

# EHS: Chemical Inventory *USER REQUEST FORM*

(Please Print or Type)

Name: \_\_\_\_\_ Cost Center: \_\_\_\_\_ Date: \_\_\_\_\_  
Department: \_\_\_\_\_ Department Head: \_\_\_\_\_ Date Needed: \_\_\_\_\_  
NetID: \_\_\_\_\_ Phone: \_\_\_\_\_  
Email: \_\_\_\_\_  Grant/Modify Computer Access

## DESCRIPTION:

Grant permissions to Online Chemical Inventory Database for person listed at top of form. Provide instruction or support as needed.

**\*\*NOTE:** User must have Netscape (version 6.1x or higher) or Microsoft's Internet Explorer (version 5.5 or higher) to use the interface. Use the following link to get to the interface:

<http://www.pp.utk.edu/ChemInv/>

## LOCATIONS (include all buildings & room numbers where you will be inventorying):

Building #	Room #	Building #	Room #	Building #	Room #
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

## COMMENTS:

## SIGNATURES:

Approved: \_\_\_\_\_ Date: \_\_\_\_\_ **Please return to:**  
(Department Head) **Kevin Garland**  
**Facilities Services,**  
Requestor: \_\_\_\_\_ Date: \_\_\_\_\_ **Room 202-A**