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SUBJECT:	Description of CCN/CSI roles	

REVISIONS

Edi.	Rev.	Date	Description	Action(*)	Paragraphs
0	00	04-Feb-98	Creation		All
0	01	09-Feb-05	Reformatted to be Tempo-compliant.		
			DG XXI replaced by DG TAXUD and MSAs by NAs.	R	All
			Addition of LCMS roles.		
0	10	27-Apr-2005	Official version sent for Review		None
1	00	04-May-2005	Official version sent for Acceptance		None

(*) Action: I=Insert, R=Replace

CCN	CCN-CLST-ROL
Description of CCN/CSI roles	
Table of contents	

TABLE OF CONTENTS

1   INTRODUCTION

1.1   PURPOSE OF THE DOCUMENT

This note contains the list of the particular user roles identified for CCN/CSI, both in the EuroDomain and in National Domains. A description is provided for each role.

Its purpose is to maintain a complete list of CCN/CSI roles to be referenced in other CCN/CSI documents, in particular those concerning the security (e.g. the Security Policy) and the administration.

1.2   FIELD OF APPLICATION

This document is applicable for every organisation using the CCN network.

2   DOCUMENTS

2.1   APPLICABLE DOCUMENTS

Reference	Title
CCN/CSI-OVW-GEN-01-MARB	CCN/CSI General Overview
CCN/CSI-FRS-GEN-01-MARB	CCN/CSI Requirement Specifications
CCN/CSI-FSS-GEN-01-MARB	CCN/CSI Functional Subsystem Specifications
CCN/CSI-AD-GEN-01-MARB	CCN/CSI Architecture Design

2.2   REFERENCE DOCUMENTS

N/A

3 TERMINOLOGY

3.1 GLOSSARY

IT	Information Technology
CCN	Common Communication Network
CSI	Common System Interface
NA	National Administration
CCN/TC	CCN/CSI Technical Centre
SLA	Service Level Agreement
CPC/CWP	Customs Policy Committee / Computer Working Party

CCN	CCN-CLST-ROL
Description of CCN/CSI roles	
List of roles	

4 LIST OF ROLES

4.1 MEMBER STATE ADMINISTRATION

DG TAXUD is assimilated to a Member State Administration for any issues related to the local domain, i.e. the connection of the application platforms to the CCN gateway, and the part of administration that they have to perform on it.

Role	Description
TPM Technical Project Manager	Responsible and liaison with DG TAXUD and other NAs for all CCN/CSI technology issues.
APM Administrative Project Manager	Responsible and liaison with DG TAXUD and other NAs for all CCN/CSI administrative issues.
Local Security Officer	Responsible for the overall CCN/CSI-related security measures according to the CCN/CSI security policy, including user access rights.
Local Directory Administrator	Responsible for the user (logical and human) registration in the local CCN/CSI directory
Local Security Administrator Sometimes referred as "local security officer"	Responsible for: • User profile assignment • Securing the non-secure link
Local System Administrator	Responsible for executive work on behalf of the Central System Administrator (CCN/TC) for the administration of the CCN/CSI gateway and complementary platforms (EuroDomain) hosted in the premises of the NA, and responsible for the system management of the CSI software in the National Domain, according to the CCN/CSI Security Policy
Local Network Administrator	Responsible for the network connections inside the National Domain
CCN/CSI Software Administrator	Responsible for the software installation and maintenance
LCMS Technical Project Manager	Locally responsible for the administration of CCN Mail II.

CCN	CCN-CLST-ROL
Description of CCN/CSI roles	
List of roles	

4.2 EURODOMAIN

4.2.1 DG TAXUD

Role	Description
Service Manager	Responsible for: • The CCN/CSI Executive Unit • The CCN/CSI operations according to the SLAs • Modifications and new development to the service (including software)
Service Co-ordinator	Supervises the project development and modification
CCN/CSI Executive Unit	Responsible for security co-ordination across CCN/CSI, possibly along with other responsibilities
Security Responsible	Controls: • The existence, the consistence, and the coherence of all security documents as defined in the CCN/CSI Security Policy • The security measures in the CCN/TC • The conformance to the security policy of the security measures implemented by NA towards the EuroDomain

4.2.2 CCN/TC

Role	Description
Administrative Project Manager (APM)	Responsible and liaison with DG TAXUD for all CCN/TC administrative issues.
Technical Project Manager (TPM)	Responsible for daily operations and deployment, and liaison with DG TAXUD for all CCN/CSI technology issues.
Quality Manager	Responsible for procedures, work organisation, and tools
Security Officer Sometimes referred as "central security officer"	Responsible for • The overall CCN/TC security measures according to the CCN/CSI security policy • Security impact of new CCN/CSI client application
Security Administrator	Responsible for: • The key management of the network encryption boxes • The key management of the CCN/CSI application
Profile Administrator	Responsible for the implementation of the CCN/CSI user profiles based on the requirements of the CCN/CSI client applications
Directory Administrator	Responsible for the central management of the CCN/CSI directories in the CCN/TC and in the National Domains
Application Administrator	Responsible for the management of the CCN/CSI software running on the CCN/CSI gateways in the CCN/TC and in the National Domains

CCN	CCN-CLST-ROL
Description of CCN/CSI roles	
List of roles	

Role	Description
Data Presentation Administrator	Responsible for the implementation of CCN/CSI client application formal messages definition based on the requirements of the CCN/CSI client applications
Queue Administrator	Responsible for the management of the queues in the CCN/CSI gateways
System Administrator	Responsible for the system management (including logging processing) of the CCN/CSI gateways and complementary platforms (EuroDomain), with the assistance of the Local System Administrators of the NAs
Network Administrator	Responsible for the CCN network management, including logging processing

4.3 CPC/CWP

Role	Description
Service Owner	NA IT Directors CPC/CWP, whose chairman is Head of Unit DG TAXUD/A3
CCN/CSI Management Committee	The CPC/CWP devoted to CCN/CSI acts as the CCN/CSI Management Committee; this committee would have overall management responsibility for CCN/CSI

CCN	CCN-CLST-ROL
Description of CCN/CSI roles	
Tasks performed by CCN/CSI Client Application Projects	

5   TASKS PERFORMED BY CCN/CSI CLIENT APPLICATION PROJECTS

Some tasks are performed by the CCN/CSI client application projects and are required input for tasks performed by CCN/CSI roles:

- Definition of profiles for a client application
- Usage rights assignment to requests coming from the EuroDomain and belonging to a specific profile
- Formal messages definition of a client application for data presentation

That information is defined by the central application team of DG TAXUD and must be approved by the technical subcommittee in charge of the project before it is submitted to the CCN/TC for implementation by the relevant administrators.

CCN	CCN-CLST-ROL
Description of CCN/CSI roles	
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