REQUEST FOR CITRIX AND DIRECTORY ACCESS

Please submit to your Regional Management Center (RMC) contact for processing.

Only requests that have been approved and sent by the RMC will be set up.

ITEMS IN BOLD PRINT WITH ASTERISK (*) ARE REQUIRED. Each user will receive an e-mail with setup information within 5 days of receipt of this form.

| New User Gro | up Ne | ew User | Modify (| Current Group or User – | User Group Name: | |
|-----------------------|---|----------------------------|---------------------|------------------------------|---|--|
| MAIN CONTACT INFO | DRMATION FOR MAPPING PA | RTNER (If also a new user, | be sure to complete | the information in the corre | sponding user table.) | |
| *Mapping Partner | | | | | | |
| e | Name: Last Name: | | First Nam | First Name: | | |
| Manager's | | | | | | |
| *Primary Contact | : | | | | | |
| *Last Name: | | | *First Na | me: | Middle Initial: | |
| *Physical | Address: | | | | | |
| *E-mail A | ddress: | | | | | |
| *Phone: | | | | | | |
| Cell Phon | e: | | | | | |
| | | | | | | |
| TOOLS You may sele | ct one or more of the following | tools | | | | |
| WISE TOOLS (item | ns in bold print with ‡ are requ | uired) | | | DFIRM PRODUCTION TOOLS | |
| To Add Additional WIS | SE Users, Click Here: WISE Us | er Group/User | | | To Add Additional DFIRM Production Tools Users or to define | |
| WISE Scoping | WISE Open Inventory | WISE Hydraulics | WISE Terrain | WISE Hydraulogy | your groups and users, | |
| | | | | | Click Here: DFIRM Production Tools Users | |
| ACCESS REQUEST | ΈD | | | | | |
| ‡ FEMA Region: | ‡State: | ‡ County: | 4 | Other directory: | | |
| FEMA Region: | State: | County: | | | | |
| FEMA Region: | State: | County: | | | | |

WISE USER GROUP/USER

If adding additional users to existing group, please only include new users.

Double-click on the table to add users to be included in this user group or for whom individual access is requested. Do NOT alter this table, except, to input data.

| *First Name | *Middle Initial | *Last Name | *Company | *E-mail | *Phone | *Street Address | *City | *State | *Zip Code |
|-------------|--------------------|------------|----------|---------|--------|--------------------|-------|--------|-----------|
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DFIRM PRODUCTION TOOLS USER

A **Group** is a set of users that share a common role, and typically work in the same department (e.g. Engineering, QA/QC, Mapping, etc.). Two groups will be needed per department - one for administrators and one for analysts.

Administrator Groups will be able to create jobs, assign jobs to any User or Group and close jobs at the end of the workflow, while Analysts Groups will only be able to assign jobs within their Group, or to their administrator.

If adding additional users to existing group, please only include new users.

Double-click on the table to add users to be included in this user group or for whom individual access is requested. Do NOT alter this table, except, to input data.

| *First Name | *Middle Initial | *Last Name | *Company | *E-mail | *Group | *Priviledges: Administrator | *Priviledges: Analyst |
|-------------|--------------------|------------|----------|---------|--------|--------------------------------|--------------------------|
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