

Ginie's Database and Users Policy **as on 26th February 2024** **Versoin 1.0**

Background:

At present we have one common database and all projects are sharing the same database. Each project has a project code and all tables of that project have this code as suffix. For example MPKV has code 722 so all the table names are ending with 722 like UserMaster722, Menubars722 etc

Objective:

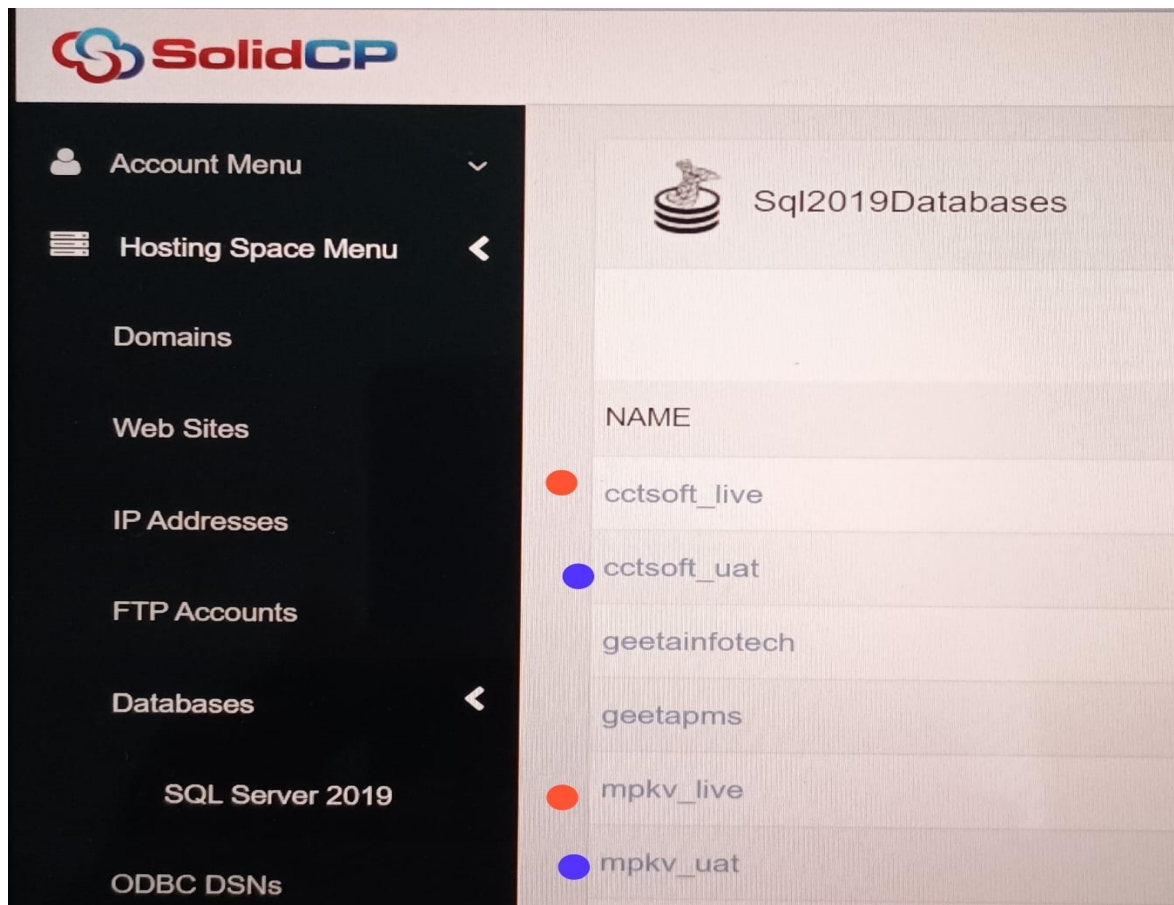
Its required to have seperate database for each projects so that credentials of that database can be shared with the Client and Inhouse team for backup etc and 3rd party integration of applications like Tally, Power BI. We also need data for UAT which is seperated from Live data.

Workout:

To meet the above objective a data/user policy is implemented which says;

Database Policy:

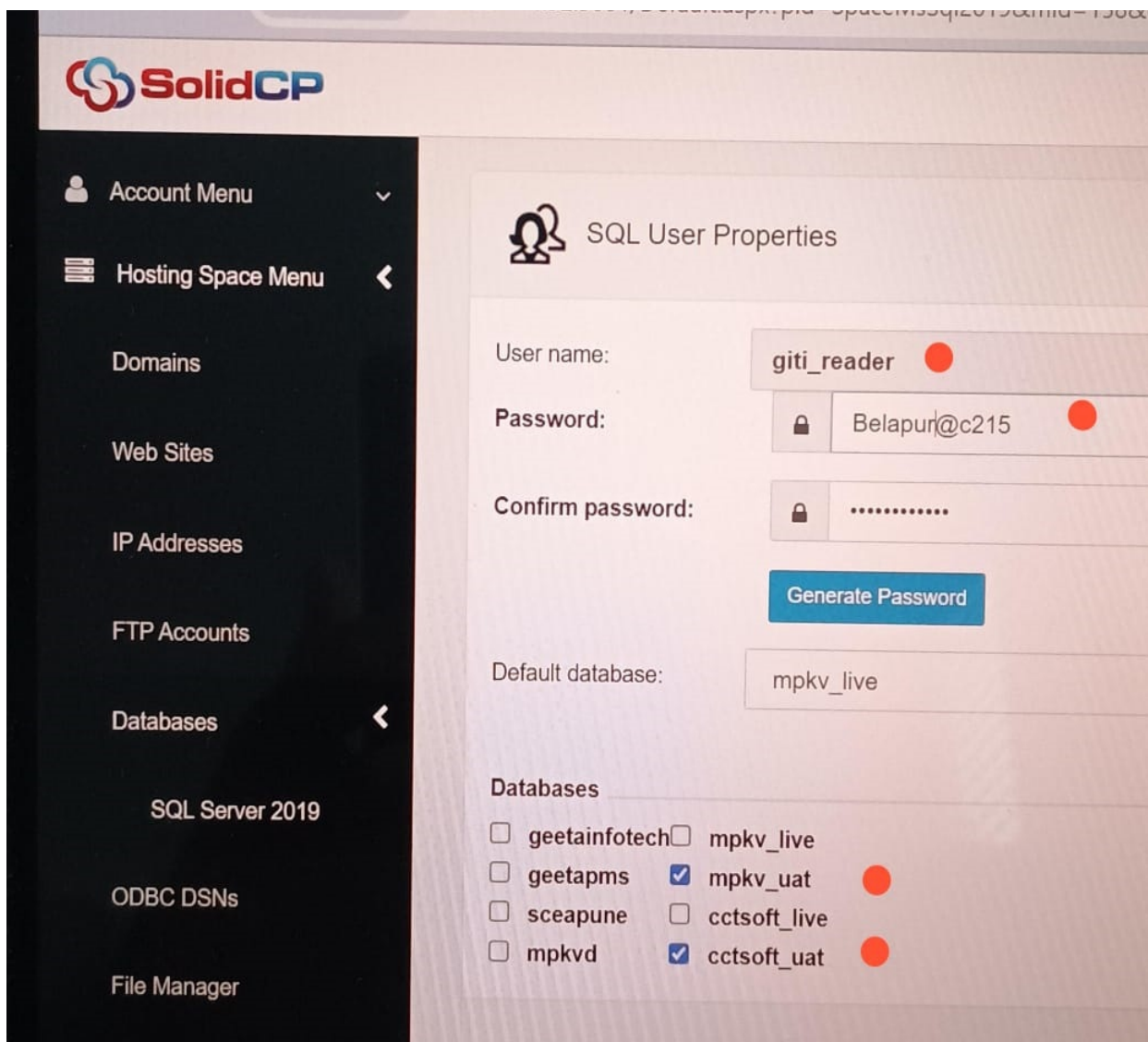
1. Each Application will have two databases. One for Live Data and One for UAT. For example MPKV will have mpkv_LIVE and mpkv_UAT. Similarly CCTSOFT will have cctsoft_live and cctsoft_uat as shown in the picture.



2. The xxxx_LIVE database will have real data used by the client. Development team will not have access to this database. No testing will be done on this database and it will not have any dummy or test data.
3. The xxxx_UAT database will be the exact copy of the LIVE database. All the testing will be done on this database. New Tables and Columns will be added to UAT database first. After the UAT is successful the Tables and Columns will be added or altered on the LIVE database. The development team will have full access of this database.

Database Users Policy:

4. There will be a two different users who can access the LIVE and UAT databases. One user will be Giti_Admin and other will be Giti_Reader as shown in the picture



5. The **Giti_Reader** will have a common password [Belapur@c215](#) and will have access to all the LIVE and UAT databases.
6. In actual practice where the project is gone live like SCEA the user

Giti_Reader will have the read only access for reporting etc. This user will not be able to Add or Alter tables or columns. Giti_Reader will not be able to delete or truncate the tables.

7. The user **Giti_Admin** will have separate password for each project. If required the password can be the same for ease of use but not recommended.
8. This **Giti_Admin** user will have full access of the database and can Add/Alter/Delete the tables and columns.
9. Giti_Admin will have full access of the database and can Add/Alter/Delete the tables or Fields.
10. Giti_Admin user can delete data and can also truncate the tables.

Kindly note that this Database / User Policy will be changed periodically as per the requirement of the client and the project.

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