# Work instruction: Baseline Settings check

This document describes the work instruction of the weekly check “Baseline Settings Check”. The goal of this work instruction is to check if all servers comply with the configuration baseline.

# Involved servers

|  |  |  |
| --- | --- | --- |
| Acceptance | Production | Disaster Recovery |
|  |  |  |

# Steps

|  |  |
| --- | --- |
| Step | Screenshot |
| Step 1:  Open a RDP session to the Admin server |  |
| Step 2:  Browse to X:\Logs and open the log file of today. Check if all servers are compliant with the baseline.  If this isn’t the case: Create an incident to have this investigated. | <SCRIPT MUST BE CREATED>  <POTENTIALLY USE DSC FOR THIS CHECK> |
| Step 3:  Record your findings in the “Registration list Periodic Checks” |  |

# Automatic check

This check is **not** part of the Periodic Checks script. This check can only be performed manually.

# resolution

When deviations of the configuration baseline are found, determine how this has happened. Initiate a change to correct it as soon as possible, either by changing the settings or by updating the configuration baseline.