

**V.O.CHIDAMBARANAR PORT TRUST
EDP CENTER**

S.No :

Date :

User Authentication Form

(Requisition for Granting/Revoking Functional IDs to users of SAP/EPIS)

SAP User ID : EPIS User ID :
Employee No : Internal/External :
Name : Party code for External user:
Designation : Grant/Revoke :
Department : Employee No :

Details of Authentication Required:

S.No	SAP/EPIS Module	SAP/EPIS Transaction code with Description	Access Required	
			Creation	Approval

Signature of Requesting Officer

HOD of Concerned Department

Recommendation of FA&CAO

Sr.DD.EDP

For EDP use only			
Granted by :		Date	
Revoked by :		Date	

Signature of Sr.DD EDP (after completion)