



F&SCM Security Form

Phone: (928) 871-6337

Email FMIS Systems Office at
ooe.fmissupportteam@navajo-nsn.gov

Employee Information

First Name	Middle Name	Last Name	AB #
Position/Title	Email Address	Phone No.	

Account Request Type

New Account: ☐

Remove Account: ☐

Change/Update Account: ☐

Account Configuration

Division	Department	Agency
User Role Request (Approver or Requisitioner)	Financial Dimension (These will determine which main accounts you will have access to)	

Please indicate what your Financial Responsibility will be within your Department/Program (Required Entry)

Supervisor's Information

Supervisor Name	Email Address

Notice: The Navajo Nation reserves ownership of all processing and file attachments transmitted through or residing in the Navajo Nation F&SCM (Dynamics 365) system

Employee Acknowledgment:

By signing, you agree to the following:

- I will not share my Log On information and Password with others.
- I understand and will comply with NNDIT IT Policies and Procedures and OOC Security Policies.
- I fully understand the access that is being *provided* within the Finance & Supply Chain Management System.

Any user not logging in for 30 days will have their License removed. They will need to resubmit their forms to get access again once their License has been removed.

FMIS User Signature	Date	Supervisor Signature	Date
Training Coordinator's Signature	Date	Completed FSC&M Training	☐ Yes ☐ No

For Office of the Controller use ONLY

FMIS Technical Support Completion Signature	Date	FMIS Manager Signature	Date