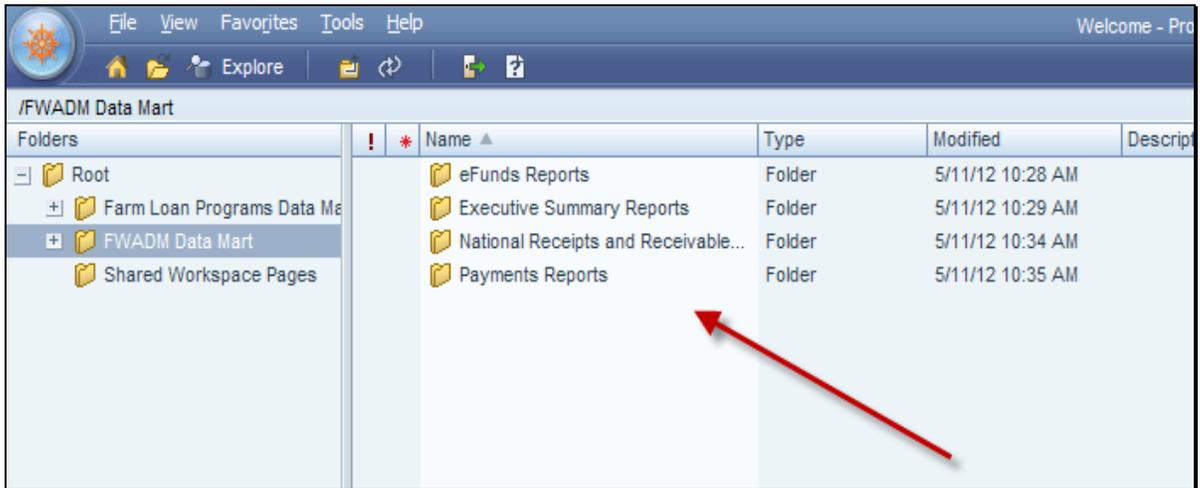
To view FWADM subfolders from the Oracle EPM 11 Home Page, do any of the following:

- under the “Folders”, under “Root” column, CLICK “+”
- under the “Folders” column, under “Root” column, CLICK “FWADM Data Mart”
- under the “Name” column, CLICK “FWADM Data Mart”.



D Selecting Subfolders

When the FWADM subfolders are displayed, click the applicable folder.



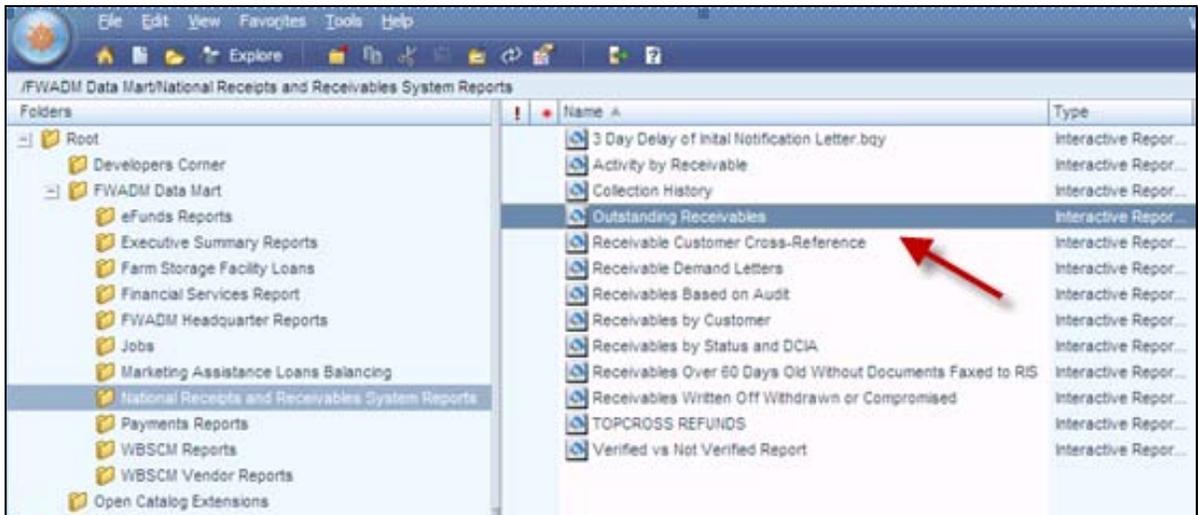
Notice FI-3099

3 Reports

A Selecting Reports

After following paragraph 2 to open a report folder, double-click on the report name.

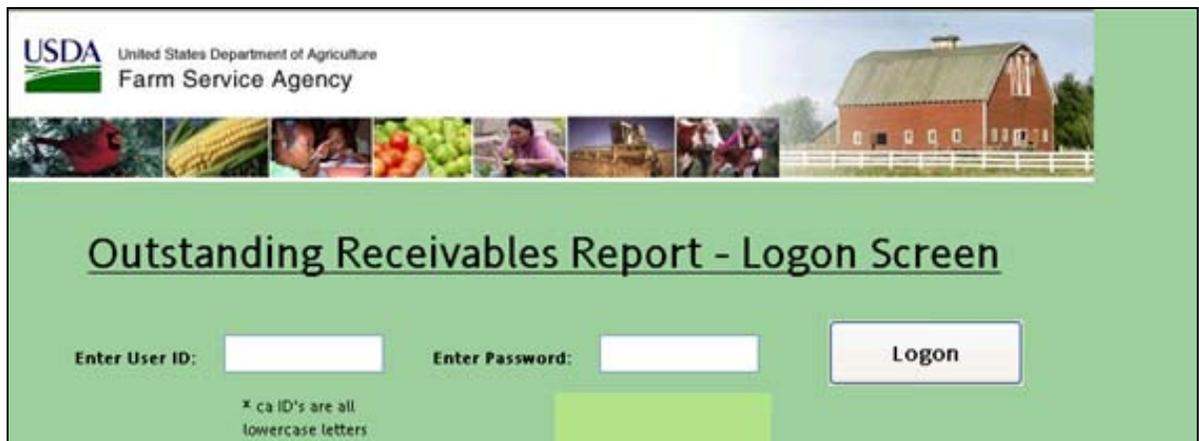
Note: If the message, “Single sign on configuration is invalid. Single sign on mode will be disabled”, is displayed, CLICK “**OK**” in the dialog box.



B Logon Screen

Note: From here the reports look and function very similar to Hyperion 8.5. Following are logon instructions for users that are not familiar with the process.

When a report is selected, the following Logon Screen will be displayed. The name of the report selected will be displayed in front of the words, “... - Logon Screen”. Users shall enter the “ca” user ID and password and CLICK “**Logon**”.

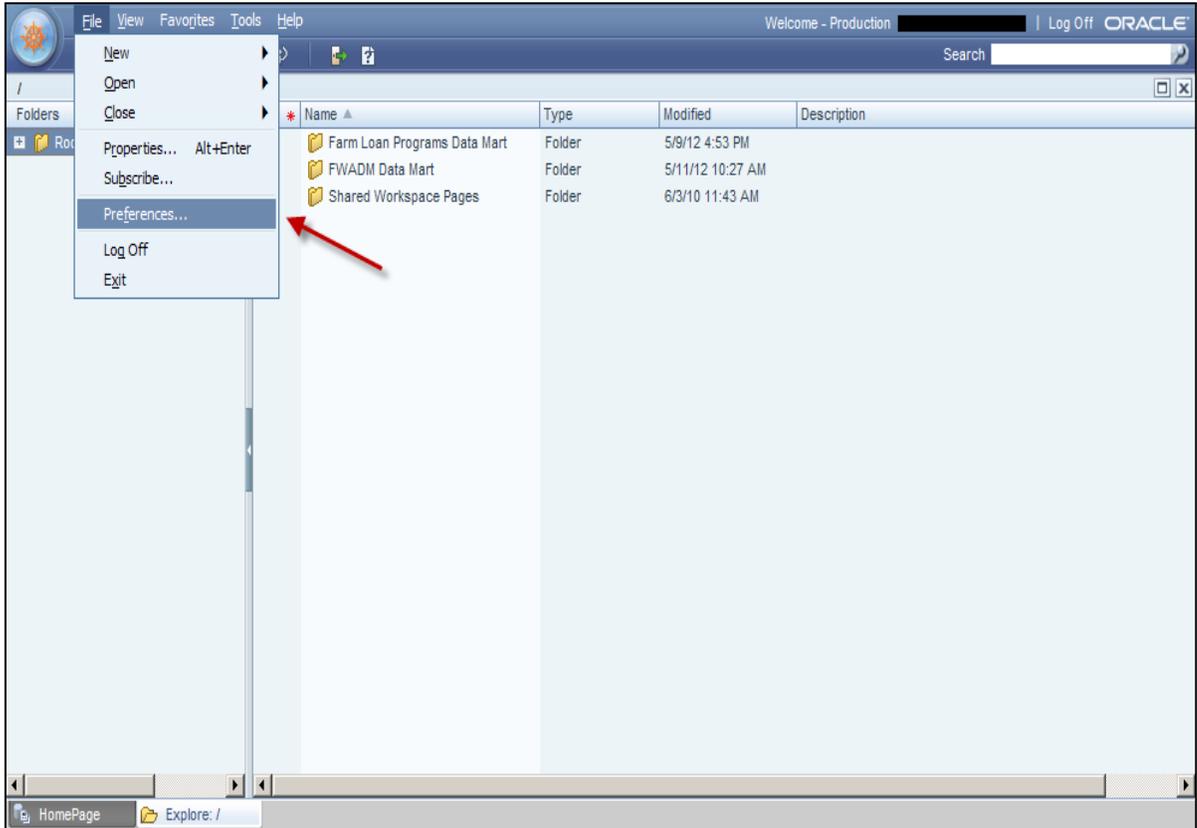


Notice FI-3099

4 FWADM Preferences

A Selecting FWADM Data Mart as User's Home Page

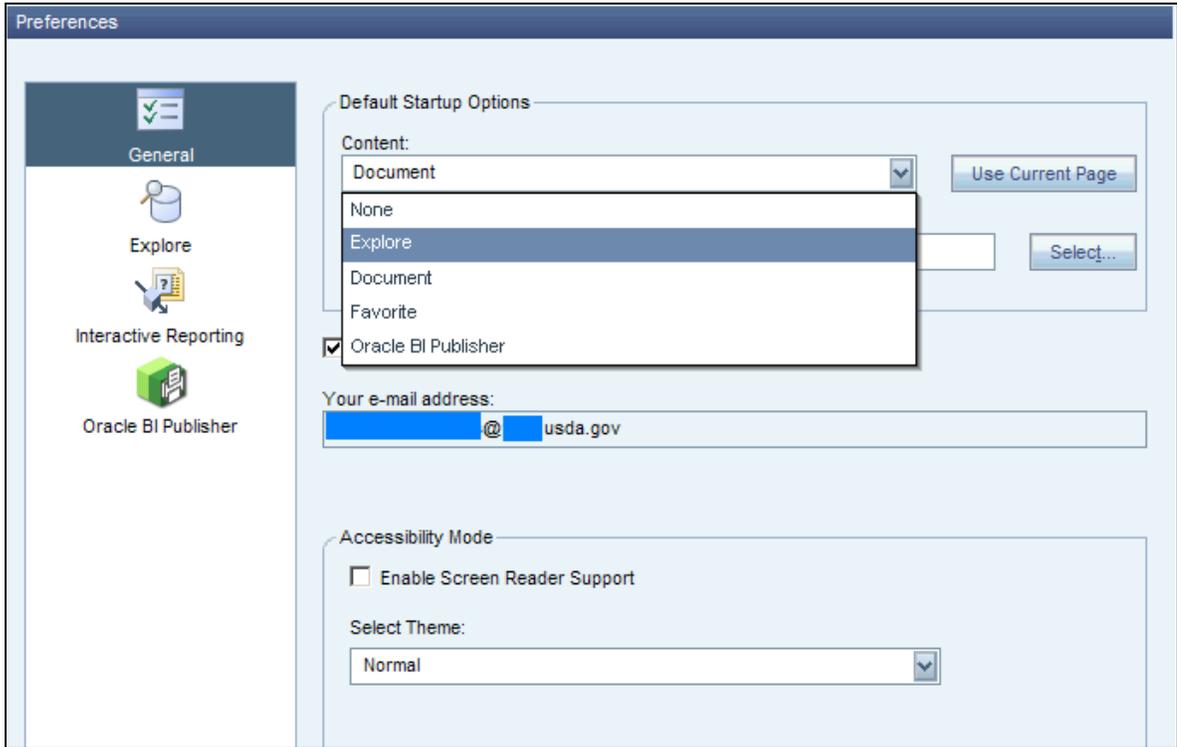
Users can set a specific home page to be displayed when logging into EPM-11. To start the process of setting FWADM as user's home page, CLICK, "File", CLICK "Preferences", and PRESS "Enter".



4 FWADM Preferences (Continued)

A Selecting FWADM Data Mart as User’s Home Page (Continued)

The following “Preferences” dialog box will be displayed. In the “Default Startup Options” section, from the “Content” drop-down list, CLICK “Explore”, and CLICK “Select”.

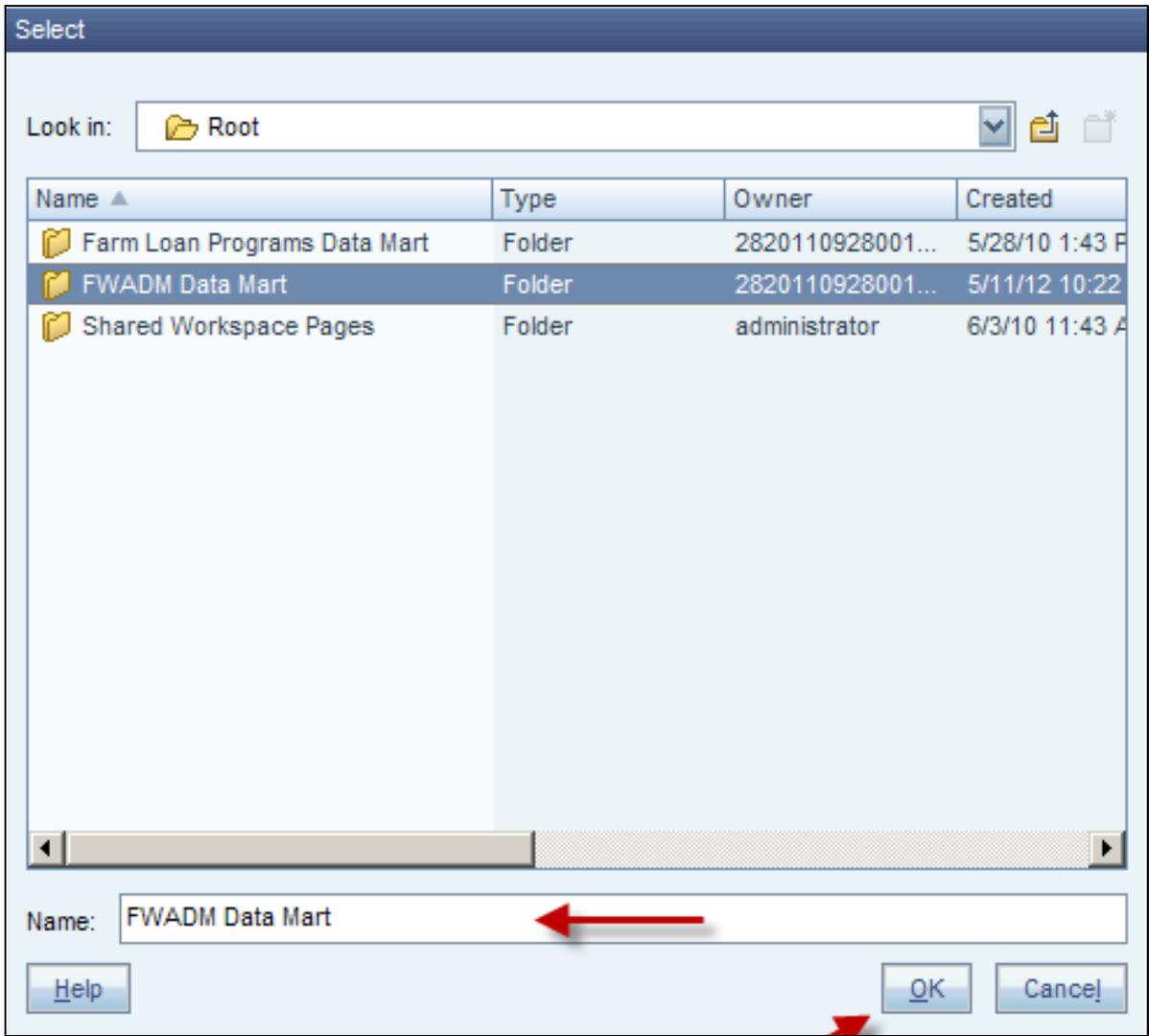


4 FWADM Preferences (Continued)

A Selecting FWADM Data Mart as User's Home Page (Continued)

The following "Select" dialog box will be displayed. In the "Look in" drop-down list, DOUBLE CLICK "Root", and under "Name" column, "CLICK "FWADM Data Mart".

"FWADM Data Mart" will be displayed in the "Name" field. CLICK "OK".



Notice FI-3099

4 FWADM Preferences (Continued)

A Selecting FWADM Data Mart as User's Home Page (Continued)

The following “Preferences” dialog box will be displayed. In the “Default Startup Option” section, in the “Folder” box, “/FWADM Data Mart” will be displayed. CLICK “OK”.

Now, when the user logs into EPM 11, the “FWADM Data Mart” folder will be displayed.

The screenshot shows the "Preferences" dialog box with the following details:

- Default Startup Options:**
 - Content: Explore
 - Folder: /FWADM Data Mart (indicated by a red arrow)
- Show Path For Documents
- Your e-mail address: [Redacted]
- Accessibility Mode:**
 - Enable Screen Reader Support
 - Select Theme: Normal

Buttons: Help, OK, Cancel

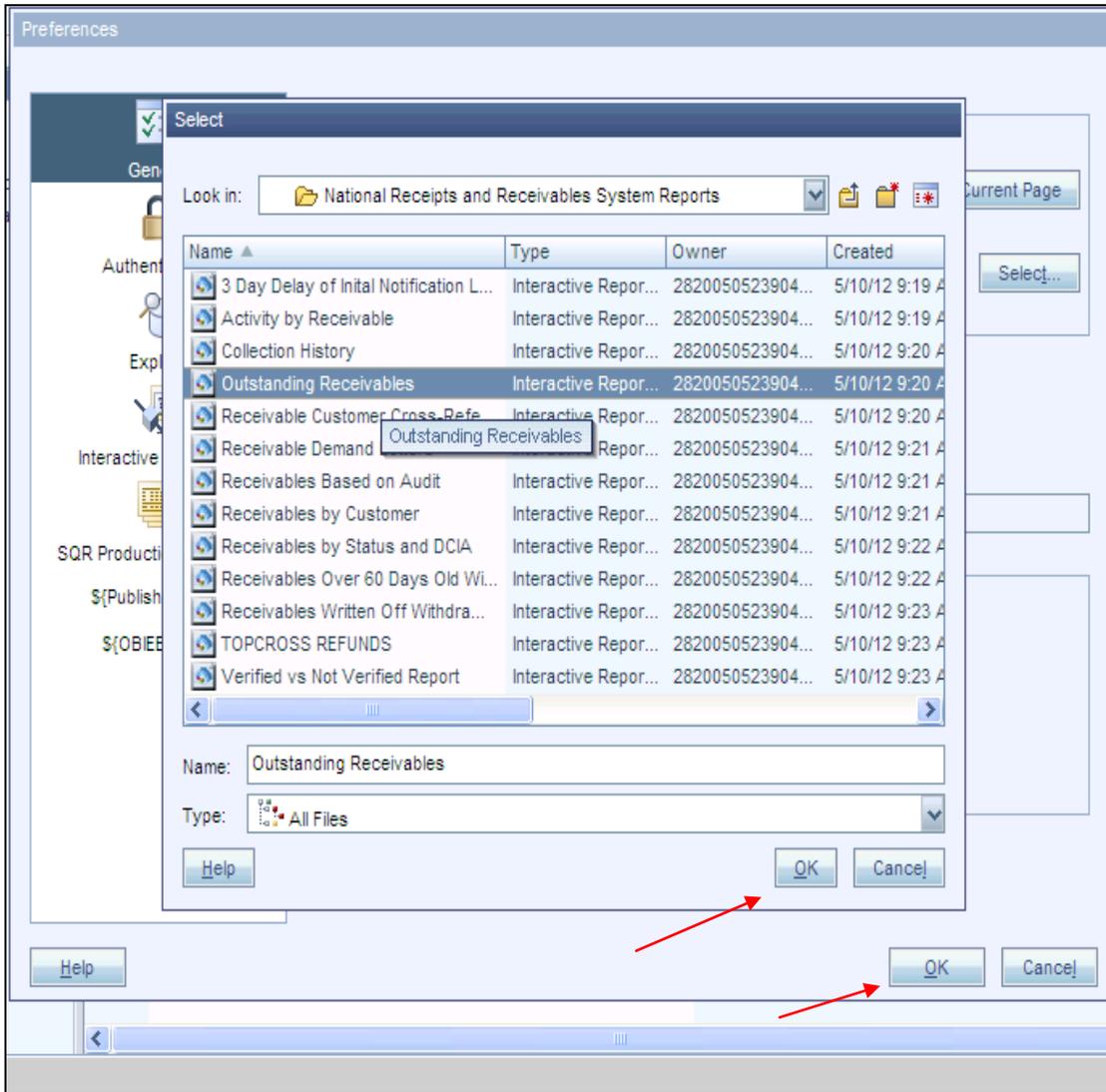
4 FWADM Preferences (Continued)

B Document Options

Users can set a document to automatically open after logging into EPM 11. To start the process of selecting an automatically opening document, CLICK, “File”, CLICK “Preferences”, and PRESS “Enter”.

In the “Default Startup Options” section, from the “Content” drop-down list, CLICK “Documents”, and CLICK “Select”.

The following “Select” dialog box will be displayed with a list of reports from the subfolder selected. In the “Look in” drop-down list, double-click the applicable report, and under “Name” column, click a specific report. The specific report will be displayed in the “Name” field. CLICK “OK”. On the “Preference” dialog box, CLICK “OK” again. On the Default Startup Options Screen, the specific report selected will now be displayed in the “Document” field. This report will now open automatically when the user logs into the EPM workspace.



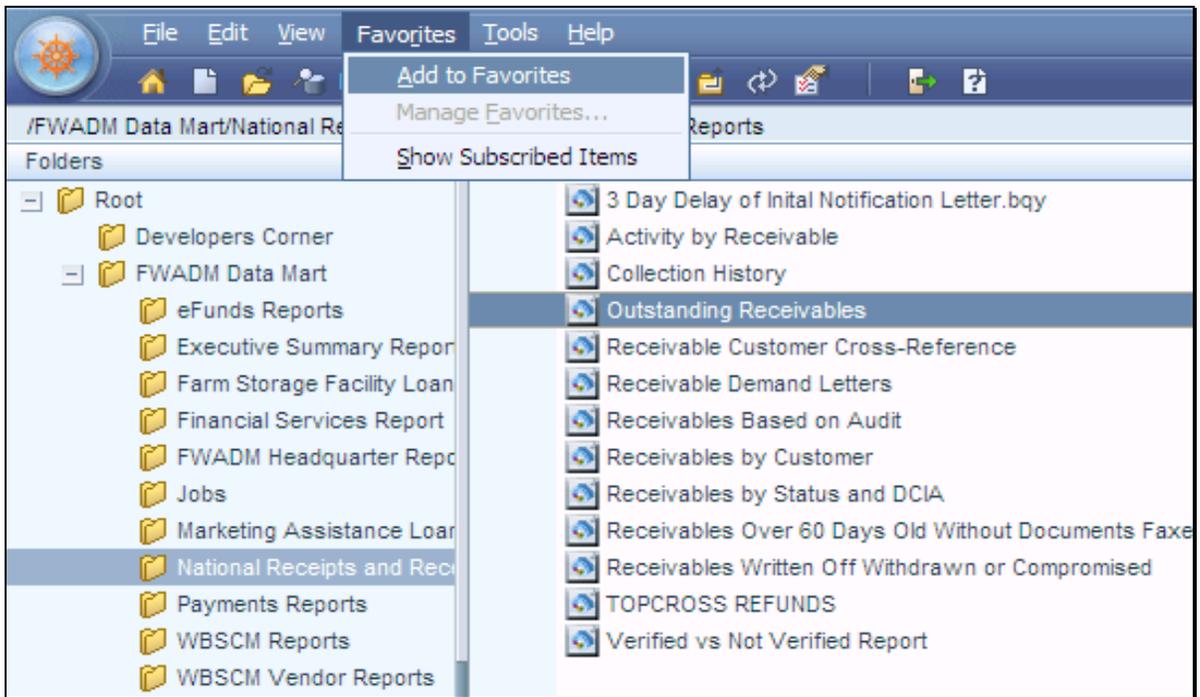
5 Managing Favorites

A Adding Favorites

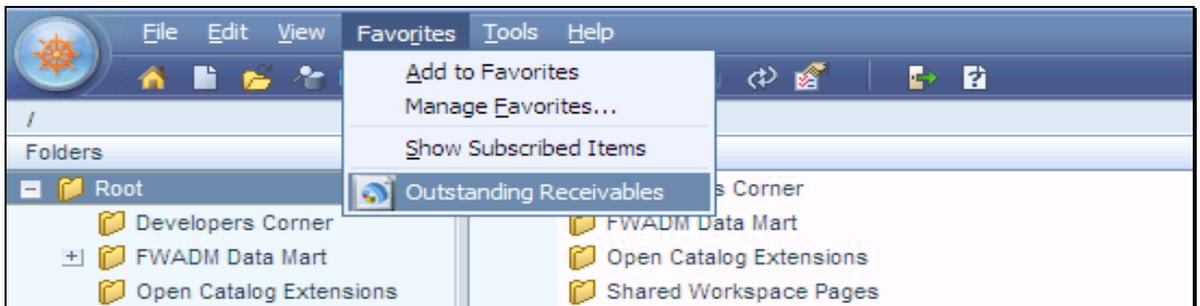
In EPM, users can create “Quick Links” on their “Favorites” tab for reports.

Within the “FWADM Data Mart” folder, highlight the report that will be added to user’s favorites.

From the menu bar, CLICK “**Favorites**”, and then CLICK “**Add to Favorites**”.



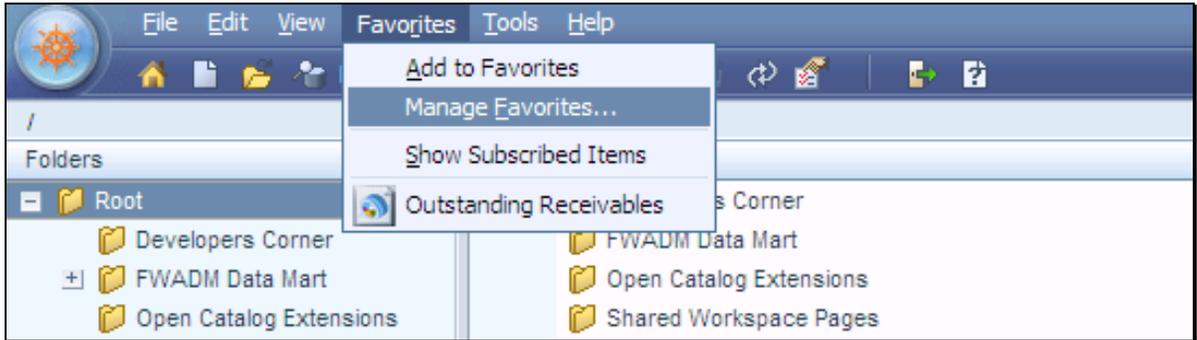
To access reports that have been added to the “Favorites” tab, CLICK “**Favorites**” and scrolling to the desired report.



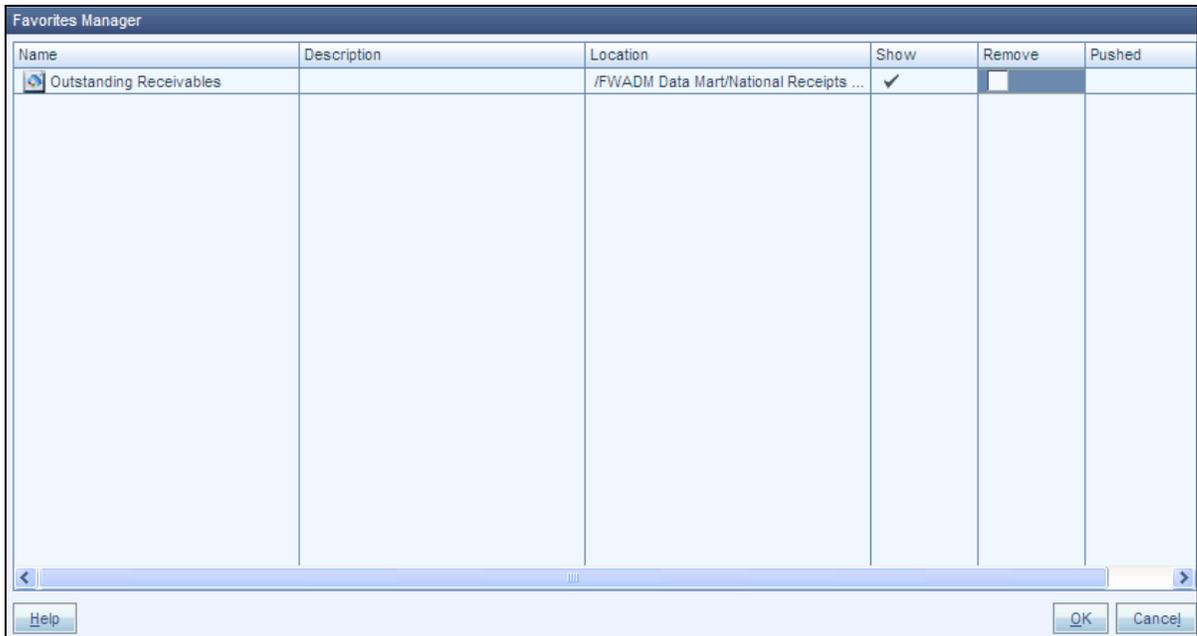
5 Managing Favorites (Continued)

B Removing Favorites

Reports can also be removed from the “Favorites” tab. To remove a favorite, CLICK “Favorites”, and then CLICK “Manage Favorites”.



The “Favorites Manager” dialog box will be displayed. Under the “Remove” column, CHECK (✓) the favorite to be removed and CLICK “OK”.



Notice FI-3099

6 Executive Summary

A Accessing Executive Summary Reports

There are 2 ways to access Executive Summary Reports as provided in subparagraphs B and C.

B Accessing Executive Summary Using the Link

The following Executive Summary will be displayed if users go to <http://fsadw.nitckc.usda.gov/workspace/browse/get/FWADM%20Data%20Mart/Executive%20Summary%20Reports/Executive%20Summary?.jobOutput=true>. To select a specific report, under the “Select Programs(s) to Focus Report” column, select as applicable.

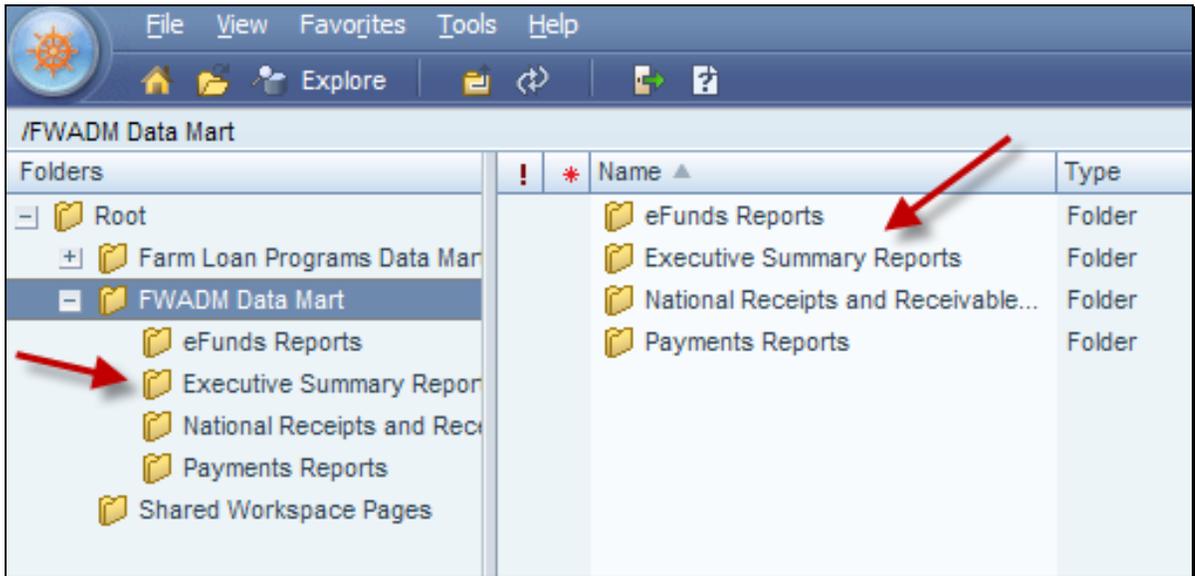
Note: If the link is used to access Executive Summary Reports, it is recommended to save the link to user’s favorites or desktop for quick access.

Fiscal Year	Program	Target Amount	Payment Request Amount	Outlay Amount	Payment Request Count	Outlay % Complete (\$)
2012	ACRE ACRE 2010	N/A	\$2,735,208	\$4,229,531	404	154.63%
	ALAP Fresh	N/A	\$10,613,564	\$10,611,111	7,449	99.98%
	BCAP	N/A	\$53,326	\$53,537	1	100.40%
	CRP Annual Rental	N/A	\$8,006,594	\$8,012,306	939	100.07%
	CRP Cost Share	N/A	\$1,696,341,846	\$1,696,219,402	929,622	99.99%
	CRP Incentive	N/A	\$56,779,536	\$56,717,556	46,391	99.89%
	CRP TIP	N/A	\$36,240,652	\$36,188,434	18,419	99.86%
	DCP CC 2010	N/A	\$3,071,572	\$3,067,848	592	99.88%
	DCP/ACRE Direct 2011	N/A	\$10,053,464	\$10,053,485	37,422	100.00%
	DELAP	N/A	\$3,862,287,360	\$3,861,510,255	2,378,844	99.98%
	EFCRP Annual Rental	N/A	\$0	\$2,161		0.00%
	EFCRP Cost Share	N/A	\$5,176,993	\$5,173,857	1,728	99.94%
	ELAP 2010	N/A	\$417,069	\$417,093	145	100.01%
	ELAP 2011	N/A	\$773,177	\$772,714	73	99.94%
	GRP	N/A	\$7,456,512	\$7,375,410	640	98.91%
		N/A	\$15,860,375	\$16,011,158	1,221	100.95%

6 Executive Summary (Continued)

C Accessing Executive Summary Reports Thorough the Intranet

To access Executive Summary Reports through FSA’s Intranet, follow subparagraphs 2 B and 3 A, and then from the “FWADM” folder, CLICK “Executive Summary Reports” subfolder.



Example FSA-13-A

The following is an example of FSA-13-A that is used to request access to FWADM and is available at <http://fsaintranet.sc.egov.usda.gov/dam/ffasforms/forms.html>.

This form is available electronically.

FSA-13-A (12-01-10)		U.S. DEPARTMENT OF AGRICULTURE Farm Service Agency		INSTRUCTIONS: When complete please submit to FSA Information Security Office, fax 816-627-0687 or email security@kcc.usda.gov. State or County offices send to SLR. <i>NOTE: For assistance please call FSA Information Security Office, 1-800-255-2434 Opt 2.</i>		Required fields indicated by *																																																														
DATA SECURITY ACCESS AUTHORIZATION FORM						<input type="checkbox"/> Request Type* <input type="checkbox"/> New Hire <input checked="" type="checkbox"/> Modify <input type="checkbox"/> Separation																																																														
2. Last Name* Doe		3. First Name* Jane		4. Middle Initial S.	5. Suffix	6. Agency/Organization Acronym* FSA/OBF/PDSO																																																														
7. Room/ Cube No. 1st Fl.	8. Office Phone No* (Include Area Code) 202-555-1212	9. Email Address (preferred address, if new) Jane.Doe@wdc.usda.gov			10. Location* <input checked="" type="checkbox"/> Large Office (WDC, KC, STL) <input type="checkbox"/> Service Center (St/Co) <input type="checkbox"/> APFO <input type="checkbox"/> Other (Specify):		11. User Type* <input checked="" type="checkbox"/> Employee <input type="checkbox"/> Contractor <input type="checkbox"/> Other:																																																													
12. If known: Access Start Date: 5/11/2012		Access End Date:																																																																		
13. Transfer From:		Transfer To:																																																																		
Approving Officials (e.g. Supervisor, COTR, SLR, etc) must ensure that the mandatory Information Security Awareness and Rules of Behavior Training (ISA/ROB) and the FBI National Criminal History Check (i.e. fingerprint results) are completed and approved for every new user. If the ISA/ROB or SAC is not completed, access will not be granted.																																																																				
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PMSO	<input type="checkbox"/>	<input type="checkbox"/>	All <input type="checkbox"/>																																																																	
PROP	<input type="checkbox"/>	<input type="checkbox"/>	Prop Officer: _____																																																																	
<input type="checkbox"/>	<input type="checkbox"/>	R E P O R T I N G	REPORTING CENTER Reports (list): <input type="checkbox"/> N <input type="checkbox"/> S <input type="checkbox"/> Details: <input type="checkbox"/> Admin <input type="checkbox"/> Financial <input type="checkbox"/> Personnel <input type="checkbox"/> Workforce CULPRIT Reports (list): <table border="1"> <thead> <tr> <th>Systems</th> <th>I</th> <th>U</th> <th>Other</th> </tr> </thead> <tbody> <tr> <td>RETM</td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td>Focus <input type="checkbox"/></td> </tr> <tr> <td>RFQS</td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td></td> </tr> <tr> <td>TMGT</td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td></td> </tr> </tbody> </table> <table border="1"> <thead> <tr> <th>Systems</th> </tr> </thead> <tbody> <tr> <td>FOCUS <input type="checkbox"/></td> </tr> <tr> <td>RIFR <input type="checkbox"/></td> </tr> <tr> <td>TUMS <input type="checkbox"/></td> </tr> </tbody> </table>				Systems	I	U	Other	RETM	<input type="checkbox"/>	<input type="checkbox"/>	Focus <input type="checkbox"/>	RFQS	<input type="checkbox"/>	<input type="checkbox"/>		TMGT	<input type="checkbox"/>	<input type="checkbox"/>		Systems	FOCUS <input type="checkbox"/>	RIFR <input type="checkbox"/>	TUMS <input type="checkbox"/>	_____																																									
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POI Code(s): _____		CE Org Code: _____		Agency: <input type="checkbox"/> FA <input type="checkbox"/> CE <input type="checkbox"/> CCC																																																																
The Tracking No. is for internal use only.							Tracking No.:																																																													

Example FSA-13-A (Continued)

FSA-13-A (12-01-10)		Page 2 of 3		
ADD	DEL	RESOURCE/PRIVILEGE	ID(s)	Security Use Only
<input type="checkbox"/>	<input type="checkbox"/>	AS400/S36 <input type="checkbox"/> User <input type="checkbox"/> Master <input type="checkbox"/> Comm <input type="checkbox"/> Other: St/Co Code: _____ IP Address: _____ <input type="checkbox"/> Dev Server/System Name: _____	---	
<input type="checkbox"/>	<input type="checkbox"/>	W E B Application(s): _____ EAS Role(s): _____ eAuth Role(s): _____ OIP(s): _____ Service Center Attributes: Mail Code(s): _____ <input type="checkbox"/> APP.FSA.FLP.OFFICE <input type="checkbox"/> APP.FSA.FLP.1A.OFFICE See ASA/Application Approver on Page 3.	---	
<input type="checkbox"/>	<input type="checkbox"/>	ArcGIS <input type="checkbox"/> CLU Editor <input type="checkbox"/> CLU Reader <input type="checkbox"/> LUT Editor Client/Server <input type="checkbox"/> GSB Editor <input type="checkbox"/> GSB Reader <input type="checkbox"/> TERRA Editor <input type="checkbox"/> TERRA Reader	---	
<input type="checkbox"/>	<input type="checkbox"/>	ArcGIS <input type="checkbox"/> gg-aglo-FSA <input type="checkbox"/> gg-ageast-FSA <input type="checkbox"/> gg-agcentral-FSA <input type="checkbox"/> gg-agwest-FSA Thin Client <input type="checkbox"/> GISUsers <input type="checkbox"/> GISUsersEditors <input type="checkbox"/> GISUsersEditorsBin <input type="checkbox"/> GISUsersReaders	---	
<input type="checkbox"/>	<input type="checkbox"/>	CAIVRS (To register go to https://entp.hud.gov/caivrs/public/home.html)	---	
<input type="checkbox"/>	<input type="checkbox"/>	MS Project Server Project: _____	---	
<input type="checkbox"/>	<input type="checkbox"/>	FILENET <input type="checkbox"/> Receivable Imaging System DOC Wizard Imaging: <input type="checkbox"/> ACH <input type="checkbox"/> ARMPK <input type="checkbox"/> Finance <input type="checkbox"/> IRS <input type="checkbox"/> GSM <input type="checkbox"/> KCFRB	---	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> View <input type="checkbox"/> Modify <input type="checkbox"/> Approve <input type="checkbox"/> Superuser Responsibility: <input type="checkbox"/> GL <input type="checkbox"/> BE Approver: <input type="checkbox"/> Controller <input type="checkbox"/> User <input type="checkbox"/> Inquiry <input type="checkbox"/> Budgetary Resources <input type="checkbox"/> Application of Budgetary Resources <input type="checkbox"/> Allot <input type="checkbox"/> Allocate FOR RD DATA WAREHOUSE CONTACT FSA SECURITY FOR INSTRUCTIONS (or FOCUS)	---	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	H Y P E R I O N Environment: <input checked="" type="checkbox"/> Production <input type="checkbox"/> Development <input type="checkbox"/> Certification Datamart (Group): FWADM For FSA_CORE and Financial Web Applications Data Marts(FWADM) Only: <input type="checkbox"/> Federal users table (list federal Org codes): <input checked="" type="checkbox"/> State users table (list states): 47 <input checked="" type="checkbox"/> County users table (list counties): 000 Please contact Datamart owner for assistance. See ASA/Application Approver on Page 3. https://fsadwhouse.sc.egov.usda.gov/FSA-DataMarts/FSAdataMartsHomePage.html	eAuth XXXXX NITC XXXXX	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	D A T A B A S E System: <input type="checkbox"/> DB2 <input checked="" type="checkbox"/> Informix <input type="checkbox"/> Oracle <input type="checkbox"/> SQL Environment: <input checked="" type="checkbox"/> Production <input type="checkbox"/> Acceptance Test <input type="checkbox"/> Stress Lab <input type="checkbox"/> Development <input type="checkbox"/> Integration Database(s): mnwpcd <input checked="" type="checkbox"/> Read <input type="checkbox"/> Write <input type="checkbox"/> Insert <input type="checkbox"/> Update <input type="checkbox"/> Delete <input type="checkbox"/> Execute <input type="checkbox"/> Special: DBMO approval is required when requesting any access type above Read. See ASA/Application Approver on Page 3.	---	
<input type="checkbox"/>	<input type="checkbox"/>	U N I X Data stage: _____ Folder/Server: _____ <input type="checkbox"/> Peacockd1 <input type="checkbox"/> Greenjay <input type="checkbox"/> Kingfisher <input type="checkbox"/> Comcrake <input type="checkbox"/> Screechowl <input type="checkbox"/> BoaFD2 <input type="checkbox"/> KCAX06 <input type="checkbox"/> Kingsnake <input type="checkbox"/> ViperFC2 <input type="checkbox"/> ViperFD2 <input type="checkbox"/> ViperFP2 <input type="checkbox"/> KCAX09 <input type="checkbox"/> APFO SC <input type="checkbox"/> ES3000 <input type="checkbox"/> Bryce <input type="checkbox"/> Wasatch: <input type="checkbox"/> Flathead: Group/Permissions: _____	---	
<input type="checkbox"/>	<input type="checkbox"/>	A P P O Consolidated Management System <input type="checkbox"/> Contract Management System (CMS) <input type="checkbox"/> Consolidated Production System (CPS) <input type="checkbox"/> Aerial Photography Inspection System (APIS) <input type="checkbox"/> Geospatial Data Inspection System (GDIS) <input type="checkbox"/> Work Order Entry System (WOES) <input type="checkbox"/> Inventory Control System (ICS) <input type="checkbox"/> Time System (TIME) <input type="checkbox"/> DPS (EarthWhere) <input type="checkbox"/> GDW – Specify Server and Group: See ASA/Application Approver on Page 3.	---	

Example FSA-13-A (Continued)

		The Tracking No. is for internal use only.		Tracking No.:		
FSA-13-A (12-01-10)				Page 3 of 3		
ADD	DEL	IDMS	RESOURCE/PRIVILEGE	ID(s)	Security Use Only	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Database/System:</p> <input type="checkbox"/> MTPPRD KCMO Production <input type="checkbox"/> MTPAXT KCMO Acceptance Test <input type="checkbox"/> Dictionary MAXTEST <input type="checkbox"/> Dictionary MCDSACPT <input type="checkbox"/> MTPTST KCMO Test <input type="checkbox"/> Dictionary MTEST <input type="checkbox"/> Dictionary MCDSDEVL <input type="checkbox"/> MTPINT MTEST <input type="checkbox"/> MTPGIN <input type="checkbox"/> MTPCD2 CD2 Production <input type="checkbox"/> MTPGIM GIMS Production <input type="checkbox"/> MTPGAT GIMS Acceptance Test <input type="checkbox"/> MTPGDV GIMS Test/Development <input type="checkbox"/> MTPPCI PCIMS Production <input type="checkbox"/> PCIAXTST Acceptance Testing <input type="checkbox"/> PCIMSDEV Development/Test <input type="checkbox"/> PCIMSPT Production Test <input type="checkbox"/> PCIMSDT Development Test <input type="checkbox"/> PCITEST PCIMS Test <p>User Type:</p> <input type="checkbox"/> Programmer <input type="checkbox"/> OLP (Online Print Log) <input type="checkbox"/> IDD (Integrated Data Dictionary) <input type="checkbox"/> System Administrator <input type="checkbox"/> DB Administrator <input type="checkbox"/> Programmer Analyst <input type="checkbox"/> OPER <input type="checkbox"/> Manager (Data base) <input type="checkbox"/> OLQ (Online Query) <input type="checkbox"/> DC Administrator <input type="checkbox"/> Change Control (Migrations) <input type="checkbox"/> Scheduler <input type="checkbox"/> DMLO (Data Manipulation Online)	<p>Group:</p> <input type="checkbox"/> CAS – Adjust Controls <input type="checkbox"/> CAS – Inquiry <input type="checkbox"/> CAS – Monitor Controls <input type="checkbox"/> CASH – Inquiry <input type="checkbox"/> CASH – Data entry <input type="checkbox"/> CASH – Database Maintenance <input type="checkbox"/> CCDB – Inquiry <input type="checkbox"/> CCDB – Maintenance (Update) <input type="checkbox"/> CDS –Centralized Disbursement System <input type="checkbox"/> FMS – Financial Management System <input type="checkbox"/> GIMS – PRODUCTION <input type="checkbox"/> PCIMS – BATCH PROCESSING <input type="checkbox"/> PCIMS - MESSAGE UPDATE <input type="checkbox"/> APLUS – Basic (BAS) <input type="checkbox"/> Create/Modify Agreements (232) <input type="checkbox"/> Delete Agreements (227) <input type="checkbox"/> Bank Reference File (247) <input type="checkbox"/> Budget (231) <input type="checkbox"/> Create/Modify Collections (238) <input type="checkbox"/> Commodity Reference File (243) <input type="checkbox"/> Commodity Supplier Ref. File (242) <input type="checkbox"/> Country/Country Name Ref. File (246) <input type="checkbox"/> Create/Modify Disbursements (237) <input type="checkbox"/> Create/Modify Letter of Commitment (235) <input type="checkbox"/> Delete Letter of Commitment (236) <input type="checkbox"/> Month end Processing (240) <input type="checkbox"/> Create/Modify PA/SALES (233) <input type="checkbox"/> Delete PA/SALES (228) <input type="checkbox"/> Port Reference File (244) <input type="checkbox"/> Create/Modify Rescheduling (239) <input type="checkbox"/> System Parameters Reference File-ASCS (248) <input type="checkbox"/> System Parameters Reference File- FAS (241) <input type="checkbox"/> Create/Modify Vessel Approvals (234) <input type="checkbox"/> Delete Vessel Approvals (229) <input type="checkbox"/> Vessel Supplier Reference File (245) <input type="checkbox"/> Remove Funds (249) <input type="checkbox"/> Change Request (250)	—	
<p>Other/Comments: Please add this user to the FWA Data Mart group within the Hyperion Web. Please apply all changes on this FSA-13A to both Hyperion 8.5 and EPM 11.</p>						
<p>Justification:</p>						
ASA / Application Approver Name & Title:		For Application(s):		Signature:	Date:	
ASA / Application Approver Name & Title:		For Application(s):		Signature:	Date:	
Alternate Contact Name:			Contact Phone (Area Code):	Approver Phone (Area Code):		
Print User's Approving Official Name & Title: John Doe - Supervisor Title			Signature*: /S/ John Doe	Date*: 5/11/2012		
Print Request Processor Name & Title:			Signature:	Date:		
				The Tracking No. is for internal use only.	Tracking No.:	
<p>Note: For information on the Information Security Office go to: https://fsa.sc.egov.usda.gov/mgr/iso/public/Wiki%20Pages/Home.aspx</p>						