Enterprise Physical Access Control System (ePACS) Overview Briefing

August 2013
ePACS Overview

- ePACS is Enterprise Physical Access Control System, an enterprise system houses the head end components of the PACS (Physical Access Control System) at a single centralized location. In the case of ePACS all of the servers and the database are housed at single Class A data center.

- One of advantages of the an enterprise system is the ability to have multiple locations without the expense of standing up servers at every location thus reducing costs, maintenance and support.
ePACS Overview

- HSPD-12 requires that all departments and agencies shall require the use of the HSPD-12 credential to gain access to federally controlled facilities.

- The overall intent of ePACS is to provide the functionality to coordinate USDA PACS nationwide which includes providing:
  - Global Real Time Revocation
  - Electronic Authentication
  - An authoritative PACS Database
  - Auditable Transactions
  - Future Scalability and Cost Savings
The Departmental Manual (DM) 4620-002 requires that all USDA agencies comply with HSPD-12 PACS requirements.

4. PHYSICAL ACCESS CONTROL SYSTEMS (PACS)

To comply with one of the four tenants of HSPD-12 (rapidly authenticate electronically), USDA has developed and implemented a FIPS 201-1 compliant enterprise PACS infrastructure in order to rapidly provision and deprovision LinePasses (and all USDA issued electronic badges) based on the PIV process. All authentication mechanism standards described in FIPS 201-1 are to be met, by October 2011, as mandated by the Office of Management and Budget (OMB), for all existing legacy and newly installed PACS. All USDA PACS must interface with the USDA enterprise Physical Access Control System (ePACS) infrastructure.

All USDA agencies need to establish implementation plans for this integration for the following scenarios:

a. Continued Use of Existing Compliant PACS
b. Converting an Existing PACS to meet Compliancy
c. Purchase and Install of a new Compliant PACS

Procedures for integrating PACS into ePACS are as follows:

a. Contact the ePACS Program Management Office (PMO) before the integration of an existing PACS or new PACS installation for pre-planning and implementation guidance.

b. Before procuring PACS hardware and software for a new PACS installation the ePACS Cost Benefit Analysis spreadsheet must be filled out to ensure USDA agencies select the most cost effective manner to meet HSPD-12 and ePACS compliance while meeting their operational security needs.

c. Notify the ePACS PMO of any PACS-related hardware/software that is involved in the integration with ePACS or planned to be added to ensure budget numbers are captured for software licensing for the following fiscal year. USDA agencies must submit change requests through their agency Change Control Board (CCB) member. A telephone call to the ePACS Help Desk at 888-212-9309 can provide Agency POC information and answer any other questions that may arise.

d. Review and comply with the GSA Approved Products List when ordering PACS hardware/software or services (implementers).

e. PACS that are chosen must meet not only HSPD-12 compliance and interoperability requirements but also ePACS requirements.

f. Agency’s must submit an IT Acquisition Approval Request (AAR) to OSS for approval for all PACS components before purchase and install.
Cost Benefit Analysis

- The following cost savings and avoidance factors are realized for USDA facilities that migrate into ePACS:
  - No server hardware costs
  - No annual software licensing costs
  - No Disaster Recovery infrastructure costs
  - No cost for Security Assessment and Accreditation (SA&A)
  - Limited cost for system management (FISMA Reporting, Patching, Server System Administration, Updating Software, etc.)
A Cost Benefit Analysis (CBA) must be conducted before the purchase or migration of a facility/agency PACS per USDA policy.

### Baseline Cost Savings/Cost Avoidance for integration with the Enterprise Physical Access Control System (ePACS)

#### New System

<table>
<thead>
<tr>
<th>Description</th>
<th>Initial Purchase</th>
<th>Year 1 Savings</th>
<th>Year 2 Savings</th>
<th>Year 3 Savings</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>PACS Server</td>
<td>$10,000.00</td>
<td>$</td>
<td>$</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>Initial Software Purchase</td>
<td>$22,000.00</td>
<td>$</td>
<td>$</td>
<td>$</td>
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<tr>
<td>Ongoing Software Licensing</td>
<td>$17,000.00</td>
<td>$17,000.00</td>
<td>$17,000.00</td>
<td>$17,000.00</td>
<td>Site Dependent (how large a system)</td>
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<tr>
<td>Disaster Recovery Server</td>
<td>$10,000.00</td>
<td>$</td>
<td>$</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>Certification &amp; Accreditation</td>
<td>$35,000.00</td>
<td>$</td>
<td></td>
<td></td>
<td>Site Dependent (how large a system) Includes FISMA Reporting, POA&amp;M Mitigation, Patching, Updating Software, Server System Administration</td>
</tr>
<tr>
<td>FTE Resources</td>
<td>$20,000.00</td>
<td>$20,000.00</td>
<td>$20,000.00</td>
<td>$20,000.00</td>
<td></td>
</tr>
<tr>
<td><strong>Annual Total Savings</strong></td>
<td><strong>$97,000.00</strong></td>
<td><strong>$37,000.00</strong></td>
<td><strong>$37,000.00</strong></td>
<td><strong>$72,000.00</strong></td>
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</tbody>
</table>

**Total Four Year Cost Avoidance for New PACS**

$243,000.00

### Existing Lenel System

<table>
<thead>
<tr>
<th>Description</th>
<th>Initial Purchase</th>
<th>Year 1 Savings</th>
<th>Year 2 Savings</th>
<th>Year 3 Savings</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>PACS Server</td>
<td></td>
<td>$</td>
<td>$</td>
<td>$</td>
<td>Depends on need for Hardware Refresh</td>
</tr>
<tr>
<td>Initial Software Purchase</td>
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<td>$</td>
<td>$</td>
<td>$</td>
<td></td>
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<td>$20,000.00</td>
<td>$20,000.00</td>
<td>$20,000.00</td>
<td></td>
</tr>
<tr>
<td><strong>Annual Total Savings</strong></td>
<td><strong>$82,000.00</strong></td>
<td><strong>$37,000.00</strong></td>
<td><strong>$37,000.00</strong></td>
<td><strong>$72,000.00</strong></td>
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</table>

**Total Four Year Cost Savings for Existing PACS**

$228,000.00

Please note: The Ongoing Software Licensing is Site Dependent (how large a system is).
Facilities/End Users Responsibilities

Fund necessary upgrades to legacy PACS system software & hardware and Lenel PES migration costs (if applicable) to enable migration to ePACS

Contract with Lenel VAR for Migration Support
• Create site specific programming elements in new ePACS site segment
• Training for local SA’s
• Perform System Upgrades

Maintain a Maintenance Agreement for local Lenel service support
• Local PACS Hardware Only

Manage local access rights to facilities
All new PACS installations will be integrated directly into ePACS

- Agency identifies new PACS installation requirements
- Agency identifies an Agency Segment Administrator and IT/Network Team
  - PMO conducts pre-installation overview call with Team
- Agency completes pre-installation packet
  - ISA/SLA
  - ePACS Workstation Checklist
  - ePACS Rules of Behavior
  - Connectivity Requirements Checklist
  - Installation Project Plan Checklist
- Agency completes a Hardware Change Request and submits to PMO
  - Regional server determination is made
- Agency IT/Network Team validates connectivity availability to NITC
- Agency VAR programs hardware, schedules, and populates card holder data within ePACS segment
- Agency VAR coordinates installation with ePACS PMO
- Agency VAR programs new equipment/ peripherals and images client workstations
  - Agency IT Network Team validates connectivity availability to NITC
- ePACS PMO creates agency segment
- Agency Segment Administrator facilitates completion of all User Account Requests
LincPass Utilization

- Utilizing your LincPass will also benefit the USDA as a whole
- All Federal employees and Affiliates must obtain a LincPass
- Employee LincPass’ must be displayed at all times in USDA controlled facilities
- A LincPass should be utilized at all times as opposed to legacy badges
- Increased physical (facility) access security
  - Allows for authorized access to facilities at any time, within USDA and across the Federal Government workspace
  - For facilities equipped with Electronic Physical Access Control System (ePACS), it allows for automatic facility lock-down and automatic deprovisioning of access for terminated employees
ePACS SharePoint Site

- ePACS SharePoint Change Request (CR) Workflow
- Automated mechanism for submitting CR forms
  - Form fillable PDF CR forms
- ASA receives automatic email notifications for CR approval and completion
- Allows the ASA to track the status of a CR within the workflow
- Agency based access for the ASA
  - Example: APHIS ASA will only see APHIS CRs
- To access use the following URL: https://portal.epacs.usda.gov/epacs
  - Login using your eAUTH Level 2 User ID and Password or Login with your USDA LincPass
  - First time login will require activation by ePACS PMO
ePACS C&A Compliance Overview

- ePACS User Account Request (eUAR)

**Information to be provided by eUAR originator**

1. Users First Name: 
2. Phone: 
3. Last Name: 
4. Email: 
5. Date Requested: 
6. Implementation Date: 

**Location Information**

4a. Region: 
4b. Segment Name: 

5. Required Documents/Information

5a. Have you completed the USDA information security awareness training? 
   - Yes 
   - No 
5b. Has individual received LincPass or appropriate BI? 
   - Yes 
   - No 

6. Agency: 
7. Action Required: 
   - Assign Access 
   - Revoke Access 
8. Role: 
   - ASA 
   - Facility Administrator 
   - Badge Operator 
   - Guard 
   - System Programmer 
9. Account Type: 
   - Standard Workstation Access 
   - VPN Workstation Access 
10. Activate Date (MM/DD/YY): 
11. Deactivate Date (MM/DD/YY): 
12. Reason for Account Change: 

**ePACS Program Manager (PM) Review and Approval**

13. Disposition: 
   - Approved 
   - Disapproved 
   - Withdrawn 
14. Implementation Date: 
15. Priority: 
   - Routine 
   - Urgent 
   - Emergency 
16. Comments: 

**Information to be provided by configuration specialist (CM)**

17. eUAR Number: 
18. Date Received: 
19. Open Date: 
20. Comments: 
21. System Administrator Name: 
22. User Name Created: 
23. Temporary Password: 
24. Comments: 

**Statement of Understanding:**

I understand that my (END USER) access to ePACS client workstations is limited to Agency named above access, and does not include global system access rights. In addition, I understand that all associated client workstations VPN connections, and any subsequent actions I take are monitored by the USDA, CHSEC and Agency named in the eUAR. I understand that I must acquire and use sensitive information only in accordance with my official duties and in accordance with these ePACS Applications Toolkit Rules of Behavior and the Federal Privacy ACT. I further acknowledge that I understand the requirements for an ePACS client workstation USERID and PASSWORD and/or VPN Workstation access, and will comply with the Rules of Behavior delineated herein.

Printed Name: ___________________________  Agency: ___________________________  Signature: ___________________________  Date: ___________________________

**Change Request to grant or revoke access to the Lenel OnGuard system**

**Rules of Behavior** will need to be signed by all users accepting responsibility for access into the system.

Will need to be completed for all end users (i.e., guards, badge operators, etc.)
ePACS Change Request (eCR)

Change Request to create a new segment into the system

Needs to be completed prior to migration of facilities
ePACS C&A Compliance Overview

- ePACS Hardware Change Request (eHCR)

Change Request required for adding/modifying hardware (card readers, panels)
Local Vendor Migration Responsibilities

Local Vendor Migration Responsibilities

- Must be a certified technician of the migrating PACS system and under USDA ePACS non-disclosure
- Provide site coordination and local PM function
- Perform all necessary system hardware and software upgrades to meet ePACS requirements
- Participate in all ePACS migration planning meetings as needed
- Create local site programming in new ePACS segment.
- Facilitate all local testing and validation during migration
- Provide follow-on local support to site (Maintenance Contract)
- Provide local SA training support (factory or on-site)
- Coordinate local network communications testing

ePACS PMO Migration Responsibilities

- Provide overall SA support to site SA
- Coordinate migration planning sessions and provide requirements to local PACS integrator
- Create new local segment in ePACS system
- Provide Service Level support to local PACS integrator and Site SA
- Provide Help Desk functions
- Coordinate migration tasks and timelines
- Facilitate network communications testing
Connectivity Agreements

Interconnectivity Security Agreement (ISA)

- Addresses the need and methodology for the interconnection
- Requires authorization from the two Designated Approval Authorities

Service Level Agreement (SLA)

- Outlines the operational responsibilities for the two Designated Approval Authorities
- Requires an agreement between the two Designated Approval Authorities