



DISA Global Solutions

Phone: 833-973-1223

Email: DCM_Support@disa.com

Website: www.disa.com

DISA COMPLIANCE MONITORING DCM REPORTING ACCOUNT UPDATE

Please complete and send the below form to DCM_Support@DISA.com to make updates to your account in DCM Reporting.

ADD AND/OR UPDATE DER

Company Name	
DCM Reporting Username	
New/Additional DER	
New/Additional DER email address & Phone #	
Previous DER (to be removed)	
Additional Request manage account section –including submitting revised DER, Phone, Address on policies and chain of custody forms must be completed and uploaded into your account in DCM.	

ACCOUNT/PROGRAM UPDATE

New/Updated address	
Updated program type/DOT pool	
New/Updated Tax Identification Number	
New/Updated ISNetworld Number	
DCM Team will reach out to you to discuss next steps regarding your request.	

NEW/UPDATED THIRD PARTY ADMINISTRATOR

New Third-Party Administrator	
New TPA contact name and email address if reporting on your behalf.	
Stand-alone or consortium pool.	

OWNER/OPERATOR UPDATE OR REMOVAL REQUEST

Update or Removal	
Owner/operator	
Program/DOT Mode	
Last date of applicable functions performed	