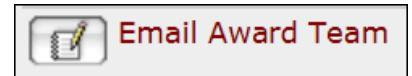




Several OCFO Central Office email addresses have been programmed into eSRA to enable you to send help requests directly to these groups.

Benefits:

- The body of the email will contain a link to the proposal/award/modification within the eSRA system.
- You do not need to remember which staff in the OCFO to contact for specific assistance.
- The email message will be saved in the history of proposal/award/modification within the eSRA system improving the transparency of the eSRA system.



Select additional LBNL staff:

Select One or More Persons

Filter by Last

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<input type="checkbox"/>	Last	First	Department	Division
<input type="checkbox"/>	Help	AR	1308-Budget Office	Office of Chief FinanceOfficer
<input type="checkbox"/>	Help	WFO Funds	1308-Budget Office	Office of Chief FinanceOfficer
<input type="checkbox"/>	Help	DOE Direct	1308-Budget Office	Office of Chief FinanceOfficer
<input type="checkbox"/>	Help Desk	eSRA	1308-Budget Office	Office of Chief FinanceOfficer

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The eSRA Help Desk email will automatically create a help ticket.

Additional Notes:



Remember, you cannot reply to email that comes from the eSRA system.

If you are copied on an email sent to eSRAHelp@lbl.gov, remember to remove this email address before replying or forwarding to avoid automatically creating duplicate help tickets.

However, replying to email notifications from service-now@lbl.gov will send the reply to the eSRA Help Desk without creating a duplicate ticket.