E-mail: [SIPHelp@cognizant.com](mailto:SIPHelp@cognizant.com)

Subject: Department Profile Manager Access

SIP Service Desk,

            Please provide DPM access for the below facility/department,

|  |  |
| --- | --- |
| **Ticket Type:** | Service Request (Default) |
| **Short Description:** | Department Profile Manager Access Request |
|  | \*Please update the below table and send the email to create a ticket. As a prerequisite the user should be associated with the facility/department for which DPM access has been requested |

|  |  |
| --- | --- |
| **Facility Name** |  |
| **Department Name** |  |
| **SIP Facility ID** |  |
| **SIP Department ID** |  |
| **New DPM SIP E-mail ID/SIP User ID** |  |

Thanks  & Regards,