Human Resources Office - Japanese Automation System
ACTIVITY/HRO USER ACCOUNT REQUEST

1. Activity Name:(Full) Commander U.S. Naval Forces, Japan	2. Organization Code:(Reference to HRO) N01CP550
3. Name:(Last, First, Second Initial) Yokosuka, Sample	4. E-mail Address: hro@cnfj.navy.mil

5. SSN/Employee No.: 12345678	6. DOB:(mm/dd/yyyy) 01/01/1960	7. Phone: 243-XXXX
8. Job Title: Employment Specialist	9. Job No.: 0395	10. Grade: 1-7

11. Access Level:

PD	PAR	PWO
☐ Initiate	☐ Initiate	☐ Initiate
☐ Block 12	☐ Block 19	☑ Block 16
☐ Block 13	☐ Block 20	☐ Block 17
☐ Block 14	☑ Block 21	☐ Block 17a
☑ Clearance	☐ Block 23(HRO Only)	☐ Block 20(HRO Only)
☐ PC(HRO Only)		

12. Route:

	PD	PAR	PWO
From Name:	PD Dummy1	PAR Dummy1-1	PWO Dummy1-1
		PAR Dummy1-2	PWO Dummy1-2
To Name:	PD Dummy3-1	PAR Dummy3-1	PWO Dummy3-1
	PD Dummy3-2		PWO Dummy3-2

13. Signature: Yokosuka, Sample Yokosuka Sample	14. Date: 05/07/2002
15. Autorized Personnal Signature: / Phone Autorized, Sample 243-XXXX Authorized Sample	16. E-mail Address: Sample@cnfj.navy.mil 17. Date: 05/07/2002

19. Note:

20. Recived Date		21. JAS Registrated Date	