Tele: 23014159

03375/Canteen/DGQA(Coord)

Ministry of Defence
DGQA(Coord)

05 Aug 2016

<u>FORWARDING OF LETTERS</u>

1.   The following letters on the subject mentioned against each are forwarded herewith alongwith their connected documents for your info and dissemination to all concerned.

S. N	Received from	MoD ID No.	Subject
1.	Integrated HQ of MoD (Army)	95350/Q/DDGCS/Advisory/19 /2016 dated 27 Jul 2016	ADVISORY 19/2016: DESTRUCTION OF SURRENDERED CANTEEN SMART CARD BY URC
2.	Integrated HQ of MoD (Army)	95350/Q/DDGCS/Advisory/18 /2016 dated 26 Jul 2016	ADVISORY 18/2016: URC SERVER SECURITY

ram

(Ram Chander)
Asstt Director
DGQA (Coord)

<u>All Tech Coord Sections & Cell</u>

<u>Copy to:-</u>

Canteen Services Directorate
IHQ of MoD(Army)
Wing-III 2nd floor
West Block-III RK Puram
<u>New Delhi-110066</u>

for info.

<u>SDCC</u> : for uploading on the DGQA portal.

Tele: 26181892

No. 95350/Q/DDGCS/Advisory/18/2016

26 Jul 2016

HQ Southern Command(OL),
HQ Western Command (OL),
HQ Northern Command (OL),
HQ IDS, HQ SFS, HQ ARTRAC OL),
HQ DG Assam Rifles, Naval HQ (PDPS)
HQ DG NCC (F &A),
HQ DGBR (Q), HQ Territorial Army,

HQ Eastern Command (OL)
HQ Central Command (Q/Ops)
HQ South Western Command (OL)
HQ A & N Command
Air HQ (D/ Accts), HQ DGQA
HQ Coast Guard (AD)
Ordnance Factory Board

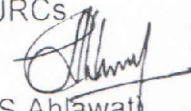## ADVISORY-18/2016: URC SERVER SECURITY

1.   It is intimated that physical security of URC CIMS server at canteen is of paramount importance. All policies controlling entitlement, hot list patches record, transaction logs and other important data is stored in the CIMS server and all access must be strictly controlled, logged and done under supervision of OIC URC to ensure that there is no case of misappropriation/misuse.

2.   To this end, access to CIMS server is controlled through System Administrator cards(Installation Key SAM and Supervisor SAM). It has been brought to notice that some URCs handover these SAMs to operators which can provide them unauthorized access and possibility of tampering with CIMS server data cannot be ruled out. All URCs should strictly comply with the physical security measures of CIMS server. Some of the suggested measures are:-

(a)   Windows administrator user should have strong password and should not be shared with anyone. Password should be changed monthly.

(b)   CIMS and DB2 admin users should be disabled to login locally and remotely.

(c)   Application, Server and Security logs should be enabled and maintained properly. Backup should be taken on weekly basis.

(d)   Access to Server machine should be physically logged; it should be under supervision of OIC URC. A register should be maintained for logging all access made to the server machine with proper details like reason for accessing the server machine, Time of login and logoff.

(e)   Antivirus should be installed with latest virus definition and a full scan be performed once in a week.

3.   The contents of this letter be disseminated to all HQ/Units/URCs.

(RS Ahlawat)
Lt Col
OIC Smart Card Cell
Canteen Services
For DDGCS

Copy to-
QMG Branch/Q1(C&E)-   For info please.
CSD HQ-   For info.
M/s. Smart Chip Pvt Ltd   For info and necessary action at the earliest.

Tele: 26181892

Integrated HQ of MOD (Army)
Quartermaster General's Branch
Dy Dte Gen Canteen Services
West Block-III, Wing-III
RK Puram, New Delhi-110066

No. 95350/Q/DDGCS/Advisory/19/2016

27 Jul 2016

HQ Southern Command(OL),
HQ Western Command (OL),
HQ Northern Command (OL),
HQ IDS, HQ SFS, HQ ARTRAC OL),
HQ DG Assam Rifles, Naval HQ (PDPS)
HQ DG NCC (F &A),
HQ DGBR (Q), HQ Territorial Army,

HQ Eastern Command (OL)
HQ Central Command (Q/Ops)
HQ South Western Command (OL)
HQ A & N Command
Air HQ (D/ Accts), HQ DGQA
HQ Coast Guard (AD)
Ordnance Factory Board

ADVISORY-19/2016: DESTRUCTION OF SURRENDERED CANTEEN SMART CARD BY URC

1.   Refer to para 4 of our letter No 95350/Q/DDGCS/Policy dated 27 Aug 2015.

2.   Physical destruction of surrendered canteen smart card is a physical security measure apart from hot listing. It is reiterated that on issue of new Canteen Smart Card, URC Management should withdraw the old Canteen Smart Card and destroy it by punching a hole in the chip. A Board of Officers should be detailed to physically destroy the punched cards on a monthly basis. Record of all such destroyed card be maint by each URC which should be checked on monthly basis by a Board of Officers detailed by formation/Unit.

3.   The contents of this letter be disseminated to all HQ/Units/URCs.

(RS Ahlawat)
Lt Col
OIC Smart Card Cell
Canteen Services
For DDGCS

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QMG Branch/Q1(C&E)-   For info please.
M/s. Smart Chip Pvt Ltd   For info and necessary action at the earliest.