

SQL Server System Administrator Role Agreement

<u>SQL Server instance(s):</u> SPAPPINST001.healthbc.org, SPDBSINST001.healthbc.org, SDAPPINST001.healthbc.org, SDDBSINST001.healthbc.org
<u>Requestors Account(s):</u> Phsabc\nw1700_sa

Please choose one of the options below (Temporary/Permanent) for requested SYSADMIN role:

☐ **Temporary:**

Terms:

Please enter start/expiration dates for requested SYSADMIN role:

Start Date: _____

Expiration Date: _____

HSSBC Database Services will not be responsible for monitoring the server(s) until expiration date. Upon expiry, Database Services will review SQL Server(s) status; any possible conflicts with standard configuration caused by temporary SYSADMIN privilege during above period will be resolved, and application/project will be charged. To avoid the conflicts, please make sure to follow the standards below:

- **SQL Server's dedicated disk drives**
H drive must only be used for data files (*.mdf, *.ndf), I drive for transaction log files (*.log), J drive for TempDB, and K for database backups; any miscellaneous files on these drives will be considered conflict with standard.
- **New Databases**
New databases' data files must be on H drive, and transaction log files on I drive; if they are found on any other disk drives it will be considered conflict and must be relocated.



- **SSIS packages**

SSIS packages should be saved in MSDB; if not possible, have external network shared folder set up and saved there; if any packages, or any package's input/output found on SQL Servers local disk drives it will be considered conflict.

☒ **Permanent:**

Terms:

- HSSBC Database Services will not be responsible for any regular maintenance jobs including backup, restore, and optimization tasks for the databases hosted on the server(s)
- HSSBC Database Services will not be responsible for monitoring the server(s).
- If there is any alerts on the server(s) which have been originally set up by standard built for Database Services team, they will be removed.

Signed by:

Nathan Wang

Requestor(s)

Nathan Wang

Date

2017-06-19

B. Bolliger

Application Owner/Manager

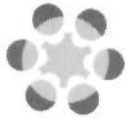
Sourcing contracts mgmt

Date

2017-06-19

Manager, Database Services

Date



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<u>Requestors Account(s):</u> Phsabc\j-jackl	

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Database Services

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Signed by:

Requestor(s)

Jack Lee

2017-06-19

Date

Application Owner/Manager

B. Belliger

Sourcing Contracts Mgr.

2017-6-19

Date

Manager, Database Services

Date