



# County of Berks Department of Emergency Services

DirectLink Technology Center ♦ 2561 Bernville Road ♦ Reading, PA 19605

## Berks County Resource Management & Personnel Accountability System (TOTAL VISIBILITY) Administrator/Manager Designation Change Form

ORGANIZATION NAME \_\_\_\_\_

\_\_\_\_\_ Date

**Administrator (1/organization):**

NOTE: Administrators have full permissions to modify equipment resources, modify personnel information, view personnel medical information, enter qualifications for personnel, request accountability tags for personnel, **AND ADD MANAGERS.**

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

E-Mail: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Starter Password : \_\_\_\_\_

(case sensitive, may be changed by user after account is established)

**Manager (Unlimited/organization, but remember, too many hands spoil the soup.  
SUBMIT A SEPARATE PAGE FOR EACH MANAGER DESIRED)**

NOTE: Managers have full permissions to modify equipment resources, modify personnel information, and other permissions based on the checkboxes below.

First Name: \_\_\_\_\_

Last Name: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Starter Password : \_\_\_\_\_

(case sensitive, may be changed by user after account is established)

Permitted to add credentials to personnel records? (Y/N): \_\_\_\_\_

Permitted to view/modify personnel's medical info? (Y/N): \_\_\_\_\_

Chief Officer/Organization Head Signature: \_\_\_\_\_

MANAGERS PERMISSIONS CAN BE REMOVED/CHANGED BY THE ADMINISTRATOR. IF AN ORGANIZATION DESIRES TO REMOVE THE ADMINISTRATOR'S PERMISSIONS, THEY MUST CONTACT OUR OFFICE.

Fax, mail, or e-mail to [tv@countyofberks.com](mailto:tv@countyofberks.com)

"To Assess, To Assist, To Advise"