

List of Steps /Activities for Assigning Access Rights to Configuration tables & their fields & field choices

Functions: 3 Project design & engineering

Codes for steps/activities: TU01-TU05

Source: SC77, SC78, SC79

(Refer Chapter:11)

Steps/List of Activities	Codes for steps and (no of activities)	Function applicable	Responsibility
<p>1. Identifying Parameters for developing SOD-template for Assigning Access Rights to configuration tables and their fields & field choices</p> <p>CFT (previously formed) Identifying a list of important parameters such as below that ought to be included in the SOD-design templates:</p> <ol style="list-style-type: none"> 1 Key function name & it's sub-functions/teams 2.Key function & sub-function/team codes 3 SOD process code 4. Configuration Table name 5. Configuration Table code 6. Field name w. r. t. each Configuration Table 7. Field Code 8. Risk level w. r. t. each Field 9. Provision for capturing of access rights for <ul style="list-style-type: none"> ● Create/initiate ● Edit/modify ● Delete ● View ● Approve 	TU01	All, similar	CFT

<p>10. capturing of level</p> <ul style="list-style-type: none"> ● Low ● Medium ● High <p>11. Capturing of positions within each level</p> <ul style="list-style-type: none"> ● Lower level-workmen, staff, Junior/Assistant manager & so on ● Middle level-Manager, Senior Manager-Sr. Mgr. & so on ● Higher level-General managers-GM, Directors-Dir & so on 			
<p>2. Designing SOD template for assigning access rights for Configuration Table and their fields & field choices</p> <p>a) Based on TU01, CFT Designing SOD template at Annex 28C for Assigning Access Rights for Configuration Table.</p> <p>b) Proposed SOD template at annex 28C can be part of the Authorisation Manual</p> <p>c) after that, CFT functional team forwarding designed template as above, to IT/System for software programming of the template with creating, edit, delete, view and approve features.</p>	TU02	All, similar	CFT
<p>3. Software programming of SOD template for assigning access rights for Configuration Table and their fields & field choices</p> <p>a) The IT team, based on the above inputs at TU02, develops a software programme for creating templates with features of creating, editing, deleting, viewing, and approving in the design template.</p> <p>b) IT team after that testing SOD template & forwarding it to each relevant HOD for capturing “Assignment of access rights” for Configuration Table vis a vis respective key function.</p>	TU03	All, similar	IT/ERP
<p>4. Populating SOD template with “Assigning Access rights” related activities for Configuration Tables</p> <p>a) Based on TU03, each HOD, along with his respective team, populating template at Annex 28C by assigning access rights related business activities w. r. t. each Function & Process code combinations:</p>	TU04	All, similar	Each HOD

<p>Designing of Architecture – function – SC77 Designing of Interiors– function – SC78 Designing of MEP services– function – SC79</p> <p>And so b) after that, uploading function-wise template 28C in ERP application software /Production server for go-live</p>			
<p>5. Incorporating Changes As & when changes occur vis a vis following for any reason, functional team reviewing and amending populated templates as above 1)Changes in functions assigned for developing configuration tables 2)changes in processes for developing configuration tables 3)changes in fields or choices w.r.t configuration tables 4)Change in hierarchy levels in business hierarchy vis a vis low, medium, high 5)Changes in hierarchy positions vis a vis low level, medium level and high level</p>	TU05	All, similar	Each HOD
<p>Additional activities proposed per function for meeting future activity requirements of any function for “Assigning access rights to Configuration Tables & associated fields & field choices.”</p>	TU07, TU08, TU09	@1/function	

Note: Annex number 28C is a part of the **handbook in Ethics -Volume 1**. The remaining activity codes are reserved for other functions