Jaggaer Security Form Security

Note: College-University Procurement Officer (CUPO) and State Purchasing Division resources - Send your completed form to ProcurementHelp@doas.ga.gov.

College-University Procurement Buyers - Send your completed form to the College-University Procurement Officer (CUPO).

Request Access Type

Add

Change

Delete/Deactivate

User's Name, Phone Number, Email, etc.

First Name*

Last Name*

Phone Number*   +1   Ext.
                                         International phone numbers must begin with +, example +1 404-656-3228

Mobile Phone Number   +1
                                         International phone numbers must begin with +, example +1 404-656-3228

E-mail Address*

Business Unit Code*

Agency, University,
College or Municipality*

User Name*   **Your User Name will be same as Email ID.**

Security Roles

Select Roles*

USG Institutions level roles:

SD_Agency_Buyer

SD_Agency_Admin _APO_CUPO   Set USG Approver for over DPA Bids

SD_Agency_Panelist   Date Until*   SS Event
                                                              Number*

SPD Agency Sourcing Division role:

SD_SPD_Agency_Sourcing_Manager   Set SPD Approver for over DPA Bids

SPD Auditor role:

SD_SPD_Auditor

SPD Contract Manager, Administrative, Configurations and Support roles:

SD_SPD_Admin   SQ_CM (SPD Contract Management)

SD_Support

SPD_Librarian   1

Form Approval Authority

Manager's Information

Name

Email

Phone

Signature   Date

College-University Procurement Officer (optional)

Name

Email

Phone

Signature   Date

College-University Security Administrator

Name

Email

Phone

Signature   Date

State Purchasing Division Security Administrator (for CUPO and SPD resources only)

Name

Email

Phone

Signature   Date

Last Modified: 11-18-2021