Driving Under the Influence Internet Program Forms System
INTERNAL ACCOUNT AND ROLE REQUEST

Prerequisites: Individual(s) in Section I must have an existing DMV account, and completed training on the DUI Internet Program Forms System prior to filling out and submitting this form to the Driver License Automation Development Section (DLAD), MS J151.

SECTION I — ROLES

☐ **DMV DUI ACCESS ADMINISTRATOR** *(LOD - Staff Services)*

EFFECTIVE DATE	CURRENT DMV USER ID	LAST NAME	FIRST NAME *(NO ABBREVIATIONS)*	MIDDLE INITIAL	REPORTING UNIT NAME	REPORTING UNIT #	EMPLOYEE OR UNIT PHONE #	MANAGER MAKING REQUEST	MANAGER'S PHONE #	*DLAD USE ONLY* INITIAL PASSWORD
							EMPLOYEE E-MAIL			
							EMPLOYEE E-MAIL			

☐ **DMV DUI USER** *(LOD - MAU, Driver Safety, MIST, Research & Development, DUI Help Desk)*

EFFECTIVE DATE	CURRENT DMV USER ID	LAST NAME	FIRST NAME *(NO ABBREVIATIONS)*	MIDDLE INITIAL	REPORTING UNIT NAME	REPORTING UNIT #	EMPLOYEE OR UNIT PHONE #	MANAGER MAKING REQUEST	MANAGER'S PHONE #	*DLAD USE ONLY* INITIAL PASSWORD
							EMPLOYEE E-MAIL			
							EMPLOYEE E-MAIL			
							EMPLOYEE E-MAIL			

SECTION II   *(The "New Account" or "Inactive Account" box must be checked)*

☐ **New Account** - add new account(s) to the DUI URL
    ☐ User(s) has completed formal training *(Manager's Certification)*

☐ **Inactive Account** - change account(s) status to inactive
NOTE: *A separate request is required for creating a new account and changing a user account status to inactive.*

SECTION III

NAME OF PERSON COMPLETING THIS REQUEST FORM	TELEPHONE # ( )	DATE

DLAD USE ONLY

USER(S) CREATED BY DL PRIMARY DUI PROGRAM ADMINISTRATOR	TELEPHONE # ( )	DATE

NOTES

DL 949 (REV. 4/2012) **WWW**