

SPO ALERT

Date: May 8, 2023
To: Arizona Procurement Portal (APP) Agency Administrators
From: APP Help Desk
Subject: APP User Audit Process

Dear Valued APP Agency Admin User,

The APP Helpdesk wanted to ensure that admin users are following best practices in regards to utilization of APP's user management features. Alongside the audit of agency administrators we must also audit the standard agency users of APP and ensure that they do not possess any conflicting roles.

To do this we will provide a list of users to the agency admins to ensure the roles of their users are correct and make any possible changes if needed.

Additionally we will be utilizing a separate email inbox to process communications regarding user audits, please reference appaudit@azdoa.gov for any questions or concerns, and please notate this inbox is an extension of our inbox app@azdoa.gov

[User Audit Process Additional Information](#)

If you have any questions or concerns, please do not hesitate to contact our APP Help Desk.

Thank you.

The APP Help Desk

602-542-7600

app@azdoa.gov

<https://spo.az.gov/app-service-request>