Step 6: Set Up PIM Requests and Approval Process

Objective

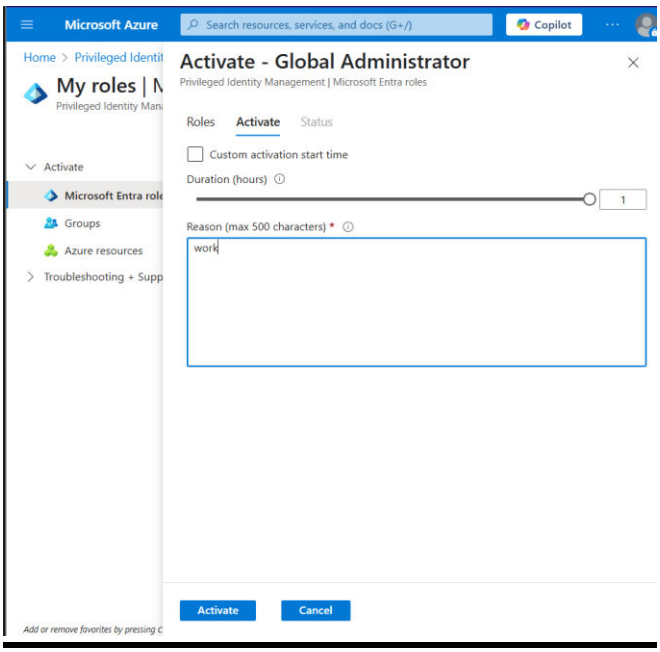
Test and configure the approval workflow for role and group activations in Microsoft Entra Privileged Identity Management (PIM).

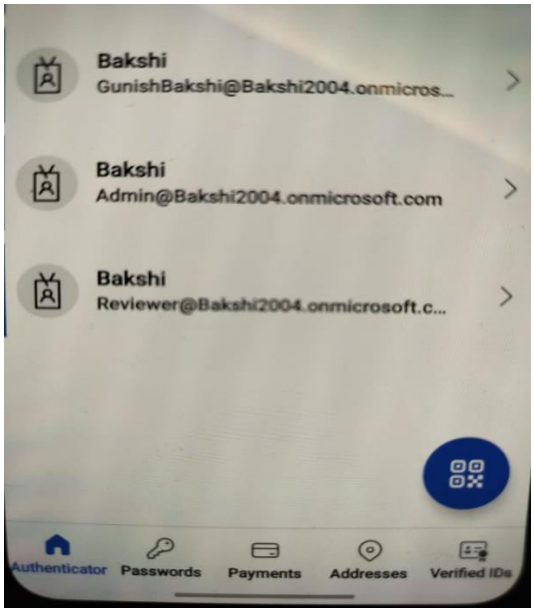
1. Role Activation Workflow in PIM

When a user is assigned an eligible role or group, they must request activation. You can configure:

- MFA requirements
- Justification
- Approval workflow

This ensures users activate privileges only when needed and under control.



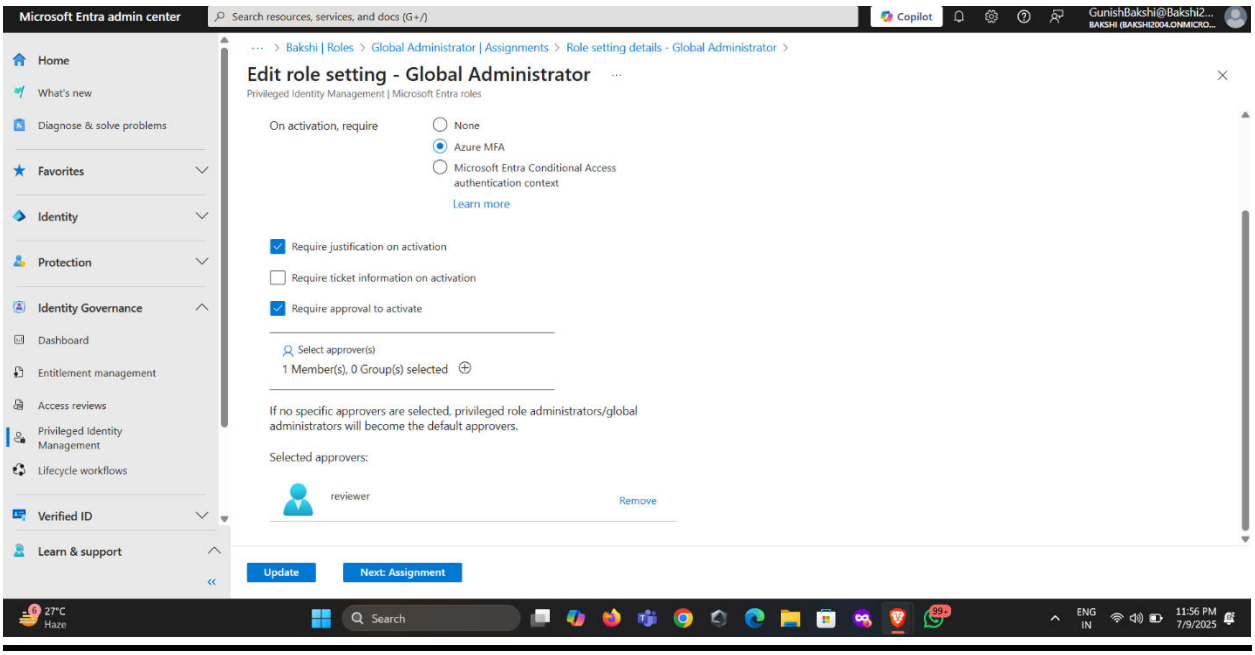


2. Set Up Approvers for Roles and Groups

Steps:

1. Go to PIM → Microsoft Entra roles (or PIM → Groups)
2. Select the role or group you want to configure
3. Click Settings → Edit
4. Enable:
    - Require approval to activate → Yes
    - Select approvers → Add reviewer@Bakshi2004.onmicrosoft.com
    - Require justification → Yes
    - Require MFA to activate → Yes
5. Click Update

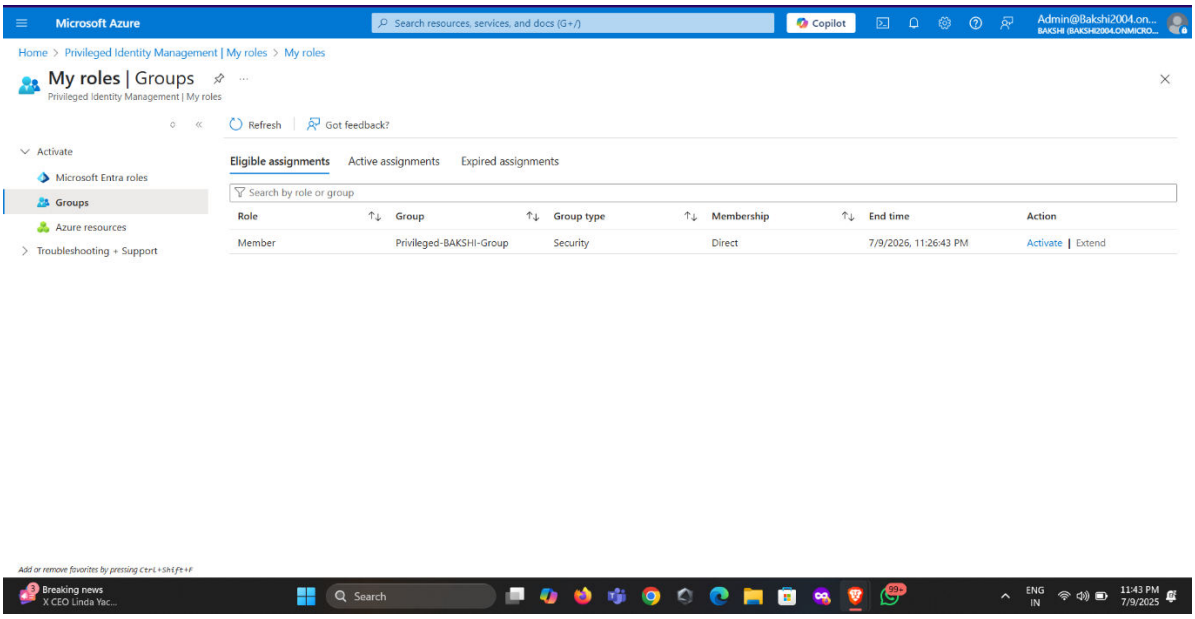
Repeat for each role/group that should require approval.



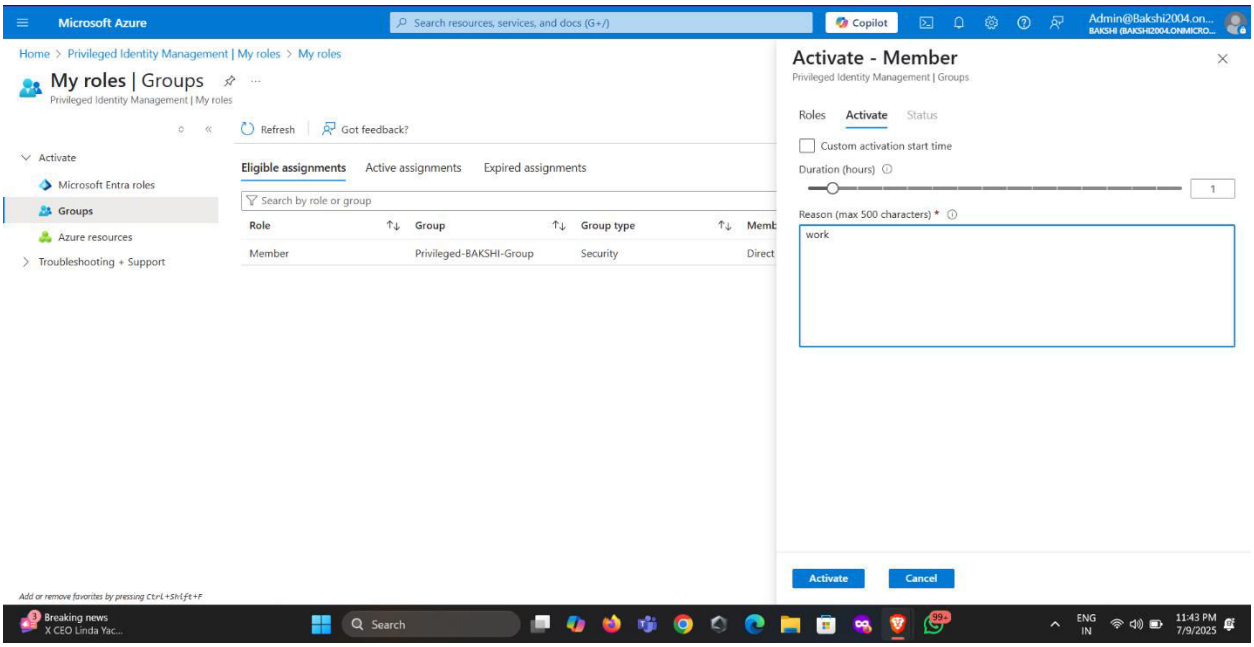
3. Request Activation (as eligible user)

Steps:

1. Sign in as admin@Bakshi2004.onmicrosoft.com (eligible user)
2. Go to: **PIM → My Roles** or **PIM → My Groups**
3. Click **Activate** next to an eligible role or group
4. Provide:
    - Justification
    - Complete MFA
5. Submit the activation request



- Selecting an eligible role (member of the privileged group)



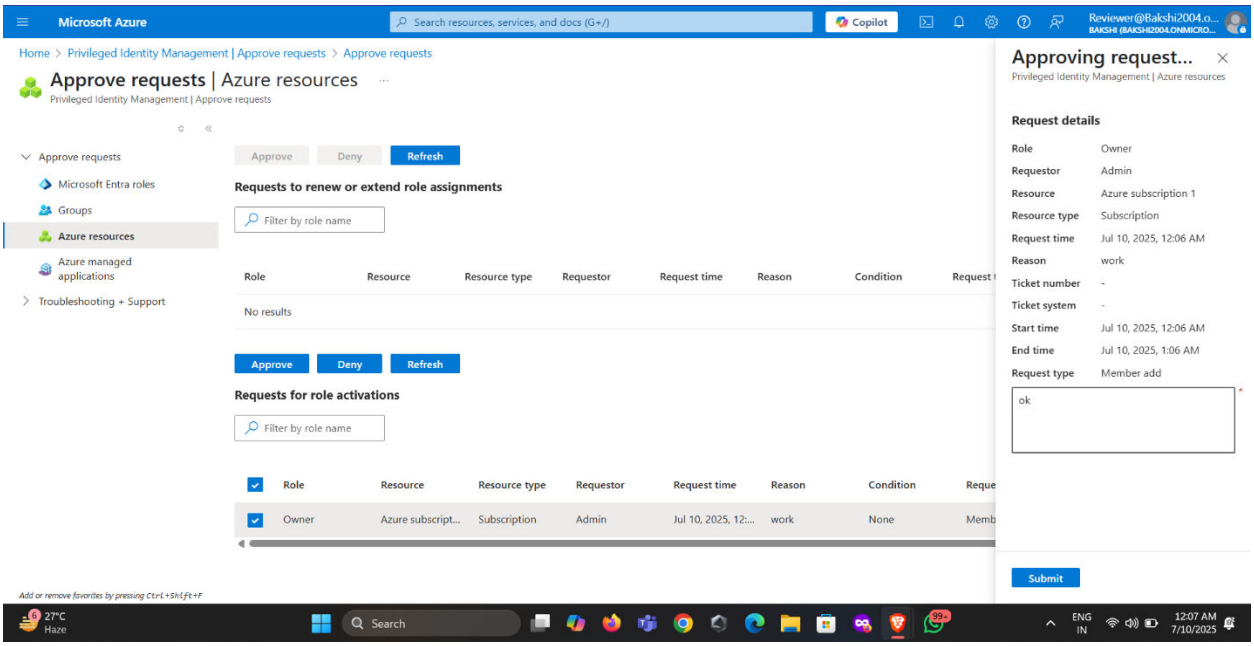
- Sending an activation request.

4. Approve or Deny Requests (as reviewer)

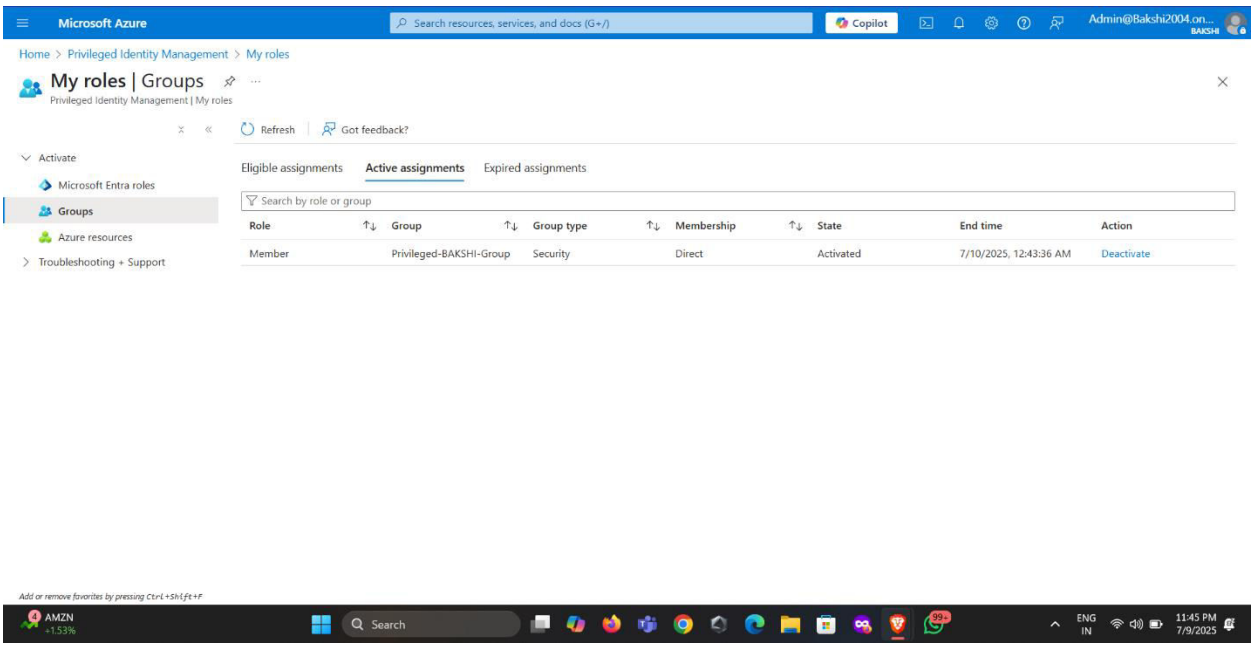
Steps:

1. Sign in as reviewer@Bakshi2004.onmicrosoft.com
2. Go to: **PIM → Approvals**
3. View pending requests
4. Click:
    - Approve or Deny
    - Optionally add a reason

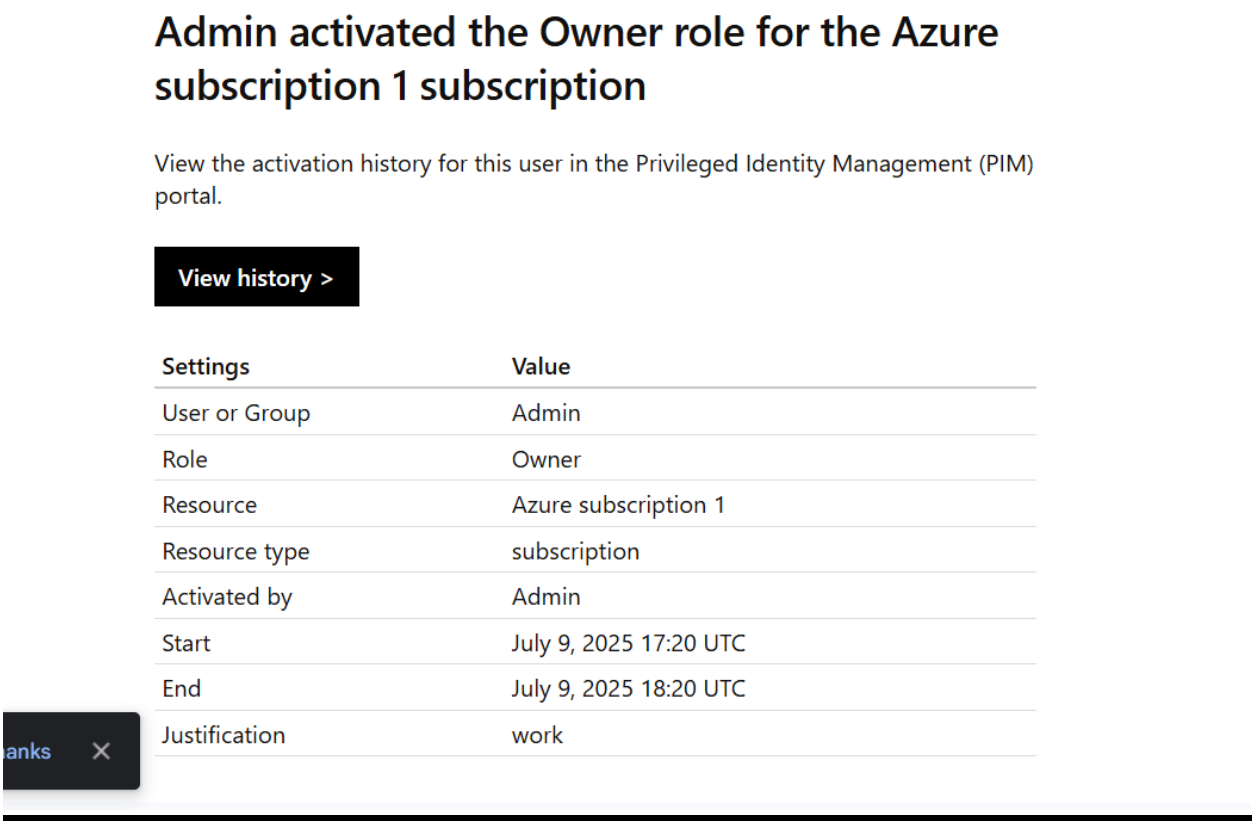
The requesting user will be notified upon approval.



- Reviewer approves



- The group role is activated.



- Emails are also sent to the main setup account so that everything is accounted for

Summary of This Step

- Approval workflow configured for roles and groups
- Just-In-Time activations now require approval and MFA
- Roles tested with user and reviewer accounts