# Access Control Plan

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| Project Information:  |
| Project Name: |  |

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| Access Control |
| Changes to the project’s access control list (ACL) include addition, deletion, and editing of users; resets or changes to passwords; promotion or demotion of privileges. These changes will be: |

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| Implemented by (system admin) |  | Title |  |
| Reviewed and approved by |  | Title |  |
| Inline application approval process? | Yes [ ]  (approval executed in application) No [ ]  (other method such as email notice and approval, Service Now request etc.,)  |
| Describe the change approval workflow/process |  |
| How and where will approvals be documented? |  |
| How frequently will the ACL be fully audited?  |  |
| Completed By:  |  | Date: |  |