



CAM APPOINTMENT LETTER

Designating Contract Account Manager (CAM) for National Industrial Security System (NISS) Increment II (NI2)

AUTHORIZING OFFICIAL'S (AO) STATEMENT

I, _____ hereby appoint _____

as a NI2 Contract Account Manager (CAM) for the following Company:

(Print Title, First Name, Last Name)

Email: _____

Phone Number: _____

I acknowledge that I am authorized to appoint CAM(s) for the company listed above.

Authorizing Official's Signature

Phone Number

Email

Date

ACKNOWLEDGMENT OF APPOINTMENT

I have read and understood the **CAM Responsibilities and Accountability** as contained in this CAM Appointment letter. I further understand this appointment will remain in effect until CAM privileges are revoked by my supervisor. I understand that privileges may be revoked without cause. By signing and dating below I acknowledge my appointment.

Appointee Signature

Date



CAM RESPONSIBILITIES AND ACCOUNTABILITY

You are hereby appointed as Contractor Account Manager (CAM) for NI2 System. Your span of control includes the company listed above, based on your tiered hierarchy selection at registration.

As a CAM, you are a critical part of maintaining system security because you enable and disable user access and authorization.

You are responsible for the following activities:

- a. Activate and disable users' accounts in your scope of authority. Once users register the CAM will receive notification within NI2 to authorize the account.
- b. Ensure your CAM account stays active by logging into the system at least once per 30 days so that your account does not get deactivated for inactivity.

When activating privileges and profiles, you will comply with the principles of least privileged and segregation of duties as described in your respective company policy guidance, aligned with implementation guidance located within the NI2 System.

As a CAM you will verify all required roles and/or appointment memo signatures (if applicable) prior to activating the individual.

You will review user accounts within your scope of authority at least quarterly for violations of privilege, segregation of duties, and other matters, as necessary. You will disable / archive user accounts immediately upon notification of the following:

- a. The user account is no longer needed or has been terminated or transferred,
- b. The user account's system usage or need-to-know changes, or
- c. Access has been revoked or suspended.

You will immediately report any suspected or known security incidents to the DCSA NI2 Team at dcsa.meade.peo.mbx.ni2@mail.mil

You agree to have your first name, last name, phone number and email address as contact information for users under your purview listed on the NI2 system.