Application to Establish Industry User Administrator Role

Ministry of Forests, Lands and Natural Resource Operations

FILE: 6450-20/HBS

The purpose of this application is to name the individual who will be responsible for managing all the Harvest Billing System (HBS) roles for a client of the Ministry of Forests, Lands and Natural Resource Operations (the Company).

The role is called the Industry User Administrator (IUA), and the individual assigned the IUA role will be empowered to establish all the other HBS roles for the Company.

The individual assigned the IUA role should be both a senior employee of the Company and capable of managing the technical requirements of HBS user accounts on behalf of the Company: adding and deleting individuals and roles, including any additions or changes to the IUA role itself.

Once this application is received by the Ministry of Forests, Lands and Natural Resource Operations, a copy will be mailed or emailed to the Company using the information stored in our Client database to confirm that the application is authorized.

NAME OF COMPANY:

ADDRESS:

CLIENT NUMBER AND LOCATION CODE:

NAME OF COMPANY'S DESIGNATED IUA:

EMAIL ADDRESS:

APPLICANT'S NAME:

APPLICANT'S POSITION:

APPLICANT'S SIGNATURE:

MAIL TO: BILLING BUSINESS SUPPORT
TIMBER PRICING BRANCH
MINISTRY OF FORESTS, LANDS AND
NATURAL RESOURCE OPERATIONS
PO BOX 9511 STN PROV GOVT
VICTORIA BC V8W 9C2

EMAIL TO: FORHVAP.BillingBusSprt@gov.bc.ca

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MOF USE ONLY

REGISTRATION KEY: