Role	KSAMS Role	Chart Code (IR/MC)	Org Code	KFS Acct Number	Description
Central Payroll	PROs Campus Payroll				Access to all employee payroll documents.
Coordinating Point Officers	PROs Campus Decentralized HR	Required	Required	Required	Access to HR documents; restricted to levels determined by the chart code, org code and/or KFS acct number.
Coversheet Preparer	PROs Coversheet Preparer	Required	Required	Required	Access only to create print coversheets; No access given to view any documents.
Dept PPS Processor	PROs PPS Processor	Required	Required	Required	Access to Payroll documents; restricted to levels determined by the chart code, org code and/or KFS acct number.
PROS Administrators	PROs Administrator				Access granted to eDocs IT team and Document Management team. Allows full access to all documents for all employees. Used for troubleshooting purposes and to verify the existence of documents.
Global Access	PROs Global Access				Access granted to top level Enterprise Administrators and Risk Services (the Manager and Senior Risk Management Coordinator). Allows full access to all documents for all employees. Allows access to "Export Records" functionality to export a zip file of all an employee's documents for subpoena requests.
HR Benefits	PROs HR Benefits	Required			Access granted to benefits related documents; Restricted to Irvine or Orange campuses.
HR COMP & LR/ER	PROs Campus Central HR	Required			Access to HR Documents; Restricted only to Irvine and Orange campuses.
HR Workers Comp	PROs Campus Central HR	Required			Access to HR Documents; Restricted only to Irvine and Orange campuses.
HR Employment	PROs HR Talent & Comp	Required			Access to specific hiring and some HR documents; Restricted only to Irvine and Orange campuses.
UCIMC Administrators	PROs UCIMC Dept Admin	Required	Required	Required	Access to licensing and training documents for specific departments at UCIMC.
UCIMC Benefits	PR PROs OS HR Benefits	Required			Access granted to benefits related documents; Restricted to Irvine or Orange campuses only.
UCIMC Comp	PROs HR Talent & Comp	Required			Access granted to hiring docs specified by UCIMC.
UCIMC Global Access	PROs Global Access				Access granted to top level Enterprise Administrators; Allows full access to all documents for all Employees. Allows access to "Export Records" functionality to export a zip file of all an employee's documents for subpoena requests.
UCIMC Human Resources	PROs Campus Central HR	Required			Access to HR Documents. Restricted only to Irvine and Orange campuses.
UCIMC LrEr	PROs HR Talent & Comp	Required			Access granted to hiring docs specified by UCIMC.
UCIMC Talent ACQ	PROs HR Talent & Comp	Required			Access granted to hiring docs specified by UCIMC.
N/A	PROs Subpoena Response	Required			**New role** created to provide direct access to all employees' documents. Restricted to Orange or Irvine campuses only.
N/A	PROs Record Manager				**New role** created to allow the Records Manager to confirm that all records are being disposed of properly per the UCOP Retention Schedule.
N/A	PROs Editor				**New Role** to allow only 2 or 3 people the ability to amend document metadata in PROS (such as employee numbers, category and Doc date). Allows access to PROs Editor workflow to complete document Modification and Redaction requests.
N/A	PROs Excluded Group	Required	Required	Required	**New role** that allows PROs admins to restrict other users access by excluding their access to a specific Department/KFS acct.
UCIMC AmWc	**Not linked to a new role**				**Limited or no users assigned to this role.**
UCIMC OeL	**Not linked to a new role**				**Limited or no users assigned to this role.**
User Administrator	**Not linked to a new role**				**Limited or no users assigned to this role.**