



OFFICE OF THE COUNTY JUDGE
County Of Hidalgo

RAMON GARCIA
County Judge

ASAP OFFICIALS AUTHORIZATION FORM

Organization Name: Hidalgo County

Effective date: _____

ASAP ID 4804918

Point of Contact: The Point of Contact is responsible for inputting, updating or deleting, the officials designated by the Head of Organization (HOO). The POC can add and modify officials at any point during or following an organization's enrollment process. It is the responsibility of the Point of Contact to define the Authorizing Official and Financial Official. A Re-delegated Head of Organization and another Point of Contact can also be defined. Once entered and approved by the HOO, the officials are assigned a User ID which is sent to them via an email and a temporary password in ASAP.GOV's access control system which is sent via regular mail.

POINT OF CONTACT – (This is a mandatory role)

Jaime Longoria/Rolando Garcia

(956) 318-2600/(956) 292-7025

NAME (PLEASE PRINT OR TYPE)

TELEPHONE NUMBER

JAIME.LONGORIA@CO.HIDALGO.TX.US/ROLANDO.GARCIA@CO.HIDALGO.TX.US

E-MAIL

The Head Of Organization (HOO) is the top management official who establishes the authority for the organization to use ASAP. The HOO does not have to be the CEO or President of the organization but can be the Manager or Supervisor of a section. The Head of Organization is the top management official who establishes the authority for Organization to use ASAP.gov. This is done by approving the Authorizing Official and Financial Official and, if entered by the POC, the Re-delegated Head of Organization. The HOO can also add or modify officials when the organization is pending enrollment. Once an organization is enrolled, the HOO can only approve officials.

D) HEAD OF ORGANIZATION – (This is a mandatory role)

Ramon Garcia

SIGNATURE

NAME (PLEASE PRINT OR TYPE)

(956) 318-2600

County Judge

TELEPHONE NUMBER

TITLE

Ramon.garcia@co.hidalgo.tx.us

E-MAIL

ADD REVOKE RENEWAL

Sincerely,

Ramon Garcia
County Judge