

FAMIS Functions Defined

Agency Functions	Description
Enquiry of FAMIS data	View job information
Work Request Creation	Create planned and unplanned jobs
Modify Accounting Data	Amend job information – account codes, cost categories, general references
Release of Planned Work	Releasing planned work requests to be allocated a job number
Acceptance of Cost Claim	Acceptance that the work has been performed correctly
Approval of Cost Claim	Authorise job for payment to FM Service Provider

Agency Specific Profiles	Description
7. DECD School User	Profile reserved for schools only
8. Health Gatekeeper	Profile reserved for SA Health Gatekeepers only

FACILITIES MANAGER (FM) Service Provider Functions	Description
Enquiry of FAMIS data	View job information
Invoicing	Assign invoices and authorise tax invoices

DPTI Office Use Only

Agency Profile No.	Associated Doing Role
1	AGENCY_ENQ
2	AGENCY_AGREE
3	AGENCY_ACCEPT
4	AGENCY_APPROVE
5	AGENCY
6	AGENCY_SUPER_GATEKEEPER
7	AGENCY_DECD
FM Profile No.	Associated Doing Role
1	FACMGR_ENQ
2	FACMGR
DPTI Profile No.	Associated Doing Role
1	Hotline
2	CMGR