



USACCESS Program

Blue Top Newsletter

Upcoming Meetings and Training

Meeting/Training	Date & Time (EST)	Location	Dial-In Info
CAB	Thu, Jan 7 9:30 to 12:00	Grant Thornton 333 John Carlyle Dr., Alexandria, VA 4th Fl. Conf. Rm	No Telecon Provided
Registrar Refresher Training	Thu, Jan 14 2:30 to 3:30	Telecon/Webinar	888-455-1864 Passcode: 3611044
User Group	Wed, Jan 20 9:00 to 12:00	GSA Central Office 1800F St. NW Conf. Rm 6044	888-455-1864 Passcode: 5887966
Release 9.9 Sponsor Training	Late Jan / Early Feb (Specific dates and times TBD)	Telecon/Webinar	Details forthcoming
Release 9.9 Registrar Training			
Registrar Classroom Training	Wed and Thu Jan 13-14 Feb 10-11 Mar 9-10 Apr 13-14	HP Chantilly, VA	Contact Jim Schoening for information or to Register

Special Points of Note:

Now found on
www.fedidcard.gov:

- > Service Order Requests and Test Card Orders
- > Role Holder Web Based Training Registration
- > Deployment Activities and USAccess Center Status Alerts
- > Contact Ken Bandy (Kenneth.bandy@gsa.gov) to be added to User Group (UG) distribution list.
- > Contact Jim Schoening (jim.schoening@gsa.gov) for Registrar Classroom Training sign up

Release 9.9 Details

As reported in previous Blue Tops, User Groups and CABs, USAccess Software Release 9.9 is scheduled for production on February 6, 2016.

The changes included in this release include providing the capability to credential Foreign Nationals in the USAccess system as well as making the Personal Credentialing Assistant (PCA) available on fixed and Light workstations.

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Release 9.9 Details continued

USAccess Software 9.9 Release Notes

An Excel document titled “**USAccess Software Release 9.9 Details 12.16.15_INITIAL DRAFT**” is posted on the Agency Lead Portal and outlines the changes planned for this release. It also details the documents that will be updated and/or created for this release and role holder training planned.

Push to fixed credentialing workstations and New Light Installers 4.0

A new Light installer v4.0 will be made available to Agencies for internal verification on January 8, 2016. **This is for Agency testing purposes only. PCA and the ability to credential foreign nationals will only be enabled once Release 9.9 goes in to production.**

This installer must be pushed to Agency Light systems by February 6 (Release 9.9 production date) in order to take advantage of these new capabilities. This will give Agencies almost a full month to test and later deploy the installer before Release 9.9 moves in to production. A draft release notice for the Light Installers v4.0 will be posted to the Agency Lead Portal by the end of the week.

Release 9.9 Training Updates--Sponsorship

A Sponsor role holder webinar will be scheduled in mid-to-late January to review the changes being made to the Sponsorship portal as a result of the Foreign National CR (CR6000). This training will cover several use cases and will help Sponsors understand how to enter information for a foreign national in the Sponsorship portal. Details will be sent in an email to Agency Leads and will appear in the next Blue Top following the holidays.

The Sponsor Quick Reference Guide will also be updated to include instructions on how to credential a foreign national.

New fields (Foreign ID) will also appear in the Enrollment and Adjudication portals, and these will be outlined in the 9.9 release notes.

Release 9.9 Details continued

Release 9.9 Training Updates—Registrars and Activators

The January Registrar Refresher training will cover the new Foreign ID field that will appear in the enrollment application as a result of CR6000. While there is no change to the enrollment process as a result of foreign national credentialing, we want to review this with the Registrars so they are aware of the change. The January Registrar Training will also provide a high level overview of PCA.

In addition to this, the MSO will hold several PCA webinar trainings in late January/early February for Registrar, Activators and Agency Leads to review PCA. An email will be sent to Agency Leads once the schedule is finalized, and details will appear in the next Blue Top following the holidays. A notice will also be posted on TRACKS.

A PCA job aid will also be developed and made available following the training.

Site Manager Notice

It is critical for security and transition purposes that USAccess has a complete record of all credentialing stations within the enterprise. All LCS and LAS equipment must be registered in Site Manager. Agency Leads should work with their sites to ensure all credentialing stations are accurately registered in Site Manager.

Upcoming Distribution List Cleanup

USAccess will be performing our semi-annual distribution list cleanup in January. Agency Leads should be on the lookout for an email from the MSO on this topic. The email will include an attachment listing all agency representatives on the USAccess distribution lists and all agency ALP accounts. Agency Leads will be asked to review the lists and provide any necessary changes to the MSO.

Invoice Dates Changing

Due to changes to GSA's finance system, IPAC billing dates for the HSPD-12 program will be shifting from the 20th to the end of the month. In order to accommodate this change, the MSO will be sending agency invoices on the 25th of each month. This change will take effect starting with the December Invoice cycle, taking place in February 2016.

Fedidcard.gov Scheduled Maintenance

Fedidcard.gov will be unavailable due to scheduled maintenance Sunday, December 20, 2015: 09:00am - 05:00pm . This has no impact on USAccess services.

Schedule Blocks for Registrar Training

Shared Site schedules are no longer automatically blocked to enable Registrars to attend Registrar Training. Site Managers will need to manually block their schedules during these times to help enable Registrars to attend the training. Trainings occur the second Thursday of every month, from 2:30pm–3:30pm Eastern.

Note that Federal Holidays are still automatically blocked for all sites.

Upcoming Certificate Policy Change

Certificates will use the Common Policy Object Identifier (OID) going forward, rather than the Common Hardware OID. This allows for the encryption/decryption of emails and other applications on mobile devices. We would like to schedule this within the next month. If you have any input please let us know.

Service Enhancements

System Changes Since Last Blue Top

- Maintenance was completed as scheduled on December 5 and December 12.

Planned changes

For any maintenance downtime periods, please schedule some buffer time to resume enrollment and activation appointments to account for any unanticipated delays in service.

- Light Installers v4.0 will be released for Agency testing on January 8th. Please see the Release 9.9 section for more details. USAccess Release 9.9 is scheduled for February 6.
- Routine maintenance and security scans are scheduled for January 9-10th. The USAccess portals will be unavailable for most of the day on Saturday, Jan 9 for maintenance, and on Sunday, Jan 10, role holders may experience issues with being logged out. An advisory will be posted and emails sent out per usual process.

Security Tip

Avoid Static Shock in the Winter

As the dry, winter weather arrives, it's important to do what you can to protect your equipment from damage via electric shock from static electricity build-up. Please identify a grounded object or purchase a static electricity discharge product and ask each credential holder to discharge themselves prior to touching the Cogent fingerprint scanners. These pieces of equipment are particularly sensitive to electric shock, so please take added precaution when using it.

Common grounding techniques include:

- Touch metal pipe that touches the group (i.e. water pipe)
- Touch metal case of computer (must be plugged in)
- Grounding products such as arms straps or mats