

RACF reports

What are they?

RACF reports are a list of every person who has rights to access the DHS mainframe, Oregon ACCESS, and other confidential or protected information and what information/systems the person may access.

This report of a means of protecting system security and making sure only persons authorized have access to protected information.

The monthly RACF reports are sorted by branch and the last name of the staff person.

Where do they come from?

RACF reports are generated by the APD data services unit. The RACF report is generated the first week of every month and is prepared for distribution to the field by the APD Field Services and Support team.

If you are unable to open the report, contact Karen Kaino:
karen.l.kaino@state.or.us.

What action does the field need to take?

The local office leadership team is required to:

- Review the list for their branch or district to make sure the persons listed are still in the branch;
- Review the list of current employees for the local branch to make sure no staff person is missing from the office list;
- Send an email to APD Security to report any discrepancies: apd.security-requests@state.or.us.
 - Please include the RACF in question and explain the changes needed.