

NIAPS Dimensions System Access Authorization Request (SAAR)

Directions:

1. This SAAR form is used to request access to the NIAPS Dimensions system.
2. Tab to move through the form fields or click to enter a field.
3. Complete the form fields in Section 1 highlighted in light blue.
4. At the bottom of the form, read "What Happens Next"

1. Submitter Information

Full Name:

Citizen Status:

Designation:

Organization:

Job Title:

Email Address:

Daytime Phone No.:

(Format: 123-456-7890)

Name of product to be considered
for inclusion on NIAPS:

Product Version Number (if not
applicable, indicate "N/A"):

Do you have a DoD Common Access Card (CAC)? Yes No

If you have a CAC, indicate your CAC certificate name:

Ex: john.doe; mary.e.smith

2. System to Which Request is Associated:

Dimensions Base Database: DS_NIAPS

Program Name: DS_NIAPS

Type of Request Being Submitted: Initial

3. Dimensions Government Sponsor:

Dimensions Government Sponsor: CDR Ray Acevedo, Distance Support APM

Dimensions Government Sponsor Email Address: rafael.a.acevedo@navy.mil

What Happens Next:

1. Complete this form and submit a completed copy to Navy311@navy.mil using the Submit by Email button below, or by saving the form and attaching it to an email to Navy311@navy.mil.
2. Navy 311 will review the request for completeness and forward it to the NIAPS Configuration Manager (CM) for approval. Once approved, a NIAPS Dimensions System Administrator will take action to have a NIAPS Dimensions account created for you.
3. Once the account has been created, you will receive an email notification indicating that your account has been created and that you now have access to the NIAPS Dimensions tool. At the same time, an email notification will be received by the NIAPS CM. **PLEASE NOTE:** It is suggested that you hold off on accessing Dimensions until the NIAPS CM contacts you with directions on how to access the correct NIAPS Request form within Dimensions. Accessing and completing the correct NIAPS Request form is the first step in requesting your product be considered for inclusion on a NIAPS release.
4. If you should have a need to follow up on this SAAR request, please contact Navy311@navy.mil.

Please return this completed form to the Navy 311 Help Desk