

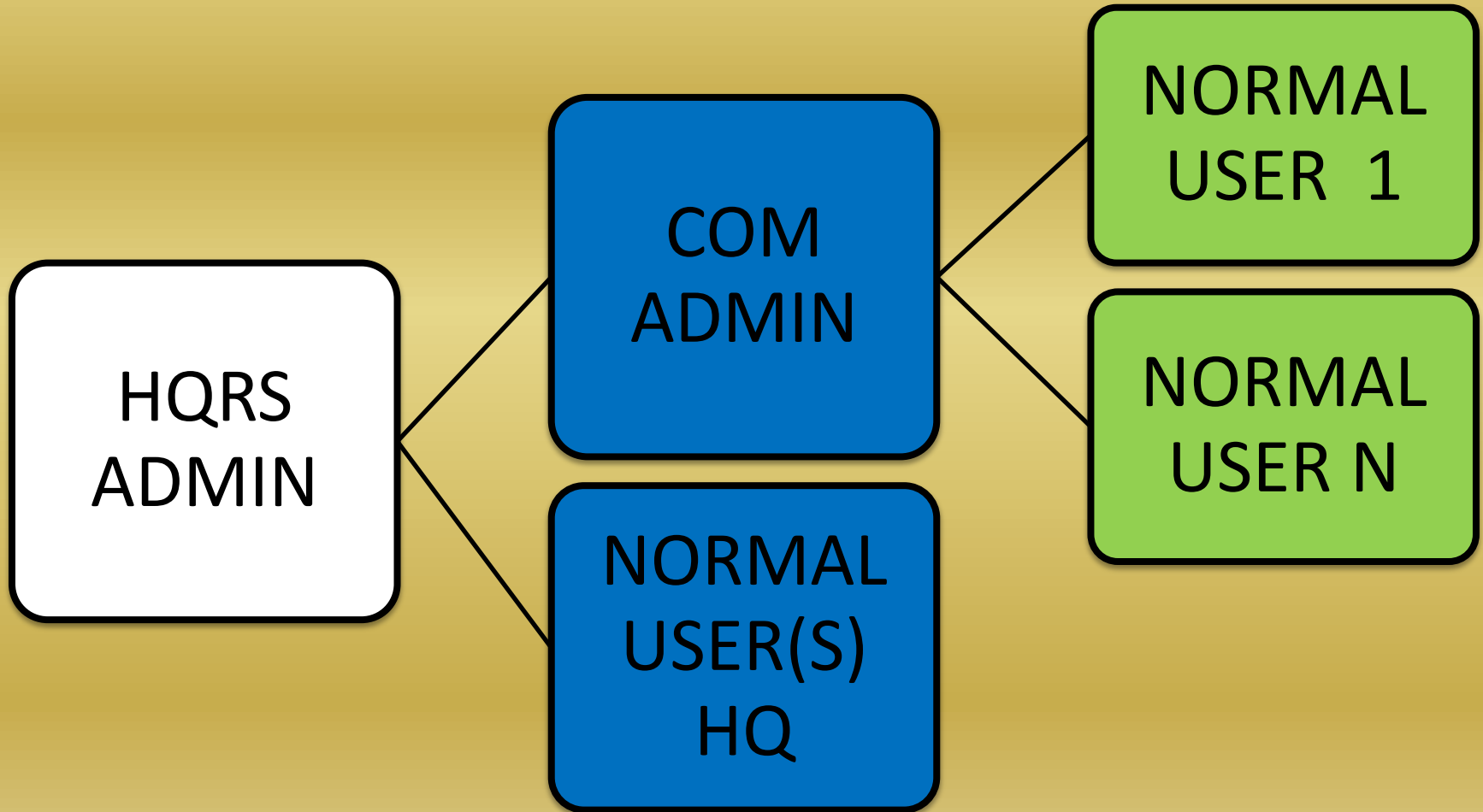
ACL

**ACCESS CONTROL
LOGIC**

What for

- The module provides access control through allocation of Activities and Jurisdiction to each user.
- The administrator controls what activities the user can perform and in which jurisdiction.
- The users can perform within the purview of the assigned activities only.

USERS IN ACL



Examples of Users

- **Users created by HQ Admin** – Eg. Members of the Board, Chief Commissioners of the Zone, Officers of CCO and Directorates.
- **Users created by Com. Admin** – Commissioner, Addl. Commissioner, Deputy Commissioner, Divisional DC/AC, Superintendents of various sections in Commissionerates, Divisions & Ranges.

What can COM ADMIN do

- Create normal users who have jurisdiction over the various formations in the allotted Commissionerate.
- Allot charges to normal users through activities, roles, jurisdiction and rolegroups.

ROLE

- A combination of activities (classified under different modules)
- Mapped to a jurisdiction

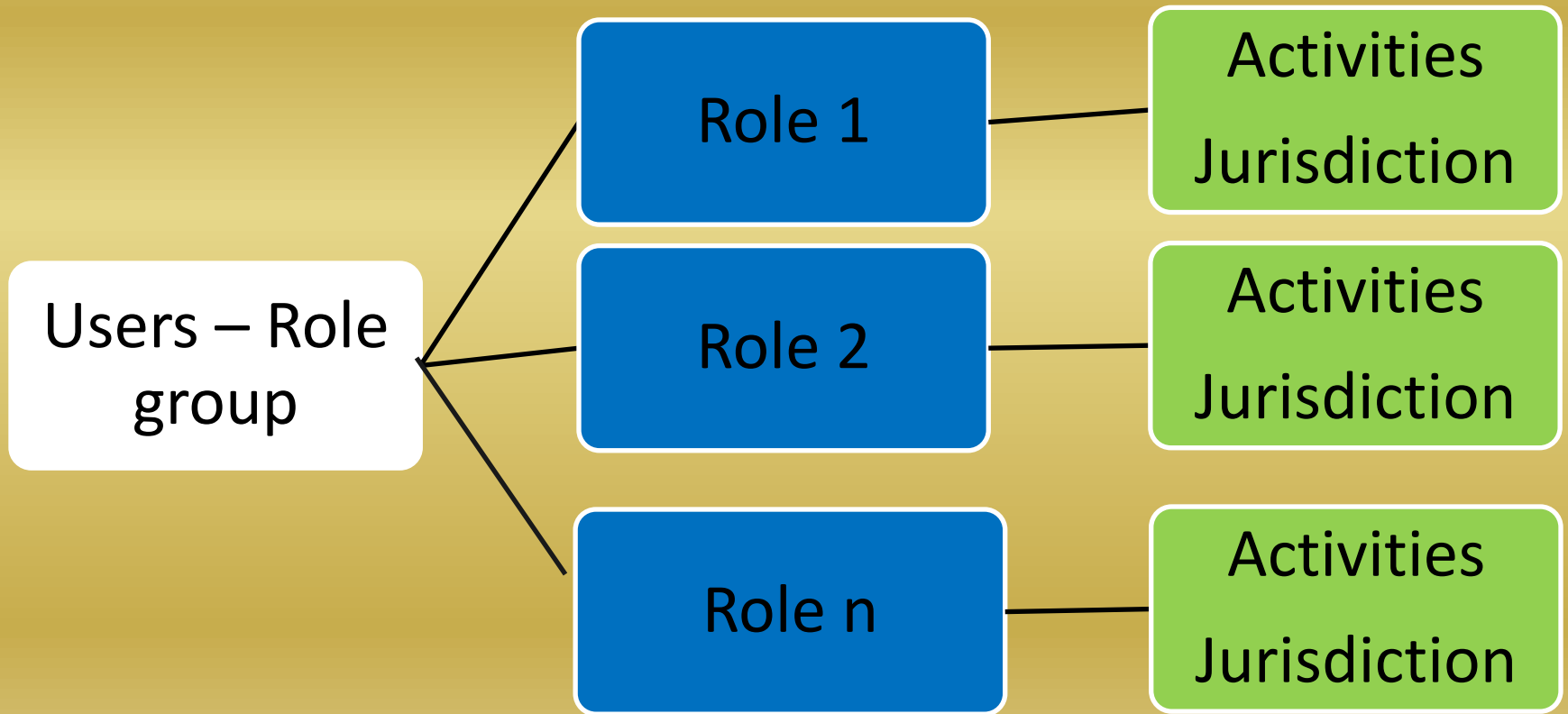
ROLE GROUP

- Group of roles
- Assigned to individual users
- Indicates the charges held by any user

ACTIVITY

- Items of work that are to be performed by each officer
- Example – creating, viewing, modifying, approving, rejecting etc.
- They are classified under different modules related to nature of work like Registration, Returns, Disputes etc.
- The list of activities for each module is inbuilt.

ROLE, ROLE GROUP & ACTIVITY IN ACL

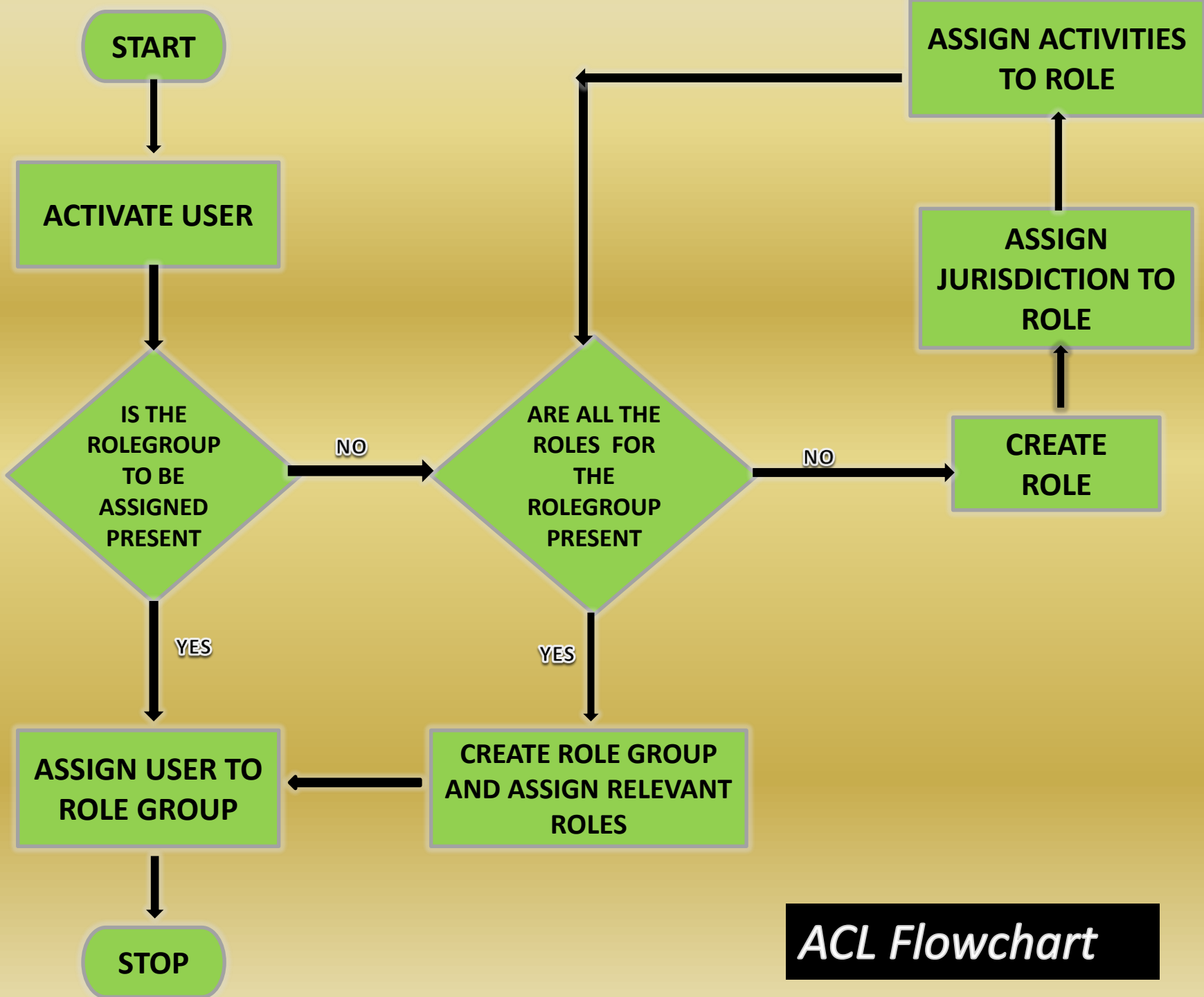


USER PERSPECTIVE

- An User assigned with a role will be able to perform only the role's activities.
- The assignment or de-assignment of the activities impacts the menu items in the login of the user and the workload

STATUS -DESCRIPTIONS

- Possible Status of any user are the following :
 - Active
 - De-active
 - Blocked
 - Created



ACL Flowchart

WORKFLOW

- It is the replication of the table to table movement of an item of work
- From one user to another user
- In an automated environment
- Considering the hierarchy and jurisdiction of the users

Minimum Workflow

- RSP
- AC/DC
- JC/ADC
- COMMISSIONER

Templates - DSR

- SP – Review
- AC/DC – Review
- JC/ADC – Review
- Commissioner Appeals
- SP – CC Unit
- AC – CC Unit
- JC – CC Unit
- Chief Commissioner

Templates - Audit

- Auditor - Superintendent
- Audit Cell Administrator - Superintendent
- AC, Audit – Assistant Commissioner
- JC, Audit – Joint Commissioner
- MC – Monitoring Committee
- ACA – Audit Cell Administrator

Templates-Refunds

- SP-Audit Refund
- AC-Audit Refund

Points to remember to ensure smooth workflow

- For every jurisdiction → for a specific designation → only a specific set of activities can be assigned to a user (no overlapping of activities)
- No activity for any jurisdiction should be left unassigned.

Task Administrator

- Normal user authorized in ACL to reallocate tasks
 - that could not be assigned to any user by the workflow in the system.
 - that are to be reallocated from one user to another user.

Standard Naming Convention

- Names of Roles & Role Groups cannot be the same for different Commissionerates.
- Hence, Standard Naming Convention is necessary.
- It is also to ensure easy identification of the roles and role groups with the designations.

Standard charges

- Range Superintendent and Divisional AC will have activities under all the modules.
- Access to the JC/ADC will be limited to the charges they hold in the Commissionerate.
- Access to the Commissioner/ Chief Commissioner will be for the relevant modules/activities only.

Thank you