

## FAMWEB TechNote

**Fire and Aviation Management Staff**

**FAMWEB\*TechNote-2010-01**

**Date:** February 10, 2010

**System:** FAMWEB Applications

**Subject:** New Password Policy and Implementation

**Purpose:** Explain Password Policy and Implementation to Users

**Contact:** Fire and Aviation Management Applications Helpdesk

**E-Mail:** [fire\\_help@fs.fed.us](mailto:fire_help@fs.fed.us)

**Phone:** 800-253-5559 or 208-387-5290

**Scope:** New Password Policy Testing Alert

The United States Department of Agriculture (USDA) password requirements have changed to meet the Federal Desktop Core Configuration (FDCC) requirements. In order to comply with departmental standards, FAMWEB Management will be installing an update which will change the existing password requirements. This update will take place on February 23, 2010 and will affect users of the FAMWEB Login, WIMS and FEPMIS applications on the **FAMWEB Test environment only**. Once the update has been installed all users will have to establish a new password upon initial login, which meets the requirements detailed below:

The password requirements are:

- Passwords are case sensitive
- Passwords must start with a non numeric character
- Passwords must be a minimum of 12 characters and no more than 14 characters in length
- Cannot reuse previous 24 passwords
- After five unsuccessful login attempts, the account will be locked for 15 minutes
- For this testing cycle passwords will expire every 2 days, and 4 days for privileged users which is defined below. Normal expiration time will be 60 days and 30 days respectively
- Passwords can be changed a minimum of once per day
- Passwords must use three of the following rules:
  1. English upper case characters (A...Z)
  2. English lower case characters (a...z)
  3. Base 10 digits (0..9)

4. Non alphabetic characters (!, ~, #, \$, ^, &, \_\*, <, >, ?)

A privileged user is defined as having the ability to activate a user or assign roles to a user within an application. These users must change their password every 30 days.

Password example: ChangeMe2010 uses upper and lower case letters and numbers, which is an acceptable password.

After a one month testing cycle in the FAMWEB Test environment, the update will be applied to production on April 2, 2010.

\*\*\*End of FAMWEB TechNote-2010-01\*\*\*