Agency Security Officer Training

MONDAY, MAY 17, 2021

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Changes since 2019 Training

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New since 2019

All security request forms are now in Excel

Datamart no longer updates PPDB information as of 2/1/2019

New query tool OBIEE is live

- New OBIEE request form

Internal Control

A process effected by management and other personnel, designed to provide reasonable assurance regarding the achievement of objectives in the following categories:

- Effectiveness and efficiency of operations.
- Reliability of financial reporting.
- Compliance with applicable laws and regulations.

Internal Control - continued

Oregon's internal control framework is based on the standards set by **The Committee of Sponsoring Organizations of the Treadway Commission** (COSO).

According to the COSO model, internal control consist of the following five interrelated components:

Control environment

Risk assessment

Control activities

Information and communication

Monitoring

Internal Control - continued

Management of the State is responsible for:

- Establishing and maintaining internal control.
- Developing control procedures that ensure the systems access granted to each user is appropriate and consistent with the user's job duties.

As part of the management, Systems Security must perform activities in the form of directive (policies and procedures), preventive (verifying and validating requests), and detective (Semi-annual Security Review) controls in order to achieve effectiveness and efficient resource usage.

RACF ID

Resource Access Control Facility ID

Required for access to all financial systems – except OBIEE

Components

- 3 letters – Agy
- 2 additional letters
- 2 numbers …… AGYXX##

Temporary Service Workers

- Job rotations
- 2nd concurrent agency position
- Any temporary worker, contractor, student, or volunteer

RACF Requests

Request is to be from the agency personnel security officer or an HR appointing authority.

Email request to:

- Workday.help@Oregon.gov

Passwords

No sharing of passwords or User ID's

- Shared passwords or User ID's will cause revoking from all financial systems.

Resume vs. Reset

- Resume – knows password but entered incorrectly
- Reset – password was forgotten or expired

Who can ask for password?

- Only the owner of the User ID

Password Resumes and Resets

Where to resume and reset passwords

- Mainframe (SFMA and OSPA)
  - DAS.RacfUserAdm@Oregon.gov
    - User includes name, RACF ID, and system name
- Datamart
  - https://datamartapp.dasapp.state.or.us/
- OBIEE
  - https://pwm.ets.oregon.gov/PMUser

Agency Security Officers (ASO)

Establishing ASO – minimum 2 per system

ASO Responsibilities

Sending Requests

Email List for Security Officers

Establishing ASO

Agency CFO or designate completes and sends Agency Security Officer Notification Form to Systems Security:

- Designate new security officer.
- Change authorization rights.
- Revoke authorization.

Must be done within one business day of the change event.

The appointment is effective when the form is received by Systems Security.

Establishing ASO - continued

The Agency CFO or designate:

- Grants authorization rights for financial systems:
  - R*STARS
  - ADPICS
  - OSPA
  - Datamart
  - OBIEE
- Assigns semi-annual review responsibilities.

ASO Responsibilities

Support systems security by requesting the lowest level of access that will allow completion of assignments while preserving a reasonable degree of operational efficiency.

To the best of each agency security officer's knowledge, provide assurance of no unnecessary access through timely completion of security reviews.

ASO Responsibilities - continued

Receive information from management.

Verify current and requested access is compatible and necessary.

Request inactivation of access no longer needed.

Communicate with Systems Security Officer (SSO).

Retain documentation of all requests for 3 years.

Sending Requests

Questions to consider and discuss with the manager requesting access.

- What are the individual's duties?
- Do they have any current access?
- What kind of transactions need to be processed?
- Does the request support sound internal controls?

Sending Requests - continued

Use this form to make security requests for:

- R*Stars
- ADPICS
- OSPA
- Datamart

DAS DEPARTMENT OF ADMINISTRATIVE SERVICES
CHIEF FINANCIAL OFFICE - SARS

Financial Systems Request Form
SFMA (R*STARS & ADPICS), OSPA, and Datamart Access

To be completed and submitted by the designated Agency Security Officers (ASO) for R*STARS, ADPICS, OSPA, and Datamart.

User Information
(as shown in Workday)

Last Name:	First Name:	RACF ID:	OR Number:	Agency #:	Email Address: (from Global List - must be active)

R*STARS

Action	User Class(s) Form not valid for UC 78	Adjustments to User Class - leave blank if no adjustment to the template is needed						
		Acct Trans	Release Flag	Agy Group	Batch Edit	Disb Mthd	Batch Agy DHS/OHA only	968 Adjustments
- Select -								
- Select -								
- Select -								

Identify use of access by selecting one or more job duties

- Select - | - Select - | - Select - | - Select -

or . . . provide description below of specific task requiring access - (optional field if drop downs are used)

OSPA

Action	User Type Template	Agency Group
- Select -	- Select -	- Select if needed -

Identify use of access by selecting one or more job duties

- Select - | - Select - | - Select - | - Select -

or . . . provide description below of specific task requiring access - (optional field if drop downs are used)

Datamart (Standard View)

Action	- Select -
OSPA Agency Group:	- Select if needed -

Identify use of access by selecting one or more job duties

- Select - | - Select - | - Select -

or . . . provide description below of specific task requiring access - (optional field if drop downs are used)

ADPICS

Action	User ID Template	Adjustments and Additional Settings to User Template						
		Phone	Buyer ID	User Level	User Dept	Mailbox Dept	PO Auth Amt	Bill To
- Select -	- Select -							

Dept Authorization	Adjustments to 7650 screen

Identify use of access by selecting one or more job duties

- Select - | - Select - | - Select - | - Select -

or . . . provide description below of specific task requiring access - (optional field if drop downs are used)

ASO Typed Signature:		Current Date:		Security.Systems@oregon.gov

To submit a request: Save a copy of the completed form (retention period is three years). The document must be saved in a manner that notes can be added to the form by Systems Security if necessary. Once saved, open an email to the Systems Security address and attach the form. Thank you.

NOTE: A form sent to any other address will not be accepted. Scans are not accepted.

Reserved for System Security Notations

Updated - July 2, 2020

Sending Requests - continued

Adjustments to User Class

- Only complete this section if the request varies from the User Class template.

R*STARS								
Action	User Class(s) Form not valid for UC 78	Adjustments to User Class - leave blank if no adjustment to the template is needed						
		Acct Trans	Release Flag	Agy Group	Batch Edit	Disb Mthd	Batch Agy DHS/OHA only	96B Adjustments
Add	17,99							
Add	48	4						
- Select -								

Sending Requests – continued

Job Duties (Required)

- A brief description of the job duties justifying the specific access requested.
- Able to choose from a drop down menu of selections.

Identify use of access by selecting one or more job duties							
Release batches		Profile maintenance		Research data		Process corrections		Process year-end entries	

Please Note: It is important to also use the drop-down menu for job duties if requesting access to be revoked.

Identify use of access by selecting one or more job duties							
Access no longer needed		Assignment change		- Select -		- Select -	

Sending Requests - continued

Requests are sent from authorized ASOs.

ASOs can not make requests for themselves.

Access requests are sent to: Security.Systems@Oregon.gov

Email List for Security Officers

Subscribe to the ASO News List:

http://listsmart.osl.state.or.us/mailman/listinfo/sfma-ospa_agy_security_officers

Semi-annual Security Review

This is done to comply with the Internal Control guidelines, as well as to monitor and provide reasonable assurance that current user access is appropriate and consistent with the user's job duties.

Reviews start in February and August of each year.

Two-part process:

- SSO verifies ASO assignments with each agency's CFO or designate. SSO provides the ASO contact list for review along with verification forms. CFOs must complete the verification forms by signing, dating, and recording any change and return them to the SSO by the specified due date. CFOs must submit the required ASO Assignment Notification Form if a change in assignment or personnel is needed.
- ASO verifies the correctness of the access granted to the agency's users and checks with the users' managers to determine if the level of access is still appropriate. SSO provides system-specific reports for review and analysis along with verification forms. ASOs must complete the verification forms by signing, dating, and recording any change and return them to the SSO by the specified due date (only the verification forms).

Agencies should retain copies of the ASO contact list and system-specific reports for reference purposes.

Semi-annual Security Review

System-specific Reports.

- R*STARS
  - RSTARS 96A. User's security profile (all active users).
  - RSTARS 96B. List of the individual screens the user have authority to view or update (Blank, 0, 1, 2, 3). This report includes only those users of which access differs from the Standard UC Templates.
- ADPICS
  - ADPICS 7600 & 7650. User's security profile.
  - ADPICS 7700. List of the individual screens the user have authority to view or update (X, I, U, D).
  - ADPICS Approval Path. List of documents, amounts and approval levels by department.
- OSPA
  - OSPA PUSC. User's security profile and list of the individual screens the user have authority to view or update (N, D, U).
  - NOTE: User Type 78, is used to add OSPA Datamart tables.
- Datamart
  - Datamart Standard View. User's access to SFMA tables, OSPA tables and OSPA groups.
- OBIEE
  - OBIEE View Type. User's access to OBIEE SFMA tables, OBIEE OSPA tables and OBIEE OSPA security groups.

Semi-annual Security Review

Some recommendations when performing the review:

- R*STARS
  - Pay special attention to Statewide User classes (01 - 10, 14, 36, 38, 39, 45, 46, 50, 59, 65, 70, 74. 79 – 81 and 96) and All Agency View Access (UC78).
  - Check for redundancy (Refer to Redundant User Classes list).
  - Consider the User Class Templates as the “ideal” level of access (R*STARS Security Manual).
  - Since the 96B report shows only those users of which access differs from the Standard UC Templates, all require careful review.
- OSPA
  - Keep in mind some UT 78 where the DMRT field is “D” will be only for OSPA Datamart tables.
- ADPICS
  - Since there is a high level of customization, it requires a detailed review.
- DATAMART
  - Pay special attention to OSPA Agency Groups (All Agencies & DAS Payroll).
  - Confirm that the user’s current duties still require Datamart.
- OBIEE
  - Review OBIEE View Type carefully.
  - Pay special attention to OBIEE OSPA Agency Groups (All Agencies & DAS Payroll).

Semi-annual Security Review

```
PUSC                    OREGON STATE PAYROLL SYSTEM                 05/11/21 PROD
                              USER SCREEN CONTROL
RACFID: USER78   AGNCY-GP: USRTP NAME: NOT FOUND                 USER TYPE: 78
EMPLOYEE NUMBER: OR8888888
AD NAME:


 ADB1 N ADB2 N ADD1 N ADD2 N ADD3 N ADW1 N ADW2 N DMRT N D910 N PACH N PAGY N
 PCHG N PMNT N PMSG N PPRM N PRPT N PSEC N PSYP N PTB1 N PTB2 N PTD1 N PTD2 N
 PTD3 N PTW1 N PTW2 N PTX1 N PTX2 N PUSC N P001 N P002 N P003 N P004 N P005 N
 P006 N P007 N P009 N P010 N P011 N P020 N P030 N P031 N P032 N P050 N P060 N
 P070 N P071 N P090 N P130 N P140 N P160 N P190 N P191 N P192 N P300 N P310 N
 P320 N P370 N P420 N P430 N P435 N WARP N WCRP N WRDB N
```

R*STARS
Relational Statewide Accounting & Reporting System

Security Manual

- SFMA / OSPA Form guide – pg. 2
- User Class descriptions – pg. 3-7
- Redundant User Classes, Special forms – pg. 8
- Screen 96 A/B & D66 information – pg. 9-15

96 A – USER SECURITY PROFILE

Accounting Trans– page 10 – R*STARS Security Manual

Release Flag and Disbursement Method – page 11

```
USER ID/CLASS: USER17   17 AGENCY: 107  NAME: FULL EXPENDITURE

 ACCOUNTING TRANS: 1              BATCH EDIT MODE: 2
     RELEASE FLAG: 0          DISBURSEMENT METHOD: 2
     AGENCY GROUP:                      WORK HOUR: 0000 2400
   AGENCY RANGE 1:                       WORK DAY: A
   AGENCY RANGE 2:                     PRINTER ID:
  SECURITY AGENCY: 107         DEFAULT
     SECURITY ORG:             ACTION CODE AGENCY:
     SECURITY ORG:                    ACTION CODE:
PRIOR MO POST IND: Y               VIEW TIN INFO: Y   (Y/N)
PRIOR YR POST IND: Y              VIEW BANK INFO: N   (Y/N)
    FUND OVERRIDE:            STATEWIDE REPORTING: N   (Y/N)
```

96 B – USER SECURITY PROFILE

S96B VER 2.0 STATE OF OREGON
LINK TO: SECURITY PROFILE
USER ID/CLASS: AGY: NAME:

D01	D02	D03	D04	D05	D06	D08	D09	D10	D11	D12
D13	D14	D15	D16	D17	D18	D19	D20	D21	D22	D23
D24	D25	D26	D27	D28	D30	D31	D32	D33	D34	D35
D36	D37	D38	D39	D40	D41	D42	D43	D44	D45	D46
D47	D48	D49	D50	D51	D52	D53	D54	D55	D56	D57
D59	D61	D62	D63	D64	D66	D67	D71	D73	D80	010
012	014	017	018	020	021	022	023	024	025	026
027	28A	28B	029	030	031	033	034	035	036	037
038	039	041	042	043	43M	044	045	046	047	048
049	051	052	053	054	055	056	057	058	059	061
062	063	064	065	066	067	068	069	077	078	079
080	081	082	084	085	086	087	088	089	090	091
092	093	094	095	096	097	101	102	103	105	106
515	518	540	550	WRP	REC	SMR				

EFF START DATE: : EFF END DATE: : LAST PROC DATE:

Screens accessible to most UC – pg. 14

D66 – USER CLASS PROFILE

```
USER CLASS: 17
     TITLE: FULL EXPENDITURE CYCLE


I/E (I=INCLUDE,E=EXCLUDE)
ENTER TRANSACTION CODES SEPARATED WITH EITHER "-" OR ",".
I     167   ,   200   -   212   ,   217   -   290   ,   295   ,   402   -
      405   ,   409   -   420   ,   434   -   435   ,   438   -   439   ,
      468   -   469   ,   599   ,   696   -   697
```

R*STARS - continued

UC 78 All Agency View Access Request

- Online at SARS Security website http://www.oregon.gov/das/Financial/Acctng/Pages/Syst-security.aspx

UC 47 – ASO requests inactive UC

- BAM analyst requests activation when needed

R*STARS - continued

Too little or too much access?

- Too little – won't be able to perform job duties
- Too much – will have access that's never used

Redundant User Classes:

Some user classes duplicate access (on 96B screen or on D66 T-code access), and would be redundant if a user had others within the same grouping. Below is a list of some of the redundancies. It's possible that a redundant user class might be needed, however an explanation of the need would be required in the access request.

With user class **11** you do not need user classes 24 or 25.

With user class **13** you do not need user classes 24 or 25.

With user class **16** you do not need user classes 24 or 25.

With user class **17** you do not need user class 20 (UC 17, 20, 84, or 88 not allowed w/ UC 28 or 98)

With user class **19** you do not need user classes 11, 16, 24, or 25.

With user class **23** you do not need user classes 24, 25*, or 26.

With user class **25** you do not need user class 24.

With user class **26** you do not need user classes 24 or 25*.

With user class **27** you do not need user classes 11, 13, 16, 19, 23, 24, 25*, 26, 29, 32, 33, 34, or 41.

With user class **29** you do not need user classes 11, 13, 16, 19, 24, 32, 33, or 34.

With user class **31** you do not need user classes 24 or 25*.

With user class **32** you do not need user classes 24 or 25*.

With user class **33** you do not need user classes 24 or 25*.

With user class **34** you do not need user classes 24 or 25*.

With user class **41** you do not need user classes 24.

With user class **98** you do not need user class 28.

Datamart

Datamart is the platform where all the data from SFMA and OSPA is available for reporting and analysis through the IR Studio query tool.

Access to SFMA Tables.

- Requires completion of the SFMA – OSPA – Datamart form.
- Users with this level of access are able to pull information originated in R*STARS at a statewide level.

Access to OSPA Tables.

- Requires completion of the SFMA – OSPA – Datamart form.
- Users with this level of access are able to pull information originated in OSPA at a agency or group agency level.
- To get this level of access, SFMA Tables must also be added.
- Once the request is completed, users must allow 24 hours to be able to access the OSPA tables (servers require overnight process to update the access).

Datamart-continued

Datamart portion of SFMA – OSPA – Datamart request form

Datamart (Standard View)					
Action	- Select -				
OSPA Agency Group:	- Select if needed -				
Identify use of access by selecting one or more job duties					
- Select -		- Select -		- Select -	
	or . . . provide description below of specific task requiring access - (optional field if drop-downs are used)				

Oracle Business Intelligence Enterprise Edition (OBIEE)

Oracle Business Intelligence Enterprise Edition (OBIEE) is the query tool that provides access to the State of Oregon's Financial Datamart. It is the replacement for the Hyperion (Brio) application.

Production environment: https://obi.das.oregon.gov:9503/analytics/

OBIEE - continued

Unique Identifier for OBIEE User ID

- No RACF ID
- Uses Shared AD
  - Sync vs Non-Sync

OBIEE - continued

SYNC

- Automatically set up in Shared AD
- OBIEE User ID will agree to computer log in information

NON-SYNC

- Manually set up in the Shared AD
- OBIEE User ID will include _SS
  - Ex. John.Smith_SS@Oregon.gov

Questions about sync or non-sync? Ask your agency's IT department.

OBIEE- continued

Passwords

Sync Agency

- Same as computer password

Non-sync Agency

- Instructions for OBIEE Password Manager Site https://www.oregon.gov/das/Financial/AcctgSys/Documents/Password_Manager_User_Guide.pdf
- OBIEE Password Manager Site https://sshelp.ets.oregon.gov/Admin/
- Password should be updated every 90 days

OBIEE - continued

View types:

- Consumer
- Author
- Admin

Unlike Datamart, OBIEE independently grants SFMA Tables from OSPA Tables.

OBIEE

OBIEE Request Form for single user

DAS DEPARTMENT OF ADMINISTRATIVE SERVICES

CHIEF FINANCIAL OFFICE - SARS

Financial Systems Request Form
OBIEE Access

To be completed and submitted by the designated Agency Security Officers (ASO) for Datamart through OBIEE.

User Information
(as shown in Workday)

Last Name:	First Name:	OR Number:	Agency #:	Email Address: (from Global List - must be active)		
					@	

OBIEE

OBIEE User ID:		@ oregon.gov (add _SS to user ID field if your agency is non sync)
Required - Select type of OBIEE view:	- Select -	See instructions for information.
Required - Select action for SFMA Tables:	- Select -	
Required - Select action for OSPA Tables:	- Select -	In OBIEE only, OSPA Tables are available independently from SFMA Tables.
OSPA Agency Group:	- Select if needed -	

Identify use of access by selecting one or more job duties

- Select -	- Select -	- Select -

or . . . provide description below of specific task requiring access (optional if pre-determined job duties are selected)

ASO Signature:		**Current Date:**		Security.Systems@oregon.gov

To submit a request: Save a copy of the completed form (retention period is three years). The document must be saved in a manner that notes can be added to the form by Systems Security if necessary. Once saved, open an email to the Systems Security address and attach the form. Thank you.

NOTE: A form sent to any other address will not be accepted. Scans are not accepted.

OBIEE - continued

OBIEE REQUEST FORM

&

SFMA- OSPA – DATAMART REQUEST FORM

DAS DEPARTMENT OF ADMINISTRATIVE SERVICES
CHIEF FINANCIAL OFFICE - SARS

Financial Systems Request Form
OBIEE Access

To be completed and submitted by the designated Agency Security Officers (ASO) for Datamart through OBIEE.

User Information
(as shown in Workday)

Last Name:	First Name:	OR Number:	Agency #:	Email Address: (from Global List - must be active)
Smith	John	OR0123456	10700	John.Smith @ Oregon.gov

OBIEE

OBIEE User ID:	John.Smith	@ oregon.gov (add _SS to user ID field if your agency is non sync)
Required - Select type of OBIEE view:	Add - Author	See instructions for information.
Required - Select action for SFMA Tables:	Don't add/No action needed	
Required - Select action for OSPA Tables:	Add	In OBIEE only, OSPA Tables are available independently from SFMA Tables.
OSPA Agency Group:	- Select if needed -	

Identify use of access by selecting one or more job duties

Monitor data	- Select -	- Select -

or . . . provide description below of specific task requiring access (optional if pre-determined job duties are selected)

ASO Signature:	Authorized ASO	Current Date:	5/11/2021	Security.Systems@oregon.gov

User Information
(as shown in Workday)

Last Name:	First Name:	RACF ID:	OR Number:	Agency #:	Email Address: (from Global List - must be active)
Smith	John	DASAA00	OR0123456	10700	John.Smith@oregon.gov

R*STARS

Action	User Class(s) Form not valid for UC 78	Adjustments to User Class - leave blank if no adjustment to the template is needed						
		Acct Trans	Release Flag	Agy Group	Batch Edit	Disb Mthd	Batch Agy DHS/OHA	96B Adjustments
- Select -								
- Select -								
- Select -								

Identify use of access by selecting one or more job duties

- Select -	- Select -	- Select -	- Select -	- Select -

or . . . provide description below of specific task requiring access - (optional field if drop-downs are used)

OSPA

Action	User Type Template	Agency Group
- Select -	- Select -	- Select if needed -

Identify use of access by selecting one or more job duties

- Select -	- Select -	- Select -	- Select -

or . . . provide description below of specific task requiring access - (optional field if drop-downs are used)

Datamart (Standard View)

Action	SFMA tables already active, add OSPA tables	
OSPA Agency Group:	- Select if needed -	

Identify use of access by selecting one or more job duties

Monitor data	- Select -	- Select -

or . . . provide description below of specific task requiring access - (optional field if drop-downs are used)

Oregon State Payroll Application

Requesting User Access

- Required information on form
- OSPA User Types
  - https://www.oregon.gov/das/Financial/Payroll/Documents/Introsecurity.pdf
    - Introduction to OSPA Security document

OSPS User Security Screen

```
RACFID: USER49   AGNCY-GP: USRTP NAME: NOT FOUND              USER TYPE: 49
EMPLOYEE NUMBER: OR8888888
AD NAME:


 ADB1 N ADB2 N ADD1 N ADD2 N ADD3 N ADW1 N ADW2 N DMRT N D910 N PACH N PAGY N
 PCHG N PMNT N PMSG D PPRM N PRPT N PSEC N PSYP N PTB1 N PTB2 N PTD1 N PTD2 N
 PTD3 N PTW1 N PTW2 N PTX1 N PTX2 N PUSC N P001 U P002 D P003 U P004 U P005 U
 P006 D P007 D P009 N P010 D P011 N P020 U P030 D P031 N P032 D P050 D P060 N
 P070 D P071 N P090 N P130 N P140 N P160 D P190 D P191 D P192 D P300 N P310 N
 P320 N P370 D P420 N P430 D P435 N WARP N WCRP N WRDB N
```

- Gain access to Report screens only through OSPS.Helpdesk@Oregon.gov
  - WARP
  - WCRP
  - WRDB

OSPS by User Type

Agency View Only

- UT 79 - Designed for non-payroll staff - non processing

Payroll Technician / Manager

- UT 69 – For processing payroll

Timekeeper

- UT 49 and 48 - Time entry but full system access not required

Contact OSPS.Help@Oregon.gov for UT assistance

ADPICS

Advanced Purchasing & Inventory Control System.

Security is managed though three different screens:

- 7600 – Primary User Security (user profile)
- 7650 – Secondary User Security (interfaces, printing devices, capabilities)
- 7700 – User Program Security (access control)

19 standard user shells. A detailed description of each shell is included in the ADPICS Security Manual (Pages 26-92).

Approval Paths:

- 5981 – Document approval path
- 5982 – Department approval path table
- 5983 – Commodity approval path table
- 5985 – Initiating department path table

Electronic Signatures.

- 5984 – Signature table maintenance.
- No form is required.
- Requests to reset ADPICS signature must be emailed by the ASO (include user's name and RACF ID).

ADPICS

Buyer ID

- When requesting this field, make sure the Buyer ID was previously added by SFMA. Contact your SFMA Analyst about the procedure.

Example:

ADPICS								
Action	User ID Template	Adjustments and Additional Settings to User Template						
		Phone	Buyer ID	User Level	User Dept	Mailbox Dept	PO Auth Amt	Bill To
Add	BUYER1 - Approver		MED	400	10036	1003699	999,999	04550
Dept Authorization					Adjustments to 7650 screen			
100****								
Identify use of access by selecting one or more job duties								
Enter POs		- Select -			- Select -		- Select -	
→ **or** . . . provide description below of specific task requiring access - (optional field if drop-downs are used)								

Proposed Changes

OAM 10.70.00 – Security access to financial systems

User Class 78 – All Agency Access form

Statewide UC Access form

Additional Resources

Systems Security website
- http://www.oregon.gov/das/Financial/Acctng/Pages/Syst-security.aspx

SFMA Security Manuals
- ADPICS Security Manual and R*STARS Security Manual are available by request (email Security.SYSTEMS@oregon.gov to get a copy).

OSPA Security Manual
- http://www.oregon.gov/das/Financial/Payroll/Documents/Introsecurity.pdf

Datamart Maintenance Website
- https://dasapp.state.or.us/DatamartApp

OBIEE Production Environment Website
- https://obi.das.oregon.gov:9503/analytics/

HR Systems & Services website
- http://www.oregon.gov/das/HR/pages/index.aspx

Contacts

Systems Security
- Systems Security
- Security.SYSTEMS@oregon.gov

OSPS
- OSPS Help Desk
- OSPS.HELP@oregon.gov

Datamart & OBIEE
- Datamart Support
- Datamart.Support@oregon.gov

ADPICS
- Contact your SFMS Analyst

Mainframe Password Reset
- DAS RACF Administrator
- DAS.RACFUserAdm@oregon.gov

Training Deadline

Due Date is Friday, June 11th

Email Systems Security inbox with the following information:

- Agency number
- Confirmation training was completed