

SECTION S

July 2021

SYSTEM SECURITY MAINTENANCE

Security File errors are detected, reported and corrected online on the System Security Maintenance (SS.1) screen. Transactions must pass the online edits based on the individuals AFRS Security file. The SS.1 screen is only visible to the AFRS Agency Administrator. The AFRS Agency Administrator can also use the Request Security Audit Report SS.4 to monitor the activity on the SS.1 screen.

KEY : Using 'V' (View) function: Agency and Logon ID

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=== AFRS =(SS.1)===== SYSTEM SECURITY MAINTENANCE ===== C105P412 ===
TR: _____ FUNCTION: _ (A=ADD, C=CHNG, D=DEL, V=VIEW, N=NEXT)
AGENCY: 9990 LOGONID: _____ AFRS SECURITY: _ STOP USE DATE: _____
                                           LAST MOD DATE: _____

NAME: _____ PHONE: _____
      BATCH TRANS      BATCH TRANS
      TYPE  TYPE INPUT  RELEASE  TYPE  TYPE INPUT  RELEASE
FINANCIAL      - - - - -      - - - - -
TRANSACTIONS  - - - - -      - - - - -
BATCH          - - - - -      - - - - -
FLAGS          - - - - -      - - - - -
              - - - - -      - - - - -

                PAY MAINT: 0   PROJECT PURGE: 0

TM FLAGS - DT: 0 OI: 0 AI: 0 PI: 0 PC: 0 VE: 0 SWVE: 0 OC: 0 TD: 0 MI: 0 CT : 0
RC FLAGS - RPT REQ: 0 O-D DESIGN: 0 O-D SUBMIT: 0 OMWBE: 0
SC FLAGS - BROADCAST: 0 ACTION MSG: 0 JOB CARD: 0 TRAN RESTRICT: 0 UPDATE SM: 0

F1 ON INPUT FIELD=HELP, F3=RETURN, F12=MESSAGE, PAUSE/BREAK=EXIT
    
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S02 - USER UNAUTHORIZED

Explanation: User does not have the security level required to use this process.
Suggestion: Contact your agency's AFRS Security Administrator.

S03 – FUNCTION INVALID

Explanation: An invalid character was entered in the Function. Valid characters are letters 'A' = Add; 'C' = Change; 'D' = Delete; 'V' = View; and 'N' = Next
Suggestion: Enter one of the valid characters in the function field.

S04 - LOGONID INVALID

Explanation: When using screen function 'V' = VIEW to find LogonID, you must enter the specific LogonID that you are searching. LogonID is a required field. LogonID's are created by an Agency RACF Administrator or the High Capacity Computing group at WaTech.

Suggestion: Enter the correct LogonID.

S06 - SECURITY FLAG INVALID

Explanation: The AFRS Security field (ASEC) designates the level of security for each LogonID.

- General agency users, this field is set to 0 (No user update or access).
- General agency AFRS Administrators, this field is set to 1 (Update agency users)
- AFRS statewide system security administrators this field is 2 (Update all agencies) or 0 (No user update or access).

Suggestion: Enter the valid security for this LogonID. It must be 0, 1 or 2.

S07 - NAME MUST BE ENTERED

Explanation: Name is a required field. It can be an individual's name or an organization name and is used as a contact point for emergencies.

Suggestion: Enter the appropriate name.

S08 - PHONE NUMBER REQUIRED – MUST BE NUMERIC

Explanation: Phone number, with Area Code, is a required field. It is used as a contact point for emergencies. Only numbers are acceptable for phone number.

Suggestion: Enter the appropriate telephone number. Area code can not be zero's.

S10 - DATE MUST BE YYMMDD

Explanation: The Stop Use Date is an optional field. It can be used to indicate the last date a user should have AFRS access. The system will only accept the date field in the format YYMMDD (all numeric) and a real valid date.

Suggestion: Enter the date in the format YYMMDD or clear field.

S11 - DT INDICATOR MUST BE 0, 1, 2 OR V

Explanation: The Descriptor Table field authorizes the user to update the agency's descriptor tables (TM.1.1). It is alphanumeric and must be entered. The acceptable values are: 0 (no access), 1 (view records and print reports), 2 (update records) or V (View only).

Suggestion: Enter the appropriate character.

S12 - OI INDICATOR MUST BE 0, 1, 2 OR V

Explanation: The Organization Index field authorizes the user to update the agency's organization index table (TM.2.3). It is alphanumeric and must be entered. The acceptable values are: 0 (no access), 1 (view records and print reports), 2 (update records) or V (View only).

Suggestion: Enter the appropriate character.

S13 - AI INDICATOR MUST BE 0, 1, 2 OR V

Explanation: The Appropriation Index field authorizes the user to update the agency's appropriation index table (TM.2.1). It is alphanumeric and must be entered. The acceptable values are: 0 (no access), 1 (view records and print reports), 2 (update records) or V (View only).

Suggestion: Enter the appropriate number.

S14 - PI INDICATOR MUST BE 0, 1, 2 OR V

Explanation: The Program Index field authorizes the user to update the agency's program index table (TM.2.2). It is alphanumeric and must be entered. The acceptable values are: 0 (no access), 1 (view records and print reports), 2 (update records) or V (View only).

Suggestion: Enter the appropriate number.

S15 - PC INDICATOR MUST BE 0, 1, 2 OR V

Explanation: The Project Control field authorizes the user to update the agency's project control table (TM.2.4). It is alphanumeric and must be entered. The acceptable values are: 0 (no access), 1 (view records and print reports), 2 (update records) or V (View only).

Suggestion: Enter the appropriate number.

S16 - VE INDICATOR MUST BE 0, 1, 2 OR V

Explanation: The Vendor Edit field authorizes the user to update the agency's vendor table (VE.2) and HRMS Agency Vendor Update (TM.3.6). It is alphanumeric and must be entered. The acceptable values are: 0 (no access), 1 (view records and print reports), 2 (update records) or V (View only).

Suggestion: Enter the appropriate number.

S17 - SWVE INDICATOR MUST BE 0, 1, 2 OR V

Explanation: The Statewide Vendor Edit field for agency user does not allow update to the statewide vendor table (VE.3). It is alphanumeric and must be entered. The acceptable values are: 0 (no access), 1 (view records and print reports) or V (View only).

OFM can update the statewide vendor table and the acceptable values are: 0 (no access), 1 (view records and print reports), 2 (update records) or V (View only).

Suggestion: Enter the appropriate number.

S18 - ONLY OFM CAN HAVE SWVE = 2

Explanation: The Statewide Vendor Edit screen may only be viewed by agencies other than OFM. For agency users, a "2" (update records) is not allowed in this field.

Suggestion: Enter the appropriate number.

S19 - OC INDICATOR MUST BE 0, 1 OR 2

Explanation: The Organization Control field authorizes the user to update the agency's organization control table (TM.3.1). It is alphanumeric and must be entered. The acceptable values are: 0 (no access), 1 (view records and print reports), or 2 (update records).

Suggestion: Enter the appropriate number.

S20 - TD INDICATOR MUST BE 0, 1, 2 OR V

- Explanation:*** The Transaction Code Decision field for agency user does not allow update to the statewide transaction code decision table (TM.1.2). It is alphanumeric and must be entered. The acceptable values are: 0 (no access), 1 (view records and print reports) or V (View only). OFM can update the statewide transaction code decision table and the acceptable values are: 0 (no access), 1 (view records and print reports), 2 (update records) or V (View only).
- Suggestion:*** Enter the appropriate number.

S21 - ONLY OFM CAN HAVE TD = 2

- Explanation:*** The Transaction Code Decision table may only be viewed by agencies. For agency users, a "2" (update records) is not allowed in this field. Valid numbers are 0 or 1.
- Suggestion:*** Enter the appropriate number.

S22 - MI INDICATOR MUST BE 0, 1, 2 OR V

- Explanation:*** The Master Index field authorizes the user to update the agency's master index table (TM.2.5). It is numeric and must be entered. The only numbers acceptable are 0 (no access), 1 (view records and print reports), 2 (update records) or V (View only; print not allowed).
- Suggestion:*** Enter the appropriate number.

S23 - TRANS INPUT INDICATOR MUST BE 0, 1 OR 2

- Explanation:*** The Transaction Input field authorizes the user to input and edit initial accounting transactions and batch headers. It is numeric and must be entered. The only numbers acceptable are 0 (no access), 1 (view records) or 2 (update records).
- Suggestion:*** Enter the appropriate number.

S24 - BATCH REL INDICATOR MUST BE 0, 1, 2 OR 3

- Explanation:*** The Batch Release field authorizes the user to change the status of batches on the IN.1.5 screen. It is numeric and must be entered. The only numbers acceptable are 0 (no access), 1 (view records), 2 (release records) or 3 (release records with errors).
- Suggestion:*** Enter the appropriate number.

S26 - PAY MAINT INDICATOR MUST BE 0, 1 OR 2

Explanation: The Pay Maint field authorizes the user to enter transactions on the PAYMENT MAINTENANCE screen (IN.2). It is numeric and must be entered. The only numbers acceptable are 0 (no access), 1 (view records) or 2 (update records).

Suggestion: Enter the appropriate number.

S27 - PROJECT PURGE INDICATOR MUST BE 0, 1 OR 2

Explanation: The Project Purge field authorizes the user to purge projects from their files. The purge is initiated on screen TM.3.3. It is numeric and must be entered. The only numbers acceptable are 0 (no access), 1 (view records) or 2 (update records). *{CURRENTLY INACTIVE TABLE}*

Suggestion: Enter the appropriate number.

S36 - REPORT REQ INDICATOR MUST BE 0, 1 OR 2

Explanation: This field authorizes the user to establish requests for daily, weekly and monthly AFRS reports on the Report Request Screen (RR.1) and allows the user to update mailing labels for reports (RR.3). It is numeric and must be entered. The only numbers acceptable are 0 (no access), 1 (view records and print reports) or 2 (update records).

Suggestion: Enter the appropriate number.

S37 - ON-DEMAND DESIGN INDICATOR MUST BE 0, 1 OR 2

Explanation: This field authorizes the user to design a report format in the On-Demand Reporting System (RD.1). It is a numeric and must be entered. The only numbers acceptable are 0 (no access), 1 (view records and print reports) or 2 (update records).

Suggestion: Enter the appropriate number.

S38 - ON-DEMAND SUBMIT INDICATOR MUST BE 0, 1 OR 2

Explanation: This field authorizes the user to submit one or more On-Demand reports (RD.3). It is numeric and must be entered. The only numbers acceptable are 0 (no access), 1 (view records and print reports) or 2 (update records).

Suggestion: Enter the appropriate number.

S41 - OMWBE MAINT INDICATOR MUST BE 0, 1 OR 2

Explanation: This field authorizes the user to maintain the OMWBE information on the OM screens. It is numeric and must be entered. The only numbers acceptable are 0 (no access), 1 (view records and print reports) or 2 (update records).

Suggestion: Enter the appropriate number.

S46 - BROADCAST MSG INDICATOR MUST BE 0, 1 OR 2

Explanation: This field authorizes the user to write a broadcast message on the Broadcast Message Screen. For **General Agencies**, this field is set to 0 (no access) and is protected. For **Statewide System** security administrator (ASEC=2), this field is required and must be 0 (no access) or 1 (view record) or 2 (update record).

Suggestion: Enter the appropriate number.

S47 - ACTION MSG INDICATOR MUST BE 0, 1 OR 2

Explanation: This field authorizes the writing of an Action Message on the screen. For **General Agencies**, this field is set to 0 (no access) and is protected. For **Statewide System** security administrator (ASEC=2), this field is required and must be 0 (no access) or 1 (view record) or 2 (update record).

Suggestion: Enter the appropriate number.

S48 - JOB CARD INDICATOR = 0, 1 OR 2

Explanation: This field authorizes the user to add or update the Agency Job Card on Screen AD.5.3. For **General Agencies**, this field is set to 0 (no access) and is protected. For **Statewide System** security administrator (ASEC=2), this field is required and must be 0 (no access) or 1 (view record) or 2 (update record).

Suggestion: Enter the appropriate number.

S49 - TRAN RESTRICT INDICATOR INVALID

Explanation: The Transaction Restrict field controls the use of restricted transaction codes. For **General Agencies**, this field is set to 0 (no access) and is protected. For **Statewide Systems** security administrator (ASEC=2), this field is required and must be 0 (may use non-restricted transaction codes), 1 (may use transaction codes restricted to State Treasurer {7900} ONLY) or 2 (may use transaction codes restricted to OFM {7000} ONLY).

Suggestion: Enter the appropriate number.

S50 - SYSTEM MANAGEMENT INDICATOR INVALID

Explanation: This field authorizes the user to update the System Management (SM) record on Screen AD.4. For **General Agencies**, this field is set to 0 (no access) and is protected. For **Statewide Systems**, the security administrator (ASEC=2) is authorized to set up OFM personnel with the following: 0 (no access), 2 (update record) or S (OFM SWA).

Suggestion: Enter the appropriate valid number.

S51 - CT INDICATOR MUST BE 0,1,2 OR V

Explanation: The Payment Card field authorizes the user to update the agency's Payment Card table (TM.1.3). It is numeric and must be entered. The only numbers acceptable are 0 (no access), 1 (view records and print reports), 2 (update records) or V (View only; print not allowed).

Suggestion: Enter the appropriate number.

S52 - MUST ENTER ONE SELECTION CRITERIA

Explanation: After entering an R (REQUEST) or P (PRINT) in the Function line, you must select one of the available criteria from below. Only one "Selection Criteria" can be used at a time. The wildcard of '*' is available for either loginid.

Suggestion: Enter data into one of the following:

1. USER LOGINID, with or without a date range
2. ADMIN USER LOGINID, with or without a date range

S53 - USER ID DOES NOT EXIST

Explanation: Make sure that if you are looking for a specific ID it must be on the View System Security Records (SS.2) or in the Security Audit log. If you are using the Date Range and you do not get the user ID to show, you may need to change your date range. The Security Audit log will retain data for four years back from current date.

(**NOTE:** Current Security Audit log only goes back to July 3, 2017)

Suggestion: Do one of the following:

- Verify ID was entered accurately
- Verify the Date Range

S54 - DATE INVALID

Explanation: When entering the Date Range on the SS.4-Request Security Audit Report, you need to make sure that you enter it in the correct format of MMDDYYYY. The field is numeric only and must be filled in completely for specific period or can be left blank to receive all data related to the LoginID.

(**NOTE:** Current Security Audit log only goes back to July 3, 2017)

Suggestion: Enter a valid date range