

SAP Fiori

Requesting SAP Fiori Access for Food O2C User Group

The Food O2C User Group consists of the following applications:

- Billing Statistics
- Catering Invoice
- Credit Memo
- Invoice Consolidation

Navigate and log in to the [Information Security Access Request form](#).

- Click on Request Access
- Select Employee Type
- Enter Employee ID (HR Benefits ID for Canada users) and click Retrieve
- Expand Finance Section
- Click on “**SAP and SAP Fiori Applications**” option (not SAP role change)

Two access request forms are required to gain access to Food O2C User Group as shown in the screenshots below. Be sure to choose the correct Instance-Client for both requests.

- **PE6 400**
- **PGW 400**

Request #1 of 2 (Food O2C UI, Application Tile)

SAP Application Information			
Request Type	<input checked="" type="radio"/> New Access <input type="radio"/> Delete Access	Instance-Client	✓ PE6 400
User Group	✓ FOOD O2C	Role Owner	✓ Corinne Szabo
Composite Role	✓ ZCBD:FOOD_O2C_APPS	Single Role Assigned	ZSBD:FOOD_O2C_APPS
Update Department/User Group?	<input type="radio"/> Yes <input checked="" type="radio"/> No		
End Date	12/31/9999	Environment	✓ Production
Notes	Request 1 of 2 for Food O2C Access Group - PE6 400		
Submit Multiple Requests	<input checked="" type="checkbox"/> Yes		

Request #2 of 2 (SAP Cost Center Data)

SAP Application Information			
Request Type	<input checked="" type="radio"/> New Access <input type="radio"/> Delete Access	Instance-Client	✓ PGW 400-
User Group	✓ FOOD O2C	Role Owner	✓ Corinne Szabo
Composite Role	✓ ZSGW:FOOD_O2C_APPS	Single Role Assigned	ZSGW:FOOD_O2C_APPS
Update Department/User Group?	<input type="radio"/> Yes <input checked="" type="radio"/> No		
End Date	12/31/9999	Environment	✓ Production
Notes	Request 2 of 2 for Food O2C Access Group - PGW 400		
Submit Multiple Requests	<input type="checkbox"/> Yes		

If you have questions email the contact listed for the Fiori Application:

Fiori Role	Fiori Applications In Each Role	Contact
General	CCOR, Manage Invoice, My Inbox, User Access Review	Corinne.szabo@sodexo.com
Food O2C	Billing Statistics, Catering Invoice, Invoice Consolidation, Credit Memo, Journal Entry	Corinne.szabo@sodexo.com
FM O2C	FM Billing, FM Invoice Report, Display Template, Credit Memo, Journal Entry	Anthony.quach@sodexo.com , Timothy.corneau@sodexo.com
FM P2P	Vendor Invoice, Vendor Invoice Report, Purchase Order Status Report, Invoice Count, PO Summary	Anthony.quach@sodexo.com , Timothy.corneau@sodexo.com
FM PM	Change WBS Element Status, Confirm Network Activity, Confirm Project Milestone, Project Billing	Kevin.kirkman@sodexo.com
E&R Finance	Invoice Consolidation, Approve PO, Track Purchase Order	Clayton.bellowJr@sodexo.com
E&R Field	Rebill Order, Manday Order, Physical Inventory	Clayton.bellowJr@sodexo.com
FM Master Data	Commodity Code & GL Mapping, Maximo Fiori Access Table	Anthony.quach@sodexo.com , Timothy.corneau@sodexo.com