RESERVE BANK INFORMATION AND TRANSFER SYSTEM

User Access Reporting User Guide

July 2008



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Overview

1. USER ACCESS REPORTING

1.1 Overview

RITS provides two reports on details of user access within RITS.

1.2 Available reports

- Member Audit Details Report a report that covers creation of a new user, changes to user details, RITS digital certificate issuance and maintenance, and password changes. This report is available for the previous five working days.
- User Privileges Report a report that lists the roles and functions allocated to users, the time and date of the last password change and the session time-out setting for each user.

Both reports are available from the RITS Main menu, under the Reports tab.

Refer to the REPORTS USER GUIDE for instructions on how to access the reports.

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Member Audit Details Report

2. MEMBER AUDIT DETAILS REPORT

2.1 Key points

This report covers:

- the creation of a new user and the updating of user details;
- the issuance and management of RITS digital certificates; and
- users' password changes.

This report is available from the System Reports tab and is only available in PDF format.

2.2 Member Audit Details Report selection screen

Select **System Reports** from the menu of functions. The following screen is displayed.

🚰 RITS - Windows Internet	t Explorer provided by Reserve Bank of Australi	a				<u>_ X</u>
Reserve Bank Information & Transfer System RBA RTGS Test Environment Outsta			Outstandin	g Auths and Me	ssages 🔺	
11 June 2008 15:01:39	 11 June 2008 15:01:39 User BQLQ2E02 BQLQ2E02, BQLQ2E02 Member BQLQ			1 Cash Transfer Authorisation(s)		<u>(s)</u>
Current DAY	Sessions Close DAY 16:30 SC	S 17:15 EVE 18	:30 REPORTS 19:00	2 Message(s)	norisation(s)	
Sessions <u>SwiftDay</u>	5WIFIDAT 10:30 5W	AFTFINAL 18:00				
RITS Messages RI	ITST-RA			😭 🐸 🕖	Log	out 🔀
Main	System Reports					
ESA Management	oystem reports					
Cash Transfers	Enquiry Filter					8
Batches Batch Admin	Date 11-Jun-2008 -				Find	Clear
Member Admin		1				
Messages and Info	Report	Date/Time created	Date/Time printed	Printed By	to	to Select
Authorisations					View/Download	Print
▼ Reports	INTERIM CASH SUMMARY:ALL STATES	11-Jun-2008 07:07			Download	
Member Reports	INTERIM CASHLIST:STATE-BASED	11-Jun-2008 07:07			Download	
Billing	MEMBER AUDIT DETAILS REPORT	11-Jun-2008 07:07			View	0
		Submit	Cancel		_	
<u>é</u>					🔒 👩 Trusted sit	res (
					J 🗖 J 🐨 Hasted sit	11

2.3 Example of Member Audit Details Report

Below is an example of the reporting on:

- Creation of the new user BARB2015.
- Change of the user name, email and session time-out for user BARB2E60.

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Member Audit Details Report

- Issuance of the RITS digital certificate for user BARB2010.
- Pre-enrolment for BARB2010.
- Cancellation of Pre-enrolment for BARB2013.
- BARB2E14 collects the RITS digital certificate.
- The certificate for BARB2E14 is activated.

BARB	ARB 28-MAY-2008 20:16 rtgs_memaud_rpt.sql/01			RBA RTGS Test En MEMBER AUDIT DETA	vironment		
				for 28-MAY-	2008		
	Member: BARB						
	Time	User Id	Action	Description	Object	Old Value	New Value
	11:21:30	RBA	INSERT	Create a new user	BARB2015		BARB2015
	11:21:30	RBA	INSERT	User name	BARB2015		TESTBARB2015 SMITH
	11:21:30	RBA	INSERT	User status	BARB2015		A
	11:21:30	RBA	INSERT	Create password	BARB2015		******
	11:21:30	RBA	INSERT	User valid from date	BARB2015		28-MAY-2008
	11:21:30	RBA	INSERT	User valid to date	BARB2015		
	11:21:30	RBA	INSERT	User address - line 1	BARB2015		
	11:21:30	RBA	INSERT	User address - line 2	BARB2015		
	11:21:30	RBA	INSERT	User address - line 3	BARB2015		
	11:21:30	RBA	INSERT	User phone number	BARB2015		0255555612
	11:21:30	RBA	INSERT	User First Name	BARB2015		TESTBARB2015
	11:21:30	RBA	INSERT	User Last Name	BARB2015		SMITH
	11:21:30	RBA	INSERT	User EMail	BARB2015		perryl@rba.gov.au
	11:33:48	RBA	UPDATE	User FirstName	BARB2E60	TESTCA	MAY
	11:33:48	RBA	UPDATE	User LastName	BARB2E60	USER	DAY
	11:33:48	RBA	UPDATE	User Email	BARB2E60	perryl@rba.gov.au	clperry@tpg.com.au
	11:33:48	RBA	UPDATE	Session Time Out	BARB2E60	15	60
	11:36:54	BARB2002	UPDATE	User phone number	BARB2007		0256142351
	11:55:56	RBA	PREENR OL	Pre-enrolment	BARB2010		PRE_ENROLLED
	12:01:55	RBA	CANCEL _PREEN ROL	Cancel Pre-enrolment	BARB2013	PRE_ENROLLED	
	12:08:20	BARB2E14	UPDATE	Collect certificate	BARB2E14-bd5547 dc89eb9f201a6a9 f21b10923	Pre-enrolled	Collected
	12:13:36	RBA	Modify	Change user password	BARB2E14	*****	******
	12:13:36	RBA	APPROV E_CERT	Activate Certificate	BARB2E14 - 00bd5547dc89eb9 f201a6a9f21b109 23	COLLECTED	ACTIVE

2.4 Report headings

Field	Description		
Time	RITS timestamp when the RITS action was completed.		
User Id	The party entering the requested action.		
 Action The type of RITS action invoked by the request: INSERT – add a new user. UPDATE – change user details or collect RITS digital certification. MODIFY – change a user password. PREENROL – enter user details to acquire a RITS digital certification. 			
	 CANCEL_PREENROL – cancel pre-enrolment of RITS digital certificate. APPROVE_CERT – activate RITS digital certificate. REVOKE_CERT – revoke RITS digital certificate. CA_REVOKE_CERT – revoke RITS digital certificate. 		

Member Audit Details Report

Field	Description	
	 OVERRIDE – pre-expire user's password. 	
	Note: REVOKE_CERT and CA_REVOKE_CERT both display when the revoke action is performed.	
Description	Description of line item for that type of action.	
Object	The User Id or certificate targeted by the action.	
Old Value	Value before the completed action, e.g. Pre-enrolled.	
New Value	Value after the completed action, e.g. Collected.	

2.5 Using this report

This table shows the information that is displayed on the Member Audit Details Report when a change is made to the users' details or their status.

Important: Note that some RITS actions generate more than one line item, such as when a new user is created.

User access	Line items displayed			
activity	User Id	Action	Description	
Create a new	RBA*	INSERT	Create a new user	
user	RBA*	INSERT	User name	
	RBA*	INSERT	User status	
	RBA*	INSERT	Create password	
	RBA*	INSERT	User valid from date (not populated)	
	RBA*	INSERT	User valid to date	
	RBA*	INSERT	User address – line 1	
	RBA*	INSERT	User address – line 2	
	RBA*	INSERT	User address – line 3	
	RBA*	INSERT	User phone number	
	RBA*	INSERT	User First Name	
	RBA*	INSERT	User Last Name	
	RBA*	INSERT	User Email	
Change user first name	RBA* or Authorised Member user	UPDATE	User FirstName	

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Member Audit Details Report

User access	Line items displayed			
activity	User Id	Action	Description	
Change user last name	RBA* or Authorised Member user	UPDATE	User LastName	
Change user email	RBA* or Authorised Member user	UPDATE	User Email	
Change user phone number	RBA* or Authorised Member user	UPDATE	User phone number	
Change user status in RITS	RBA* or Authorised Member user	UPDATE	User status	
Change user session time out	RBA* or Authorised Member user	UPDATE	Session Time Out	
Pre-enrolment by RBA	RBA*	PREENROL	Pre-enrolment	
Cancel pre- enrolment by RBA	RBA*	CANCEL_PR EENROL	Cancel pre-enrolment	
Collect certificate	User	UPDATE	Collect certificate	
Activate certificate	RBA* or Authorised Member user	APPROVE_ CERT	Activate Certificate	
Revoke certificate	RBA* or Authorised Member user	REVOKE_C ERT	Revoke Certificate	
	CA**	CA_REVOK E_CERT	Revoke Certificate – CA Confirmation	
Change user password by user	User	Modify	Change user password	
Change user password by Authorised Member user	Authorised Member user	Modify	Change user password	
Change user password by RBA	RBA*	Modify	Change user password	

Member Audit Details Report

User access	Line items d	lisplayed	
activity	User Id	Action	Description
Pre-expired user password	RBA*	OVERRIDE	Change user password

* The action is taken by the RBA upon request.

** Certificate Authority in RITS that manages RITS digital certificates.

2.6 Actions currently not available on this report

The following actions are not currently displayed in the Member Audit Details Report:

- Changes to the roles allocated to a user.
- Changes to a user's authorisation privileges for specific functions.
- The selection of unsolicited advices and pre- and post-settlement advices in the Automated Information Facility.

These actions will be available on the report in early 2009.

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User Privileges Report

3. USER PRIVILEGES REPORT

3.1 Key points

This report covers:

- the roles and functions allocated to each user and the functions that the user may authorise;
- the time and date when the user last changed their password; and
- the session time-out period set.

Details of the roles that may be allocated to users are available in the *Overview of RITS Functionality* (RITS Information Facility/About RITS).

This report is available from the Member Reports tab. The report is currently in PDF format, but will also be available in Excel format (late 2008).

3.2 User Privileges Report selection screen

Select Member Reports from the reports menu. The following screen is displayed.

🚰 RITS - Windows Interne	t Explorer provided by Reserve Bank of Australia			
🔀 Reserve Bank Inf	formation & Transfer System	RBA RTGS Test Environment	Outstanding Auths and Mes	ssages 🔺
11 June 2008 15:02:0	8 User BQLQ2E02 BQLQ2E02, BQLQ2E02	Member BQLQ	1 Cash Transfer Authorisation	<u>(s)</u>
Current DAY Sessions SWIFTDAY	Sessions Close DAY 16:30 SCS 17:15 SWIFTDAY 16:30 SWIFTFINAL 18:05	EVE 18:30 REPORTS 19:00	<u>0 General Authorisation(s)</u> <u>2 Message(s)</u>	
RITS Messages RI	ITST-RA		🟠 🔤 🚺 🛛 Log	out 🔀
Main				
▶ESA Management	Member Reports			
▶ Cash Transfers	Select Report Name to print or download the report			
▶ Batches	Report Name			
▶ Batch Admin	Authorisation Details Report			
▶ Member Admin	Batch Administrator Transactions Enquiry Report			
Messages and Info	Batch Participant Transactions Enquiry Report			
 Authorisations 	Cash Account Enquiry Report			
▼ Reports	Cash Transfer Enquiry Report			
Member Reports System Reports	Queued Payments Management Cash Account Enquiry Report	:		
▶ Billing	Queued Payments Management ESA/Credit Enquiry Report			
· smirg	Settled Payments Enquiry Report			
	Transaction Enquiry Report			
	User Privileges Report			
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User Privileges Report



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🤗	📔 Save a Copy 🚖 🐏 🎒 Search 🛛 🖑 🚺 Select 📷	• ↓ • • 135% • • 135% • • • 135% • • • • • • • • • • • • • • • • • • •	
des	24-Jun-2008 15:34 Reserve	Bank Information & Transfer System	
Pa	Use	er Privileges Report	
	BQLQ 0900 TEST Logon: BQLQ2E01 Name: BQLQ2E01 UAT Last password change: 17-Apr-2008 Session Time Out (minutes): 60	MEREDITH MORSE	
	Role	Function Authorisation Privilege	
Comments Attachments	Activation Code Entry All Users All	Certificate - Enter Activation Code Authorisations by User Enquiry Evening Agreed Member Enquiry Member Authorisations Enquiry Member Authorisations Est Enquiry Password - Change Own Password RITS Member Enquiry Read Message Roles Enquiry SWIFT BICs Session History System Reports User Privileges Enquiry Users by Branch Enquiry Authorise Cash Transfer Entry Outstanding Authorisations List Batch Delete Batch Delete Batch Enter BIN Batch Recail All by Batch Stream Batch Recail Specific Batch Cash Account Status - Bulk Status Change Cash Account Status Gueue Management Cash Transfer Entry Credit Status - Bulk Status Change Credit Status - Bulk Statu	
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3.4 Report headings

Field	Description		
Member name	Displays the member name.		
Logon	Displays the user logon.		
Name	Displays the user name.		
Last password change	Displays the date when the user's password was last changed.		
Session Time Out (minutes)	The period of time of no activity before the user is logged out automatically, i.e. 15, 30 or 60 minutes.		
Role	The name of the role allocated to the user.		
Function	The names of the functions in the role.		
Authorisation Privileges	A 'Y' in the column indicates the user has the privilege to authorise the function.		
Count	A count of the number of functions allocated to the user and the number of functions the user may authorise is provided at the bottom of the report.		