

**Open CR - Detail**

CR #	Title	Date Current Status	Organization	Area Impacted	Products Impacted
PC040319-1	Updates to Badge Access Web Tool – Security and Renewal Process	04/03/2019 Submitted	Wholesale ProdProc	CLEC Building Access	

**Originator** Albritton, Trey**Owner** Albritton, Trey**CRPM** Lorence, Susan**Originating Company:** CenturyLink**Description of Change**

CenturyLink will be modifying our external portal associated with the Badge Access Tool to upgrade security standards and to modify the renewal process used by CLECs as follows:

- Changes will be made to the look and feel of the new web tool.
- The badge renewal process will be modified to allow each CLECs Single Point of Contact (SPOC) to renew their badges for each of their technicians/contractors on an annual basis.
- On a one-time basis prior to the conversion to the new web tool, CenturyLink will provide each SPOC(s) a list of all technicians/contractors and their renewal dates.
- Initial setup will be required by each SPOC.
- CenturyLink will no longer be making automatic renewals for each company.
- A SPOC will have the responsibility to approve each technicians/contractors BEFORE their expiration date or the technicians/contractors will be terminated as of that expiration date.
- Following the industry standard, our company policy will continue to be that a SPOC will have the responsibility to immediately terminate badge access if a technician/contractor no longer works for their company.

**Status History**

Date	Action	Description
04/05/2019	CR Acknowledged	CR Acknowledged.
04/03/2019	CR Submitted	CR submitted.

**CenturyLink Response**

None

**Project Meetings**

None