System Administrator Level 1

The System Administrator role is responsible for setting up and maintaining specific components of a system (e.g., installing, configuring, and updating hardware and software; establishing and managing user accounts; overseeing or conducting backup and recovery tasks; implementing operational and technical security controls; and adhering to organizational security policies and procedures). This role is for authorized government personnel.

Role Permissions:

- Approve Government Account Manager Level 1 (GAM 1) and other System Administrator Level 1 users.
- Manage user permissions.
- Manage banner messages.
- Manage file types accepted by the system.
- Manage the list of countries and associated details within the system.
- Manage exceptions to review system errors and details.
- View Knowledge Base, read only.

WHO SHOULD USE THIS ROLE?

Internal Defense Counterintelligence and Security Agency (DCSA) role, and designated to the NI2 Development team

SYSTEM ACCESS CHECKLIST

- ☐ **Required training**
    - a. Identifying and Safeguarding Personally Identifiable Information (PII)
    - b. Cyber Awareness Challenge
- ☐ **CAC/PIV**
- ☐ **All required trainings and certifications controlled and requested through ServiceNOW.**

Resources

📍 NI2 Landing Page
https://niss.dcsa.mil

@ Contact Us
dcsa.meade.peo.mbx.ni2@mail.mil

🎓 Required Training
https://securitytraining.dcsa.mil