Appendix 2.3

Permissions to MMC Services

FY2023 Standard Operating Procedure for Dams

March 2022

Date	Principal Author	Comments
1/25/2015	MMC	Technical Edit
1/15/2016	MMC	Technical Update/Edit
12/16/2016	MMC	Template Conversion/Technical Edit
12/19/2016	MMC	Technical Review
09/26/2018	MMC	Annual Update
02/27/2020	MMC	Annual Update/Tech Edit

1.1 ADMINISTRATIVE RIGHTS FOR MODELING, MAPPING, AND CONSEQUENCES TEAM COMPUTERS

Team members work with HEC-RAS and HEC-FIA versions, which are updated frequently. Other software and extensions/macros also need installed frequently to prevent delays and meet schedules. Many times this software requires administrative rights to the local machine. MMC team members are required to read and sign a Privileged User Agreement. This was implemented with ACE-IT and the chief of Corporate Information Headquarters to gain administrative rights for MMC team members to avoid time consuming methods of opening trouble tickets to get software installed.

To gain the appropriate desktop administrator rights to assigned computer resources, the Modeling, Mapping, and Consequences (MMC) team member follows the instructions below.

Administrative rights on an MMC team member machine are authorized by ACE-IT.

The member needs to enter an ACE-IT ticket through Service Track to be put on the MMC 'Beyond Trust' user list. There may be a need for the local supervisor to approve request.

1.2 ACCESS RIGHTS TO MODELING, MAPPING, AND CONSEQUENCES TEAM SHAREPOINT COLLABORATION SITE

Team documentation is distributed and archived within the MMC team SharePoint collaboration site for all MMC team members to utilize and view. The collaboration site contains up-to-date guidance regarding modeling, mapping, and consequence work-flow processes.

To gain access to the MMC team SharePoint site please contact Michelle Carey by email at Michelle.I.Carey@usace.army.mil or Wesley Crosby by email at Wesley.A.Crosby@usace.army.mil. Team members are assigned the appropriate level of permissions to the MMC Team SharePoint site.

1.3 ACCESS RIGHTS TO RMCSTORAGE4 PRODUCTION DRIVE

Production and reference files are maintained and archived on the RMCStorage4 production drive. The drive houses modeling, mapping, and consequence data, as well as, reference materials used for on-going projects. Additionally, final models from previous studies are archived on RMCStorage4.

To gain access to the RMCStorage4 drive please contact Tabetha Hesseldenz by email at Tabetha.S.Hesseldenz@usace.army.mil or Michelle Carey by email at Michelle.I.Carey@usace.army.mil.

1.4 ACCESS RIGHTS TO CEDALS PROJECTWISE FILE SERVER

Final project files are loaded to the CEDALS ProjectWise server after the review process is completed. To gain access to CEDALS, each MMC team member needs to send an email requesting access to the file server with his/her name (consistent with what is on the team member's CAC card) to the Risk Management Center (RMC) ProjectWise administrators: Preston Ferguson and Raymond (Butch) Rogers via email. The CEDALS ProjectWise direct link is: pw:\\coe-wpcpwp01dcp.eis.ds.usace.army.mil:RMC01\Documents\Projects\.