

IAS Alert



New IAS Password Rules

Effective May 5, 2008, all Integrated Acquisition System (IAS) passwords must follow the rules below:

- Passwords must be at least 12 characters long.
- Passwords are case sensitive. You can enter mixed cases, all upper cases or all lower cases. It is recommended to use mixed case passwords for better security.
- Passwords must contain at least one letter and one number. These letters and numbers can be anywhere in the password.
- Passwords must not contain repeating characters. For example, password GreenZone123 is invalid as letter 'e' is repeating.
- Passwords must not contain the username.
- You can use special characters (e.g. \$, @) in the passwords, but this is not mandatory.
- Once logged into the system, you can change the password as many times as you want.
- Passwords automatically expire after 60 days from the previous password reset date. On the 61st day, upon entering the old password, the system prompts you to reset the password.
- The same password cannot be reused for 365 days.
- If you fail to log in to the system after 5 attempts, the system locks your account. Contact the REE Tier 0 support, or the IAS helpdesk to unlock your account.

Effective May 5, 2008, you will need to log in to IAS as follows:

- IAS Contracts (PRISM): Enter your user-name and old password in **UPPER** case. The system may prompt you to change the password based on your previous reset date. Follow the above password rules to change the password.

- IAS Requisitions, Receiving, Invoice and DRM modules: Enter your user-name and old password. The system may prompt you to change the password based on your previous reset date. Follow the above password rules to change the password.

For further assistance, please contact the REE Tier 0 support at 301-504-4383; IAS Helpdesk at 1-888-IAS-1631, or via e-mail at ias-helpdesk@usda.gov; or the REE IAS Agency Lead, Angelia Fleming Loggie at 301-504-1730 or via e-mail at angelia.flemingloggjie@ars.usda.gov.

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