



**GIFMIS User Application Form for MDAs (FOR THE BUDGET PREPARATION
PROCESS ONLY)**

ORGANIZATION

MDA CODE: _____ (10 digits COA Code)

MDA NAME: _____

USER

FIRST NAME(S): _____

FAMILY NAME: _____

POSITION: _____

ID CODE: _____

EMAIL: _____

PHONE: _____

VALID FROM DATE: _____

MDA BUDGETING

- BUDGET DESK OFFICERS
- BUDGET REVIEWER
- BUDGET 1ST APPROVER _____
- BUDGET FINAL APPROVER

LINE MINISTRY BUDGETING

- BUDGET REVIEWER (DO)
- BUDGET FINAL APPROVER
- BUDGET CEILING APPROVER

Please note that the Line Ministry roles are only required by entities that review budgets of Agencies and Departments under the Ministry.

AUTHORIZATION BY

NAME: _____

POSITION: _____

SIGNATURE/ DATE: _____

