

# SVC Runbook

1. Get the project name and the service account purpose from user.
2. Enter the next OU:  
**domain → domain-Bases → BaseCenter → BaseCenter Users → Services Account**
3. Upsert Project OU  
**If the project's OU exists, enter it; otherwise, a new OU must be created with the project name.**
4. Generate User  
**Create a user with the name svc\_domain\_projectname (where projectname is the project name given by the user).**
5. Generate Password.  
**A complex password must be set for it, with Password Never Expires enabled. The user must be added to the group\_domain\_service\_accounts group to ensure that login is not possible.**
6. Send Password.  
**Send the service account password to the customer via email.**
7. Check for Kerberos Authentication.  
**If the service account is to be used for Kerberos authentication, it must be determined whether it is for an IIS server or a Linux server.  
Additionally, the customer must specify the URL of the site they want**
8. If the server type is IIS, run:  
**setspn -A HTTP/website. domain.iaf svc\_ domain \_projectname setspn -A**
9. If the server type is Linux, run:  
**pass/ HTTP/website. domain @ domain ktpass /princ  
mapuser svc\_ domain \_project /crypto all // <service\_account\_password>  
ptype KRB5\_NT\_PRINCIPAL /out c:\templ\website.keytab**