

## REQUEST FOR FIRUS PASSWORD

**INSTRUCTIONS:** *Electronically complete and send to: [ \_\_\_\_\_ ]*  
*or: Print, complete, and send to ESH&Q-Fire Protection Engineer @ MS-119.*

**If electronic (Preferred):**

- **Complete form**
- **Click on the “envelope” icon on the toolbar**
- **In the Subject line add: “FIRUS Password”, add: Address, and SEND.**

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Password is for: \_\_\_\_\_ ID: \_\_\_\_\_ Ext. \_\_\_\_\_

Initiator (DSO): \_\_\_\_\_ Ext. \_\_\_\_\_

Requestor's D/S/C and Group: \_\_\_\_\_ Date: \_\_\_\_\_

**ACCESS PRIVILEGES REQUESTED (CHECK OFF SELECTION):**

	<b><u>FIRE</u></b>	<b><u>EMERGENCY</u></b>	<b><u>SECURITY</u></b>	<b><u>UTILITY</u></b>	<b><u>TROUBLE</u></b>	<b><u>CONSOLE</u></b>
<b>Add/Delete</b>						
<b>Bypass</b>						
<b>Modify</b>						
<b>Change Limits</b>						

**COMMENT SECTION (REQUEST JUSTIFICATION):**

**NOTE:** Password is created by AD Software Group and Requestor via phone conversation.

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*INFORMATION BELOW IS FOR FIRUS ADMINISTRATIVE USE*

Final Approval by: *ESH&Q Fire Protection Engineer* \_\_\_\_\_ *Date:* \_\_\_\_\_

- Electronically Sign, or Print, Sign, and Date
- Forward to: AD Software Group to contact requestor and create account.

Completed by: \_\_\_\_\_ *AD Controls Software* *Date:* \_\_\_\_\_

- Electronically Sign, or Print, Sign, and Date
- Return to: *ESH&Q Fire Protection Engineer* [ *priest@fnal.gov* ] or MS-119 for filing.