Department of Financial Services
Division of Accounting and Auditing

Statewide Master Adjustment System (SWMA) User Account Request Form

Save and submit form with the following file name "OLO", Form Name, and date. (Ex: For Form SWMA User Account Request for OLO 990000, would be submitted as: 9900-Form SWMA-08-30-20XX)

Last Name	First Name	Middle Initial	Title	Email Address	Phone Number	Agency OLO	Action - Choose from Dropdown List	SWMA User Role - Choose from Dropdown List	FLAIR RACF ID
							Add Role		
							Add Role		
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SWMA User Roles:

Agency Analyst – Can submit, update, and delete adjustments that have not been proofed in SWMA.

Agency Proofer – Has the same ability as the Agency Analyst. In addition, ability to proof adjustments submitted by the Agency Analyst or other Agency Proofers.

Authorizing Agency Access Control Custodian - Must be independent from the user requesting access.

Access Control Custodian Approver Name: _____

Access Control Custodian Approver Title: _____

Access Control Custodian Signature: _____

Date: _____