

Office Type/Name	User Type/Name	Duties of Each User Type
ADO – Administrative Office	ADM – Security Administrator	<ul style="list-style-type: none"> -Establishes/maintains offices. -Establishes/maintains commands, screens, signature authority, and data access authority for FPPS users. -Established/maintains routing paths.
RO – Requesting Office	INI – Initiator	<ul style="list-style-type: none"> -Initiates/maintains SF-52 actions. -Has no signature authority
	REQ – Requester	<ul style="list-style-type: none"> -Initiates/maintains SF-52 actions. -Signs SF-52s as a requester (A5).
	AUT – Authorizer	<ul style="list-style-type: none"> -Initiates/maintains SF-52 actions. -Signs SF-52s as an authorizer (A6)
SPO – Servicing Personnel Office	AST – SPO Assistant	<ul style="list-style-type: none"> -Processes SF-52 actions. -Has no signature authority
	SC1 – SPO Reviewer	<ul style="list-style-type: none"> -Processes SF-52 actions. -Signs as reviewer. (PROC)
	SC2 – SPO Legal Approval	<ul style="list-style-type: none"> -Signs for SF-52 approval (LGAP)
CVO – Concurrer/Viewer Office	VWR – Viewer	<ul style="list-style-type: none"> -Views SF-52s. -Has no signature authority.
	CON – Concurrer	<ul style="list-style-type: none"> -Views SF-52s. -Signs SF-52s as a concurrer
POD – Payroll Operations Division Office (located at the NBC)	PAP – Payroll Processor	<ul style="list-style-type: none"> -Processes payroll actions. -Has no signature authority.
	PCR – Payroll Certifier	<ul style="list-style-type: none"> -Certifies payroll schedules.