



DEFENSE ENERGY SUPPORT CENTER

# Requesting BSM-E Roles in AMPS

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Illustrated Using Registration and FES Role  
Request

a product of DESC OSS

4/6/2010

This document describes the user registration and role request processes for gaining access to BSM-E Applications and is intended for use as a job aid. Additional information is available under the job aide tabs within AMPS at <https://amps.dla.mil/idm/user>.

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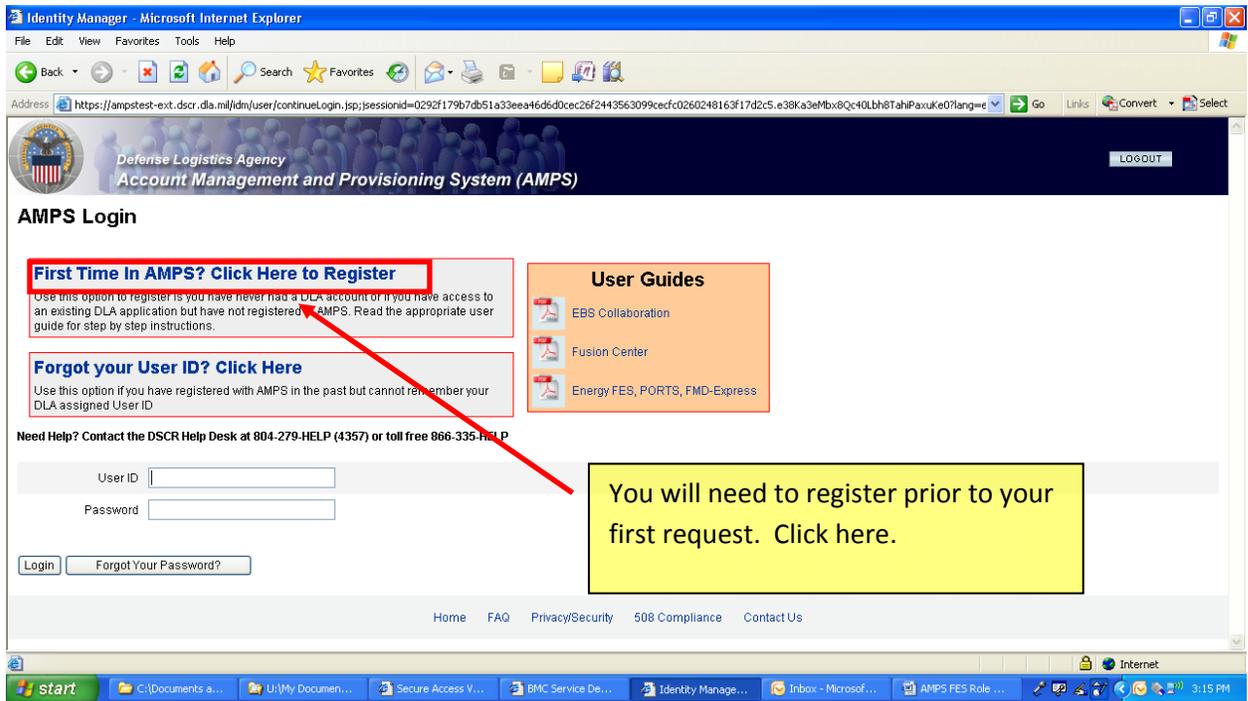
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## I. Introduction

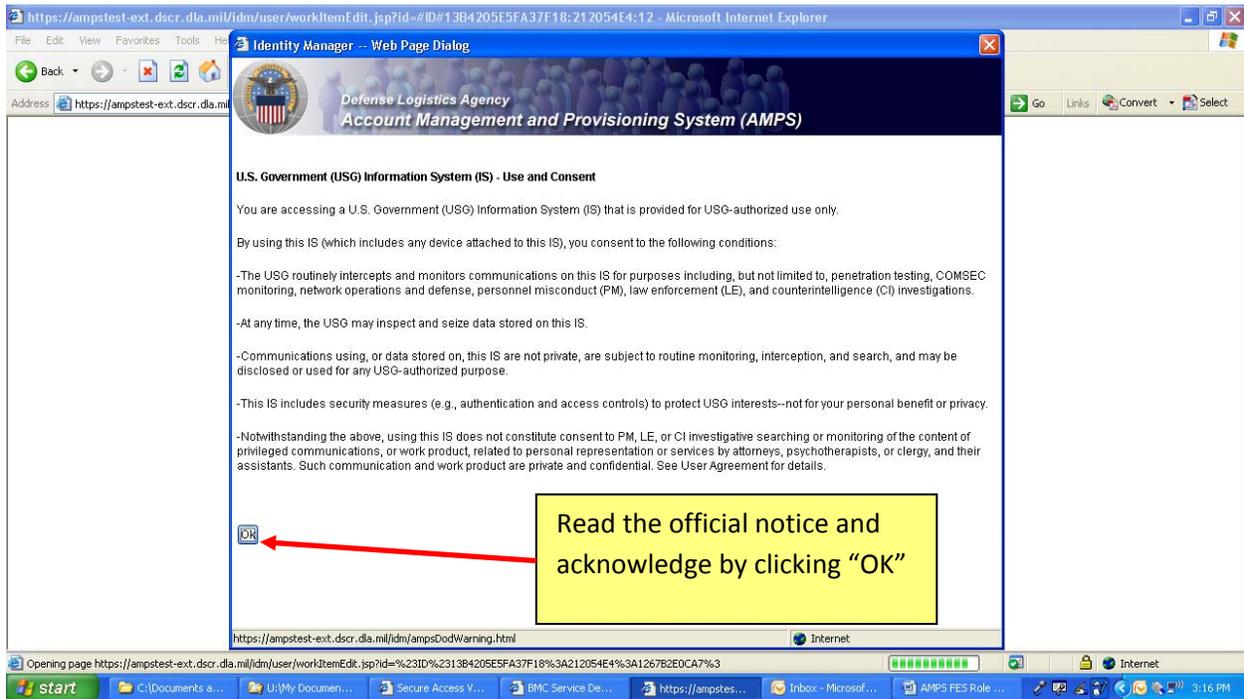
The purpose of this job aid is to guide the user through the role request process for Business Systems Modernization – Energy (BSM-E) in the Account Management and Provisioning System (AMPS). AMPS provides a means for potential users to submit system access requests electronically. An electronic workflow is initiated in response to the user's request and is routed to the user's supervisor, unit security manager, DESC-designated data owner, DLA Information Assurance, and lastly the database administrator who establishes the account. This document provides guidance on the external user registration and role request process. The term "external" refers to any user that is not assigned to DLA. DLA employees are automatically registered in AMPS when their account is created in the DLA global address list. The role request process is the same for each system with roles implemented in AMPS; however, the roles themselves vary due to how role based access controls are implemented within the systems. A discussion of each system's unique role implementation is provided.

## II. User Registration in AMPS.

1. The AMPS registration process begins by accessing AMPS at: <https://amps.dla.mil/idm/user>.
2. AMPS is Common Access Card (CAC) enabled but not CAC required. External users will register and establish a login ID (if necessary) and password as part of the registration process. Once registered, the users' Public Key Infrastructure certificates from their CAC is captured on the next login.
3. First time users with existing Fuels Enterprise Server (FES) or Fuels Manager Defense-Express (FMD-E) will follow a special registration process to complete the profile established when their account was migrated into AMPS. This is particularly important as it will avoid multiple entries for an individual in AMPS. The following screens describe that process.



4. You will need to click “First Time in AMPS?” hyperlinked text to begin registration.



5. Read and acknowledge Use and Consent agreement.

**AMPS First Time User Access**

**If you have a DoD issued Common Access Card (CAC):**

You must have your CAC inserted in your computer if you want AMPS to register your CAC. This will allow you to access AMPS without having to enter a username and password. In addition, your CAC information will be provisioned to applications that are CAC enabled and you will not need a username/password to access these.

User Type	Description
New User	Click this button if you have never registered for an account in AMPS and you do not have an existing account in one of the DLA applications listed below.
Existing User	Click this button if you currently use a User ID to access one of the applications listed below. This process will verify that your account has been pre-loaded into AMPS and will allow you to update your profile information.

Applications currently supported by AMPS:

- Energy-FES
- Energy-Bulk PORTS
- Energy-FMD Express
- Energy-Ground PORTS
- Collaboration
- BSM
- Fusion
- MEBS
- PDMI

Please contact the help desk at (804)279-4357 or 1(866)335-4357 if you have any questions concerning the use of this System.

**Attention DLA Employees or Contractors:**

This process is for Non-DLA users only. If you are a DLA employee or Contractor DO NOT continue with this registration. Your account in AMPS should have automatically been created when you joined DLA. If you reached the AMPS login screen it means that there is a problem with your DLA account or the computer that you are using to access AMPS. Ensure that you are accessing AMPS from the DLA network with your CAC. If the problem persists, contact the Help Desk at the number above.

6. Users with existing FES, FMD-E, or PORTS accounts should click “Existing User” button. Otherwise, click “New User”. As noted above, this split registration process permits us to associate you with your existing roles. If an existing user selects “New User” it will establish a different login id which will not be associated with existing roles. The “New User” screens continue on page 10.

**Defense Logistics Agency Account Management and Provisioning System (AMPS)**

Logged in as: NewUser

**Enter Your Existing DLA Account Information**

This form verifies information about your account that has been pre-loaded into AMPS. Your access will be determined based on the accuracy of the data that has been preloaded and what you enter. Please ensure that your DLA Account ID is correct.

Your Existing Account ID  \*

Your First Name  \*

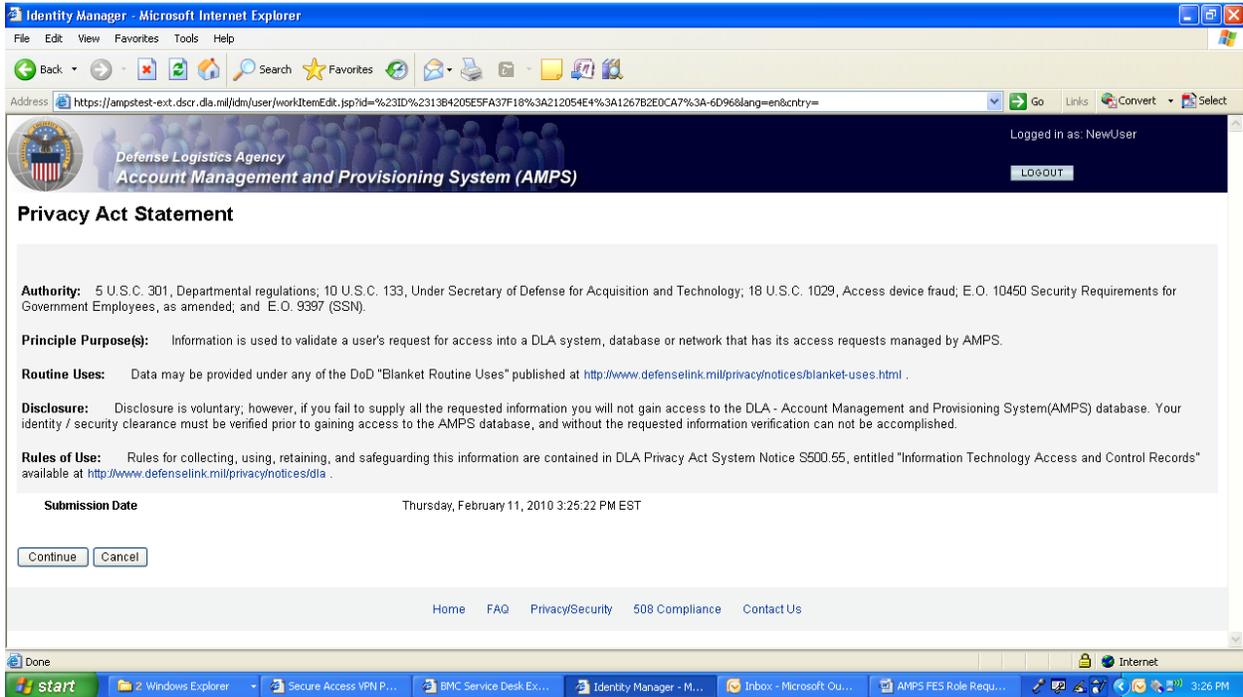
Your Last Name  \*

Your Email  \*

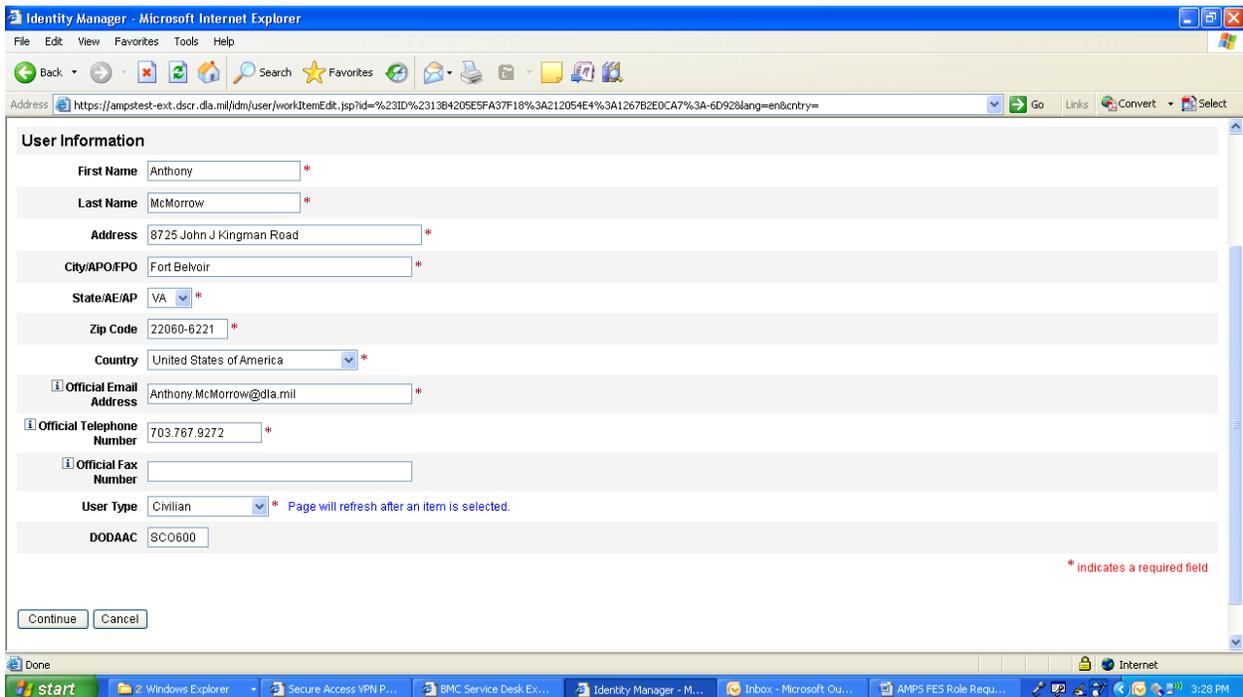
\* indicates a required field

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7. Provide your existing BSM-E login ID, first and last name, and email address. These are required fields as indicated by the red asterisk "\*" Click "Continue" when done.



8 Read the Privacy Act Statement and click "Continue" when finished.

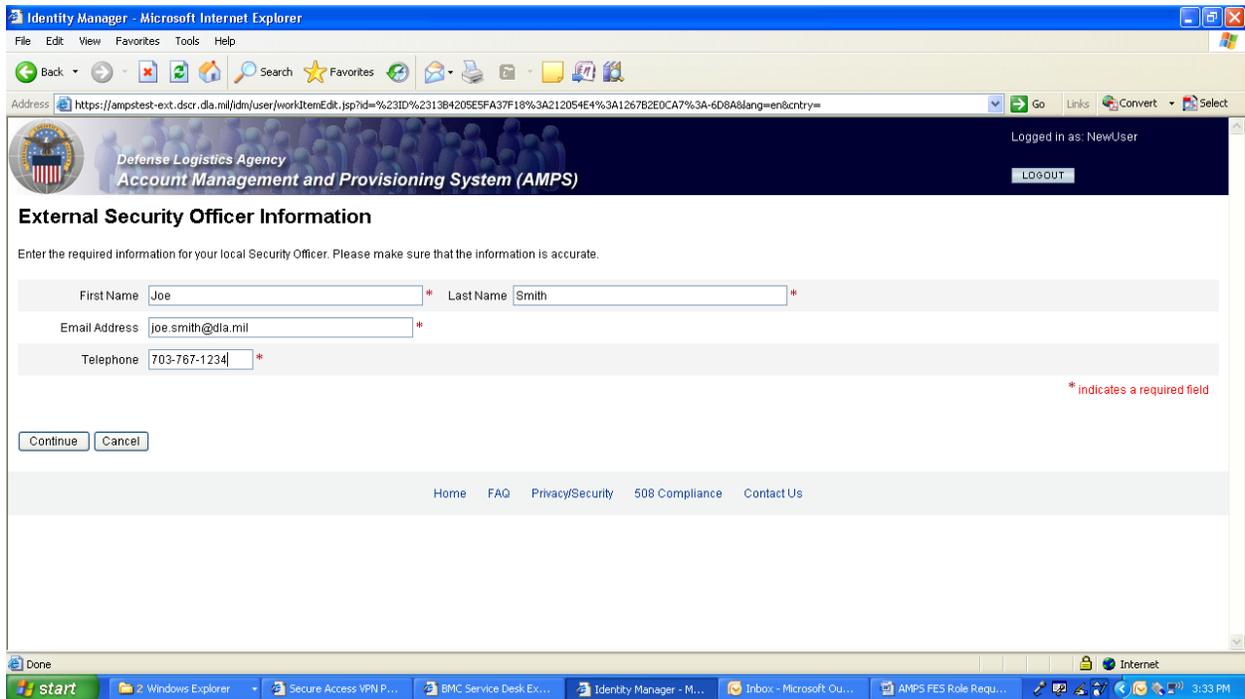


9. Complete the form with requested data (previous page). Note the “\*” are required fields. Click “Continue” when done. The form will be pre-populated with whatever information was on file.

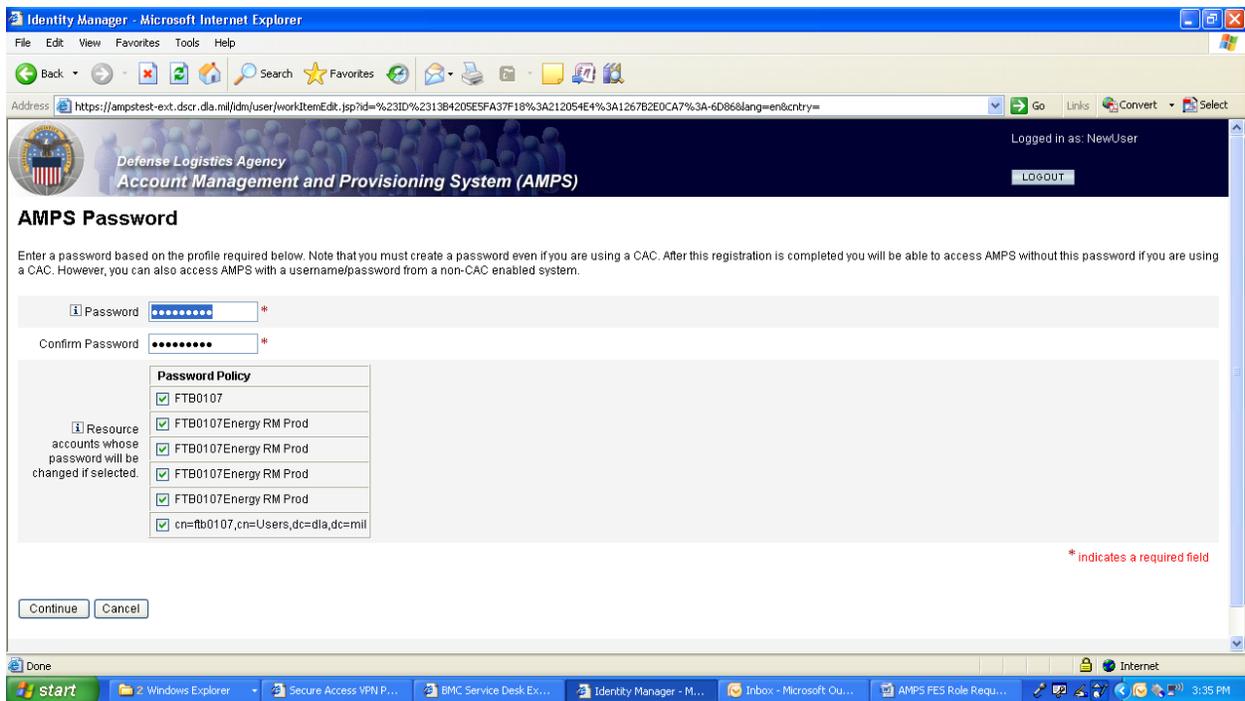
The screenshot shows a Microsoft Internet Explorer browser window displaying the Identity Manager web application. The page title is "Identity Manager - Microsoft Internet Explorer". The address bar shows the URL: <https://ampstest-ext.dscr.dia.mil/idm/user/workItemEdit.jsp?id=%231D%2313B4205E5FA37F18%3A212054E4%3A1267B2EDCA7%3A-6D8E8lang=en&cntry=>. The page header includes the Defense Logistics Agency logo and the text "Defense Logistics Agency Account Management and Provisioning System (AMPS)". The user is logged in as "NewUser" and there is a "LOGOUT" button. The main content area is titled "External Supervisor Information" and contains the following text: "Enter the required information for your supervisor. Please ensure that the information is accurate." Below this text are four input fields: "First Name", "Last Name", "Email Address", and "Telephone". Each field has a red asterisk next to it, indicating it is a required field. At the bottom right of the form area, there is a red asterisk with the text "\* indicates a required field". Below the form are two buttons: "Continue" and "Cancel". At the bottom of the page, there are links for "Home", "FAQ", "Privacy/Security", "508 Compliance", and "Contact Us". The Windows taskbar at the bottom shows the start button and several open applications: Windows Explorer, Secure Access VPN P..., BMC Service Desk Ex..., Identity Manager - M..., Inbox - Microsoft Ou..., and AMPS FES Role Requ... The system clock shows 3:30 PM.

10. Provide your supervisor’s information noting the required fields. Double-check the email address as this is how they will receive notifications from AMPS. Click “Continue” when done.

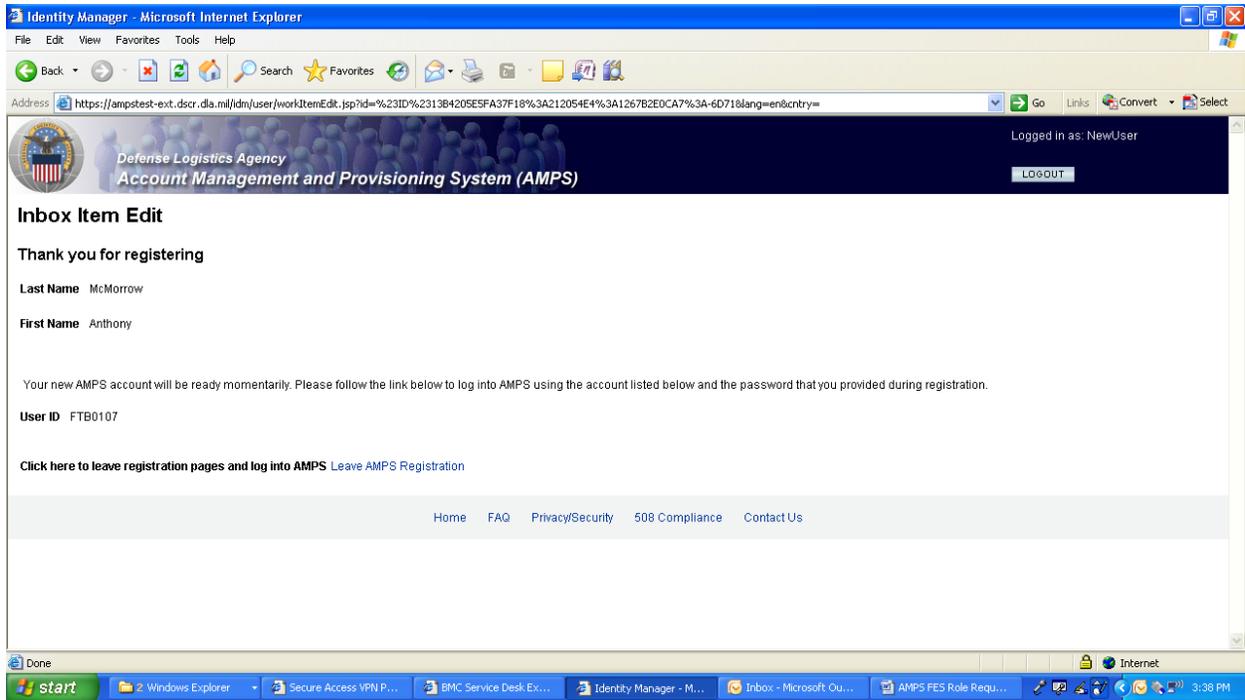
*Please note, your supervisor will not need to register in AMPS to act on your role requests*



11. Enter your Security Officer's contact information as prompted above. Please note, this person must have access to a DoD system such as JPAS to complete their part of your future access requests.



12. Enter and confirm password (previous page). Please note if you have a Common Access Card the system will capture your information for future reference as part of this registration process. Click “Continue” when complete.



13. This completes the modified AMPS registration. Click “Leave AMPS Registration” hyperlinked text or “Logout”..

Defense Logistics Agency  
Account Management and Provisioning System (AMPS)

Logged in as NewUser  
LOGOUT

### Register a New AMPS Account

Welcome to AMPS, DLA Account Management and Provisioning System

**User Information**

First Name  \*

Last Name  \*

Address  \*

City/APO/FPO  \*

State/AE/AP  \*

Zip Code  \*

Country  \*

Official Email Address  \*

Official Telephone Number  \*

Official Fax Number

User Type  \* Page will refresh after an item is selected.

DODAAC

\* indicates a required field

Continue Cancel

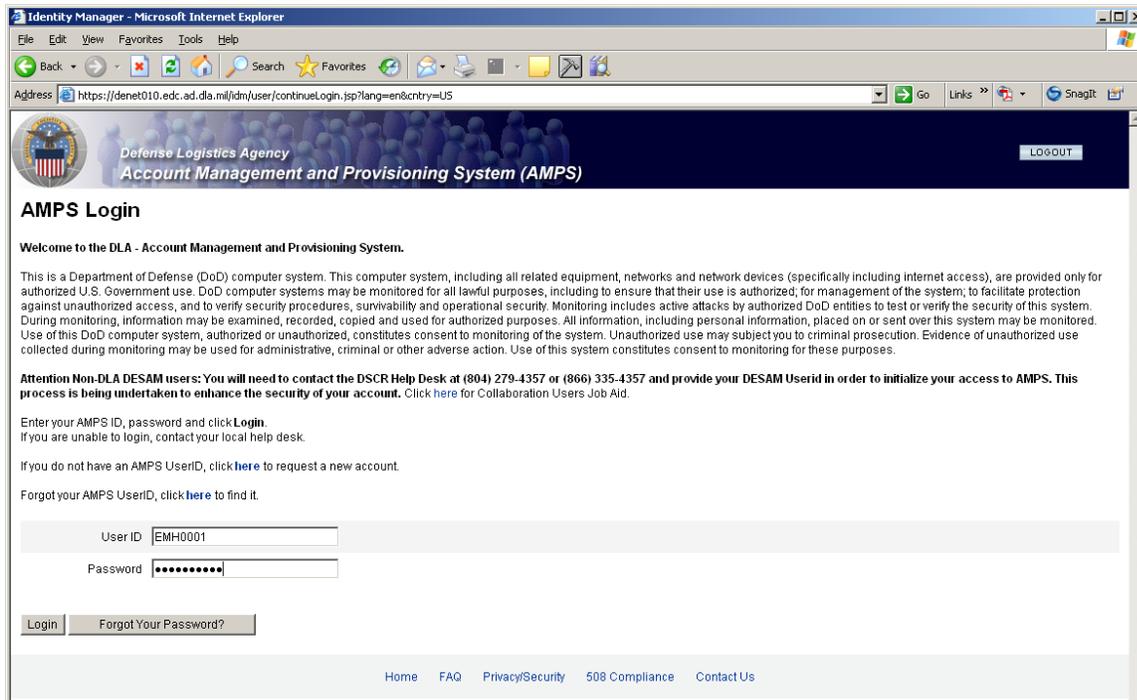
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14. The screen above depicts the opening screen for a new user without existing BSM-E access. Initiate the request by filling out the required information. As illustrated, required fields are marked with a red asterisk “\*”. When finished, the user will be advanced to the screens described on pages 6-8.

### III. AMPS Login and Account Maintenance.

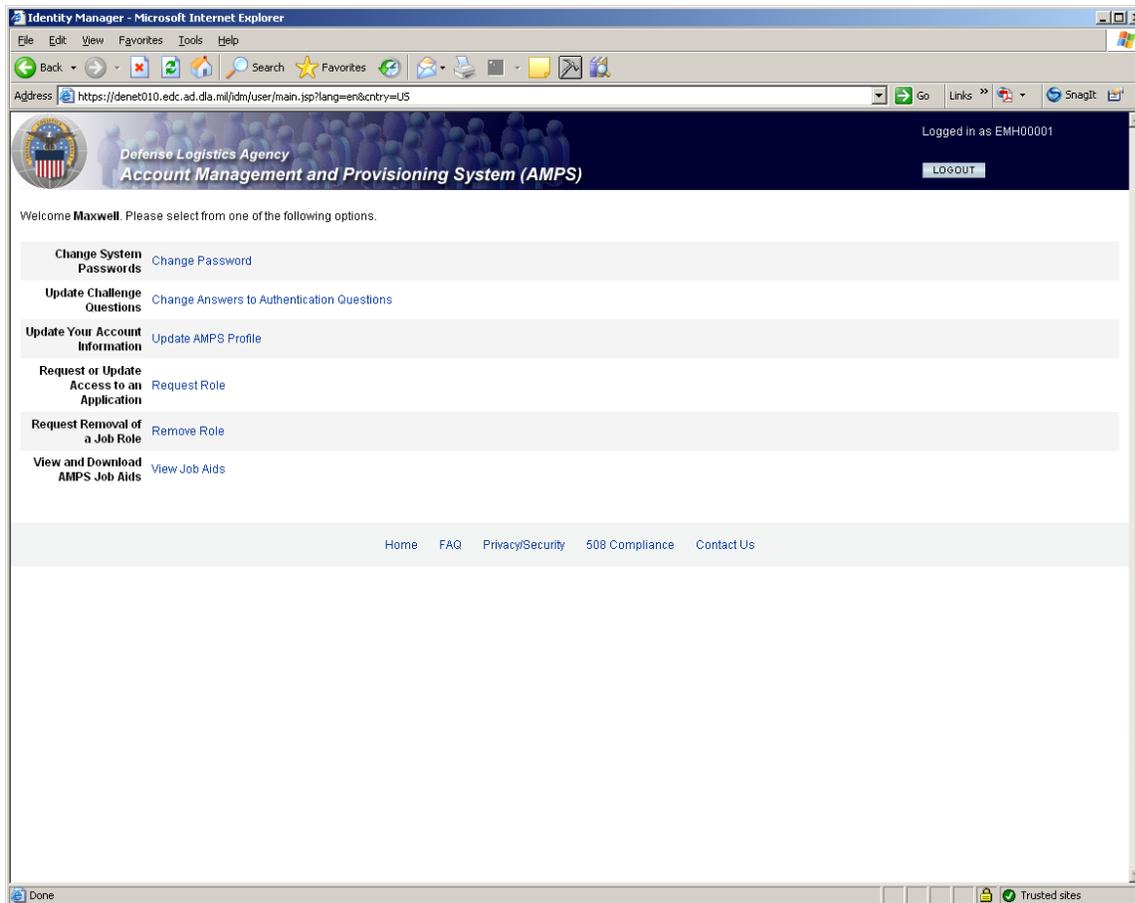
#### Returning to AMPS

1. You can launch **AMPS** by typing the url <https://amps.dla.mil/idm/user> into your web browser.



2. Enter your User ID and Password and click **Login**. For first time returning users, AMPS will generate a confirmation email at the end of the registration process that contains your login ID.

**Note: If you are a DLA Employee/Contractor or if you are not a DLA user but have a DoD issued CAC, you will not see this login screen. Instead, you will be taken directly to the AMPS main page.**



3 From the *AMPS* home page, you can choose to:

- **Change Password**  
Opens a form that allows you to change your password.
- **Change Answers to Authentication Questions**  
Opens a form that allows you to revise your answers to the questions that will be used to identify you if you forget your password.
- **Update AMPS Profile**  
Opens a form that allows you to update your account information.
- **Request Role.**  
Opens a form that allows you to select a desired level of access to applications managed by *AMPS*.
- **Remove Role**  
Opens a form that allows you to remove a previously assigned role.
- **View Job Aids**  
Opens a form that allows you to view and download *AMPS* user documentation.

## A. Change Password

If you select **Change Password** from the **AMPS** Home Page, **AMPS** will open a form that allows you to revise your password.

Identity Manager - Microsoft Internet Explorer

Address: https://denet010.edc.ad.dla.mil/idm/user/changePassword.jsp

Defense Logistics Agency  
Account Management and Provisioning System (AMPS)

Logged in as EMH00001

### Change Password

To change your password on all resources, enter and confirm a new password, select **Change Identity system user and all resource accounts**, and then click **Change Password**.

To change your password on individual resources, select one or more resource account IDs.

Password

Confirm Password

Change Identity system user and all resource accounts

Account ID	Resource Name	Resource Type	Exists	Disabled	Password Policy
<input type="checkbox"/> EMH00001	Lighthouse	Lighthouse	Yes	No	Maximum Length: 16 Minimum Length: 4 Must Not Contain Attribute Values: email, firstname, fullname, lastname
<input type="checkbox"/> cn=EMH00001,cn=Users,dc=dla,dc=mil	EAD	LDAP	Yes	No	Maximum Length: 32 Maximum Occurrences: 3 Maximum Repetitive: 3 Maximum Sequential: 3 Minimum Alpha: 2 Minimum Length: 9 Minimum Lowercase: 2 Minimum Number of Character Type Rules That Must Pass: All Minimum Numeric: 2 Minimum Special: 2 Minimum Uppercase: 2 Must Not Contain Attribute Values: email, firstname, fullname, lastname

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Type your new password in the **Password** field. Type the new password a second time in the **Confirm Password** field. Click **Change Password** to record the change.

AMPS will open a page to indicate the results of the password change.

Identity Manager - Microsoft Internet Explorer

Address: https://denet010.edc.ad.dla.mil/idm/user/changePasswordResults.jsp?lang=en&cntry=US&lang=en&cntry=US

Defense Logistics Agency  
Account Management and Provisioning System (AMPS)

Logged in as EMH00001

### Change Password Results

Attribute	Value	Status
EMH00001 on Lighthouse		
password	****	
cn=EMH00001,cn=Users,dc=dla,dc=mil on EAD		
password	*****	
Account cn=EMH00001,cn=Users,dc=dla,dc=mil updated.		

**Workflow Status**

**Process Diagram**

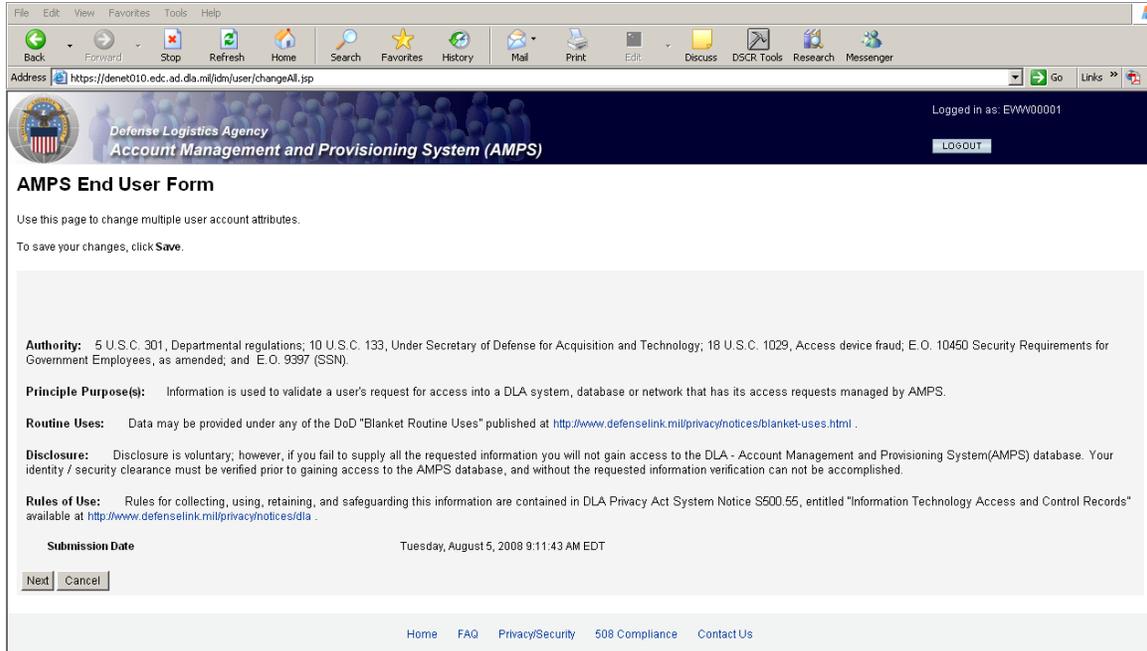
## B. *Change Answers to Authentication Questions*

If you select **Change Answers to Authentication Questions**, *AMPS* will open a form through which you can revise your answers to the questions that will be used to identify you if necessary.

The original three questions must be answered before adding additional questions.

### *Update AMPS Profile*

When you *click* the **Update AMPS Profile** link on the *AMPS* home page, an information page outlining the authority, purposes, disclosure requirements, and rules of use regarding the data requested from you by *AMPS* will be displayed.



Click the **Cancel** button to return to the home page or click the **Next** button to continue to the *AMPS End User Form* to update your profile information.

- C. The **AMPS End User Form** is used to maintain identification, location, contact, and classification information about each user. Required fields are marked with a red asterisk. Be certain that all required fields are filled in. Correct any information that may have changed.

Defense Logistics Agency  
Account Management and Provisioning System (AMPS)

Logged in as: EWW00001

**AMPS End User Form**

Use this page to change multiple user account attributes.

To save your changes, click **Save**.

Account ID: EWW00001

Last Name: Williams \*

First Name: William \*

Official Address: 2 Oak Street

City/APO/FPO: Scranton \*

State/AE/AP: PA \*

Zip Code: 18702

Country: United States of America

Email Address: gjd@acme.com \*

Official Telephone Number: 804.279.3333 \*

Citizenship: US \*

User Classification: Military \* Page will refresh after an item is selected.

Agency Branch: USAF \* Page will refresh after an item is selected. Rank/Rate: CMSAF

The bottom section of the **AMPS End User Form** is used to maintain your supervisor, Security Officer, and Information Assurance Officer information. It also shows you what roles you currently hold in AMPS or systems managed by AMPS.

**Supervisor Information**

Please Verify, Change or Add Your Supervisor Information Below

Last Name: Lott \* First Name: Lance \*

Email Address: george.dombroski.ctr@dla.mil \*

Telephone: 804.223.6689 \*

**Security Officer Information**

Last Name: Morris \* First Name: Mark \*

Email Address: george.dombroski.ctr@dla.mil \*

Telephone: 804.224.6325 \*

**Information Assurance Officer Information**

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_

Telephone: \_\_\_\_\_

**Role Information**

Application Roles	Admin Roles
BSM Prod External - Levels Collaborator - Update JD-543	
BSM Prod External - ESA Focal Point JD-717	

\* indicates a required field

Back Save Cancel

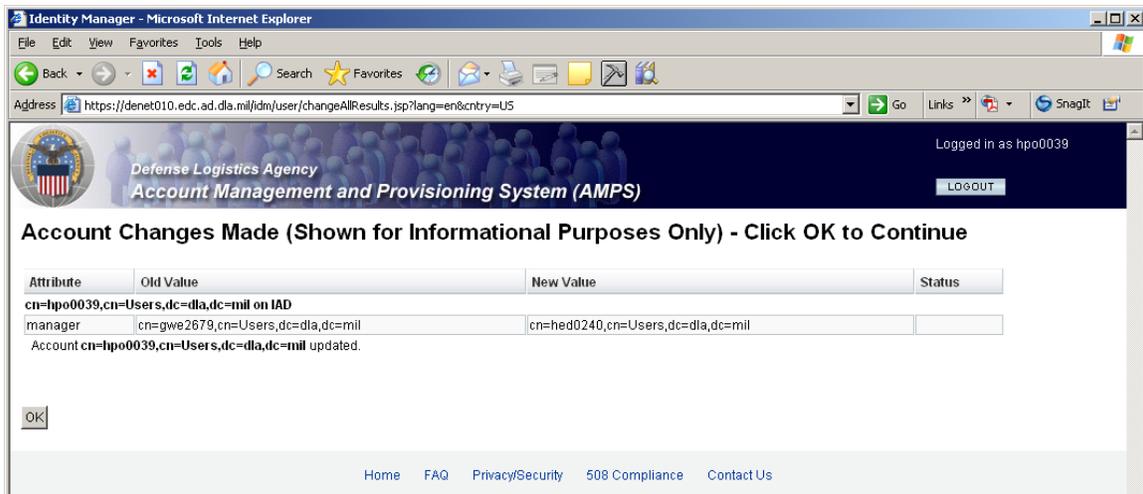
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When the information in the *AMPS End User Form* is complete and correct, *click* the **Save** button to save the changes.

If you want to discard any changes, *click* the **Cancel** button. The information will revert to the last Saved version and the browser will open the *AMPS* home page.

At any time, you can *click* the **Back** button to return to the information page. Any changes you have made will still be available on the *AMPS End User Form*, but the changes will not be saved until you reopen the form and **Save** it.

When you click the **Save** button, the information will be saved and an *Account Changes Made* form will be display.



Click **OK** to continue to the home page.

Users with the CAC can register their certificates in order to login via CAC authentication.

## **IV. Requesting a BSM-E role in AMPS**

### **A. User Responsibilities.**

1. DESC is configuring roles for all BSM-E systems' access in AMPS. The roles in some cases have combined a number of application level permissions in order to capture all access to perform a specific function such as DFSP accountant, responsible officer, buyer, command or DESC level user.
2. To request a role in AMPS, a user simply clicks on "Request Role" hyperlinked text from their default AMPS screen and follow the prompts as illustrated in appendix 1.
3. Once an access request has been submitted the user will receive confirmation emails from AMPS as it proceeds through the approval workflow. Additionally, a user can click "Check Status" from their default screen to see the current status of any pending access requests. Please note the term "suspended" in AMPS simply means the request is awaiting action at that level.
4. Requesting access to other BSM-E applications follows the same process. The following several pages provide an explanation of roles as originally implemented in AMPS for reference.

### **B. Supervisor Responsibilities.**

1. Ensure the role requested by their subordinate is consistent with their duties.
2. Ensure users complete all required information assurance training.
3. Approve the role request consistent with subordinate job responsibilities by following link provided by AMPS in the system generated email.
4. Ensure subordinates accomplish annual role re-certifications to retain system access.
5. Ensure user removes BSM-E roles using AMPS when duties change and systems access is no longer required.

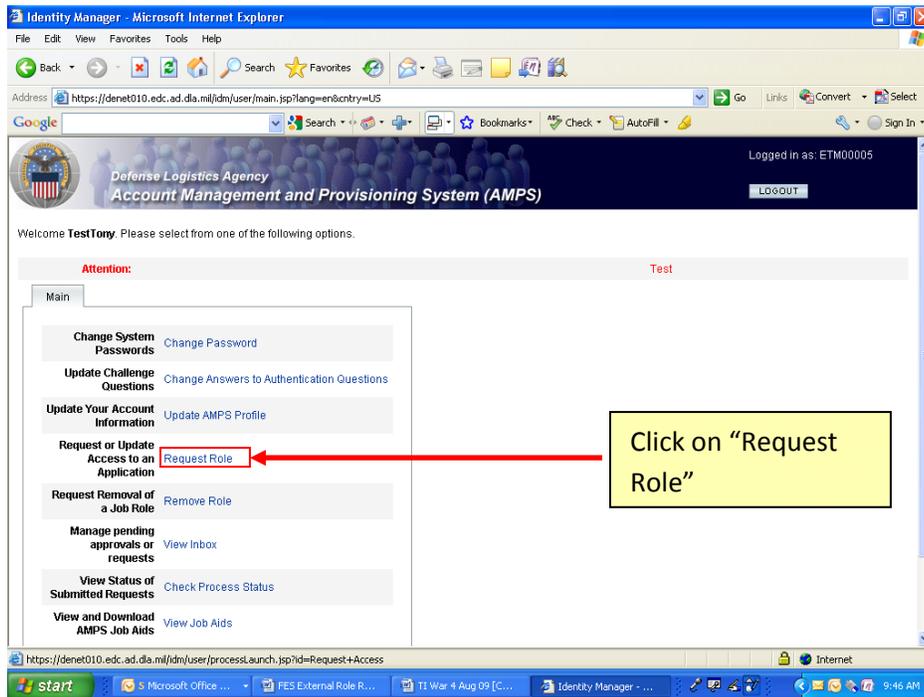
### **C. Security Manager Responsibilities.**

Upon receipt of the AMPS system generated notification the security manager will take the following steps.

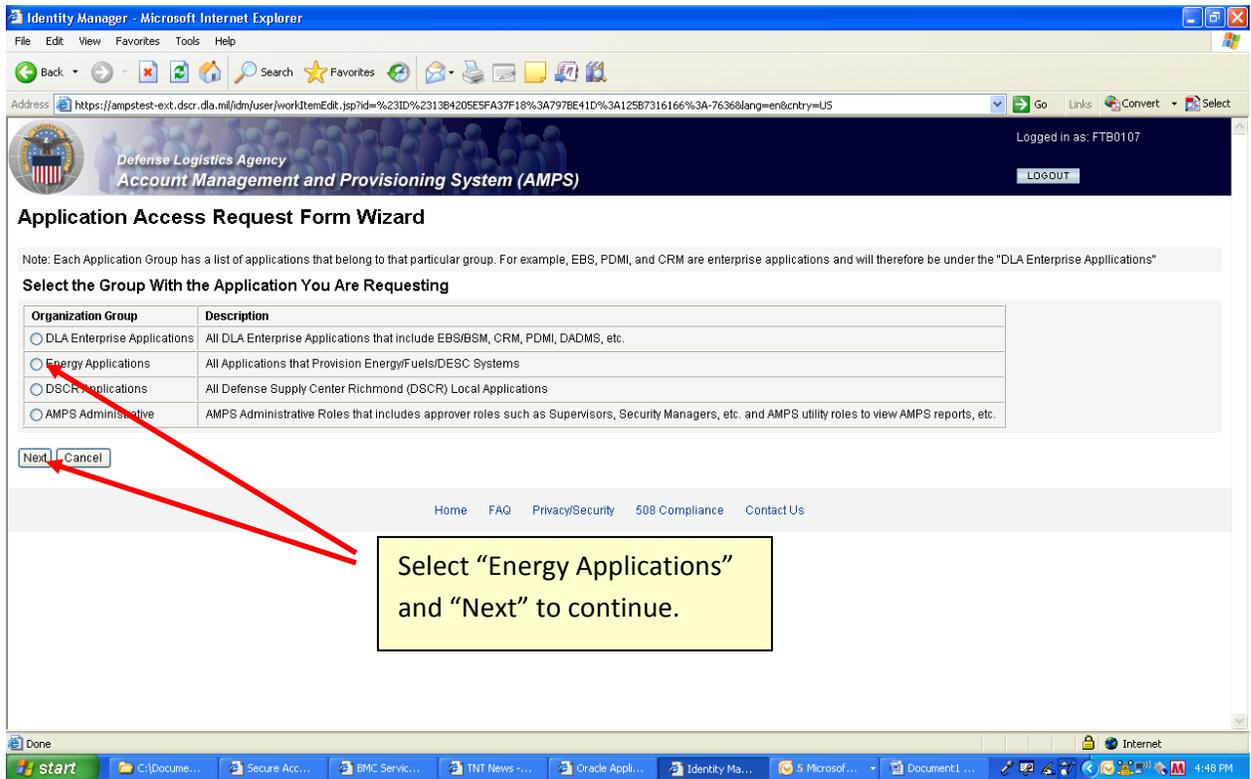
1. Verify the user has a positively adjudicated National Agency Check with Written Inquiries (NACI) as required system access.
2. Record the background investigation data in AMPS request.
3. If a background investigation is not on file, take action to initiate the required NACI.

4. Approve the request in AMPS.

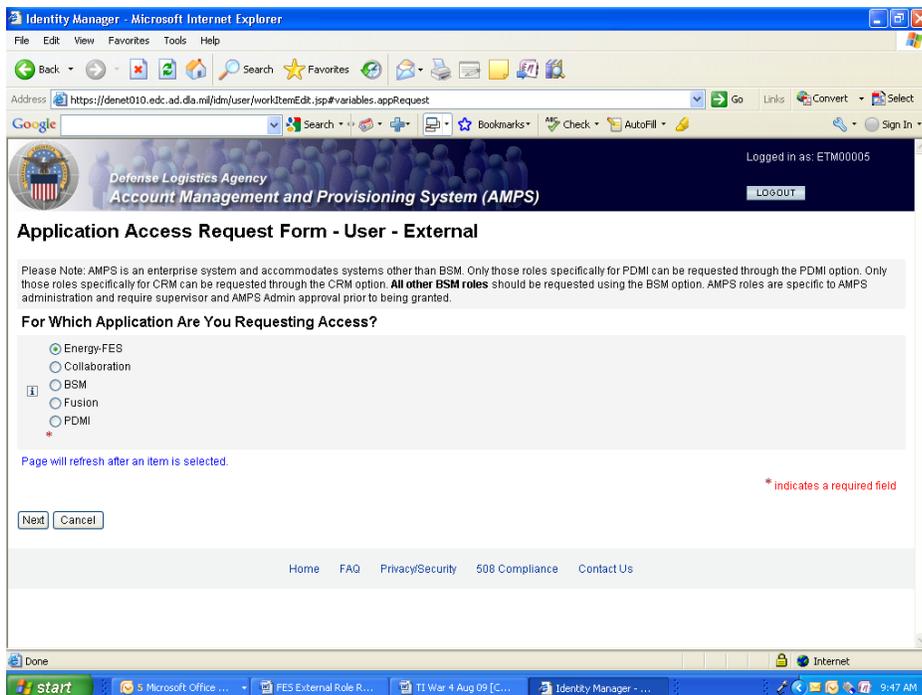
#### D. FES Role Request for External User



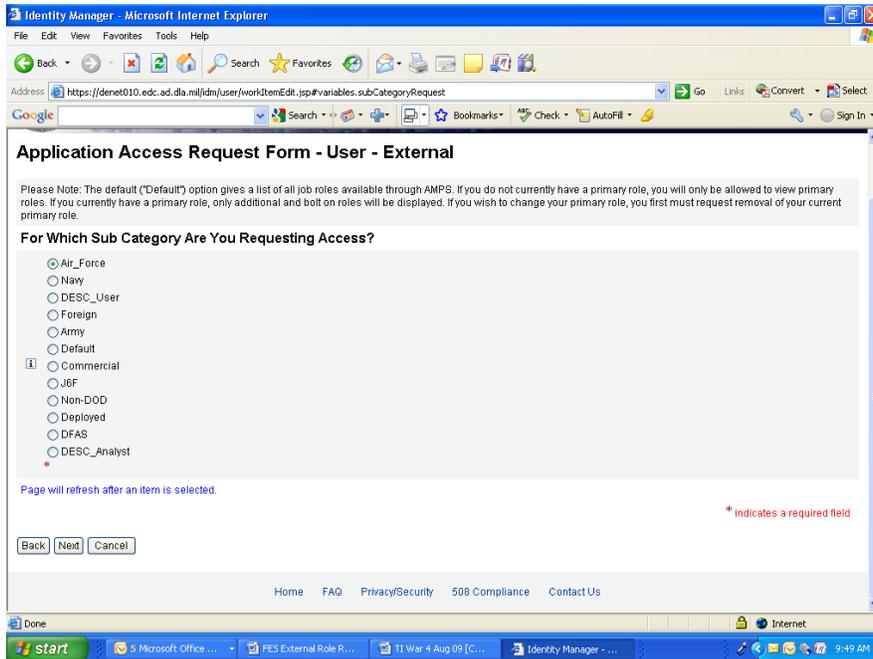
1. Click on the blue hyperlinked text "Request Role" to begin role request. If for some reason you exit AMPS before completing the request, you may resume a request by selecting "View Inbox" and selecting the access request.



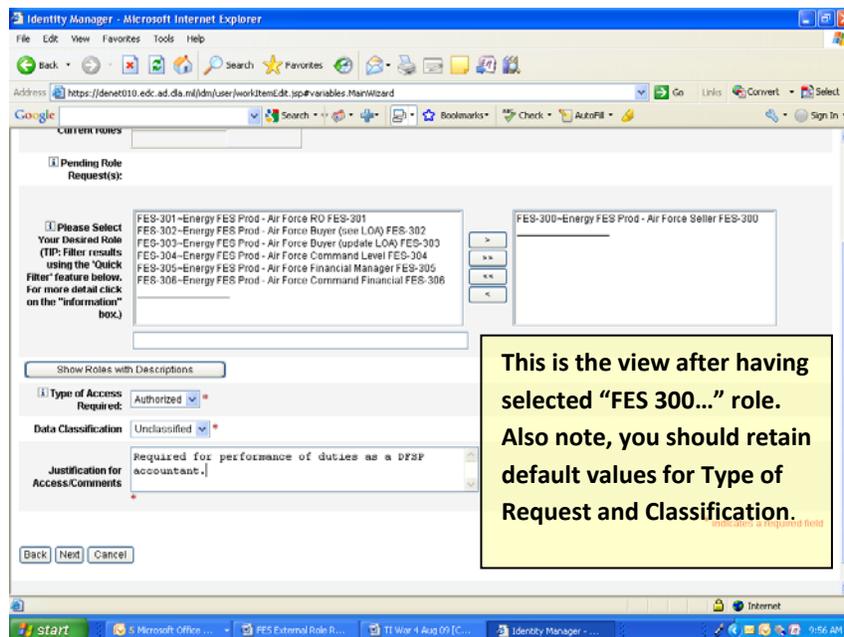
2. Select the “Energy Application” radio button and click “Next” to continue.



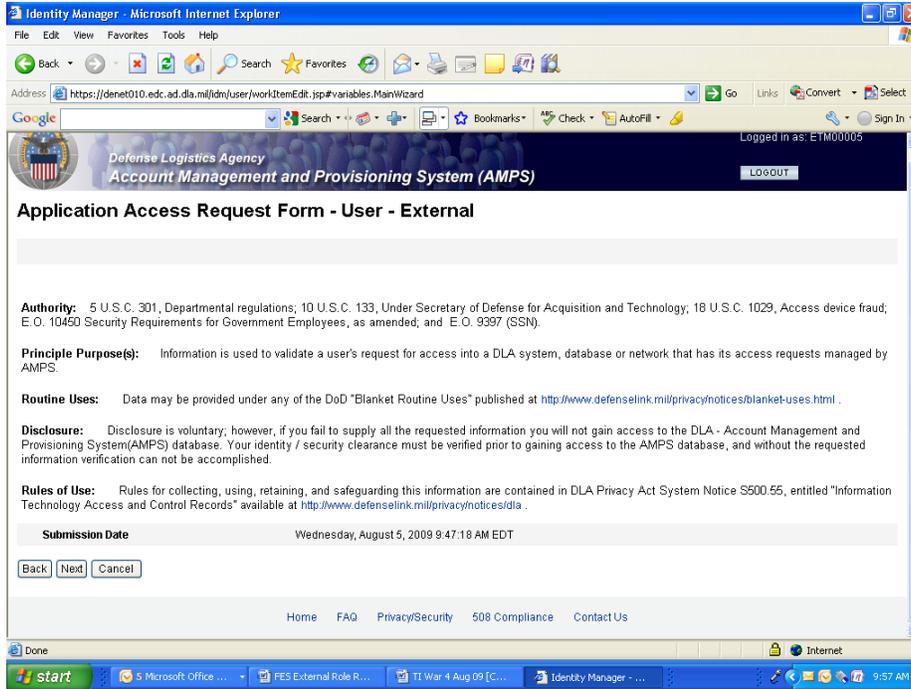
3. Click on “Energy – FES” radio button, and click “Next”.



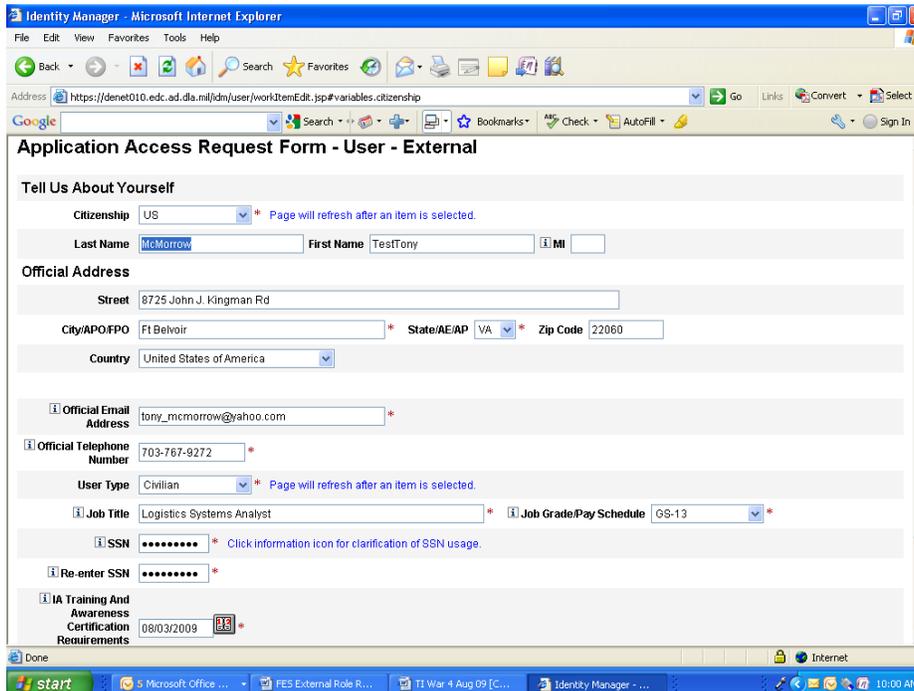
4. Click on your “Category of User” and click next.



5. Highlight the role you would like to request and click the button to move to the selection box. Please note the list of available roles varies with which “Category of User” you select. Enter any comments you would like to provide to the various approval authorities in the request workflow to provide justification for your request. Leave the “Type of Data Access” and “Data Classification” drop downs at their default selections and click “Next”.  
 Note: For a complete list and explanation of roles see table in section VI beginning on page 29.



6. Read the disclosure form and click “Next”.



7 Fill in all required data elements indicated by a red “\*”. When finished, scroll down and click “Next”.

## Application Access Request Form Wizard

### Optional Information

Note: This application may require that you enter DODAAC information in the provided field

Optional Information

DODAAC(s)

FB1234  
NV0987

Back Next Cancel

8. Input any additional information on the left pane and input any Department of Defense Activity Address Codes (DODAAC) you need access to on the right pane and click “Next”.

Identity Manager - Microsoft Internet Explorer

Address: https://dodet010.edc.ad.dla.mil/tdn/user/workItemEdit.jsp#variables.MainWizard

Defense Logistics Agency  
Account Management and Provisioning System (AMPS)

Logged in as: ETM00005

Logout

### Application Access Request Form - User - External

Please Ensure That the Supervisor Information Below is Accurate

Supervisor Last Name: Schreiber

Supervisor First Name: Lance

Supervisor Email Address: lance.schreiber@dla.mil

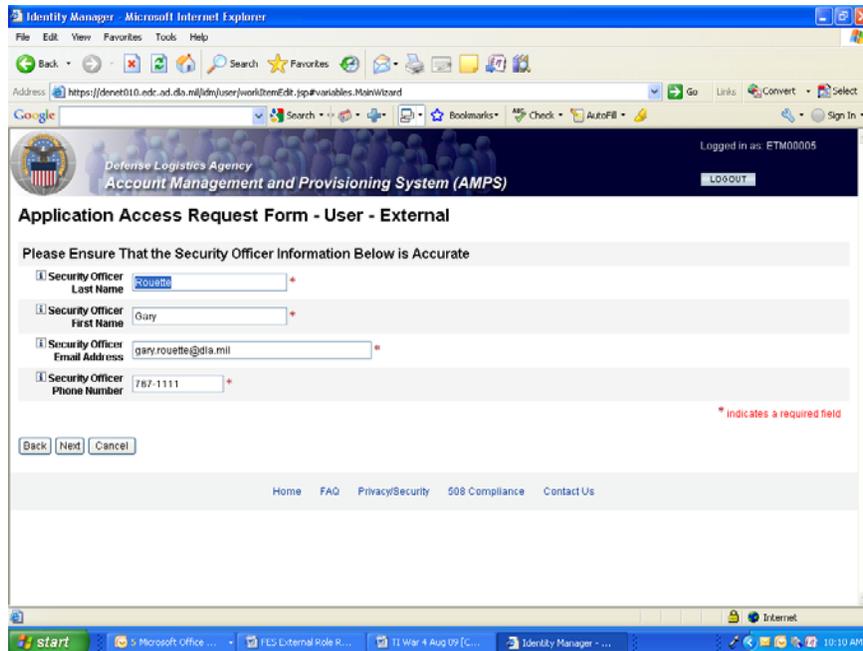
Supervisor Phone Number: 767-7225

\* indicates a required field

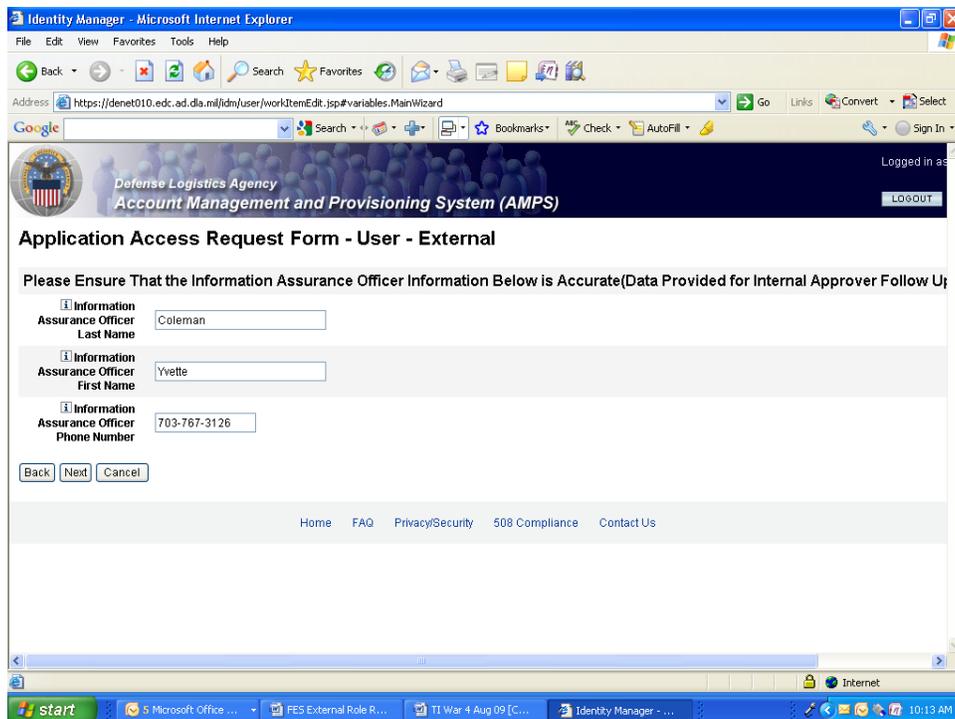
Back Next Cancel

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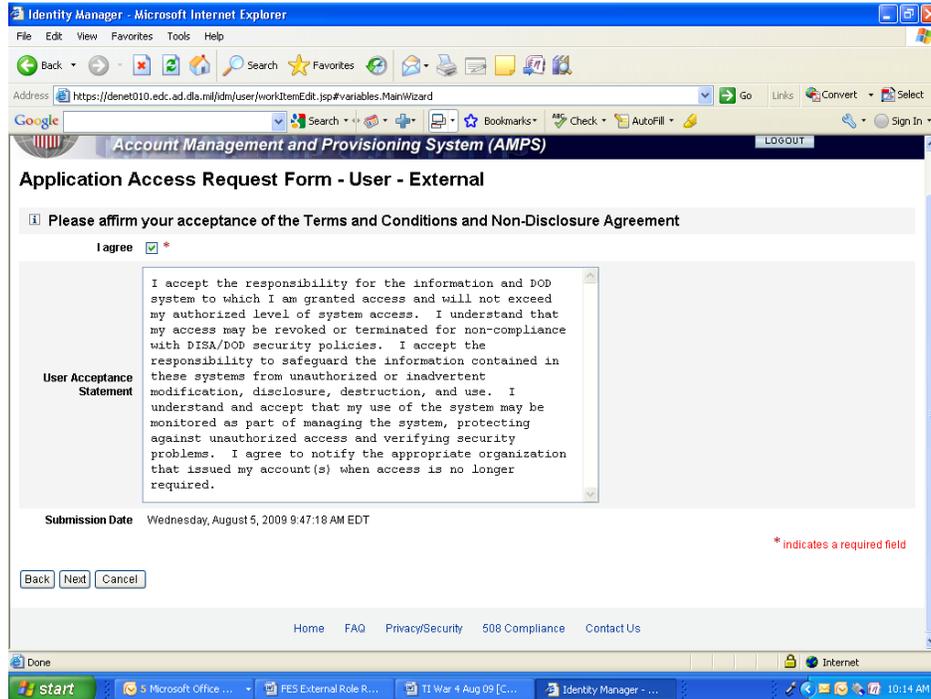
9. Your supervisor’s contact information should appear in the next dialogue. If your supervisor is unavailable you may change it to another supervisor within your rating chain in coordination with your supervisor. When complete click “Next” to continue FES External Role Request



10. Input your unit security manager's information. This is the person who will input your background investigation information in the AMPS role request workflow. This information is subject to verification at any time. Knowingly inputting someone other than a legitimate security manager will result in removal from the system and potential disciplinary action. It is also imperative the correct email address be input as the request will be routed to them via email.

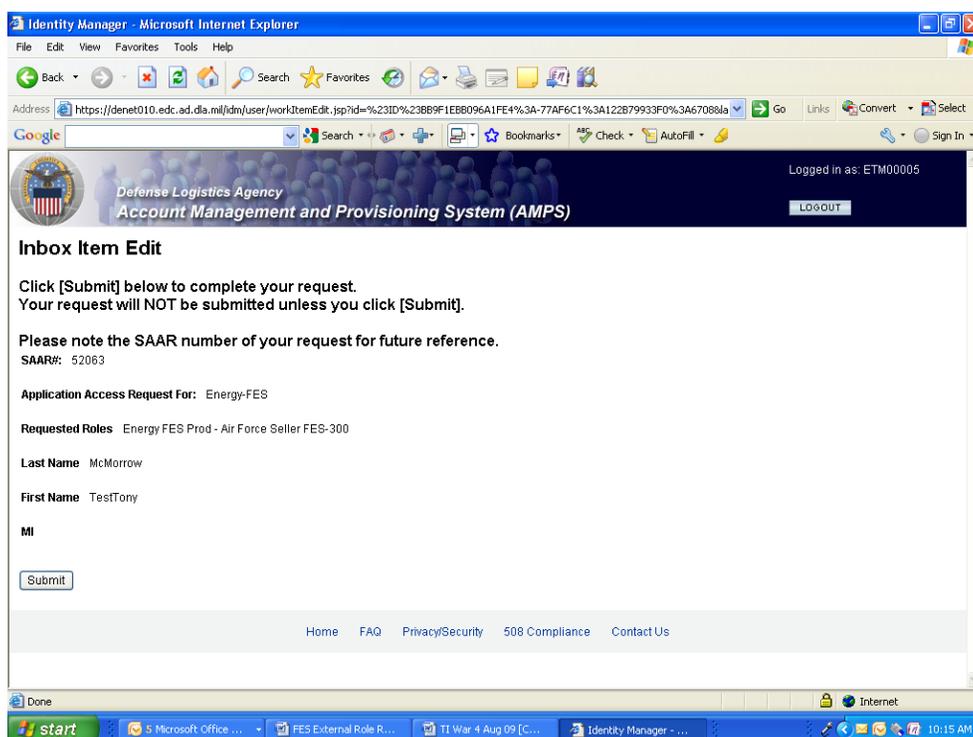


11. Input your Information Assurance Officer or Terminal Area Security Manager's contact information and select "Next" when complete.

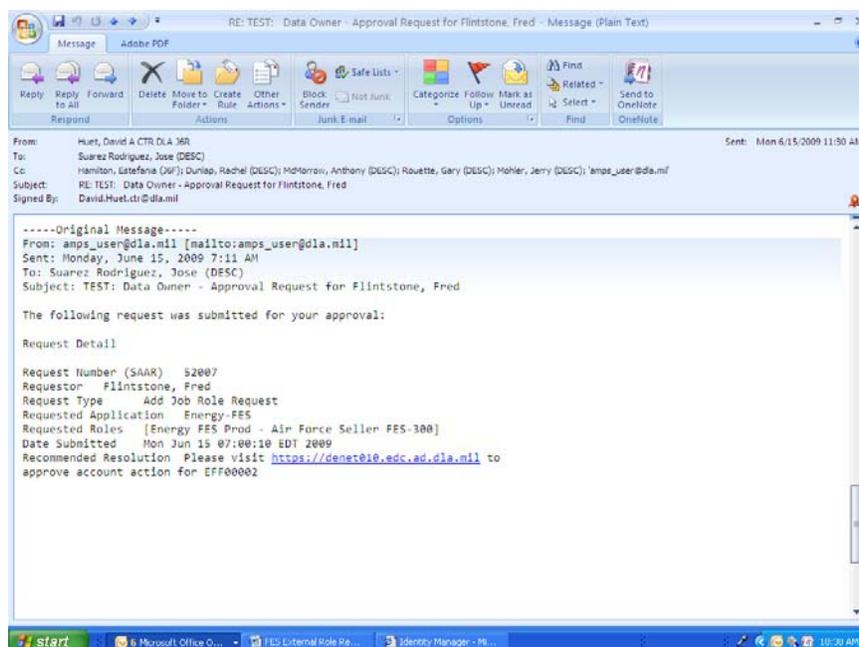


12. Read the Terms and Conditions and Disclosure statement. Acknowledge by clicking the check box and click "Next".

## FES Role Request

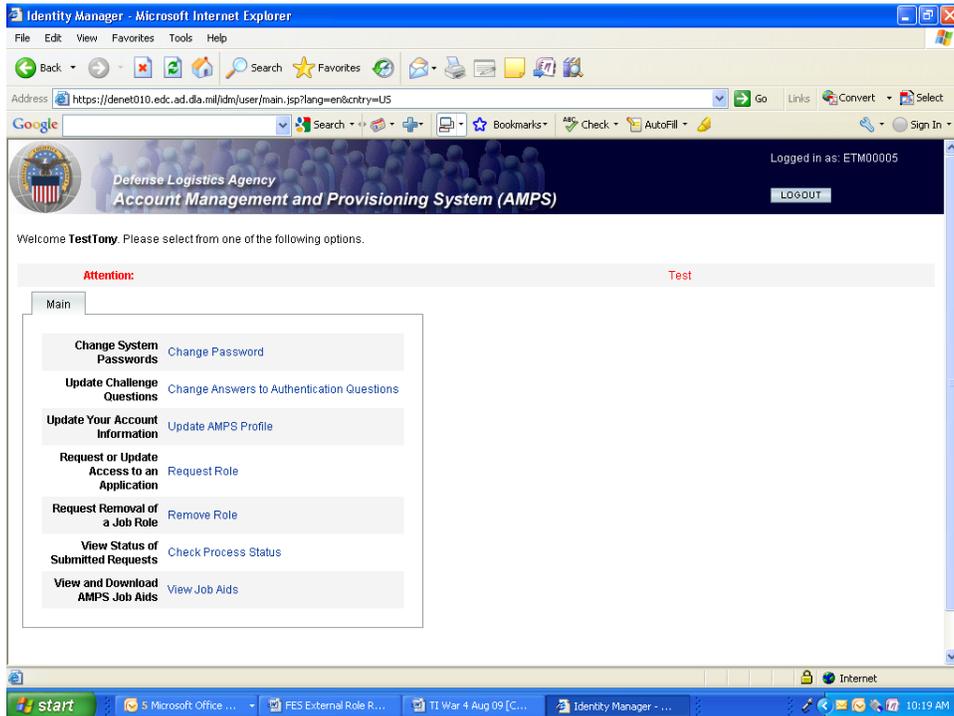


13. Click “Submit” to complete your request.



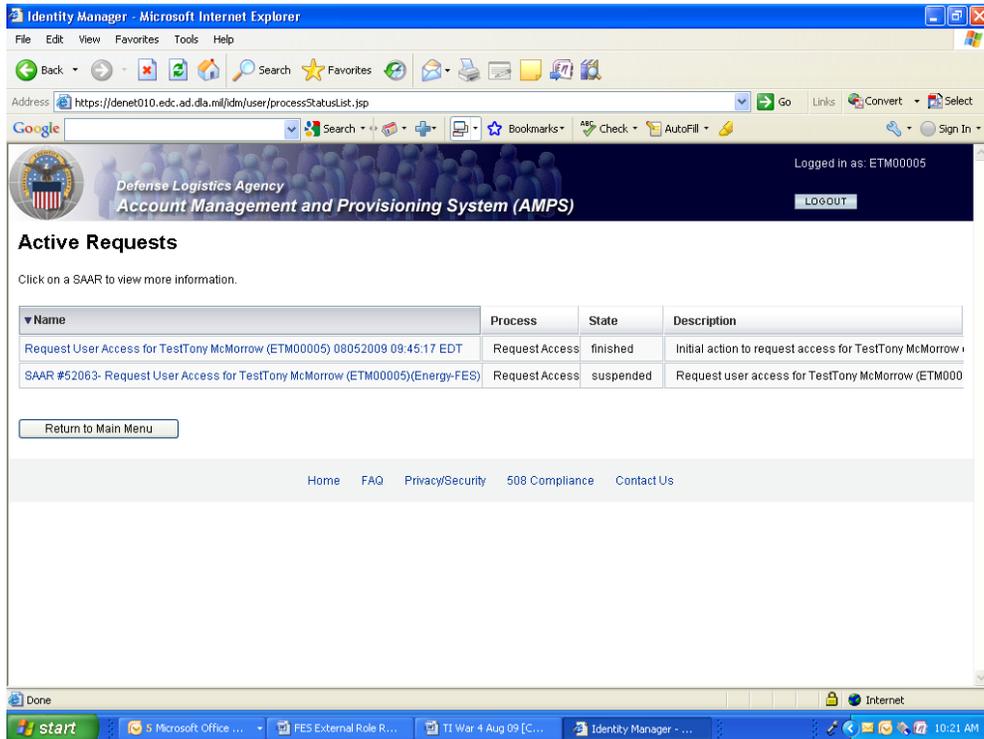
14. Once you click “Submit”, your request will be electronically routed through a work flow requiring approval at multiple levels. You will receive an email confirmation of your access

request at the time of submission and periodically throughout the approval process. It will look like the above screen shot.



## V. Checking Status of FES Role Request

1. You can also check the status of your request by clicking on “Check Process Status”.



2. Select the System Authorization Access Request (SAAR) number provided when you submitted your request.

## FES Role Request Checking Status

The screenshot shows the Identity Manager web interface in Microsoft Internet Explorer. The address bar displays a URL for checking the status of a role request. The main content area is titled "Task Results" and contains four information messages:

- 08/05/2009 09:47:17 EDT- Process Started.
- 08/05/2009 10:15:43 EDT- User Requested roles: [Energy FES Prod - Air Force Seller FES-300]
- 08/05/2009 10:17:13 EDT - Awaiting Data Owner Approval.
- 08/05/2009 10:21:34 EDT - Awaiting your Supervisor's Approval

Below the messages, there are two tables. The first table is titled "ETM00005 on DLA - Account Management and Provisioning System" and shows the value of the partialSSN attribute as "\*\*\*\*\*". The second table is titled "cn=ETM00005,cn=Users,dc=dlc,dc=ml on FAD" and shows the values for citizenship and dodaac attributes.

Attribute	Value	Status
partialSSN	*****	

Attribute	Old Value	New Value	Status
cn=ETM00005,cn=Users,dc=dlc,dc=ml on FAD			
citizenship		US	
dodaac		FP5621, FP5612, UCIZJP	

3. The status will be displayed. Please note, the term “Suspended” is used throughout the request tracking which means it is awaiting action at that approval level. No additional action is required by the user.

## VI. Explanation of FES Roles.

In implementing AMPS for DESC, roles were created by combining the typical FES permissions normally needed by personnel performing a common function. The table below provides a breakdown of FES roles in AMPS and their intended use. The roles are separated by service. Primary roles are intended to capture the typical permissions required for Accounting, Responsible Officer, Buyer, Budget/Finance, and Analyst roles. Additional roles are provided to permit access to certain permissions. When selecting a role, be sure to provide a full justification. Ordinarily a user must select a Primary role before being permitted to select an additional role.

<b>AMPS Role Name</b>	<b>Role Type</b>	<b>Role Category</b>	<b>Visibility</b>	<b>Resource(s)</b>	<b>Resource Attributes</b>
Energy FES Prod – Army Seller or RO FES-100	Primary	Army	External	Energy FES Prod Energy Ground PORTS Prod	AMRW, IMRO, IARO, SCHE, NOND, R188 Activity, FMD-E: Limited Upload Subgroup, Enterprise Sub Group
Energy FES Prod – Army Buyer FES-101	Primary	Army	External	Energy FES Prod	AMRO, IMRO, IARO, NOND
Energy FES Prod – Army Command Level FES-102	Primary	Army	External	Energy FES Prod	AMRO, IMRO, IARO, NOND

Energy FES Prod – Army Financial Manager FES-103	Primary	Army	External	Energy FES Prod	AMRO
Energy FES Prod – Navy Seller or RO FES-200	Primary	Navy	External	Energy FES Prod Energy Ground PORTS Prod	AMRW, IMRO, IARO, SCHE, NOND, R188 Activity, FMD-E: Limited Upload Subgroup, Enterprise Sub Group
Energy FES Prod – Navy Buyer FES-201	Primary	Navy	External	Energy FES Prod	AMRO
Energy FES Prod – Navy Command Level FES-202	Primary	Navy	External	Energy FES Prod	AMRO, IARO, IMRO, NOND
Energy FES Prod – Navy Financial Manager FES-203	Primary	Navy	External	Energy FES Prod	AMRO
Energy FES Prod – Air Force Seller FES-300 (Acct)	Primary	Air Force	External	Energy FES Prod Energy Ground PORTS Prod, FMD-E	AMRW, IMRO, IARO, SCHE, NOND, R188, SMSR; FMD-E: Limited Upload Sub Group, Enterprise Sub Group Activity

Energy FES Prod – Air Force Seller FES-301 (RO)	Primary	Air Force	External	Energy FES Prod	AMRO, IARO, IMRO, NOND, R188, SMSR;
Energy FES Prod – Air Force Buyer View LOA FES-302	Primary	Air Force	External	Energy FES Prod	AMRO, SMSR
Energy FES Prod – Air Force Buyer R/W LOA FES-303	Primary	Air Force	External	Energy FES Prod	AMRO, SMAS
Energy FES Prod – Air Force Seller Command Level FES-304	Primary	Air Force	External	Energy FES Prod	AMRO, IMRO, IARO, NOND, SMSR, AAFD
Energy FES Prod – Air Force Financial Manager FES-305	Primary	Air Force	External	Energy FES Prod	AMRO, SMSR
Energy FES Prod – Air Force Command Financial Manager FES-306	Primary	Air Force	External	Energy FES Prod	AMRO, SMSR
Energy FES Prod – Air Force Fleet Manager FES-307	Primary	Air Force	External	Energy FES Prod	OLVR

Energy FES Prod – Commercial Buyer FES-400	Primary	Commercial	External	Energy FES Prod	AMRO
Energy FES Prod – Foreign Buyer FES-500	Primary	Foreign	External	Energy FES Prod	AMRO
Energy FES Prod – Non-DOD Buyer FES-600	Primary	Non-DOD	External	Energy FES Prod	AMRO
Energy FES Prod – Deployed Accountant Role FES-601	Additional	Any Service Accountant	External	Energy FES Prod	AMRW, FMD-Express Limited Upload Sub,
Energy FES DESC User FES-700	Primary	DESC User	Internal	Energy FES Prod	AMRO, IMRO, IARO, SCHE, NOND, R188, ALLD, DISC, SMSR, ASGR, DBAR
Energy FES Prod – DESC Analyst FES-701	Primary	DESC Analyst	Internal	Energy FES Prod	ACFT, ALLD, AMRO, ASGR, ASKI, CARD, DBAR, DFDR, DISC, DWAS, IARO, IMRO, IRRO, NOND, OLV, R188, SCHE, SMSR, STAR, DFDR

Energy FES Prod – DESC User Reg Inventory R Only 702	Primary	DESC	Internal	Energy FES Prod	IRRO
Energy FES Prod – DFAS User FES-703	Primary	DFAS	Internal	Energy FES Prod	AMRO, ALLD
Energy FES Prod – Helpdesk Analyst FES-800	Primary	J6F	Internal	Energy FES Prod	AMRW, IMRO, SCHE, NOND, R188, IARO, SMSR, ALLD, DISC, DBAR, ASKI,
Energy FES Prod Additional – Discoverer User FES-900	Additional	Army Navy Air Force	External	Energy FES Prod	DISC
Energy FES Prod Additional – All Army DODAACS FES-901	Additional	Army	External	Energy FES Prod	AARD
Energy FES Prod Additional – Navy STARSFL Privilege FES-902	Additional	Navy	External	Energy FES Prod	STAR
Energy FES Prod Additional – Navy ASKIT Privilege FES-	Additional	Navy	External	Energy FES Prod	ASKI

903					
Energy FES Prod Additional – Navy Financial Report FES-904	Additional	Navy	External	Energy FES Prod	DWAS
Energy FES Prod Additional – All Navy and Marines DODAACS FES-905	Additional	Navy	External	Energy FES Prod	ANVD
Energy FES Prod Additional – Air Force Olvims Privilege FES-906	Additional	Air Force	External	Energy FES Prod	OLVR
Energy FES Prod Additional – Air Force LOA Read Write FES-907	Additional	Air Force	External	Energy FES Prod	SMAS
Energy FES Prod Additional – All Air Force DODAACS FES-908	Additional	Air Force	External	Energy FES Prod	AAFD
Energy FES Prod Additional – Budget Manager Read Write FES-909	Additional	Air Force DESC Analyst	External Internal	Energy FES Prod	BMRW

Energy FES Prod Additional – DESC-R Bill Report FES-910	Additional	DESC Analyst	Internal	Energy FES Prod	BILL
Energy FES Prod Additional – DFAS Data Entry Screens Read/Write FES-911	Additional	DESC Analyst	Internal	Energy FES Prod	DFDE
Energy FES Prod Additional – Support Table Update FES-912	Additional	DESC Analyst	Internal	Energy FES Prod	ASGE
Energy FES Prod Additional – DESC Security Manager Read Write FES-913	Additional	DESC Analyst	Internal	Energy FES Prod	SMRW
Energy FES Prod Additional – DESC DBA Write Privilege FES-914	Additional	DESC Analyst	Internal	Energy FES Prod	DBAW
Energy FES Prod Additional – Security Manager Password Write FES-915	Additional	DESC Analyst	Internal	Energy FES Prod	SMPW
AF Budget Manager – Restricted from	Additional	AF Budget and selected DESC Analyst	Internal/ External	Energy FES Prod	SMAS

AF Seller – FES 916					
Query Access – FES 917	Additional	DESC Analyst	Internal	Energy FES Prod	SQL – Golden Access
Control Panel Read Only – Restricted to DESC – FES 918	Additional	DESC Analysts	Internal	Energy FES Prod	DBAR
Energy FES Prod Additional – Any Service All DoDAACs FES-919	Additional	Any Service Accountant	Internal/ External	Energy FES Prod	ALDD
Energy FES Prod Additional – Any Service Super User FES-920	Additional	Any Service Accountant	External	Energy FES Prod	SURW
Energy FES Prod Additional – Any Service AFLOA RO FES-921	Additional	Any Service Accountant	External	Energy FES Prod	SMSR
Energy FES Prod Additional – Any Service CARD Supt Table RO FES- 922	Additional	Any Service Accountant	External	Energy FES Prod	CARD
Energy FES Prod Additional – Add or Change	Additional	Any Service Accountant	Internal	Energy FES Prod	Change DODAAC Only

DODAAC(s) Request FES- 999					
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### Breakdown of FES Attributes

These attributes have been bundled where possible to create the typical roles previously defined in AMPS. The four character “FES Privilege” is listed in the “Resource Attribute” of the defined FES role. Some of the more specialized privileges are also provided as “additional roles in AMPS permitting customized access based on justifiable user requirements.

FES Privilege	DESCRIPTION	ACCESS
AAFD	All Air Force DODAACS	Gives users access to view all AF DODAACS
AARD	All Army DODAACS	Gives users access to view all Army DoDAACs
ACFT	AF Aircraft Maintenance	Gives users ability to add, update and terminate AF tail numbers via Aircraft Support Table
ALLD	All DODAACS in the system	Gives users access to view all DoDAACs
AMRO	Buyers Account Manager Read Only	Gives users access to the Buyers Information area
AMRW	Buyers Account Manager Read Write	Gives users access to the Buyers Information area
ANDD	All Non-DoD DODAACS	Gives users access to view all Navy DoDAACs
ANVD	All Navy and Marines DODAACS	Gives users access to view all Navy and Marine DoDAACs
ASGE	Support Table Update	Placeholder permission: to gives users access to expanded list of Support Tables with limited update ability
ASGR	Support Table Read-Only	Gives users access to expanded list of Support Tables with read only view

ASKI	Navy ASKIT Privilege	Gives users ability to view and create ASKIT files
BILL	DESC-R Bill Report	Gives users access to Billing Dates Support Table
BMRW	Budget Manager Read Write	Gives users access to Budget Support Table
CARD	Allows Viewing Via the Card Management Screens	Gives users access to Card Support Table
DBAR	DESC DBA Read Privilege	Gives users ability to view Control Panel but not stop/start brokers
DBAW	DESC DBA Write Privilege	Gives users full access to Control Panel
DFDE	Allows Viewing and Updating Via the DFAS FES Data Entry Screens	Gives users full access to the DFDE Support Table
DFDR	Allows Viewing Only Via the DFAS FES Data Entry Screens	Gives users read only access to the DFDE Support Table
DFSP	Read/Write	Gives users full access to FES02
DISC	DESC Discoverer Users	Sets user up for access to Discover web application.
DWAS	Navy Financial Report	Gives users access to DWAS files
IARO	Sellers Inventory Account Read Only	Gives users access to both Buyers and Sellers Information areas, including Eload
IMRO	Sellers Inventory Manager Read Only	Gives users access to Sellers Information area, including Eload
IRRO	Inventory Region Read Only	Gives users access to view Sellers Information Legers by Region
NOND	Sellers M28 Report	Gives users full access to M28 report utility
OLVR	Air Force Olvims Privilege	Gives users full access OLVMS interface

R188	Sellers 1884 Report	Gives users full access to 1884 reports utility
SCHE	Sellers Ports Order Scheduler	Gives users full access FES PORTS order utility
SMAS	Air Force LOA Read Write	Gives users full access to AFLOA Support Table
SMPW	Security Manager Password Write	Gives user access to the Password Only section of Security Manager
SMRW	DESC Security Manager Read Write	Gives users full access to Security Manager
SMSR	Air Force LOA Read Only	Gives users read only access to AFLOA Support Table
STAR	Navy STARSFL Privilege	Gives users ability to view and create STARS-FL files
SURW	Any Svc Super User	Gives users full access to both Buyers and Sellers Information areas, including Eload

## VII. Explanation of Fuels Manager Defense Express Roles

FMD-E roles differ from FES roles as the applications themselves are different. First, FMD-E does not have as varied a user base. All FMD-E users are DFSP operators and thus sellers. FMD-E uses better defined role based access controls permitting the use of the FMD-E role names. FMD-E does not have service specific support tables requiring the roles to be broken down by service. The roles are broken down to limit write access where needed to the DFSP accountant. They also provide for varying levels of oversight within the military services and DESC.

<b>Organization</b>	<b>AMPS Role Name</b>	<b>FMD-E Role</b>	<b>FMD-E Permissions</b>	<b>Description</b>
Any DFSP Acct	FMDX-100 Service DFSP Acct Role	Accounting, FMD-E IDE Transfer	Accounting (R, W), Enterprise Sub Group	Provides access to accounting functions
Any DFSP Responsible Officer	FMDX-101 Service DFSP RO Role	Contracting Officer Representative (COR)	(Accounting (R only) *)	Read only access to accounting and all other local FMD roles
Any FMD Accountant User	FMDX-102 Service DFSP Using FMD (Local Instance aka: Thick Client)	Limited Upload Sub Group, Enterprise Sub Group	Accounting (R,W), Enterprise Sub Group FES Resource FES Acct Role	For local FMD users transmitting files to FMD-E for parsing/transmission to FES and IDE
Any FMD Accountant User Deployed to forward location	FMDX-103 Deployed FMD site Accountant	Limited Upload Sub Group, Enterprise Sub Group	Accounting (R,W), Enterprise Sub Group FES Resource FES Acct Role	For local FMD users transmitting files to FMD-E for parsing/transmission to FES and IDE
Any DESC CBU	FMDX-104 DESC Inventory Accounting	DESC Inventory Manager (Matches COR role for multiple DODAACs)	Accounting (R only), must list all DODAACs needed in remarks.	Ability for regional employee to view multiple accounts in FMD-E.

Service MAJCOM and SCP Personnel	FMDX-105 MAJCOM Oversight	Command Acct Role (Matches COR Role for multiple DODAACs)	Accounting (R Only), must list all DODAACs needed in remarks.	Read only access for accounting oversight of multiple DODAACs.
J6F	FMDX-106 Administrator	Administrator	Administrator has R/W to all FMD roles	Limited to J6F personnel in FMD-E.
* Users at DFSP with oversight responsibilities. This is not a writable role due to segregation of duties. For accounts where the accountant is the responsible officer select the FMDX-100 writeable role the accountant is the responsible officer select the FMDX-100 writeable role.				

### VIII. Explanation of Bulk PORTS Roles in AMPS

Bulk PORTS roles are generally not needed at military service operated Defense Fuel Supply Points (DFSPs). If access is needed at the DFSP level, BPORT-102 is the appropriate role. Bulk fuel vendors would select the vendor role BPORT-101.

Bulk PORTS		
AMPS Role	Role	Description
BPORT-100 ~ Regional Inventory Manager	Activity/Regional Manager	Entered with a letter following their last name denoting what region assigned. Also provides access to Web DPA
BPORT-101 ~ Bulk PORTS Vendor	Contractors	Fuel vendors under Bulk Contracts
BPORT-102~ Installation Level Access	DFSP	Base level and DFSP users
BPORT-103 ~ Quality Assurance Representative	QAR	QARs approve DD Form 250s
BPORT-104 ~ Bulk Inventory Manager	Inventory Manager	For Bulk Inventory Managers also provides access to Web DPA.
BPORT-105 ~ DESC Bulk PORTS Access	Read Only	Read only access.

(Read Only)		
BPORT-106 ~ DESC R Accounting Role	Finance	Assigned to personnel in DESC R also provides access to Web DPA
BPORT-107 ~ Administrative Signature Role		

### IX. Explanation of Ground PORTS roles.

DFSP users processing fuel orders for non-capitalized line items will need to request GPORT-100 role unless they have an FES role with the SCHE permission associated. In those cases, Ground PORTS access (GPORT-100) is provisioned with the FES role request. Direct delivery vendors are authorized the GPORT-101 Vendor role.

<b>Ground PORTS</b>		
<b>AMPS Role Name</b>	<b>PORTS Permission</b>	<b>Description</b>
GPORT-100 ~ Ordering-Receiving Officer	Activity	Base level users. (also mapped to FES users with SCHE permission).
GPORT-101 ~ Ground PORTS Vendor	Contractors	Vendors delivery petroleum products
GPORT-102 ~ Read Only All	DFAS	Provides read only access for all DODAACs
GPORT-103 ~ Read Only DODAAC Specific	Base Commander	Provides read only access for certain DODAACs
GPORT-104 ~ Direct Delivery Contracting & Inventory Admin	FII	(Admin Menu) Used by DESC N to reject DD250s and DESC P Tech Team.
GPORT-105 ~ Direct Delivery Tech Team EFB Role	EFB DD 250 Preparation	Used by DESC P tech team.
GPORT-106 ~ DESC N EFB Approval Role	EFB DD 250 Approval Authority	Used by DESC N to verify DD250s.
GPORT-107 ~ Direct Delivery Enter/Amend EFB	EFB DD250 Ordering	EFB DD 1149 Ordering used by DESC P contracting officers to enter or amend EFBs
GPORT-108 ~ Quality Assurance Representative	QAR	Used by QARs to approve DD 250-1s for Barge deliveries.

