

CREATE PMO ASSESSMENT AND PPP

The Program Management Office assessment is used to assess security within the Program Management Office. This assessment can be completed anytime after the Baseline assessment is completed. This assessment is periodically updated to show countermeasure implementation (and subsequent risk reduction) over time. This job aid is focused on using the NIPR to SIPR process.

1. Go to the **ASM Help Portal** at <http://eprmhhelp.countermeasures.com/asm.html>
2. Click on **Training and Resources**.
3. **Download the countermeasure list** from the downloads section on the right.
4. **Open the file.**
5. **Answer the countermeasure questions** from a standpoint of what is to be included as part of the RFP.
6. **Save the file.**
7. **Login to ASM.** (SIPR)
8. **Double click on the Program** to open.
9. Click on the **Assessment Tab**.
10. **If not yet completed, click on Create to create it.**
11. Select **PM Approved RFP assessment** as the assessment type.
12. Select **Program Office** as who provided the information.
13. Click on **Continue** on the assessment creation page.
14. Click on **Next Section tab** on the **profile page**, the **assets page** and the **threats page** to get to the countermeasures page.
15. Click on **Upload Responses**.
16. Click on **Browse** to locate the completed Excel file.
17. Click on **Upload**.
18. Click on **Back** to return to Countermeasures page.
 - a. Answer any unanswered questions.
19. Click on **Next Section/Tab** to get to Data collection page.
20. Click on **Finish and Lock**.
21. Click on **Return to ASM Program** button.
22. **Select the assessment** just created and **Release** (if ready).
23. **Exit ASM** by clicking on log off icon in upper right of screen or close the program. Your work is automatically saved.

If you have any trouble, please contact the EPRM Help desk at eprmhhelp@alionscience.com
Additional Training Resources can be found at <http://eprmhhelp.countermeasures.com/asm-training-resources.html>