WF-07 OM Workflow Steps in Approval Process

Purpose

The purpose of this Job Aid is to show the SAP security roles required and required training related to OM Workflow Processing.

OM Workflow Role in Process	SAP Security Role Required	Required Training
Initiate Action	OM Position Requestor	OM200, OM210
Funding Approval (Not all OM action require funding approval)	Agency Position Funding Approver	OM200, WF225
OSBM Approval (New Perm Positions only)	OSBM Funding Approver	N/A
Division Approval	OM Position Approver	OM200, WF220
Agency Approval	OM Position Approver	OM200, WF220
BEST Shared Services (Process changes)	BEST OM Processor	N/A

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