



# National Interagency Fire Center Wildland Fire Management Information (WFMI) Weather Module – User Access Request

Please type or print clearly

Section I: User Information		
First Name:	Last Name:	
Title:	Phone Number:	
Email Address:	Sunset Date: (if temporary account)	
Agency:	Region:	Unit:
I have a WFMI account; my Username is:		

Section II: User Acknowledgement	
I have read and agree to abide by the 'General Rules and Guidelines Governing the Use of Bureau of Land Management Computer Systems' which can be found here: <a href="https://www.nifc.blm.gov/BlmComputerRules.pdf">https://www.nifc.blm.gov/BlmComputerRules.pdf</a>	
Signature:	Date:

Section III: Maintenance Edit Access					
Provide Agency, Region and Unit information if edit access is needed for an entire Region or Unit. If edit access is needed for a specific station(s) please fill out the Name and NESDIS columns below.					
Agency:		Region:		Unit:	
Name:	NESDIS:	NAME:	NESDIS:	NAME:	NESDIS:

Section IV: Regional Coordinator Approval	
I certify the above individual requires EDIT access to the metadata for the identified weather stations(s) in my Agency/Region	
Name (printed):	Phone Number:
Signature:	Date:

Section V: Agency Representative Edit Approval	
Name (printed):	Phone Number:
Signature:	Date:

NIFC RAWS Help Desk: Phone (208) 387-5475  
Fax (208) 387-5397

Form Revision Date: 07/21/2011



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### INSTRUCTIONS:

1. Download the form and type information; or print the form and complete by hand. Please print clearly and neatly!
2. Maintenance View access requests can be faxed directly to the RAWS Help Desk.
3. For Maintenance Edit, sign the completed form and send to your Regional Coordinator. Do **NOT** fax Maintenance Edit requests directly to the RAWS Help Desk (otherwise, your request will not be processed). If you do not know who your Regional Coordinator is, contact your Agency Representative listed below.
4. Regional Coordinators who are authorizing users for edit access must sign the form and forward it to their respective Agency Representative listed below.
5. Agency Representatives must review the form, sign, and forward all approved forms to the RAWS Help Desk for processing.

Agency	Representative	Fax Number	Email Address
BLM	Robert Swofford	(208) 387-5397	rswofford@blm.gov
NPS	Mark Fitch	(208) 387-5250	mark_fitch@nps.gov
FWS	Kevin Conn	(208) 387-5668	kevin_conn@fws.gov
BIA	Nancy L. Wilson	(208) 433-6543	nancy.wilson@bia.gov
USFS	Linnea Keating	(208) 476-8285	lkeating@fs.fed.us

### Helpful Tips

1. If you need edit access to an entire unit, please list the Agency, Region, and Unit at the top of Section III. (If you only need edit access to the stations in that specific unit, then you do not need to list the individual stations in Section III.) In the future, if you delete or add a station within your unit, you will not be required to fill out another access form to obtain edit access; WFMI will automatically add the new stations to your edit access.
2. If you need edit access to multiple agencies, you must fill out a separate form for each agency and send it through the proper channels for each agency in order to receive access.