Turning Stone Enterprises
Oneida Innovations Group
Access Management Form

Person Needing Authorization:	Username:	Phone Number:	Requested Completion Date:	Reference #: (IT Use Only)
Job Title:		Employee Badge #:	Contact Person:	Phone Number:
Department:		Employee #:	Department:	

☐ New Hire ☐ Reinstatement ☐ Transfer ☐ Contractor / Vendor Effective Date:
☐ Access/Role Change ☐ Termination ☐ Leave of Absence

Computer Access	☐ Workstation ☐ PC Login (AD) ☐ E-Mail ☐ Printer PIN ☐ Remote Access (VPN)

Gaming	☐ Caribbean Stud ☐ NeWave ☐ Planet Bingo ☐ Open Bet ☐ TYM

Bravo Poker:
☐ Cardwatch
☐ Reports
☐ PokerWatch
NRT:
☐ BO
☐ SOP

Bally Location:
☐ TSRC
☐ YBRC
☐ PPC
☐ SavOn (SOC)
☐ LHC

Bally Applications:
☐ BCC ☐ BOSS ☐ CASHIER
☐ CMP ☐ CoolSign ☐ EBS
☐ LFV ☐ MPR ☐ Promo Kiosk
☐ SDS ☐ Servizio
BI ☐ Dashboard/Tableau ☐ Reports

Internet	☐ Limited Web Access ☐ Web Access ☐ Social Networks (ex. Facebook) ☐ Online Games ☐ Streaming Media (ex. YouTube)

Communication	☐ Teams ☐ Slack ☐ Zoom

UKG	**UKG Pro** (Personal info, EE wage, EE HR File): **(Automatic based on User's Position)** ☐ Administrator Role (HR/Payroll)**	**Workforce Dimensions** (Timekeeping & Attendance): ☐ Editor (Admins & Supervisors) ☐ Approver (Asst Managers & Above) **Exception Approval**(Detail in Explanation)**	**Virtual Roster:** (PTO/Sick Approval) ☐ MSS (Asst Managers & Above) ☐ Administrator Access** ☐ Workforce Management** **Exception Approval**(Detail in Explanation)**

Red Rocks	☐ Purchase Management ☐ Inventory Control ☐ General Ledger ☐ Requestor ☐ Purchase Agent ☐ Blanket PO ☐ Project Acct. ☐ Payable Ledgers ☐ Approver ☐ Cross App ☐ Income Reporting ☐ Fixed Asset

LMS	☐ Accommodations ☐ Group Sales ☐ Guest e-Marketing ☐ Inn/Lodge/RV Park/Tower ☐ Housekeeping ☐ Player Development ☐ iHotelier ☐ LMS Comping

InfoGenesis	☐ Universal Desktop ☐ POS Card

MicroStrategy	☐ User ☐ PowerUser ☐ Architect

Verona Collective	☐ Canix ☐ Dispense ☐ Flowhub

SharePoint	Level of Permission needed: ☐ Read Only ☐ Contribute ☐ Edit ☐ Design Department/Group Sharepoint Site: _____ Path to Sharepoint Page or Team Site: _____

Telecommunications	☐ Desk Phone ☐ Alarm Access Code ☐ Phone Queue Login ☐ Dial Out Code ☐ Lenel

Other	☐ ACOM/EzPay ☐ Chelsea ☐ Keybox ☐ RVI ☐ Ambiance ☐ DataWarehouse ☐ InterStore ☐ Saflok ☐ ARMS ☐ Delphi ☐ iSupport ☐ Salesforce ☐ Biometrica Visual Casino ☐ ePay ☐ JXC ☐ Sonifi ☐ Blackline ☐ F&B Reports ☐ LiveChat ☐ Tableau ☐ Book4Time ☐ Fraud Fighter ☐ MEI/EasiTraks ☐ VIP Admin ☐ Cashier Centre ☐ GIMS ☐ PCC ☐ Virtual Roster ☐ Casino Insight ☐ Guest Center/Open Table ☐ Prophix

Details / Explanation (for more space use an attachment)**:**

Approvals:	
1 – Requestor	Date:
2 – Requestor's Director	Date:
3 – IT Security Administrator	Date:
4 – Vice-President (Only as Indicated Below) **** UKG Exception/Administrator Role** access request requires VP of HR signature ***** Approver** access request requires Requestor's VP signature	Date: