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How to Complete an IDRMP Assessment User Guide

EPRM v3.63, March 2022

Supporting Joint Staff J36 via US Army Futures Command

EPRM User Support: eprmhelp@alionscience.com

1.800.754.4204



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Introduction

- This User Guide is intended to provide users with a step by step tutorial on recording an assessment using the MARMS tool
- Other functionality of the MARMS Assessment Module is provided in other User Guides, found in the references and materials section of the assessment module as well as at the website listed at the end of this lesson



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Learning Objectives

Terminal Learning Objective

After completing this lesson, the student will be able to describe how to operate the MARMS tool In Order To (IOT) complete an IDRMP assessment.

Enabling Learning Objectives

1. Open the MARMS Tool
2. Find selected references
3. Identify the action buttons and functions within the tool
4. Describe how to create an assessment
5. Identify the process steps
6. Describe how to conduct an assessment
7. Describe the administrative tools for assessment management



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Getting Started:

- I. Navigate via SIPRNET to:
<https://eprm.csd.disa.smil.mil/>
The screen at right will appear.**

*If you have not already done so,
click this link to associate your
SIPR token to your EPRM profile.

- 2. Enter your SIPRNET email address in the E-Mail field.**
- 3. Check the box acknowledging the Terms of Use.**
- 4. Click “Login”.**

Browser advisement

RECOMMENDED BROWSERS: For optimal performance, Microsoft Edge is recommended. Google Chrome and Firefox are supported. Internet Explorer (IE) is no longer optimum as Microsoft has started phasing it out.

Login

E-Mail: Note instructions directly below

Before you can login with your SIPR token, you must [add your SIPR token ID to your user profile](#).

I have read and agree to the [Terms of Use](#).

Login

Please log in.

[Add SIPR Token ID To Your User Profile](#)
[I forgot my password](#)
[Request a user profile](#)

For help with a locked or expired user profile, please call 800-754-4204 or 703-998-1620, or email the [EPRM Help Desk](#)

NIPR: eprmHelp@alionscience.com
SIPR: raleigh.a.onks.ctr@mail.smil.mil

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EPRM
Enterprise Protection
Risk Management

MARMS
Mission Assurance Risk
Management System
ASSESSMENT MODULE

EPRM is part of the Mission Assurance Risk Management System (MARMS) federation. SIPRNET-based EPRM provides an enterprise-wide view of assessments across functional areas to inform resource allocation decisions. EPRM is a time-saving tool; with archived assessment data, base-level assessors can re-accomplish assessments without re-inputting the same data and produce automated reports.

EPRM is the new home for legacy Core Vulnerability Assessment Management Program (CVAMP) data! Released observations in completed assessments have been migrated. CVAMP users needing an EPRM user profile may request one using the link to the left.



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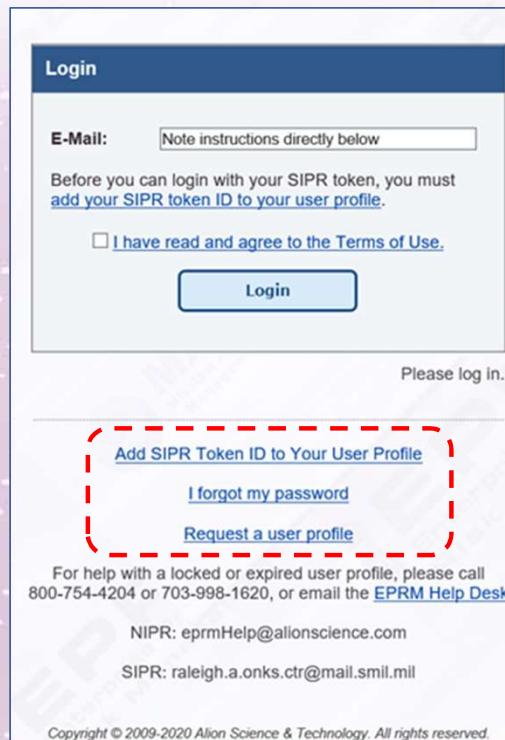
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Getting Started:

Important links on the login page:

- “Add SIPR Token ID to Your User Profile”: As of 2 March 2020 EPRM allows users to log in using their SIPR token, but the user must first associate their token with their profile
- “I forgot my password”: Utilize this link to reset your password. If your account is expired or locked, you must contact EPRM User Support to reactivate your account
- “Request a User Profile”: This will initiate an email to EPRM User Support requesting system access (must have email client linked to successfully utilize this feature)



The screenshot shows the EPRM login page. At the top, there is a "Login" button. Below it is a text input field for "E-Mail:" with a note: "Note instructions directly below". A message states: "Before you can login with your SIPR token, you must [add your SIPR token ID to your user profile](#)". There is a checkbox for "I have read and agree to the Terms of Use." followed by a "Login" button. Below the login form, a message says "Please log in." A dashed red box highlights three links: "Add SIPR Token ID to Your User Profile", "I forgot my password", and "Request a user profile". At the bottom of the page, there is contact information: "NIPR: eprmHelp@alionscience.com", "SIPR: raleigh.a.onks.ctr@mail.smil.mil", and a copyright notice: "Copyright © 2009-2020 Alion Science & Technology. All rights reserved."

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Navigating the Home Page:

The home page includes a set of activity buttons for the major functional areas of the MARMS assessment module. To view a listing of started and completed assessments click the Manage Assessments button.

A screenshot of the EPRM (Enterprise Protection Risk Management) home page. At the top left is the EPRM logo and the text "A part of the MARMS federation.". On the right, there's a user profile for "Judy Furst" with a version number ("Version: based on 3.63 rev. 2005"), last login time ("Last Login: 02/23/2022 07:28:28"), and a feedback link ("Want to make EPRM better? Send us your feedback!"). Below the header is a welcome message for "EPRM User Training" and a brief description of the risk assessment process. The main content area features several activity buttons arranged in two rows. The first row contains icons for Home, Manage Assessments, Manage Templates (including AHTAs), Manage Survey Responses, Survey Analysis, and User Manuals and References. The second row contains icons for Legacy CVAMP, Manage MA, and Manage IAS. A callout box on the left points to the "Manage Assessments" button with the text "Activity Buttons; availability will vary based on the user's permissions." Another callout box on the right points to the top row of buttons with the text "Navigation buttons allow users to jump to specific pages or functions. (e.g. Home, Manage Users, Manage Hierarchy, Change Password, Log Out). Number of buttons will vary based on user's permissions."

Activity Buttons;
availability will vary
based on the user's
permissions.

Main Menu

Manage Assessments

Advanced Analysis

Manage Templates
(including AHTAs)

Manage Survey
Responses

Survey Analysis

User Manuals and
References

Legacy CVAMP

Manage MA

Manage IAS

Navigation buttons allow users to jump to specific pages or functions. (e.g. Home, Manage Users, Manage Hierarchy, Change Password, Log Out). Number of buttons will vary based on user's permissions.

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Navigating the Assessment Home Page:

- After clicking the Manage Assessments button users are brought to the Manage Assessments Home page.

- The activity buttons from the Home page now appear at the top of the screen throughout the MARMS tool.

- Users can begin a new assessment by clicking the green “Start” button or double-click a row in the grid to continue work on an existing assessment.

- Note: Assessment Managers will see this Upcoming Assessments section, as well as the Open Actions section (not displayed) below.

This screenshot shows the MARMS Assessment Home Page. At the top, there is a Main Menu with various buttons: Manage Assessments, Advanced Analysis, Manage Templates (including AHTAs), Manage Survey Responses, User Guides and References, Legacy CVAMP Assessment Data, Manage MA Assessments, and Manage IAS. Below the menu, a large green "START" button with the text "Create a New Assessment" is prominently displayed. The main content area contains a grid titled "Started and Completed Assessments" with columns for id, Assessment Name, Due Date, Status, Owner, Node, Created, and Objective(s). Below this grid is a "Timeline (in months): 12" section with a slider and a note to "Move slider left / right to change number of months for the Upcoming Assessments grid". At the bottom, there is an "Upcoming Assessments (next 12 months)" grid with columns for Start Assessment, Due Date, Last Completed, Frequency (months), Node, and Objective.

Use the slide selector to change the number of months displayed.

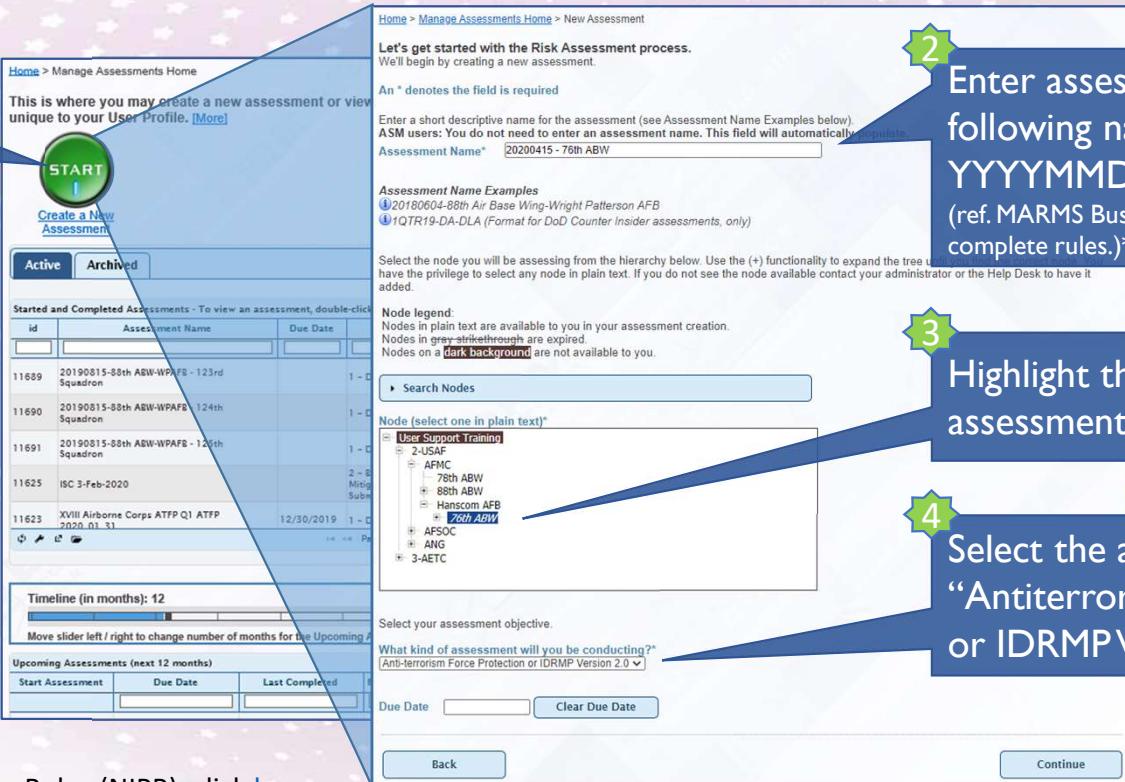
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Creating a New Assessment:

To create a new assessment, click on the green start button. A new page will open that allows the user to name the assessment, identify the unit node, and select the objective.



The screenshot shows the MARMS interface for creating a new assessment. It consists of two main windows. The left window is titled 'Manage Assessments Home' and shows a list of completed assessments with columns for ID, Assessment Name, and Due Date. A large green 'START' button is highlighted with a callout '1 Click "Start"'. The right window is titled 'New Assessment' and contains fields for 'Assessment Name' (set to '20200415-76th ABW'), 'Node (select one in plain text)' (a tree view showing 'User Support Training' expanded to '2-USAF' and 'AFMC'), and 'Select your assessment objective' (set to 'Anti-terrorism Force Protection or IDRMP Version 2.0'). Callouts numbered 2 through 4 point to these respective sections.

1 Click "Start"

2 Enter assessment name following naming convention:
YYYYMMDD-Unit-Location
(ref. MARMS Business Rules, 2018-09-11 for complete rules.)*

3 Highlight the node where the assessment is to be conducted.

4 Select the assessment objective
"Antiterrorism Force Protection or IDRMP Version 2.0".

*MARMS Business Rules (NIPR), click [here](#).



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Creating a New Assessment (cont'd):

Continuing the assessment creation process the user is presented with options to start an assessment from scratch, copy from an existing assessment, or inherit from one or more previously created templates (AHTAs). For IDRMP assessments, users must select **Inherit from one or more previously created templates (AHTAs)**.

All IDRMP assessments must choose the inherit option.

All available templates and AHTAs appear here. Select the Asset template and AHTA by checking the box.

Home > Manage Assessments Home > 11999_20200415 - 76th ABW - Hanscom AFB - Area Q17 > Copy/Inherit Options

Would you like to:

PLEASE NOTE: If this is an IDRMP assessment, users MUST inherit the pre-scored asset template.

Start an assessment from scratch.

Copy from an existing assessment.

Inherit from one or more previously created templates.

We will fill in your responses from templates you select.
Check the boxes to select which templates to use.
The order in which your templates will be inherited is the order in which you select them and is displayed in the Inherited Templates Box.
(If you would like to adjust the order, please uncheck and re-check the boxes in the desired order.)

User Support Training

2-USAF

IDRMP v2.0 Pre-scored Asset Template (Antiterrorism Force Protection or IDRMP Version 2.0)

AFMC

Hanscom AFB

AHTA - Hanscom AFB - Baseline - 20200415 (Antiterrorism Force Protection or IDRMP Version 2.0)

76th ABW

Inherited Templates

Template Name

IDRMP v2.0 Pre-scored Asset Template (Antiterrorism Force Protection or IDRMP Version 2.0)
AHTA - Hanscom AFB - Baseline - 20200415 (Antiterrorism Force Protection or IDRMP Version 2.0)

This banner is a reminder to the user to inherit the pre-scored asset template if initiating an IDRMP assessment.

Inherited templates and AHTAs appear here.



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Creating a New Assessment (cont'd):

For a first-time assessment, this page will automatically appear. For all other users, it will appear after the Copy/Inherit options discussed above. This is also the first step in conducting the assessment; the following page illustrates the full process.

This banner confirms
the assessment has
been created.

Home > Manage Assessments Home > 12000_20200415 - 76th ABW - Hanscom AFB - Area Q17 > 1 - Data Collection > Profile Organization

Describe the organization.
Please complete the following information to describe the organization. An asterisk (*) indicates questions that require an answer to continue.

Your Assessment has been created. Please use the workflow to continue.

Antiterrorism Force Protection or IDRMP Version 2.0

[View Template Answers](#) [Revert All To Template Values](#)

Who is conducting the assessment?*

What is your location?*

Is this location considered an expeditionary location?*

Onsite Assessment Start Date:

[< Previous Section/Tab](#) [Exit to Data Collection/Lock](#) [Next Section/Tab >](#)

Questions will consider mission, location, and other input that will shape the benchmark data later in the assessment.



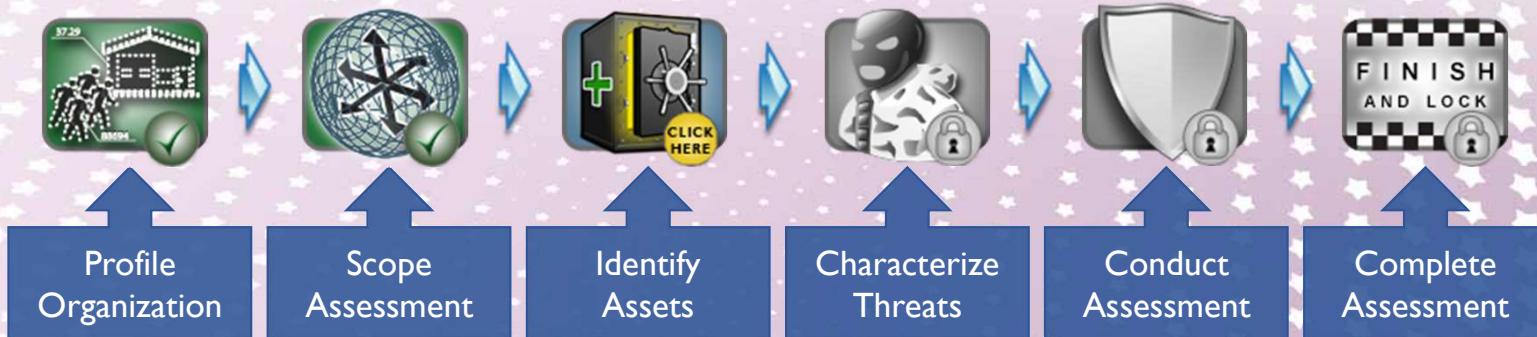
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The Assessment Process:

IAW DoDD 3020.40* the method for conducting an assessment is illustrated in the process model shown below.



The first five steps present question sets to be answered with regard to the unit/organization being assessed. The final step locks the assessment. This view shows a medallion at the lower right of each phase, indicating status of that step. A completed step will be indicated by a green check mark. The current step is indicated by a yellow "Click Here" medallion. Each subsequent step is locked until the previous step is completed.



*risk assessment. A systematic examination of risk using disciplined processes, methods, and tools. A risk assessment provides an environment for decision makers to evaluate and prioritize risks continuously and to recommend strategies to remediate or mitigate those risks. (DoDD 3020.40 Mission Assurance, November 29, 2016)

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Conducting an Assessment:



- I. The description of the organization is the first step in conducting the assessment. It characterizes certain aspects of the unit that will scope the assessment. Questions with an asterisk (*) require an answer to continue.

[Home](#) > [Manage Assessments Home](#) > [12000_20200415 - 76th ABW - Hanscom AFB - Area Q17](#) > [1 - Data Collection](#) > Profile Organization

Describe the organization.

Please complete the following information to describe the organization. An asterisk (*) indicates questions that require an answer to continue.

Antiterrorism Force Protection or IDRMP Version 2.0

[View Template Answers](#)

[Revert All To Template Values](#)

Who is conducting the assessment?*

Installation/Unit Self-assessment

What is your location?*

CONUS 1 (CT, ME, MA, NH, RI, VT)

Is this location considered an expeditionary location?*

No

Onsite Assessment Start Date:*

04/15/2020

[< Previous Section/Tab](#)

[Exit to Data Collection/Lock](#)

[Next Section/Tab >](#)



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Conducting an Assessment (cont'd):

2. The description of the operating environment is the second step in conducting the assessment. Questions use a pulldown yes/no selection. Beginning with this step, all highlighted questions must be answered.

Home > Manage Assessments Home > 12000_20200415 - 76th ABW - Hanscom AFB - Area Q17 > 1 - Data Collection > Scope Assessment

Describe the operating environment.
Please answer the following questions about the operating environment to complete your profile. An asterisk (*) indicates questions that require an answer to continue.

Antiterrorism Force Protection or IDRMP Version 2.0

[View Template Answers](#) [Revert All To Template Values](#)

Does the installation possess any classified information?* Yes No

- What is the highest level of classified information stored on the installation?* Top Secret Secret Confidential Unclassified

Are there any assets outside the controlled perimeter of the installation?* Yes No

Mission Decomposition Activities

Has the installation conducted a mission analysis with regard to protecting mission assets, to include people?* Yes No

- Did the analysis include a review of all protection related OPLANS and identifying mission-critical assets, all missions supported by the installation, mission essential tasks and functions, and an analysis of the installation's mission relationship to higher headquarters?* Yes No

Does the installation have a mission statement?* Yes No

- Does the mission statement describe the installation's or unit's mission essential tasks and functions, and does it provide a clear statement of actions to be taken and the reason for doing so?* Yes No

Has the installation commander published the commander's intent for installation protection programs?* Yes No

[< Previous Section/Tab](#) [Exit to Data Collection/Lock](#) [Next Section/Tab >](#)

Select each highlighted question pulldown and click yes or no.

Some items are grayed out (disabled) and will only become active when a preceding question is answered "yes".



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MARMS
Mission Assurance Risk
Management System
ASSESSMENT MODULE

Conducting an Assessment (cont'd):

- 3a. The next step is to characterize critical assets. The page format changes from pulldown answers to yes/no button answers within a grid framework. Before going to the questions, it will be useful to look at some features of the grid framework. Below are the sorting, tracking, and filtering tools.

Note: Any listing containing more than 50 items must be expanded at the bottom center of the grid to display additional rows.

< Previous Section/Tab Exit to Data Collection/Lock Next Section/Tab >

Revert All To Template Values Answer 'No' to All Unanswered Add/View Comment Duplicate Selected Asset

Revert Selected to Template Value

Filter by Category: All Categories 284 / 284

Overall Progress: 284 Answered / 284 Required

Assets - Double click row for more information								
Category	Type	Name	Applicable?	Criticality	Score	Comment	Template	Objective(s)
Aircraft - Non-Nuclear Aircraft or Missile (PL 1)	National Airborne Operations Center (NAOC)		Yes No	High	90		IRMP Version 2.0	Antiterrorism Force Protection or IDRMP Version 2.0
Aircraft - Non-Nuclear Aircraft or Missile (PL 1)	Non-nuclear aircraft		Yes No	Significant			IRMP Version 2.0	Antiterrorism Force Protection or IDRMP Version 2.0
Aircraft - Non-Nuclear Aircraft or Missile (PL 1)	Non-nuclear Resources		Yes No	Significant			IRMP Version 2.0	Antiterrorism Force Protection or IDRMP Version 2.0
Aircraft - Nuclear-laden Aircraft or Missile (PL 1)	Nuclear Alarms		Yes No	Significant	75		IRMP Version 2.0	Antiterrorism Force Protection or IDRMP Version 2.0

Filter by groups to differentiate distinct asset categories.

Progress is tracked here. In this example all questions were answered when the asset template was applied on page 8.

Filter boxes; type in a term to filter by the selected column.

Click column headers to sort ascending/descending order according to the convention of the selected column.



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Conducting an Assessment (cont'd):



3b. Shown here are more functions, including an information panel on each asset row that provides Q&A to help determine if an asset should be selected. Also shown are tool icons found at the bottom of the page.

Double clicking anywhere in a row will open an info panel with details of what it is, exploitability, and specific critical info to help determine applicability.

Note: Any listing containing more than 50 items must be expanded at the bottom center of the grid to display additional rows.

< Previous Section/Tab Exit to Data Collection/Lock Next Section/Tab >

Revert All To Template Values Answer 'No' to All Unanswered Add/View Comment Duplicate Selected Asset

Revert Selected to Template Value

Filter by Category All Categories 284 / 284

Overall Progress: 284 Answered / 284 Required

Assets - Double click row for more information									
Category	Type	Name	Applicable?	Criticality	Score	Commer	Template Ir	Objective(s)	Force
Aircraft - Non-Nuclear Aircraft or Missile (PL 1)	National Airborne Operations Center (NAOC)		All						
Aircraft - Non-Nuclear Aircraft or Missile (PL 1)	Non-nuclear Aircraft								
Aircraft - Non-Nuclear Aircraft or Missile (PL 1)	Non-nuclear Missile/Launch Resources								
Aircraft - Nuclear-laden Aircraft or Missile (PL 1)	Nuclear Alert Aircraft								
Nuclear Alert Missile (ICBM)/Launch Resources									
Aircraft - Nuclear-laden Aircraft or Missile (PL 1)	Prime Nuclear Airlift Force (PNAF)								

Asset Details - Navigational Aids Equipment

What is this? Navigation Aid Equipment offers includes Non-Directional Beacons (NDB), Distance Measuring Equipment (DME), Instrument Landing Systems (ILS), and VHF Omnidirectional Range (VOR) systems. This is usually found near the end of runway.

Tactics that could damage or destroy this asset are: Anti-property tactics (e.g., arson, theft, vandalism), tactics involving direct fire weapons, explosive tactics, jamming, sabotage

Close

IDRMP Version 2.0
Antiterrorism Force Protection or IDRMP Version 2.0
Antiterrorism Force Protection or IDRMP Version 2.0
Antiterrorism Force Protection or IDRMP Version 2.0

Rows 1 - 50 of 284

Reload Grid Data

Export to Excel

Open (same as double clicking on selected row)



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Conducting an Assessment (cont'd):

- 3c. When a template is applied, all template answers are prefilled into the assessment. Assessors can change template answers in their assessment if a template answer does not match their local situation. In the event an assessor changes multiple answers but cannot recall which answers were changed, a check can be made using either of the revert answer buttons highlighted below.

Revert All to Template Values: resets all answers to match the template.

Revert Selected to Template Value: resets a single, selected question to match the template.

Note: Any listing containing more than 50 items must be expanded at the bottom center of the grid to display additional rows.

< Previous Section/Tab Exit to Data Collection/Lock Next Section/Tab >

Revert All To Template Values Answer 'No' to All Unanswered Add/View Comment Duplicate Selected Asset

Revert Selected to Template Value

Filter by Category All Categories 284 / 284

Overall Progress: 284 Answered / 284 Required

Assets - Double click row for more information

Category	Type	Name	Applicable?	Criticality	Score	Comme	Template Ir	Objective(s)
Aircraft - Non-Nuclear Aircraft or Missile (PL 1)	National Airborne Operations Center (NAOC)		Yes No	High	90			Antiterrorism Force Protection or IDRMP Version 2.0
Aircraft - Non-Nuclear Aircraft or Missile (PL 1)	Non-nuclear Aircraft		Yes No	Significant	75			Antiterrorism Force Protection or IDRMP Version 2.0
Aircraft - Non-Nuclear Aircraft or Missile (PL 1)	Non-nuclear Missile/Launch Resources		Yes No	Significant	75			Antiterrorism Force Protection or IDRMP Version 2.0
Aircraft - Nuclear-laden Aircraft or Missile (PL 1)	Nuclear Alert Aircraft		Yes No	Significant	75			Antiterrorism Force Protection or IDRMP Version 2.0



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Conducting an Assessment (cont'd):



- 3d. Returning from functional features to the questions, this step contains a series of questions on the characterization of critical assets. Click “Yes,” or, “No” for any asset not already answered. Each affirmative response, and associated pull down answers, will cause the calculation of a criticality value for that asset. (See next page for criticality rating and score.)

Assets - Double click row for more information					
Category	Type	Name	Applicable?	Criticality	Score
Aircraft - Non-Nuclear Aircraft or Missile (PL 1)	Air Force One (AF-1)		Yes <input type="button" value="No"/>	0	
Aircraft - Non-Nuclear Aircraft or Missile (PL 1)	Air Force Two (AF-2)		Yes <input type="button" value="No"/>	0	
Aircraft - Non-Nuclear Aircraft or Missile (PL 1)	Marine One		Yes <input type="button" value="No"/>	0	
Aircraft - Non-Nuclear Aircraft or Missile (PL 1)	Marine Two		Yes <input type="button" value="No"/>	0	
Aircraft - Non-Nuclear Aircraft or Missile (PL 1)	National Airborne Operations Center (NAOC)		Yes <input type="button" value="No"/>	High	90
Aircraft - Non-Nuclear Aircraft or Missile (PL 1)	Non-nuclear Aircraft		Yes <input type="button" value="No"/>	Significant	75

Filter by Category All Categories 284 / 284 Overall Progress: 284 Answered / 284 Required

Asset - National Airborne Operations Center (NAOC)

For IDRMP assessments, the pre-scored asset responses were developed by subject matter experts. If you make a change to any of the first five responses you must change the response to the last question to “Yes” and enter a justification for the change(s).

Is this asset designated as a task critical asset (TCA)?*

-Select-- Not a TCA Tier 1 (90) **Tier 2 (75)** Tier 3 (50)

What is the impact to the Installation's Mission if the asset is lost?*

-Select--

What is the impact to National Defense if the asset is lost?*

-Select--

How long would it take to replace the function of the asset if lost?*

-Select--

What mission category are the aircraft?*

-Select--

If there are default scores, did you make any changes? If yes, enter the reason below.*

No

Enter the reason for the default score changes*

Submit Cancel

Selecting “Yes” opens a set of questions with pulldown menu answers

Task critical assets (TCAs) have predetermined criticality ratings as either Tier 1 (90), Tier 2 (75), or Tier 3 (50) assets. Criticality ratings for Non-TCAs are determined according to the assessor’s answers to the grayed out questions.



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Conducting an Assessment (cont'd):

- 3e. When all questions have been answered, this section is complete. Click Next Section/Tab to move to the next step of the process.

Home > Manage Assessments Home > 12000_20200415 - 76th ABW - Hanscom AFB - Area Q17 > 1 - Data Collection > All Assets

We need to ask you a few questions about your assets. Your answers will help us identify which assets must be protected. Use the "Filter by Category" dropdown to filter the asset list. To annotate an individual response (or view an annotation), select a row to highlight, then select "Add/View Comment". If you choose to enter a comment, enter text and save. Once saved, an icon will display in the Comment column indicating text has been entered. For additional information about an item, double click on the row to view. The previous and next buttons will route you to either the previous or the next section.

Note: Any listing containing more than 50 items must be expanded at the bottom center of the grid to display additional rows.

< Previous Section/Tab Exit to Data Collection/Lock Next Section/Tab >

Revert All To Template Values Answer 'No' to All Unanswered Add/View Comment Duplicate Selected Asset

Revert Selected to Template Value

Filter by Category All Categories 284 / 284

Overall Progress: 284 Answered / 284 Required

Assets - Double click row for more information	Category	Type	Name	Applicable?	Criticality	Score	Comment	Template Id	Objective(s)
Aircraft - Non-Nuclear Aircraft or Missile (PL 1)	Air Force One (AF-1)			Yes No	0			Protective Force Protection or IDRMP Version 2.0	Antiterrorism Force Protection or IDRMP Version 2.0
Aircraft - Non-Nuclear Aircraft or Missile (PL 1)	Air Force Two (AF-2)			Yes No	0			Protective Force Protection or IDRMP Version 2.0	Antiterrorism Force Protection or IDRMP Version 2.0
Aircraft - Non-Nuclear Aircraft or Missile (PL 1)	National Airborne Operations Center (NAOC)			Yes No	High	90		Protective Force Protection or IDRMP Version 2.0	Antiterrorism Force Protection or IDRMP Version 2.0
Aircraft - Non-Nuclear Aircraft or Missile (PL 1)	Non-nuclear Aircraft			Yes No	Significant	75		Protective Force Protection or IDRMP Version 2.0	Antiterrorism Force Protection or IDRMP Version 2.0

Rows 1 - 50 of 284

If an asset determination requires explanation, add a comment using the “Add/View Comment” button.

Overall progress confirms all questions answered. Click “Next Section/Tab” to proceed.

Criticality rating and numerical score will apply to future risk calculations within the program.



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Conducting an Assessment (cont'd):

- 3f. If multiple asset instances need to be accounted for the user may add a separate asset instance or duplicate an asset in the grid. First, add a name to the asset to be duplicated in order to differentiate it from the new asset. Click within the “Name” column to open the Asset Name dialog box. Next, highlight the asset instance to be duplicated and click the “Add Asset Instance” button. The duplicate asset will be named as part of the “Add Asset Instance” process.

Add an Asset Name

< Previous Section/Tab Exit to Data Collection/Lock Next Section/Tab >

Revert All To Template Values Answer 'No' to All Unanswered Add/View Comment Duplicate Selected Asset

Revert Selected to Template Value

Filter by Category All Categories 261 / 261 Overall Progress: 261 Answered / 261 Required

Assets - Double click row for more information								
Category	Type	Name	Applicable?	Criticality	Score	Comme	Template Id	Objectives(s)
Aircraft - PL 2	Non-nuclear Alert Aircraft (Refueling, Airlift or Rotary Wing Aircraft)		Yes No	Significant	75			Antiterrorism Force Protection or IDRMP
Aircraft - PL 2	PL 2 Aircraft	Tail #3676	Yes No	Moderate	50			Antiterrorism Force Protection or IDRMP
Aircraft - PL 2	Special Mission or Command and Control Aircraft		Yes No	Moderate	50			Antiterrorism Force Protection or IDRMP
Aircraft - PL 2								Antiterrorism Force Protection or IDRMP
Asset Name								
Aircraft - PL 2 - PL 2 Aircraft								
Enter a name for this asset: Tail #3676 245 characters remaining (max 255)								

Add an Asset Instance

< Previous Section/Tab Exit to Data Collection/Lock Next Section/Tab >

Revert All To Template Values Answer 'No' to All Unanswered Add/View Comment **Duplicate Selected Asset**

Revert Selected to Template Value

Filter by Category All Categories 261 / 262 Overall Progress: 261 Answered / 262 Required

Assets - Double click row for more information								
Category	Type	Name	Applicable?	Criticality	Score	Comme	Template Id	Objectives(s)
Aircraft - PL 2	Non-nuclear Alert Aircraft (Refueling, Airlift or Rotary Wing Aircraft)		Yes No	Significant	75			Antiterrorism Force Protection or IDRMP
Aircraft - PL 2	PL 2 Aircraft	Tail #3676	Yes No	Moderate	50			Antiterrorism Force Protection or IDRMP
Aircraft - PL 2	PL 2 Aircraft	Tail #5578	Yes No					Antiterrorism Force Protection or IDRMP
Aircraft - PL 2	Special Mission or Command and Control Aircraft		Yes No	Moderate	50			Antiterrorism Force Protection or IDRMP
Aircraft - PL 2	Strategic Bomber Aircraft (B-2)		Yes No	High	90			Antiterrorism Force Protection or IDRMP
Aircraft - PL 3	Air Refueling Aircraft (KC-10, KC-135, KC-46 and KC-10 Extender)		Yes No	Moderate	50			Antiterrorism Force Protection or IDRMP

The new/added asset appears just below the duplicated asset.



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Conducting an Assessment (cont'd):

4. The next step is to characterize threats. All AHTA answers inherited at assessment creation are prefilled, but the user still may want to make changes based on their location or other factors. This page follows the same grid format as the previous, "Assets," page. Though the process is the same, the question set for "Yes" answers is different as shown below.

If the user only has a few threats, answer those "Yes" and then use the "Answer 'No' to All Unanswered" button to answer all remaining questions.

Threat ratings will apply to future risk calculations
Overall Progress: 5 Answered / 14 Required

Source	Method	Name	Applicable?	Rating	Score	Comment	Template Inf	Objective(s)
Civil Actor	Arson		Yes No	Low	0.13		Civil Actor - Vandalism Which type of threat valuation questions would you like to use? Note: Answer AFMAN/UFC if you are conducting an IDRMP assessment and DTRA/AHTA if you are conducting an AT/FP or Mission Assurance assessment or AHTA.* <input checked="" type="radio"/> AFMAN/UFC What is the local activity of the adversary in the Area of Responsibility (AOR)?* <input checked="" type="radio"/> Minor mischief (vandalism) (1) What is the local capability of the adversary in the Area of Responsibility (AOR)?* <input checked="" type="radio"/> Non-destructive Tactics (e.g., propaganda, protest) (2) Is the adversary targeting installation personnel or property?* <input checked="" type="radio"/> No history of crimes against US military personnel/property (0) What is the local operating environment for the adversary in the Area of Responsibility (AOR)?* <input checked="" type="radio"/> Favors US/Host Nation (0) What is the adversary's preference for using this tactic?* <input checked="" type="radio"/> May be interested, but not capable (25) What is the likelihood/probability rating for this threat/hazard?* <input checked="" type="radio"/> Select...	
Civil Actor	Riots, Marches, or Civil Disturbances		Yes No	Moderate	0.45			
Civil Actor	Vandalism		Yes No	Low	0.02			
Criminal Actor	Active Shooter/Assailant		Yes No	Moderate	0.28			

Add Threat Instance function is the same as Add Asset Instance from page 17.

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Conducting an Assessment (cont'd):

- 5a. The next step is to conduct the assessment. To begin, if the benchmark list is greater than 50 items, go to the bottom of the grid and expand it to allow all questions to be viewed on one page. This allows faster progression through the list without page advancing; will ease the tracking progress.

Comment column indicating text has been entered. For additional information about an item, double click on the row to view. The previous and next buttons will route you through the assessment data collection.

Note: Any listing containing more than 50 items, must be expanded at the bottom center of the grid to display additional rows.

To print the full listing, use the "Export to Excel" button to export the list to an excel file, which can then be sorted and formatted to your individual preferences.

< Previous Section/Tab Exit to Data Collection/Lock Next Section/Tab >

Export to Excel Upload Responses Revert All To Template Values Answer 'No' to All Unanswered

Add/View Comment

Revert Selected to Template Value

Filter by Category: All Categories 0 / 162 / 255 Overall Progress: 0 Answered / 162 Required (255 Total)

Countermeasures/Benchmarks - Double click row for more information

Category	Countermeasure/Benchmark	Answer	Comment	Template Info	Objective(s)
Antiterrorism - AT-01 Antiterrorism (AT) Program Elements 01	Has the organization (including DoD Component heads) established and implemented a comprehensive AT program pursuant to the requirements prescribed in DoDI 2000.12?	All	Yes No N/A		
Antiterrorism - AT-02 Risk Management (RM)	Does the organization use the AT Risk Management process for planning and implementation of decisions and operational plans?	Yes	Is this countermeasure answered		
Threat Process 02.b	Does the threat assessment identify known local				
Antiterrorism - AT-					

Page 1 of 6 50

Select a number higher than the question total shown above.

< Previous Section/Tab Exit to Data Collection/Lock Next Section/Tab >

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Conducting an Assessment (cont'd):

- 5b. Once again, functionally, this page follows the same grid format as the previous pages. However, the list of available benchmarks on this page is based on how the previous sections have been answered. The total number of questions to answer is dependent on how selected questions are answered. For example, below are questions that have a parent-child relationship. If a certain question (parent) is answered "Yes" a number of subordinate (child) questions become available. As a result the total number of questions required to complete the section increases. Note: all child questions can be identified by the naming convention in the Category column, e.g. 01.a, 01.b, 01.c

Parent {
Children {

Countermeasures/Benchmarks - Double click row for more information			
Category	Countermeasure/Benchmark	Answer	Comment
Antiterrorism - AT-02 Risk Management (RM) Process 02	Has the organization conducted a threat assessment that is localized by a designated intelligence entity (e.g., AFOSI, NCIS, CID)?	<input type="button" value="Yes"/> <input type="button" value="No"/> <input type="button" value="N/A"/>	
Antiterrorism - AT-02 Risk Management (RM) Process 02.a	Does the threat assessment identify the threat actor and their preferred targets and their preferred tactics?		Not available until parent countermeasure is answered
Antiterrorism - AT-02 Risk Management (RM) Process 02.b	Is the information from the local threat assessment used to populate threat data within the risk assessment decision support tool?		Not available until parent countermeasure is answered
Antiterrorism - AT-02 Risk Management (RM) Process 02.c	Does the threat assessment identify known local activity, capability and operating environment as well as global intentions for each identified adversary?		Not available until parent countermeasure is answered

A "Yes" answer for the parent will make the three succeeding child questions required. A "No" answer for the parent will autocomplete "no" answers for the child questions.



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Conducting an Assessment (cont'd):

5c. The introduction of child questions also changes the tracking feature. There are two different numbers indicated; required and total. The former indicates questions that must be answered and the latter is the total possible. As parent questions are answered “yes,” the required number will increase by the number of additional child questions now added to the required list.



Home > Manage Assessments Home > 12000_20200415 - 76th ABW - Hanscom AFB - Area Q17 > 1 - Data Collection > All CounterMeasures

Your answers will help us better understand your current vulnerabilities. Your answers will help us better understand your current vulnerabilities. Use the "Filter by Category" dropdown to filter the list. To complete a non-applicable (N/A) answer, you will be required to enter text in a comment field indicating the reason for this response. You may also select "Answer No to All Unanswered" to facilitate rapid population of multiple No responses. To annotate an individual response (or view an annotation), select a row to highlight, then select "Add/View Comment". If you choose to enter a comment, enter text and save. Once saved, an icon will display in the Comment column indicating text has been entered. For additional information about an item, double click on the row to view. The previous and next buttons will route you through the assessment data collection.

Note: Any listing containing more than 50 items, must be expanded at the top of the page. To print the full listing, use the "Export to Excel" button to export the list to your preferred application. Overall Progress: 74 Answered / 193 Required (263 Total)

Number of questions that must be answered to complete the section.

< Previous Section/Tab Exit to Data Collection/Lock Next Section/Tab >

Export to Excel Upload Responses Revert All To Template Values Answer 'No' to All Unanswered

Add/View Comment

Revert Selected to Template Value

Filter by Category [All Categories 74 / 193 / 263]

Countermeasures/Benchmarks - Double click row for more information

Category	Countermeasure/Benchmark	Answer	Comment	Template Info	Objective
CBRNE - CBRNE-05 CBRNE Capabilities 01.a	Has the installation identified its baseline Chemical, Biological, Radiological and Explosive (CBRNE) capability that is trained, planned, and exercised?	All			

Total, including all unavailable child questions.

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Conducting an Assessment (cont'd):

- 5d. Another difference is there are now three response options:

1. Yes
2. No
3. N/A

Selecting “N/A” automatically opens a dialog box for the user to enter a required description, justification, and comment. The description and justification must also be accompanied by a classification marking in the pull-down menu.

Note: Any listing containing more than 50 items, must be expanded at the bottom center of the grid to display additional rows.
To print the full listing, use the "Export to Excel" button to export the preferences.

< Previous Section/Tab Exit to Data Collection/Lock
Export to Excel Upload Responses Revert All To Template
Add/View Comment
Revert Selected to Template Value

Filter by Category All Categories 73 / 191 / 263

Countermeasures/Benchmarks - Double click row for more information

Category	Countermeasure/Benchmark
Antiterrorism - AT-16 Area of Responsibility (AOR) -Specific Training 01	DoD personnel, including family members (16 years and older), departing to a geographic commander's AOR complete the gaining combatant command's AOR-specific AT education requirements within three months of a permanent change of station?
Antiterrorism - AT-17 AT Resource Application 01	Has the head of the organization identified antiterrorism (AT) requirements using the DoD-approved methodology for documenting and prioritizing AT resource requirements?
Antiterrorism - AT-17 AT Resource Application 01.a	Does the head of the organization track the outcome of the planning, programming, budgeting, and execution (PPBE) process to determine whether or not there is sufficient funding for the lifecycle costs of their AT programs and plans throughout the Future Years Defense Program (FYDP)?
Antiterrorism - AT-17 AT Resource Application 01.b	Does the head of the organization determine whether or not there is sufficient funding for the lifecycle costs of their AT programs and plans throughout the Future Years Defense Program (FYDP) to make appropriate AT resourcing prioritization and risk decisions?

Countermeasure Comment
Antiterrorism - AT-17 AT Resource Application 01
Description (Required)
Weather related delay.
3978 characters remaining (max 4000)
Classification for Description (Required) (U)

Save Cancel

Important: Scroll down to enter justification, and comment.

Antiterrorism Force Protection or IDRMP Version 2.0
Antiterrorism Force Protection or IDRMP Version 2.0
Note: when a parent question is answered “N/A” the system automatically enters a comment for the child question(s).



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Conducting an Assessment (cont'd):

- 5e. When answering “Yes,” or, “No” the user is not required to leave a comment, but a comment, finding, or observation may be appropriate, particularly for a “No” response. In these cases, click in the row to highlight the question, then click “Add/View Comment” button to open a comment dialog box. Users are required to leave a description, justification, and comment, along with classification markings.

An icon will appear in the comment column when the comment has been saved.

Important: Scroll down to enter justification, and comment.

The screenshot shows a user interface for conducting an assessment. At the top, there are navigation buttons: < Previous Section/Tab, Exit to Data Collection/Lock, Next Section/Tab >, Export to Excel, Upload Responses, Revert All To Template Values, Answer 'No' to All Unanswered, and Add/View Comment (which is highlighted with a red dashed box). Below these are buttons for Revert Selected to Template Value and Filter by Category (All Categories 73 / 191 / 263). A progress bar indicates Overall Progress: 73 Answered / 191 Required (20%). The main area displays a table titled "Countermeasures/Benchmarks - Double click row for more information". The columns are: Category, Countermeasure/Benchmark, Answer, Comment, Template Info, and Objective. The table contains four rows:

Category	Countermeasure/Benchmark	Answer	Comment	Template Info	Objective
Antiterrorism - AT-02 Risk Management (RM) Process 02	Has the organization conducted a threat assessment that is localized by a designated intelligence entity (e.g., AFOSI, NCIS, CID)?	Yes No N/A		Antiterrorism Force Protection or IDRMP Version 2.0	
Antiterrorism - AT-02 Risk Management (RM) Process 02.a	Does the threat assessment identify the threat actor and their preferred targets and their preferred tactics?	Yes No N/A		Antiterrorism Force Protection or IDRMP Version 2.0	
Antiterrorism - AT-02 Risk Management (RM) Process 02.b	Is the information from the local threat assessment used to populate threat data within the risk assessment decision support tool?	Yes No N/A		Antiterrorism Force Protection or IDRMP Version 2.0	
Antiterrorism - AT-02 Risk	Does the threat assessment identify known local activity, capability and operating environment as	Yes No N/A		Antiterrorism Force Protection or IDRMP	

A callout bubble points to the "Add/View Comment" button with the text "An icon will appear in the comment column when the comment has been saved." Another callout bubble points to the "Comment" column in the table with the text "Important: Scroll down to enter justification, and comment." A small American flag icon is located in the bottom left corner.

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Conducting an Assessment (cont'd):

- 5f. While completing this portion of the assessment it is also useful to recall the assisting tools that were mentioned previously, particularly the countermeasure details dialog box. For any question requiring clarification, double click to open an explanation of the question.

Double click anywhere in the row to open the details dialog box.

Category	Countermeasure/Benchmark
Emergency Management - EM-08 Emergency Response to Critical Assets 02	Has a fire response priority list been established for facilities prioritized as Defense Critical Infrastructure (DCI)?
Emergency Management - EM-08 Emergency Response to Critical Assets 03	Are procedures established to permit access for first responders?
Emergency Management - EM-09 Fire and Emergency Services (F&ES) 01	Do communications centers such as the command post, fire dispatch center, security/police control center, etc., have response priority lists based on asset criticality and do the lists depict agreement to priorities?

Countermeasure details to assist the user in determining applicability.

Countermeasure Details - Emergency Management - EM-08 Emergency Response to Critical Assets 03

Emergency Management EM-08 Emergency Response to Critical Assets 03

DoD Mission Assurance Assessment Benchmark

Determine whether responders are knowledgeable of critical facilities, assets, and primary gathering buildings (PGBs) in the area of responsibility, whether a fire response priority list has been established for facilities prioritized as Defense Critical Infrastructure (DCI), and whether procedures are established to permit access for responders.

DTRA DoD Mission Assurance Assessment Guidelines

- Are critical assets identified in the installation facility priority list (or equivalent) and prioritized based on their Tier rating, mission, or importance?
- Do first and emergency responders maintain copies of these lists to determine response priorities in case of multiple incidents (fire, explosion, mass casualty, etc.)?
- Are first and emergency responders knowledgeable of critical assets on and off the installation?
- Are these lists standardized?
- Are procedures established to permit first responder's access to critical assets during duty and non duty hours?

Resource(s): DoDI 6055.17; DoDI 3020.52; DoDI O-2000.16, Vol 1

Close

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Conducting an Assessment (cont'd):

- 5g. When all questions have been answered this portion is complete, and the assessment is ready to be finalized. Click “Next Section/Tab” to move on to the next step, finalizing the assessment.

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< Previous Section/Tab Exit to Data Collection/Lock Next Section/Tab >

Export to Excel Upload Responses Revert All To Template Values Answer 'No' to All Unanswered

Add/View Comment

Revert Selected to Template Value

Filter by Category All Categories 219 / 219 / 263

Overall Progress: 219 Answered / 219 Required (263 Total)

Countermeasures/Benchmarks - Double click row for more information

Category	Countermeasure/Benchmark	Answer	Comment	Template Info	Objective(s)
Utilities - UT-01 Collocated Utilities 01	To prevent or minimize multiple support systems from being destroyed simultaneously, are supporting infrastructure elements NOT collocated?	Yes No N/A			Antiterrorism Force Protection or IDRMP Version 2.0
Utilities - UT-01 Collocated Utilities 01.a	For utilities feeding critical assets or mission essential vulnerable areas (MEVAs), are internal high-voltage feeder lines, branch circuit-distribution lines, and other power distribution equipment adequately separated from water and fuel storage tanks and pipes?	Yes No N/A			Antiterrorism Force Protection or IDRMP Version 2.0
Utilities - UT-01 Collocated Utilities 01.b	Are supporting utilities for critical assets configured to allow maintenance without affecting the critical asset (bypasses or redundant capability)?	Yes No N/A			Antiterrorism Force Protection or IDRMP Version 2.0

219 answered of 219 required; the assessment is complete. Click Next Section/Tab to continue.



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Conducting an Assessment (cont'd):

6. The final step in the assessment process is to finish and lock the assessment. Click on the “Finish and Lock” icon to accomplish this.

The screenshot shows the MARMS Assessment Module interface. At the top, it displays the navigation path: Home > Manage Assessments Home > 12000_20200415 - 76th ABW - Hanscom AFB - Area Q17 > 1 - Data Collection. Below this, a message says "This will set-up your assessment data collection." followed by "[More]". A horizontal flowchart illustrates the steps: Profile Organization, Scope Assessment, Identify Assets, Characterize Threats, Conduct Assessment, and Finish and Lock. Each step has a green checkmark icon. A blue callout box points to the "FINISH AND LOCK" button, which is highlighted with a red dashed border and a yellow "CLICK HERE" button. At the bottom left is a "Back to Assessment Home Page" button. A blue callout box on the right says "Click here to complete and lock the assessment."

The Assessment is now complete and will appear as “Read Only.”



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Completed Assessment:

After clicking the Finish and Lock icon, the user will see the screen at right. The next steps shown in the top half continue the Risk Management process. These steps are described in another user guide.

The Assessment Administration functions in the bottom half will be discussed in the next few slides.

Continuing steps of the Risk Management process.

Assessment Administrative Actions

The screenshot shows the MARMS Assessment Home page. At the top, there's a navigation bar with 'Assessment Workflow' and a globe icon. Below it, a breadcrumb trail reads 'Home > Manage Assessments Home > 12000_20200415 - 76th ABW - Hanscom AFB - Area Q17'. A main heading says 'This is your assessment home page. We'll guide you through it step by step.' It describes the workflow: 'Use the links below to guide you through the steps to understand your security posture and your next steps to reduce vulnerability and risk. The CLICK HERE indicator will display on the next section to be completed or icons will indicate section completion. You must complete sections in the designated order. Only the assessment owner or a user with privileges may complete it. Once the assessment is completed, it will display in (Read Only) mode.' Below this, four steps are shown with icons: 1 - Data Collection (READ ONLY), 2 - Basic Analysis, Mitigation and Submission (CLICK HERE), 3 - Approver Review, and 4 - Completed. A dashed red box highlights step 2. The bottom section, titled 'Assessment Administration', lists various actions with descriptions:

Open for Editing	Unlock this assessment for editing
Rename	Change the name of this assessment
Share this Assessment	Share this assessment with other users
Change Owner	Give responsibility for this assessment to another user
Delete	Permanently delete this assessment
File/Image Upload	Upload files or images
Reports	Generate reports and assessment aids
View POCs	View points of contact
Archive Assessment	Archive this Assessment

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Legacy CVAMP Data:

To access Legacy CVAMP data, select the “Legacy Assessment Data” button on the Home page. The following page displays individual observations at the top and more specific information for a selected observation at bottom.

This page provides various action buttons at the top as well as sorting and filtering tools atop each column.

This is your resource to complete the Risk Assessment process.
EPRM will help you understand risk analysis by assisting you in identifying your assets and what protection measures your organization has in place.
EPRM automates the assessment process by guiding you step by step through identifying Assets, Threats, what your organization is doing now and what it can do better. You can assign tasks and create reports to truly understand and explain your Risk.



Main Menu

Manage Assessments Advanced Analysis Manage Templates (including AHTAs) Manage Survey Resources User Guides and References

Legacy CVAMP Assessment Data

Manage MA Assessments Manage IAS

Enable Accessibility

LEGACY CVAMP ASSESSMENT OBSERVATIONS

Tracking Num	Description	Obs Type	Overall	Organization	Location	Asset	Visit Start	Visit End	Last Update	Status
E-AF-NAVSTA R (U) Access cont V		Procedural	NAVSTA Rota	Death Star	Main Gate	05/04/2015	05/08/2015	05/12/2019	(P) Lower lev	
E-AF-NAVSTA R (U) hfrjchcjhjkh V		Procedural	NAVSTA Rota	Vampire Land	Visitor Control	05/03/2015	05/08/2015	05/13/2015	(V) Observat	
E-AF-NAVSTA R (F) No plan to s C		Programmatic	NAVSTA Rota	The Shrine	Bldg 1	05/05/2015	05/06/2015	05/24/2018	(EA) Closure	
E-AF-NAVSTA R (F) 100 ID chec V		Procedural	NAVSTA Rota	Galaxy far far a Death Star	05/13/2015	05/15/2015	05/24/2018	(EA) Closure		
E-AF-NAVSTA R (U) jhfhjjhnedk C		Programmatic	NAVSTA Rota	Bizarro World	Main Gate	05/13/2015	05/27/2015	05/24/2018	(EV) Closure	
E-AF-NAVSTA R (S) horrible V		Programmatic	NAVSTA Rota	Baranum	sc	05/04/2015	05/12/2015	05/24/2018	(EV) Closure	
E-AF-NAVSTA R (U) test V		Procedural	NAVSTA Rota	Death Star	Time Travel Port	05/13/2015	05/31/2015	05/24/2018	(EV) Closure	
E-AF-NAVSTA R (U) 6 meter ven V		Programmatic	NAVSTA Rota	Death Star	Exterior Vent	05/02/2015	05/10/2015	05/13/2015	(V) Observat	
E-AF-NAVSTA R (U) kmmimdfw V		Procedural	NAVSTA Rota	Vampire Land	The Box	05/13/2015	05/13/2015	05/13/2015	(V) Observat	
E-AF-NAVSTA R (U) 400 meters C		Programmatic	NAVSTA Rota	ZombieLand	Perimeter Fence	05/13/2015	05/14/2015	05/13/2015	(V) Observat	
E-AF-NAVSTA R (U) 100 ID chec V		Procedural	NAVSTA Rota	Death Star	Death Star	05/13/2015	05/13/2015	04/29/2019	(V) Observat	

Rows 1 - 50 of 130

SELECTED OBSERVATION

Details	Standards	Guidance	Risk Assessment	Related Info	Attachments	History	Organization	Location
Asset	Visit							

Tracking Number: E-AF-NAVSTA Rota-2015-0001
Last Updated: 05/12/2019
Assessment Team: USAFE
Visit Start Date: 05/04/2015
Visit End Date: 05/08/2015
CIP Related: False
Asset: Main Gate
Location: Death Star
Host Nation: True
Overall Type: V
Description: (U) Access control procedures are exploitable. (DoD VA Benchmark PS-06) (DoDI 2000.7, DoDI 3611.5)
Discussion: (U) (U) Discussion. The Death Star has two access control points (ACPs): the main gate to the west and the commercial vehicle gate to the south. The storm troopers are the sole responsible force for conducting operations on the Death Star. (U) Based on observation of the main gate and commercial gate, it was determined that the vehicle gate is the most likely point of entry. The pedestrian gate was not observed. The identification process is inaccurate. Local nationals and other country nationals were seen sharing and DoD areas are not properly vetted, and circulation control measures are not in place. (U) Storm trooper inspections are not sufficient to mitigate the established design basis threat (DBT). Inspections were cursory; storm trooper personnel rarely used available equipment adequately (i.e., under vehicle inspection mirror). Storm troopers were observed casually walking around the vehicle, failing to inspect the vehicle undercarriage and interior

Detailed information for the selected observation will populate here. Tabs allow the user to access various observation categories.



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Legacy CVAMP Data:

To better understand the abbreviations for observation types and observation statuses found in CVAMP Legacy Data, refer to the glossary below.

Observation Types:

- (-B-) Beneficial
- (-N-) Neutral
- (-V-) Vulnerability
- (-C-) Concern

LEGACY CVAMP ASSESSMENT OBSERVATIONS										
Back	Add Corrective Action	View Statistics	Export Observation Summaries	Export Selected Observation						
Tracking Num	Description	Obs Type	Overall	Organization	Location	Asset	Visit Start	Visit End	Last Update	Status
E-AF-NAVSTA R (U) Access cont V		Procedural	NAVSTA Rota	Death Star	Main Gate	05/04/2015	05/08/2015	06/12/2019	(-P-) Lower level	
E-AF-NAVSTA R (U) hfxjxchwkj V		Procedural	NAVSTA Rota	Vampire Land	Visitor Control	05/03/2015	05/09/2015	05/13/2015	(-V-) Observati	
E-AF-NAVSTA R (F) No plan to C		Programmatic	NAVSTA Rota	The Shire	Bldg 1	05/05/2015	05/06/2015	05/24/2018	(-EA-) Closure	
E-AF-NAVSTA R (F) 100 ID ched V		Procedural	NAVSTA Rota	Galaxy far far a	Death Star	05/13/2015	05/15/2015	05/24/2018	(-EA-) Closure	
E-AF-NAVSTA R (U) kjhfkjlhwd C		Programmatic	NAVSTA Rota	Bizarro World,	Main Gate	05/13/2015	05/27/2015	05/24/2018	(-EY-) Closure	

Status Types:

- (-C-) Observation released and has corrective action
- (-D-) Observation deleted by lower level or higher level approved deletion
- (-EM-) Closed (and any risk and/or mitigation actions accepted)
- (-K-) Observation Created
- (-M-) Released observation that was mitigated, or risk accepted, or no mitigation was possible, or project closed
- (-O-) Observation is new, not yet "Complete" (not validated)
- (-P-) Lower level requested that observation be deleted
- (-R-) Higher level returned observation to lower level
- (-U-) Observation is "complete" (validated) but not yet released
- (-V-) Observation has been released to higher level
- (-X-) Higher level needs to acknowledge risk
- (-Y-) Lower level requested that observation be closed or deleted



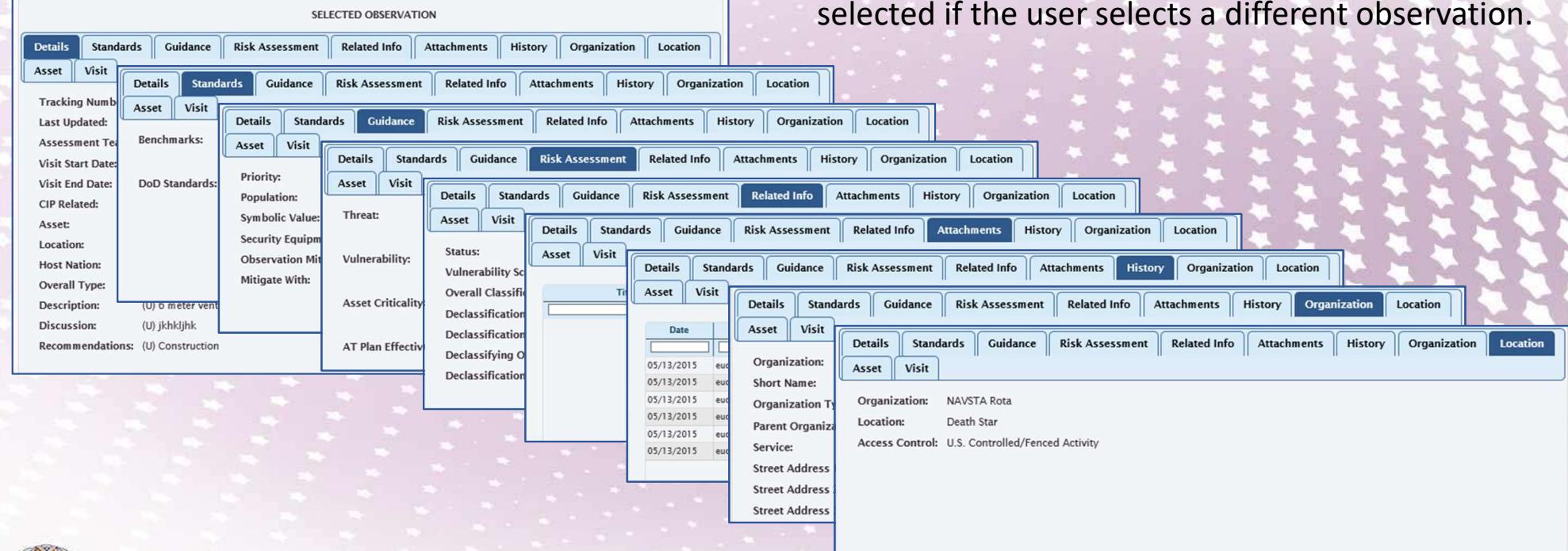
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Legacy CVAMP Data:

EAF-NAVSTA R (U) test	Procedural	NAVSTA Rota	Death Star	Time Travel	05/03/2015	05/17/2015	05/24/2018	(EY) closure
E-AF-NAVSTA R (U) 6 meter ven V	Programmatic	NAVSTA Rota	Death Star	Exterior Vent SI	05/02/2015	05/10/2015	05/13/2015	(V) Observati
E-AF-NAVSTA R (U) known m V	Procedural	NAVSTA Rota	ZombieLand	Bo	05/04/2015	05/13/2015	05/20/2015	(V) Observati
E-AF-NAVSTA R (U) 400 meters C	Programmatic	NAVSTA Rota	ZombieLand	Perimeter Fenc	05/13/2015	05/14/2015	05/13/2015	(V) Observati
E-AF-NAVSTA R (U) 100 ID chec V	Procedural	NAVSTA Rota	Death Star	Death Star	05/13/2015	05/13/2015	04/29/2019	(V) Observati

By highlighting an observation at top, the user can page through various detail tabs below. To ease comparison of observations, the current tab remains selected if the user selects a different observation.



The screenshot displays a hierarchical interface for managing CVAMP data. At the top, a grid of observations is shown, with the first row highlighted in yellow. Below this, a detailed view for the first observation is expanded. This view includes a header bar with tabs for Details, Standards, Guidance, Risk Assessment, Related Info, Attachments, History, Organization, and Location. The 'Details' tab is currently selected. Under this tab, there are sections for Asset and Visit, tracking numbers, last updated, assessment type, visit start date, visit end date, CIP related, and host nation. Further down, there are sections for DoD Standards, benchmarks, priority, population, symbolic value, security equipment, observation mitigation, and mitigate with. The 'Risk Assessment' tab is also visible, showing threat, vulnerability, status, overall classification, declassification, and AT plan effectiveness. The 'Organization' tab shows details for NAVSTA Rota, including short name, organization type, parent organization, service, street address, and access control. The 'Location' tab is partially visible.

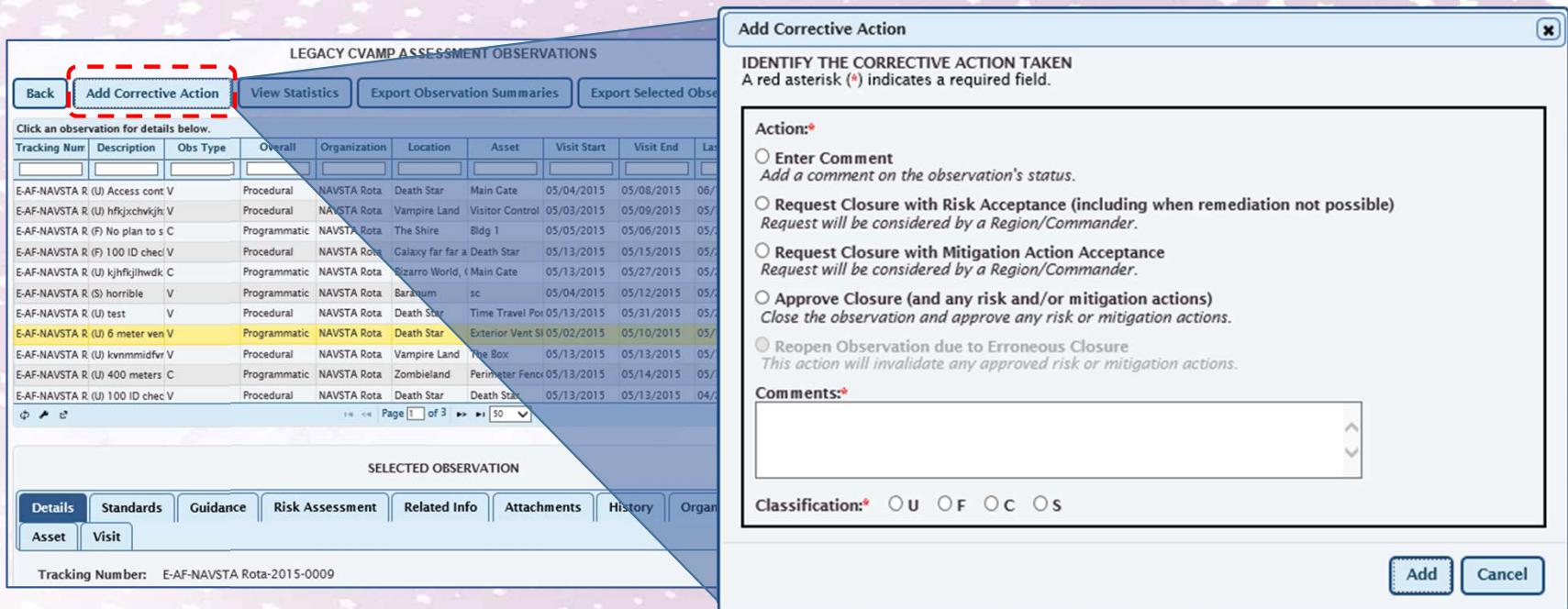


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Legacy CVAMP Data:

If the status of an observation should change the user can utilize the “Add Corrective Action” button to update the item. First, highlight the item to be updated, then select the corrective action from the dialog box. Comments and classification level designation are required.



The screenshot shows the 'LEGACY CVAMP ASSESSMENT OBSERVATIONS' page. A specific observation is selected and highlighted with a yellow background. The 'Add Corrective Action' button is highlighted with a red dashed box. An 'Add Corrective Action' dialog box is overlaid on the page. The dialog box contains the following text and options:

Add Corrective Action

IDENTIFY THE CORRECTIVE ACTION TAKEN
A red asterisk (*) indicates a required field.

Action:

- Enter Comment
Add a comment on the observation's status.
- Request Closure with Risk Acceptance (including when remediation not possible)
Request will be considered by a Region/Commander.
- Request Closure with Mitigation Action Acceptance
Request will be considered by a Region/Commander.
- Approve Closure (and any risk and/or mitigation actions)
Close the observation and approve any risk or mitigation actions.
- Reopen Observation due to Erroneous Closure
This action will invalidate any approved risk or mitigation actions.

Comments:

Classification: * U F C S

Add **Cancel**

Below the main interface, the 'SELECTED OBSERVATION' tab is active, showing tabs for Details, Standards, Guidance, Risk Assessment, Related Info, Attachments, History, Organization, Asset, and Visit. The tracking number 'E-AF-NAVSTA Rota-2015-0009' is displayed at the bottom.



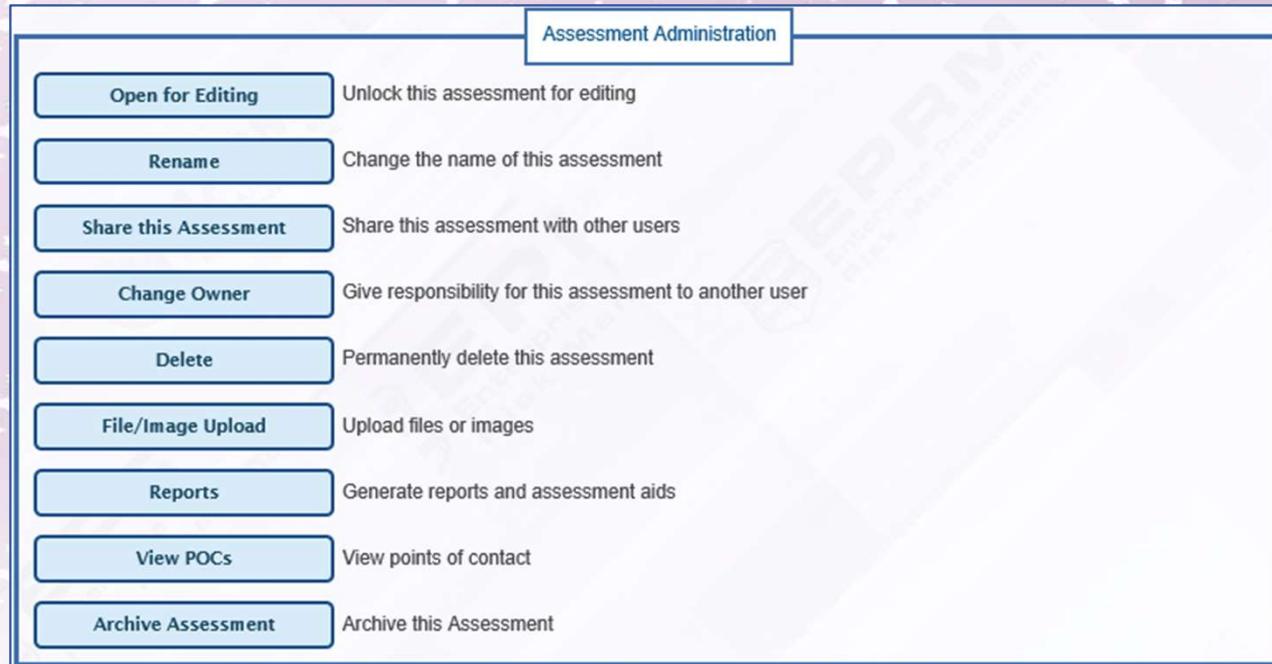
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Administrative Tools:

The nine tools listed below are not integral to the conduct of an assessment, but are useful for managing administrative aspects of an assessment. The following pages will describe each of them.



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Administrative Tools: Open for Editing

This feature allows users to return back to an assessment, which had previously been marked as “**Read Only**”, to make edits to the assessment.

The screenshot shows the MARMS Assessment Administration interface. At the top, there is a flowchart with four steps: 1 - Data Collection (read-only), 2 - Basic Analysis, Mitigation and Submission (click here), 3 - Approver Review, and 4 - Completed. Below the flowchart, the assessment details are listed: ID 11772_20200224 - 76th ABW - Hanscom AFB, Assessment of Hanscom AFB > 76th ABW, 02/24/2020 (2 – Basic Analysis, Mitigation and Submission), Conducted by Job Furst with objectives: Antiterrorism Force Protection or IDRMP. A large blue callout box points to the "Open for Editing" button, which is highlighted with a red dashed border. The button is labeled "Unlock this assessment for editing". Other buttons visible include "Rename", "Share this Assessment", "Change Owner", "Delete", "File/Image Upload", "Reports", "View POCs", and "Archive Assessment".

Click here, to unlock an assessment. Caution should be used in editing so that accurate assessment data is not lost in the editing process.

The screenshot shows the MARMS Assessment Administration interface after the assessment has been unlocked. The "Open for Editing" button is now grayed out. A blue callout box points to the "Manage POCs" button, which is highlighted with a red dashed border. The button is labeled "Add/Edit/Delete points of contact". Other buttons visible include "Rename", "Share this Assessment", "Change Owner", "Delete", "File/Image Upload", "Reports", and "Archive Assessment".

Before locking, and when opened for editing, “Manage POCs” appears. When locked, “View POCs” appears. POCs can only be added, edited, and deleted when the assessment is open.



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Administrative Tools: “Manage POCs”

This feature allows users to add points of contact to the assessment file. Initially, only the owner of the assessment can be found in the POC list. However, users may wish to add a relevant POC, e.g, fire marshal, unit security manager, et al.

The screenshot illustrates the MARMS 'Manage POCs' feature. On the left, a sidebar menu includes options like 'Rename', 'Share this Assessment', 'Change Owner', 'Delete', 'File/Image Upload', 'Reports', 'Manage POCs' (which is highlighted with a red dashed box), and 'Archive Assessment'. A green arrow points from this menu to a callout box stating: 'Name of assessor, any added POCs will display here also.' The main content area shows a table titled 'Additional POCs' with columns for Name, Title, Email, and Phone. It lists one entry: 'Furst, Job' with email 'jf@1.com' and phone '703.575.2806'. Above the table, a message says: 'Please enter additional points of contact (POCs) for your assessment, program, organization, etc. To complete the form below, please use the Add New Entry button to update your assessment with additional points of contact. To edit an entry, once it has been added, double-click on the line for that POC. To delete an entry, highlight the entry by clicking on the line once and then click the Delete Entry button.' A blue callout box on the right says: 'Click “Add New Entry” to enter other POC data for this assessment.' Below the table, another callout box says: 'To add an individual, required fields are name, phone, and email. It is also recommended that the Title/Job Function be included.' The 'Add New Entry' dialog box is shown on the right, containing fields for 'Full Name*', 'Title/Job Function', 'Phone*', 'Cell Phone', 'Email*', 'Organization Name', 'Address', 'City', 'State', 'ZIP/Postal Code', and 'Country'. Buttons for 'Clear form', 'Cancel', and 'Save' are at the bottom.

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Administrative Tools: “Rename”

The “Rename” feature allows users to change the name of an assessment. Click Rename, enter the new name in the box provided, then click “OK” to save the change.

Assessment Administration

What would you like to name this assessment? OK Cancel

Rename Change the name of this assessment

Share this Assessment Share this assessment with other users

Change Owner Give responsibility for this assessment to another user

Delete Permanently delete this assessment

File/Image Upload Upload files or images

Reports Generate reports and assessment aids

Manage POCs Add/Edit/Delete points of contact

Archive Assessment Archive this Assessment

Type the new name in the text box, then click “OK”.



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Administrative Tools: “Share this Assessment”

Selecting “Share This Assessment” allows users to give other MARMS users access to an assessment. Allow others to read, edit, and/or conduct analysis depending on the privileges selected.

Pulldown menus allow selection of permissions.

User can designate permission for others to access an assessment.

Name	E-Mail	Owner Level	Permissions
Carr, Lisa	[REDACTED]	No	None Read Only Read/Write
Earp, Wyatt	[REDACTED]	No	None
Furst, Job	[REDACTED]	Yes	None
Holiday, Doc	[REDACTED]	No	None
Inovera, Marge	[REDACTED]	No	None
McKechnie, Kellen	[REDACTED]	No	None
Order, Lauren	[REDACTED]	No	None

Read Only privileges allow another user to view the assessment.
Read/Write privileges allow another user to view and edit the assessment.



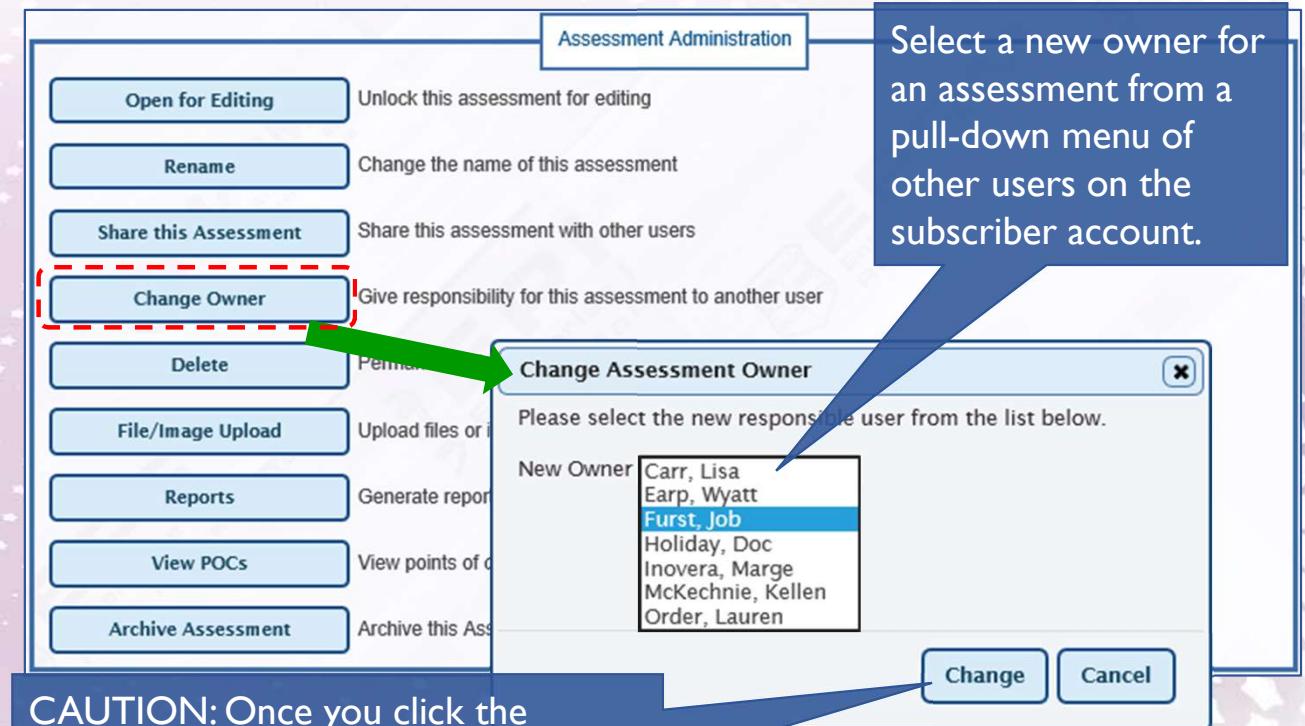
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Administrative Tools: “Change Owner”

The “Change Owner” feature allows the current assessment owner to transfer ownership to any EPRM user in that subscriber account. Once changed, the original owner no longer has any access to the assessment.

Select a new owner for an assessment from a pull-down menu of other users on the subscriber account.



Assessment Administration

Open for Editing Unlock this assessment for editing

Rename Change the name of this assessment

Share this Assessment Share this assessment with other users

Change Owner Give responsibility for this assessment to another user

Delete Permanently delete this assessment

File/Image Upload Upload files or images

Reports Generate reports

View POCs View points of contact

Archive Assessment Archive this assessment

Change Assessment Owner

Please select the new responsible user from the list below.

New Owner

Carr, Lisa
Earp, Wyatt
Furst, Job
Holiday, Doc
Inovera, Marge
McKechnie, Kellen
Order, Lauren

Change Cancel

CAUTION: Once you click the “Change” button the new owner will be notified by email and you will no longer have access to the assessment.

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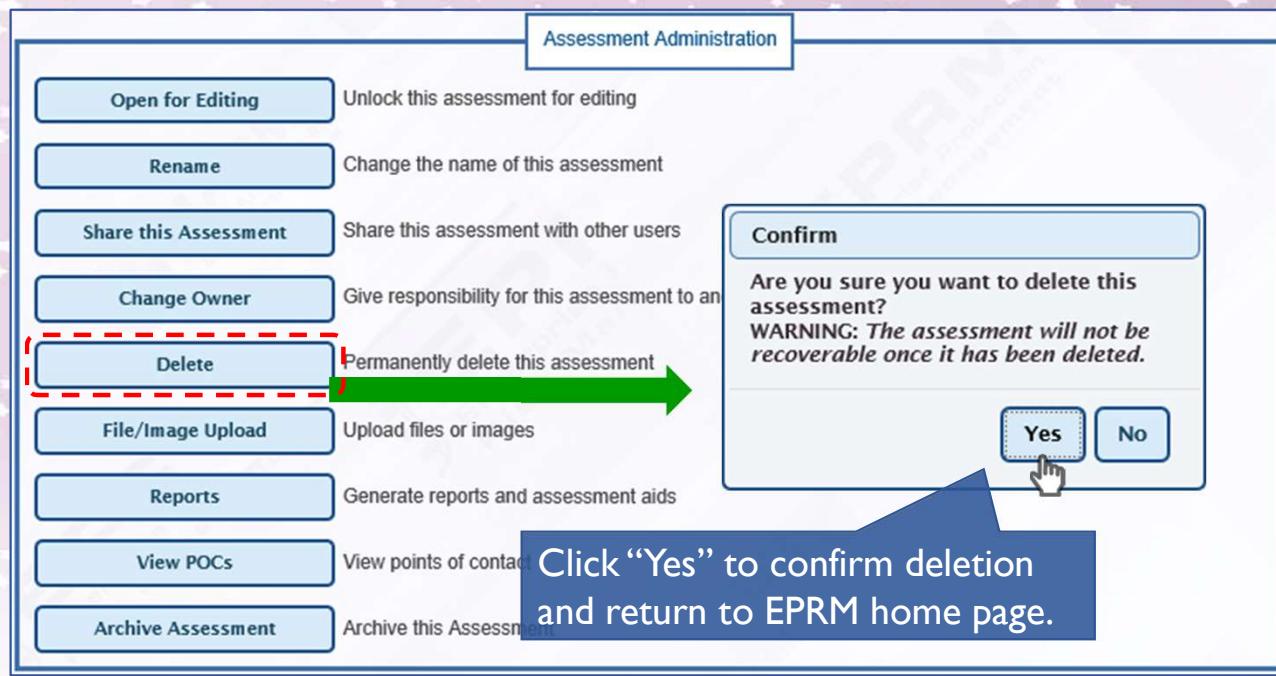


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Administrative Tools: “Delete [an Assessment]”

Selecting the “Delete” feature allows permanent deletion of an assessment. Once the assessment has been deleted it will not be recoverable. Click “Delete.” A pop-up box will appear to confirm deletion of the assessment. Click “Yes,” the assessment will be deleted; you will be returned to the EPRM home page.



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Administrative Tools: “File/Image Upload”

The “File/Image Upload” feature allows users to attach supporting documents and pictures to an assessment. Click “File/Image Upload” to open an upload page that allows file upload and attached file management.

The screenshot shows the 'Assessment Administration' page for an assessment titled '12000_20200415 - 76th ABW - Hanscom AFB - Area Q17'. On the left, a sidebar lists administrative actions: Open for Editing, Rename, Share this Assessment, Change Owner, Delete, File/Image Upload (highlighted with a red dashed box), Reports, View POCs, and Archive Assessment. A green arrow points from the text 'Manage current attachments here.' to the 'File/Image Upload' button. The main content area is titled 'File Upload' and includes instructions: 'Select a file to upload for this assessment and click "Upload". Maximum upload file size: 10MB.' A blue callout box highlights this text with the note: 'Note: max file size is 10MB.' Below this is a file selection interface with 'File' and 'Browse' buttons, and a 'Description' text area. A blue callout box to the right of this interface says: 'Browse for desired file. Once selected, click "Upload" to add/attach file.' At the bottom, a table titled 'Current Uploaded Files' shows columns for File Name, File Type, File Description, Upload Date, and Uploaded By. A 'Delete File' button is located at the top right of this table. A purple footer bar at the bottom of the slide contains the text 'UNCLASSIFIED' and the number '41'.



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Administrative Tools: “Reports”

The “Reports” feature allows you to generate reports of the assessment information in Excel, Word, or PowerPoint. Click “Reports” to open a listing of available reports.

The screenshot shows the 'Assessment Administration' screen. On the left, a vertical list of options includes 'Open for Editing', 'Rename', 'Share this Assessment', 'Change Owner', 'Delete', 'File/Image Upload', 'Reports' (which is highlighted with a red dashed box), 'View POCs', and 'Archive Assessment'. A green arrow points from the 'Reports' button to a callout box containing the text 'Available in MS Excel and PowerPoint.' To the right, there are three sections: 'Word Documents', 'Spreadsheets', and 'Presentations (PowerPoint)'. Each section lists report types: 'Word Documents' lists 'Risk Levels - Sorted by Asset' and 'Risk Levels - Sorted by Threat'; 'Spreadsheets' lists 'Risk Levels - Sorted by Vulnerability' and 'Countermeasure Risk Analysis'; 'Presentations (PowerPoint)' lists 'Countermeasures Risk Analysis'. A blue callout box to the right of the 'Presentations' section states 'Each hotspot will open the report as described.' At the bottom are 'Back' and 'Continue' buttons.

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Administrative Tools: “View POCs”

“View POCs” is similar to the “Manage POCs” feature discussed above, but here it is **Read Only**. Selecting “View POCs” allows users to view the point of contact information associated with an assessment, but no editing or additions can be made.

Assessment Administration

Open for Editing Unlock this assessment for editing

Rename Change the name of this assessment

Share this Assessment Share this assessment with other users

Change Owner Give responsibility for this assessment

Delete Permanently delete this assessment

File/Image Upload Upload files or images

Reports Generate reports and assessment aids

View POCs View points of contact

Archive Assessment Archive this Assessment

Note: this list Read Only. Open the assessment to edit.

Home > Manage Assessments Home > 12000_20200415 - 76th ABW - Hanscom AFB - Area Q17 > 1 - Data Collection > Organization POCs (Read Only)

Please enter additional points of contact (POCs) for your assessment, program, organization, etc.
To complete the form below, please use the Add New Entry button to update your assessment with additional points of contact. To edit an entry once it has been added, double-click on the line for that POC. To delete an entry, highlight the entry by clicking on the line once and then selecting the Delete Entry button.

Name	Title	Email	Phone	Cell	Organization Name	Address
Furst, Job		jf@1.com	703.575.2806			

Details for all POCs.

Back to Assessment

Rows 1 - 1 of 1



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*All slides based on v3.11

Conclusion:

This concludes the User's Guide for conducting an assessment. See the other guides available for further information on other aspects of the MARMS tool. Below is some additional information WRT the program:

- **Accessing the system:**
(SIPRNET) <https://eprm.csd.disa.smil.mil>
- **Help:**
For assistance and for any questions, please email
EPRMhelp@alionscience.com or call 1-800-754-4204. 0700-1700
Eastern time
- **Resources:**
User guides, videos & other materials are available at
<https://marms.js.mil/training/eprm-training.html>

