

Inventory Roles & Permissions

Permission	Chemical Admin	Chemical Admin (Read-Only)	Inventory Specialist	Inventory Owner	Inventory Manager/Contact	Inventory User
DESKTOP						
Create an Inventory	X	X	X	X		
Manage Inventory Users	X		X	X	X	
Manage Locations for Inventory	X		X	X	X	
Edit Inventory Summary Page	X		X	X	X	
Read-only Access to Inventory Summary page		X				X
Create/Manage Tags	X		X	X	X	
Add Colleagues	X		X	X	X	
Approve/Deny Colleague Requests	X		X	X	X	
Import/Export Inventory Data	X	X	X	X	X	
Reconciliation	X		X	X	X	
Manage Door Hazard Signs	X			X	X	
Create/Manage Sublocations	X		X	X	X	
Certify Inventory	X		X	X	X	
Switch Inventory	X	X	X	<i>Only if associated with multiple inventories</i>	<i>Only if associated with multiple inventories</i>	<i>Only if associated with multiple inventories</i>
Search Inventory (my inventory, colleagues, or campus)	X	X	X	X	X	X
Structure Search	X	X	X	X	X	X
Add, Edit, Remove Containers	X		X	X	X	X

Permission	Chemical Admin	Chemical Admin (Read-Only)	Inventory Specialist	Inventory Owner	Inventory Manager/Contact	Inventory User
Clone Containers	X		X	X	X	X
Reassign Containers	X		X	X	X	X
Add Novel Compounds	X		X	X	X	X
Add Commercial Substances	X		X	X	X	X
View/upload SDS	X	X	X	X	X	X
Share Chemicals/Check-out Feature	X		X	X	X	X
Initiate Transfers	X		X	X	X	X
Approve/Deny Transfer Requests	X		X	X	X	
Search Campus Inventory	X	X	X			
Export Campus Inventory	X	X				
Delete Inventory	X					
Search/View Master Library	X	X				
Generate Reports i.e., CFATS, Tier II, Chemicals Facilities Control Areas, MAQ	X	X				
Report a Problem	X	X	X	X	X	X
Email Service Desk	X	X	X	X	X	X
MOBILE						
Search Inventory (my inventory, colleagues, or campus)	X	X	X	X	X	X
Add, Edit, Remove Containers	X		X	X	X	X
Clone Containers	X		X	X	X	X
Add Commercial Substances	X		X	X	X	X

Permission	Chemical Admin	Chemical Admin (Read-Only)	Inventory Specialist	Inventory Owner	Inventory Manager/Contact	Inventory User
Scan Container Barcodes/RFID tags	X	X	X	X	X	X
Scan Sublocation Barcodes/RFID tags	X	X	X	X	X	X
Switch Inventory	X	X	X	<i>Only if associated with multiple inventories</i>	<i>Only if associated with multiple inventories</i>	<i>Only if associated with multiple inventories</i>