

## FUJITSU RESTRICTED

<b>Programme:</b> <i>(strikethrough as applicable)</i>		<b>HNG-X / HNGA / DDS / P2C /-</b> <b>Other:</b> _____	
<b>CHANGE PROPOSAL</b>		<b>CP NO: 7388</b>	
<b>CP TITLE:</b> HNG-X CP2831 - Refinement of access rights to non-BRDB databases		<b>DATE RAISED:</b> 18 <sup>th</sup> January 2021	
<b>REQUIRED APPROVAL DATE:</b> January 2022		<b>ORIGINATOR:</b> Steve Evans	
<b>REQUIRED IMPLEMENTATION / PURCHASE DATE:</b> February 2022		<b>CHANGE OWNER:</b> Manisha Mistry (RECEIVED)	
<b>SOFTWARE Delivery Required</b> Yes/No <i>(strikethrough as applicable)</i>		<b>SDM/SERVICE OWNER:</b> Geoff Baker (RECEIVED)	
<b>DATE BY WHICH CP TO BE IMPACTED:</b> N/A - Pre impacted		<b>TECHNICAL SPONSOR:</b> Gareth Seemungal (RECEIVED)	
<b>Chargeable / Service Improvement</b> All work to be booked to Project Code : 156156 Task Code: 355POAI		<b>Approval for Impacting:</b> <i>(Email or Hard Copy Signature)</i> CP Assessment Team (RECEIVED)	
<b>CP CLASSIFICATION:</b> FAST TRACK / ROUTINE / FOR INFORMATION* <i>(strikethrough as applicable)</i> <i>Note: Pre-impacted CP</i>			
<b>DAB Required:</b> Yes/No <i>(strikethrough as applicable)</i>		<b>Date DAB Authorised:</b> N/A - TG	
<b>GDPR Affected:</b> Yes/No <i>(strikethrough as applicable)</i>		<b>GDPR DPIA/Lower Level risk</b> <b>Assessment Reference:</b> <i>(Note: Change owner to attach DPIA/Lower Level Risk Assessment to the CP - Technical Sponsor to own the Requirements)</i> N/A - Service improvement - SAE	
<b>RELATED Change Request/Request for Work Package:</b> N/A			
<b>RELATED PEAKs:</b> INC8311143A			
<b>RELATED CPs:</b> N/A			
<b>Attachments to the CP:</b> No <i>(strikethrough as applicable)</i>			
<b>Purpose/Summary of Change:</b> <i>(Define why the CP is required and what it seeks to achieve):</i>  The SSC require a standardised configuration for SSC users to have the required levels of write access to non-BRDB databases which enable them to perform their contract obligations, and to remove the variants that currently exist across the team.  Any granted role that provides an SSC user with write permissions to a database should NOT be set by default - so the user has to switch to the write access role.  The SSC simply require write access to specific database tables, and NOT DBA privileges.			
<b>Description of Change Proposed:</b> <i>(Provide a full description of the change unless detailed in attached documentation):</i>  The SSC users will be re-aligned to have both 'SSC' and 'RESOURCE' granted with default set to YES. This is to provide the SSC User with read access to the tables when they logon			

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to the database.

Any other default write access is to be revoked from the SSC users for the following databases.

**Database Application (Host Dev) Changes:**

Application	Baselines	Description
BRSS	2 (1 changes, 1 software)	Patch to create roles and assign roles to pre-existing SSC users, <b><i>update create_db_user.sh</i></b>
NPS	2 (1 changes, 1 software)	Patch to create roles and assign roles to pre-existing SSC users, <b><i>update create_db_user.sh</i></b>
APOP	2 (1 changes, 1 software)	Patch to create roles and assign roles to pre-existing SSC users
TES	2 (1 changes, 1 software)	Patch to create roles and assign roles to pre-existing SSC users, <b><i>update create_db_user.sh</i></b>
DRS	2 (1 changes, 1 software)	Patch to create roles and assign roles to pre-existing SSC users
RDMC	2 (1 changes, 1 software)	Patch to create roles and assign roles to pre-existing SSC users
RDDS	2 (1 changes, 1 software)	Patch to create roles and assign roles to pre-existing SSC users

A new role of 'SSC\_RW' is to be introduced and granted to the SSC users with default set to NO (so the user has to switch to the role).

The 'SSC\_RW' role will be configured to provide the SSC user with write access to the database tables owned by the application schema(s), but it will not provide any of the DBA type privileges that the SSC do not require.

Fujitsu will continue to follow the 'Horizon Data Change' process

**SVM/SDM/PRO/4293 - HORIZON DATA CHANGES PROCESS WORK INSTRUCTION.****Note:**

For the BRDB database, use of the APPSUP role will remain the same, requiring approvals and Unix to add the role on a temporary basis.

All associated process documentation is to be brought up to date and into line to describe the revisions.

SecOps require that all 'SSC\_RW' actions taken are logged and audited as this provides the assurance to POA that Fujitsu Services can provide evidence if required to do so - this

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should be the same as any switching of role to one of elevated privileges.

Current state of Auditing (See Req# 005):

DB	Is Audition for Role ENABLED?	SYS.AUD* Files output to NAS	ARC SubPoint	ARC Share Name
BRDB	Yes	/app/brdb/trans/audit/hostaudit/BRDBAUD*	HOST	\\pnas002\NAS_BDB_AUD\$\hostaudit
RDMC	Yes	/bvnw01/rdmc/aud\$/output/*AUD*	HxSolRDMC AU	\\M_DB_SRV\rdmc\aud\$\output
RDDS	Yes	/bvnw01/rdds/aud\$/output/*AUD*	HxSolRDDS AU	\\M_DB_SRV\rdds\aud\$\output
DRS	Yes	/bvnw01/drs/trans/drsaudit/DRS*AUD*	HxSolHost	\\M_DB_SRV\drsaudit
TES	Yes	/bvnw01/tes/trans/tesaudit/TESAUD*	HxHost	\\M_DB_SRV\tesaudit\$
APOP	Yes	/bvnw01/apoproot/support/apopaudit/AP OPAUD*	HxAPOPAud	\\pnas002\NAS_APOPROOT\$\support\apopaudit
NPS	Yes	/REPL/npsf/trans/npsaudit/NPSAUD*	NPS1	\\pnas002\NAS_NPSF\$\trans\npsaudit
BRSS	Yes	/app/brss/trans/audit/hostaudit/BRSSAUD*	BRSSHOST	\\pnas002\NAS_BRS_AUD\$\hostaudit

### Testing:

It is assumed in the impacts that this will be tested **once** in LST utilising two Test resources, and then the changes will be retro fitted back into SV&I as part of its monthly top up. It is assumed that this will speed up the delivery and reduce the testing impact on SV&I test resources assigned to HNG-X functional changes and support of P2C migration projects . The testing would be conducted over 5 elapsed days with 2 additional days for regression testing.

### Scope:

This change relates to the named systems Fujitsu own and operate and to which POA determines access configuration. As such this is only applicable to Belfast as POC is for Post Office to set rights and access on.

### Acceptance Criteria and Methods (Functional and Non Functional):

Requirement ID	001
Requirement	SSC default write access revocation.
Acceptance Criteria	SSC Users do not have default write access for non-BRDB databases. <b>BRSS</b> <b>NPS</b> <b>APOP</b> <b>TES</b> <b>DRS</b> <b>RDMC</b> <b>RDDS</b>
Acceptance Method	Solution Test

Requirement ID	002
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Requirement	SSC User Read Access
Acceptance Criteria	The SSC users will be re-aligned to have both 'SSC' and 'RESOURCE' granted with default set to YES. This is to provide the SSC User with read access to the tables when they logon to the database.
Acceptance Method	Solution Test
Requirement ID	003
Requirement	SSC_RW Role Defined
Acceptance Criteria	<p>New role of 'SSC_RW' defined and granted to SSC users with default set to NO (so the user has to switch to the role).</p> <p>The 'SSC_RW' role will be configured to provide the SSC user with write access to the database tables, but it will not provide any of the DBA type privileges that the SSC do not require.</p>
Acceptance Method	Solution Test
Requirement ID	004
Requirement	Use of SSC_RW
Acceptance Criteria	Where a change is required to any non-BRDB database the SSC operator will require an explicit enablement of the 'SSC_RW' role..
Acceptance Method	Solution Test
Requirement ID	005
Requirement	Security Audit and Testing
Acceptance Criteria	<p>Audit team to confirm they can see production audit log entries that prove it is working as expected</p> <p>All 'SSC_RW' actions taken are logged and audited, and evidence retrievable from ARC (via the filenames and Archive subpoints identified); this should be the same as any switching of role to one of elevated privileges</p>
Acceptance Method	Solution Test
Requirement ID	006
Requirement	Document updates
Acceptance Criteria	<p>All associated and appropriate <b>Process</b> documentation, including but not limited to:</p> <p><b><u>SVM/SDM/PRO/4293 - HORIZON DATA CHANGES</u></b></p>



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	<b>PROCESS WORK INSTRUCTION</b> is to be brought up to date and into line to describe the revisions.
Acceptance Method	Document Review

  

Requirement ID	007
Requirement	Design Document updates
Acceptance Criteria	All associated and appropriate <b>Design</b> documentation, including but not limited to:  <b>HORIZON DATA CHANGES PROCESS WORK INSTRUCTION_</b>  <b>Database HLDs (for each updated database)</b>  is to be brought up to date and into line to describe the revisions.
Acceptance Method	Document Review

  

Requirement ID	008
Requirement	Regression Testing
Acceptance Criteria	All Databases in scope will require targeted regression testing
Acceptance Method	Solution Testing

  

**Pilot Requirements:** *(identify any considerations and timescales for Pilot associated with this CP - where known)*  
N/A

  

**Dependencies (e.g. Third Party or Technical):** *(identify dependencies on Post Office or third parties or of a technical nature that would be required to deliver this CP - where known)*

Ref	Type <i>(internal, external, technical)</i>	Description	Applicable Y - <i>(provide details)</i> N
D001	External	3rd Party data-files e.g. AP Client files	N
D002	External	PODG Route / Transformations (If Y consider the use of SSC to deliver Ref Data/PODG Live Route Copy Objects to the XCS)	N
D003	External	Post Office Reference data	N

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D004	External	3rd Party implementations	N																
D005	External	APADC scripts / transactions	N																
D006	External	New CC counter base version required	N																
D007	External	End to End testing required (including third parties)	N																
D008	Internal /External	Other?	N																
<b>PCI Requirements:</b> (identify any considerations and timescales for Payment Card Industry requirements associated with this CP - where known) PCI Platforms affected should be identified in appropriate section below.)  None																			
<b>GDPR Requirements:</b> (If GDPR is affected, the Technical Sponsor must identify any considerations and timescales for Personal Data Protection requirements associated with this CP - where known. Any Platforms or functional areas affected should be identified in appropriate sections below.):  None																			
<b>Platforms (Physical) Affected:</b> (insert identity and details of all platforms requiring software update by this CP - where known. Please use platform types as defined in the PHIL, unless new. And explicitly list any other hardware such as network devices)  <table border="1"><thead><tr><th>Platform</th><th>Database</th></tr></thead><tbody><tr><td>BRS</td><td>BRSS</td></tr><tr><td>NPS</td><td>NPS</td></tr><tr><td></td><td>APOP</td></tr><tr><td>DAT</td><td>TES</td></tr><tr><td></td><td>DRS</td></tr><tr><td></td><td>RDMC</td></tr><tr><td></td><td>RDDS</td></tr></tbody></table>				Platform	Database	BRS	BRSS	NPS	NPS		APOP	DAT	TES		DRS		RDMC		RDDS
Platform	Database																		
BRS	BRSS																		
NPS	NPS																		
	APOP																		
DAT	TES																		
	DRS																		
	RDMC																		
	RDDS																		
<b>Account Teams Affected:</b> (insert identity and details of all functional areas/teams requiring update by this CP - where known, <u>also</u> identify any impact on INGENICO)  UNIX, Host Dev, SSC, Test, Project Management, Release Management																			
<b>Decommissioning Costs:</b> (identify any decommissioning considerations and cost that are covered by this CP - where known)  None																			
<b>Non-Labour Items required:</b> (identify any non-labour items required including (but not limited to) License Costs, 3 <sup>rd</sup> Party License costs, Operating Systems, Tivoli, Red Hat, Anti-Virus, Applications) identifying if supplier is not on APL (Approved Technology List) - costs to be supported by quotes to be attached to CP):  N/A																			
<b>Risks:</b> (insert identity and details of all risks associated with this CP - where known, either the introduction of , or containment of Risks could be Programme, finance, business, ISO27001,etc - please specify identify Risk Owner - to be added to Risk Register under Project on approval of the CP)  N/A																			
<b>Post Office Account resources (For Pre-Impacted CPs only):</b> (insert additional rows as required)																			

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Service Line	Team/Sub-Team	Contract Grade	Days	Non-Labour Item & Cost (£)
DTS	Development - GDC Host team On-shore	LSE	5	
DTS	Development - GDC Host team Off-shore	LSE-OS	15	
DTS	Test - LST	SSE-OS	7	
DTS	Test - LST	SSE	5	
DTS	Release Management	LSE	9	
DTS	Release Management	UL	1	
DTS	UNIX	UL	3	
DTS	Project Management	LSE	5.5	
DTS	Integration	LSE	7	
DTS	SSC	UL	3	
		<b>Sub-Total:</b>	60.5	<b>£0.00</b>
<b>Off-Account resources (For Pre-Impacted CPs only):</b> <i>(insert additional rows as required)</i>				
Service Line	Team/Sub-Team	Contract Grade	Days	Non-Labour Item & Cost (£)
N/A	N/A	N/A	N/A	N/A
		<b>Sub-Total:</b>	0	<b>£0.00</b>
		<b>TOTAL:</b>	60.5	<b>£0.00</b>
<b>Documents Affected:</b> <i>(insert additional rows as required)</i>				
Document Reference	Title		Current Version	
SVM/SDM/PRO/4293	HORIZON DATA CHANGES PROCESS WORK INSTRUCTION		See Dimensions	
DES/APP/HLD/0023	BRSS High Level Design		See Dimensions	
DES/APP/HLD/0017	NPS High Level Design		See Dimensions	
DES/APP/HLD/0129	APOP High Level Design		See Dimensions	
DES/APP/HLD/0036	TES High Level Design		See Dimensions	
NB/HLD/003	DRS High Level Design		See Dimensions	
DES/APP/HLD/0004	RDMC High Level Design		See Dimensions	
DES/APP/HLD/0005	RDDS High Level Design		See Dimensions	
N/A	UNIX User Management Procedure for SSC		HTML	

See PGM/CHM/MAN/0002 for guidance on completing the template