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Analysis & Mitigation User Guide

EPRM v3.64, March 2024

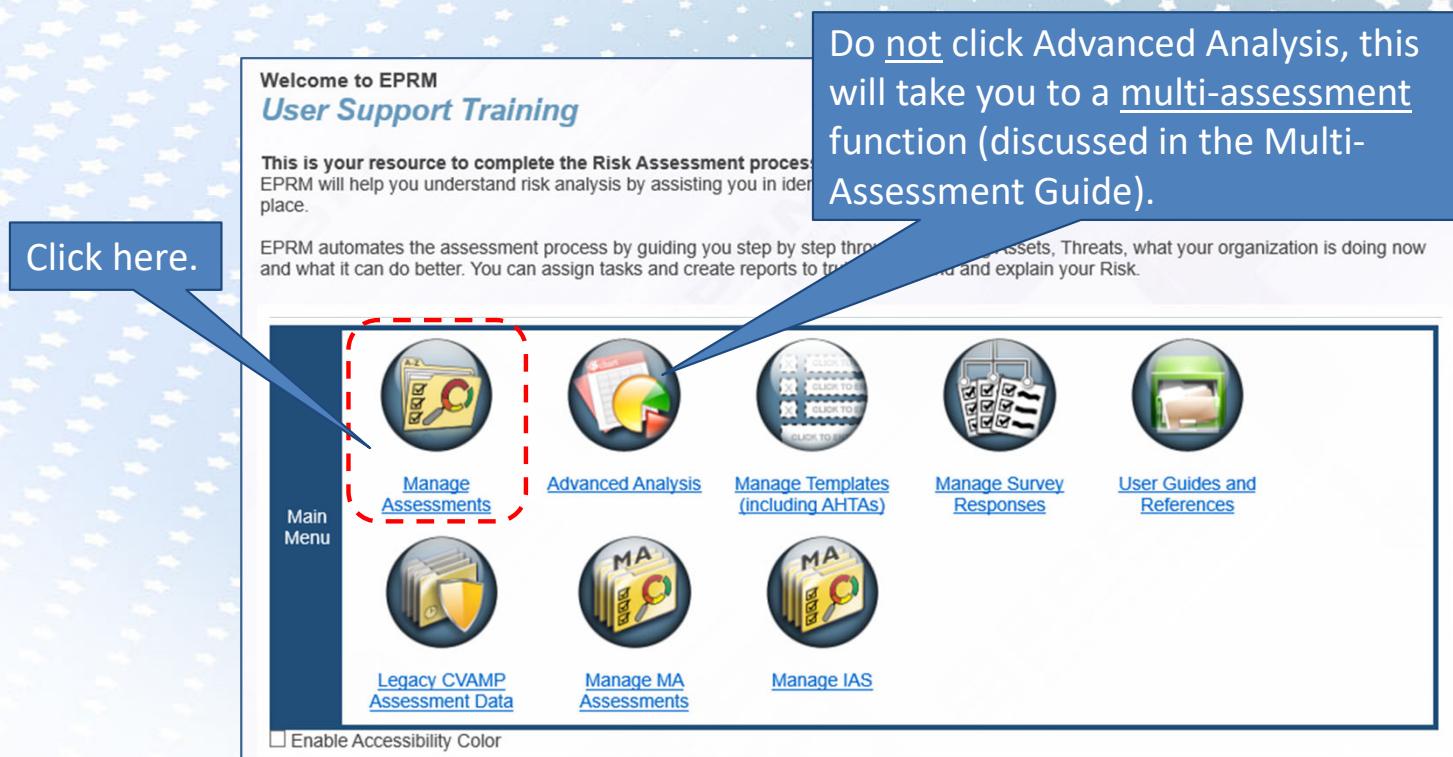
EPRM User Support: eprmhelp@hii-tsd.com
1.800.754.4204

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Getting Started with Analysis:

From the home page, begin by clicking the Manage Assessments activity button. Users will select the assessment to include in the analysis on the following screen.



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Analysis:

The Manage Assessments Home page grid contains all completed or in process assessments under the user's cap node in the hierarchy. Double-click the assessment you wish to select for further analysis.

Home > Manage Assessments Home

This is where you may create a new assessment or view / modify existing assessments based on privileges or permissions unique to your User Profile. [More]

START
Create a New Assessment

Active Archived

Started and Completed Assessments - To view an assessment, double-click the row. Select a row and click on open button at the bottom of the grid.

ID	Assessment Name	Status	Created	Last Updated	Due Date	Node	Objective(s)
12530	20201215 - 1 SOW - IP	2 - Basic Analysis, Mitigation and Submission	Job Furst	12/16/2020	01/22/2021	AFSOC > 1st SOW	Information Protection Version 1.0
12443	20201023-17 TW-Goodfellow AFB (Do Not Use	1 - Data Collection	Job Furst	10/23/2020	10/23/2020	Goodfellow AFB > 17th Training Wing	Anti-terrorism Force Protection or IDRMP Version 2.0
12445	20201023-17TW-Goodfellow AFB	2 - Basic Analysis, Mitigation and Submission	Job Furst	10/23/2020	10/23/2020	Goodfellow AFB > 17th Training Wing	Anti-terrorism Force Protection or IDRMP Version 2.0
12439	20201020-88th ABW-WPAFB - 124th Squadron	1 - Data Collection	Marge Inovera	10/21/2020	10/21/2020	88th ABW > 124th Squadron	Mission Assurance Assessment/AHT
12440	20201020-88th ABW-WPAFB - 123rd Squadron	1 - Data Collection	Marge Inovera	10/21/2020	10/22/2020	88th ABW > 123rd Squadron	Mission Assurance Assessment/AHT

Only assessments in the “Basic Analysis, Mitigation, and Submission” status may be considered for analysis.

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Analytical Phase Initiation:

On the Assessment Workflow page, click the icon highlighted by the “CLICK HERE” badge (2-Basic Analysis, Mitigation and Submission).

Select the “Basic Analysis, Mitigation and Submission” icon to begin analysis.

Do not use the **Open For Editing** button to attempt to enter analysis. This will return to the Data Collection phase, not analysis.

Assessment Workflow

Home > Manage Assessments Home > 12530_20201215 - 1 SOW - IP

your assessment home page. We'll guide you through it step by step. The page displays according to the status of the assessment and your unique User Login. 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 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.

Administration buttons display below the icons for assessment owners or users with administrative privilege.

1 - Data Collection 2 - Basic Analysis, Mitigation and Submission 3 - Approver Review 4 - Completed

12530_20201215 - 1 SOW - IP
Assessment of AFSOC > 1st SOW, 12/16/2020 (2 – Basic Analysis, Mitigation and Submission)
Conducted by Job Furst with objectives: Information Protection Version 1.0

Assessment Administration

Open for Editing Unlock this assessment for editing

Rename Change the name of this assessment

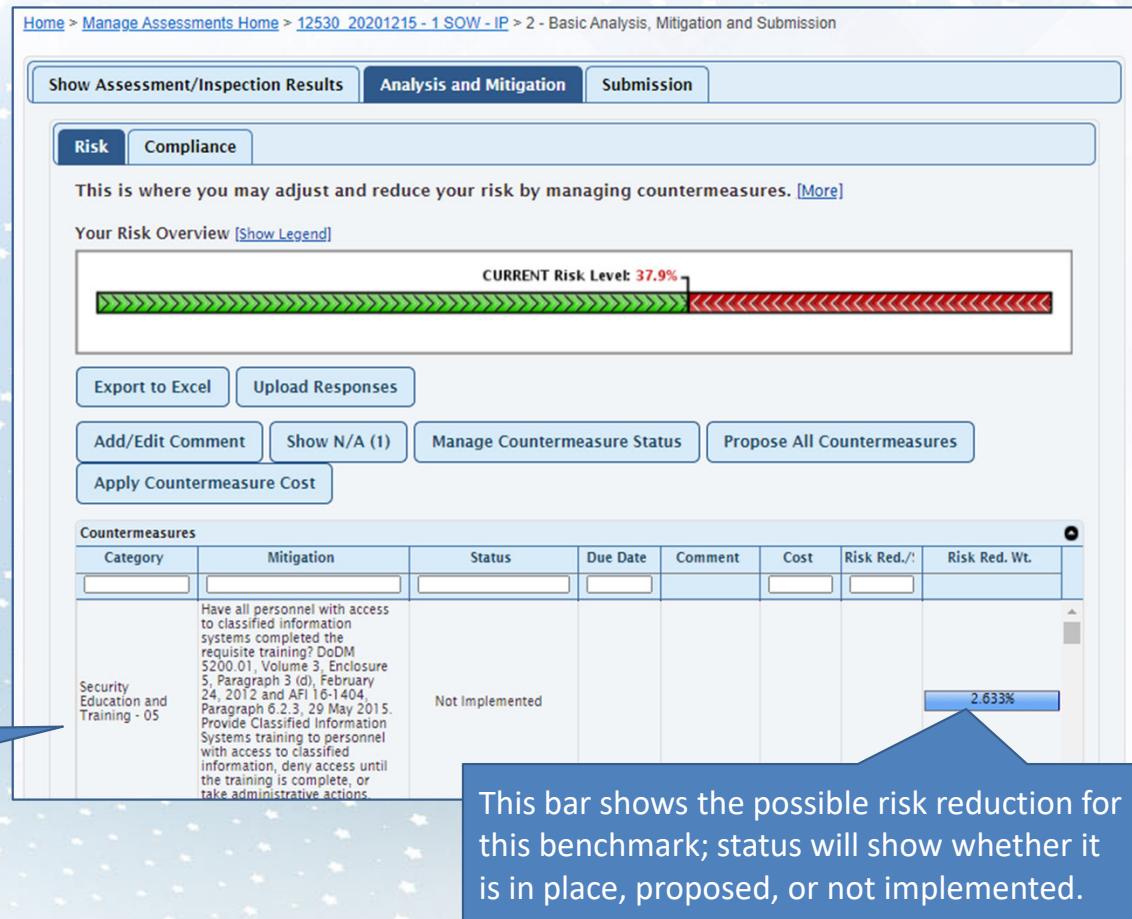
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Analytical Phase:

The “work area” for analysis is shown here. At the top is a bar graph depicting the current risk level for the assessed unit. Below that, in the grid, are all the benchmarks including their Risk Reduction Weight percentages, and implementation status.

All benchmarks are listed in this grid, whether they are in place or not.



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Analytical Phase (*page orientation*):

At the top of the page there are three tabs, the screen opens to Analysis and Mitigation, where the user analysis work will begin. The additional tabs, Show Inspection Results and Submission are for follow-on action after the analysis is complete.

Home > Manage Assessments Home > 12530_20201215 - 1 SOW - IP > 2 - Basic Analysis, Mitigation and Submission

Show Assessment/Inspection Results Analysis and Mitigation **Submission**

Risk Compliance

This is where you may adjust and reduce your risk by managing countermeasures. [\[More\]](#)

Your Risk Overview [\[Show Legend\]](#)

CURRENT Risk Level: 37.9%

Export to Excel Upload Responses

Add/Edit Comment Show N/A (1) Manage Countermeasure Status Propose All Countermeasures

Apply Countermeasure Cost

Countermeasures

Category	Mitigation	Status	Due Date	Comment	Cost	Risk Red./%	Risk Red. Wt.
Security Education and Training - 05	Have all personnel with access to classified information systems completed the required training? DoDM \$300.01, Volume 3, Enclosure 5, Paragraph 3 (d), February 24, 2012 and AFI 16-1404, Paragraph 6.2.3, 29 May 2015. Provide Classified Information Systems training to personnel with access to classified information, deny access until the training is complete, or take administrative actions.	Not Implemented				2.633%	

The Inspection Results tab is used for recurring actions, e.g., re-inspections, and will appear after the first submission action is completed.

Submission is the final step in this process and will include a subjective adequacy statement and approver comments.

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Analytical Phase (*page orientation, cont'd*):

The second tier of tabs depict risk and compliance. Risk is the primary focus and is the default, but clicking on the Compliance tab will switch to a depiction of benchmarks with regard to regulatory and other guidance.

The screenshot displays the 'Analysis and Mitigation' section of the application. At the top, there are three tabs: 'Show Assessment/Inspection Results', 'Analysis and Mitigation' (which is selected), and 'Submission'. Below these tabs, there are two buttons: 'Risk' and 'Compliance'. A dashed red box highlights the 'Risk' button. A callout bubble points to the 'Risk' section, stating: 'The bar graph will actively change when the user proposes or implements benchmarks.' The 'Risk' section includes a heading 'Your Risk Overview [Show Legend]', a progress bar labeled 'CURRENT RISK LEVEL: 30%', and buttons for 'Export to Excel', 'Upload Responses', 'Add/Edit Comment', 'Show N/A (3)', and 'Manage Cou...'. Another callout bubble points to the 'Compliance' section, stating: 'Note the reverse orientation. Risk moves toward 0, while compliance moves toward 100%.' The 'Compliance' section includes a heading 'Your Compliance Overview [Show Legend]', a progress bar labeled 'CURRENT COMPLIANCE LEVEL: 74.6%', and a dropdown menu for 'Select a Compliance Source' with options like 'All Compliance Sources'. Navigation links at the top left include 'Home > Manage Assessments Home > 11772_20200224 - 76th ABW - Hanscom AFB > 2 - Basic Analysis, Mitigation'.

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Analytical Phase (*page orientation, cont'd*):

Between the bar graph and the countermeasure grid there are four action buttons: **Show N/A**, **Manage Countermeasure Status**, **Propose All Countermeasures**, and **Apply Countermeasure Cost**. These are the principal tools for risk response and mitigation analysis.

The screenshot shows a web-based application interface for managing assessments. At the top, there's a navigation bar with links to 'Home', 'Manage Assessments Home', and a specific assessment detail ('3489_88th ABW - Q2 IP Assessment - 20190415'). Below the navigation is a header with three tabs: 'Show Assessment/Inspection Results' (disabled), 'Analysis and Mitigation' (selected), and 'Submission'. Under the 'Analysis and Mitigation' tab, there are two sub-tabs: 'Risk' (selected) and 'Compliance'. A message box states: 'This is where you may adjust and reduce your risk by managing countermeasures.' Below this is a 'Your Risk Overview' section with a 'Show Legend' link. It features a horizontal bar chart titled 'CURRENT RISK LEVEL: 30%' with green and red segments. Below the chart are several buttons: 'Export to Excel', 'Upload Responses', 'Add/Edit Comment', 'Show N/A (1)', 'Manage Countermeasure Status', 'Propose All Countermeasures', and 'Apply Countermeasure Cost'. A dashed red rectangle highlights the 'Manage Countermeasure Status', 'Propose All Countermeasures', and 'Apply Countermeasure Cost' buttons. A callout bubble for 'Show N/A' says: 'Show N/A: displays a list of all benchmarks answered N/A.' A callout bubble for 'Apply Countermeasure Cost' says: 'Apply Countermeasure Cost: allows users to add cost considerations to the decision to implement a particular benchmark.' Another callout bubble for 'Propose All Countermeasures' says: 'Propose All Countermeasures: applies to any benchmarks not already implemented as functions as the name implies.' At the bottom, there's a table titled 'Countermeasures' with columns for Category, Mitigation, Status, Due Date, Cost, Risk Red./\$, and Risk Red. Wt. A note in the Category column reads: 'Paragraph 17, February 24, 2012. When it is found that Foreign Government Information (FCI) is not properly marked, stored, or controlled provide FCI training or mark, control, and store FCI.'

Manage Countermeasure Status: used to assign or define action for the selected benchmark.

Show N/A: displays a list of all benchmarks answered N/A.

Propose All Countermeasures: applies to any benchmarks not already implemented as functions as the name implies.

Apply Countermeasure Cost: allows users to add cost considerations to the decision to implement a particular benchmark.

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Analytical Phase (continued):

During initial analysis, users should review the benchmarks in the grid with an eye to the measures not implemented and the risk reduction weight (amount of risk reduced if implemented). To assist in this review, use of grid filter and sort features can be applied, e.g., sort to display the greatest to least risk reduction weight, and filter to display only benchmarks not implemented.

Countermeasures								
Category	Mitigation	Status	Due Date	Comment	Cost	Risk Red./\$	Risk Red. Wt.	
Security	Have all personnel with access to classified information completed appropriate training prior to access? DoD Manual 5200.01, Volume 3, Enclosure 5, Paragraph 3 (d), February 24, 2012 and AFI 16-1404, Paragraph 6.2.3, 29 May 2015.	Not Implemented					2.633%	
Security Education and Training - 05	systems completed the requisite training? DoDM 5200.01, Volume 3, Enclosure 5, Paragraph 3 (d), February 24, 2012 and AFI 16-1404, Paragraph 6.2.3, 29 May 2015. Provide Classified Information Systems training to personnel with access to classified information, deny access until the training is complete, or take administrative actions. Are all derivative classification documents properly marked?	Not Implemented					2.633%	

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Analytical Phase (continued):

After reviewing, the user may select a particular benchmark to propose or implement. To do this, highlight the benchmark by clicking on it (1) (it will be highlighted in yellow). Then select **Manage Countermeasure Status** (2). A new dialog box will open to allow various choices as shown.

The screenshot shows the EPRM application's 'Your Risk Overview' page. At the top, there is a progress bar labeled 'CURRENT RISK LEVEL: 30%'. Below the bar are several buttons: 'Export to Excel', 'Upload Responses', 'Add/Edit Comment', 'Show N/A', 'Manage Countermeasure Status' (which is highlighted with a red dashed box and a mouse cursor), 'Propose All Countermeasures', and 'Apply'. A callout bubble points to the 'Manage Countermeasure Status' button with the text: 'Do not double click or the explanation box will open.' Below these buttons is a table titled 'Countermeasures' with columns for 'Category', 'Mitigation', 'Status', 'Due Date', and 'Comment'. The first row, 'Derivative Declassification - 02', is highlighted in yellow and contains explanatory text about LAA requirements. The second row, 'Management - 05', and the third row, 'Safeguarding - 39', both have 'Not Implemented' status. A large blue callout bubble points to the 'Manage Countermeasure Status' dialog box, which is overlaid on the page. The dialog box has a title 'Manage Countermeasure Status' and a section 'Countermeasure' with descriptive text. It contains five radio buttons for marking status: 'Mark as unproposed' (selected), 'Mark as proposed without assigning.', 'Mark as proposed and assign to an EPRM user.', 'Mark as proposed and assign to external personnel.', and 'Mark as implemented.'. There are also fields for 'To be completed on' (with a 'Clear Due Date' button) and 'Implemented on' (with a 'Clear Implementation Date' button). At the bottom right of the dialog are 'Save' and 'Cancel' buttons.

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Analytical Phase (*continued*):

Manage Countermeasure Status allows the user to mark a benchmark as implemented, e.g., an on the spot correction during an assessment might warrant this selection. It also allows for proposing, or proposing and assigning tasks for execution.

If an EPRM user is assigned a task, the program will automatically generate an email notification. Selection of either EPRM users or external personnel, will make the “to be completed by” date required.



Manage Countermeasure Status

Countermeasure:
Are all derivative classification documents properly marked? DoDM 5200.01, Volume 2, Enclosure 3, February 24, 2012. Provide training on derivative classification documents, mark documents in accordance with derivative classification guidelines, and destroy or control derivative documents in accordance with guidance.

Mark as unproposed.

Mark as proposed without assigning.

Mark as proposed and assign to an EPRM user.
Assign to

Mark as proposed and assign to external personnel.

To be completed on

Mark as implemented.

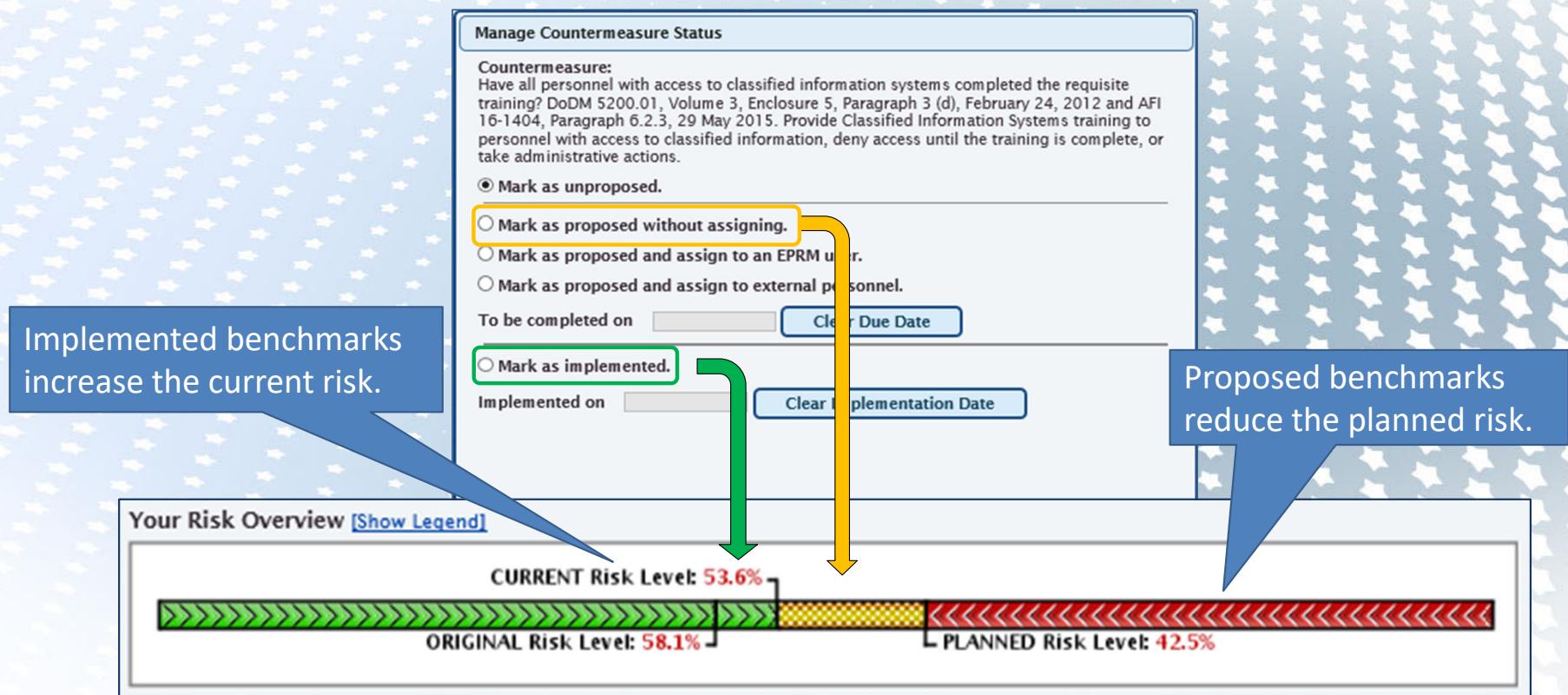
Implemented on

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Analytical Phase (*continued*):

As stated above, the risk bar graph changes as benchmarks are implemented and proposed. Therefore, as each action is taken, the bar will adjust to reflect that action.



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Analytical Phase (continued):

If, after reviewing, the user intends to propose *all* the unimplemented benchmarks, he or she will select **Propose All Countermeasures**. This will open a confirmation box to ensure that the user understands that executing this selection may not be undone with a similar, collective command.

The screenshot shows the 'Your Risk Overview' page with a risk level bar at the top. The bar has three segments: a green segment labeled 'CURRENT Risk Level: 53.6%', an orange segment labeled 'ORIGINAL Risk Level: 58.1%', and a red segment labeled 'PLANNED Risk Level: 44.3%'. Below the bar are several buttons: 'Export to Excel', 'Upload Responses', 'Add/Edit Comment', 'Show N/A (3)', 'Manage Countermeasure Status', and 'Propose All Countermeasures'. The 'Propose All Countermeasures' button is highlighted with a red dashed box. A callout bubble points from this button to a 'Confirm' dialog box. The dialog box contains the text: 'Are you sure you want to continue? This will affect all Countermeasures, even those hidden by grid filters. WARNING: To undo this action, each response must be changed individually.' It has 'Yes' and 'No' buttons. A blue arrow points from the 'Propose All Countermeasures' button to the 'Confirm' dialog box. A blue callout bubble at the bottom right contains the text: 'To undo this requires an individual change for each benchmark affected.'

Your Risk Overview [Show Legend]

CURRENT Risk Level: 53.6%

ORIGINAL Risk Level: 58.1%

PLANNED Risk Level: 44.3%

Export to Excel Upload Responses

Add/Edit Comment Show N/A (3) Manage Countermeasure Status Propose All Countermeasures

Apply Countermeasure Cost

Countermeasures

Category	Mitigation	Status	Due Date	Comment	Cost	Risk Red./\$	Risk Red. Wt.
Physical Security - PS-06 Security Lighting 01.b	Ensure that security lighting systems, switches, power lines, and supporting equipment have been designed and fielded to ensure intruders and unauthorized personnel cannot defeat the systems by simply turning them off or interrupting the power supply.	Not Implemented				1.809%	
Antiterrorism - AT-11 Random Antiterrorism Measures (RAMs) 01.d	Ensure that the organization's Random Antiterrorism Measures (RAMs) are applied periodically at irregular intervals that they are designed to prevent, protect against, reduce the impact of, respond to, and recover from terrorist incidents.	Not Implemented				1.809%	

Confirm

Are you sure you want to continue?
This will affect all Countermeasures, even those hidden by grid filters.
WARNING: To undo this action, each response must be changed individually.

Yes No

To undo this requires an individual change for each benchmark affected.

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Analytical Phase (continued):

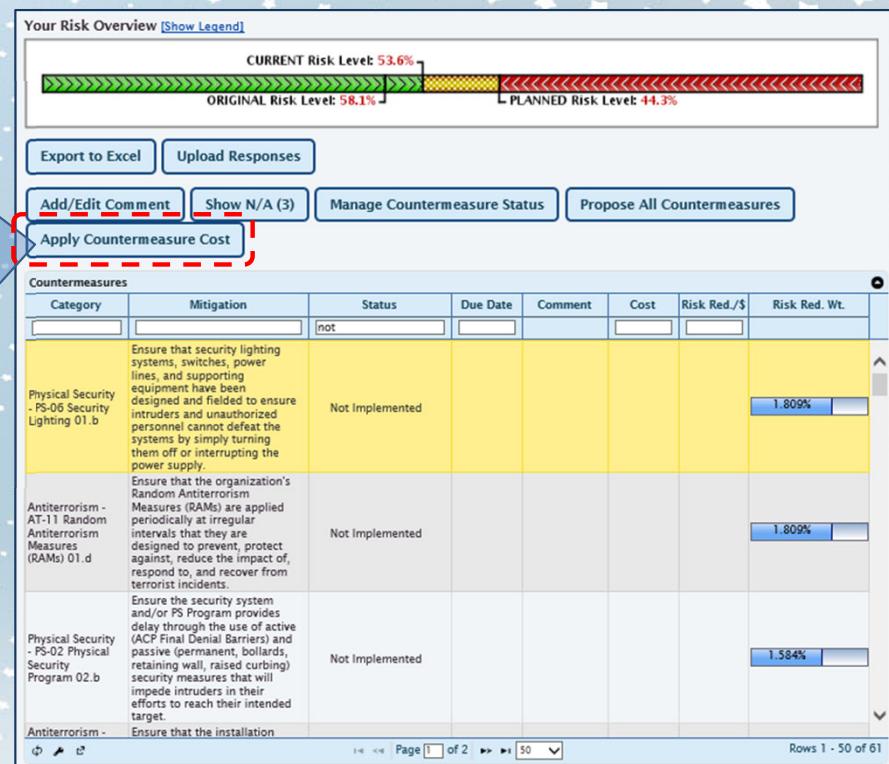
Users can also do a simple cost analysis with **Apply Countermeasure Costs**. This will open a dialog box that allows the user to apply a set of cost factors that will generate a comparative factor to aid in comparing costs of different benchmarks for implementation.

Countermeasure Cost

Purchase Cost(\$)
Implementation Cost(\$)
Maintenance Cost(\$/yr)
Operation Cost(\$/yr)
Life Span (years)

Update Cancel

Add cost factors in the text boxes and click 'Update' to generate the comparison factor.



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Analytical Phase (continued):

Using the **Apply Countermeasure Cost** feature, two benchmarks can be compared for cost effectiveness prior to implementation. When cost factors are applied a value factor is generated that gives a relative value to each countermeasure for comparison.

The screenshot illustrates the use of the 'Apply Countermeasure Cost' feature to compare two benchmarks. It shows two separate dialog boxes for entering costs and a main interface for viewing measures and derivatives.

Top Dialog (Left):

Purchase Cost(\$)	1000
Implementation Cost(\$)	500
Maintenance Cost(\$/yr)	500
Operation Cost(\$/yr)	500
Life Span (years)	5

Main Interface (Center):

Buttons: Manage Countermeasure Status, Propose All Countermeasures, Apply Countermeasure Cost

Table Headers: Category, Mitigation, Status, Due Date, Comment, Cost, Risk Red./\$, Risk Red. Wt.

Table Data:

Category	Mitigation	Status	Due Date	Comment	Cost	Risk Red./\$	Risk Red. Wt.
Management -	Are only U.S. citizens granted access to U.S. classified information (except LAA personnel)? DoD M 5200.02 Section 6 - LAA for Non US	Not Implemented			6500	209.322	2.524%

A callout box highlights the value factor '209.322' with a green circle and arrow, stating: "A higher value factor equals more cost effectiveness. In other words, implementing this benchmark will provide higher risk reduction per dollar spent."

Bottom Dialog (Right):

Purchase Cost(\$)	2000
Implementation Cost(\$)	1000
Maintenance Cost(\$/yr)	1000
Operation Cost(\$/yr)	1000
Life Span (years)	5

Main Interface (Bottom):

Derivative Classification

Table Headers: Mitigation, Status, Cost, Risk Red./\$, Risk Red. Wt.

Table Data:

Mitigation	Status	Cost	Risk Red./\$	Risk Red. Wt.
2012. Provide training on derivative classification documents, mark documents in accordance with derivative classification guidelines, and destroy or control derivative documents in accordance with guidance.	Not Implemented	13000	104.661	2.524%

A red arrow points from the 'Cost' field in the bottom dialog to the 'Value Factor' column in the bottom table.

These two benchmarks have the same Risk Reduction Weight and therefore reduce the overall risk equally.

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Analytical Phase (*continued*):

When all selections have been made with regard to benchmark proposal and implementation, the analysis and mitigation phase is complete. The user may continue to **Submission** (1), or, click **Back to Assessment Home Page** (2) to return at a later date or time.

CAUTION: Once an assessment is submitted for review it is no longer accessible to the Assessor and may require an Assessment Manager to “reject” the assessment back to the Assessor. Few organizations utilize the Submission and Approver Review features. Unless you know your organization has a process in place for reviewing and approving assessments, an assessment should be considered “completed” after the 1-Data Collection phase.

Home > Manage Assessments Home > 11772_20200224 - 76th ABW - Hanscom AFB > 2 - Basic Analysis, Mitigation and Submission

1

Show Assessment/Inspection Results Analysis and Mitigation **Submission** **2**

Risk Compliance

This is where you may adjust and reduce your risk by managing countermeasures. [\[More\]](#)

Your Risk Overview [\[Show Legend\]](#)

CURRENT Risk Level: 53.6% ORIGINAL Risk Level: 58.1% PLANNED Risk Level: 44.3%

Export to Excel Upload Responses

Add/Edit Comment Show N/A (3) Manage Countermeasure Status Propose All Countermeasures

Apply Countermeasure Cost

Countermeasures

Category	Mitigation	Status	Due Date	Comment	Cost	Risk Red./\$	Risk Red. Wt.
Physical Security - PS-06 Security Lighting 01.b	Ensure that security lighting systems, switches, power lines, and supporting equipment have been designed and fielded to ensure intruders cannot defeat the system by simply turning them off or interrupting the power supply.	Not Implemented				1.80%	
Antiterrorism - AT-11 Random Antiterrorism Measures (RAMs) 01. d	Ensure that the organization's Random Antiterrorism Measures (RAMs) are applied periodically at irregular intervals that they are designed to prevent, protect against, reduce the impact of, respond to, and recover from terrorist attacks.	Not Implemented				1.80%	
Physical Security - PS-02 Physical Security Program 02. b	Ensure the security system and/or PS Program provides delay through the use of active (ACP Final Denial Barriers) and passive (permanent, bollards, retarding wall, raised curbing) security measures that will impede intruders in their efforts to reach their intended target.	Not Implemented				1.58%	

Rows 1 - 50 of 61

2

Back to Assessment Home Page

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Submission Phase:

Selecting **Submission (1)** opens an Inspection Results page. Answer pull downs as appropriate, then **Submit (2)**.

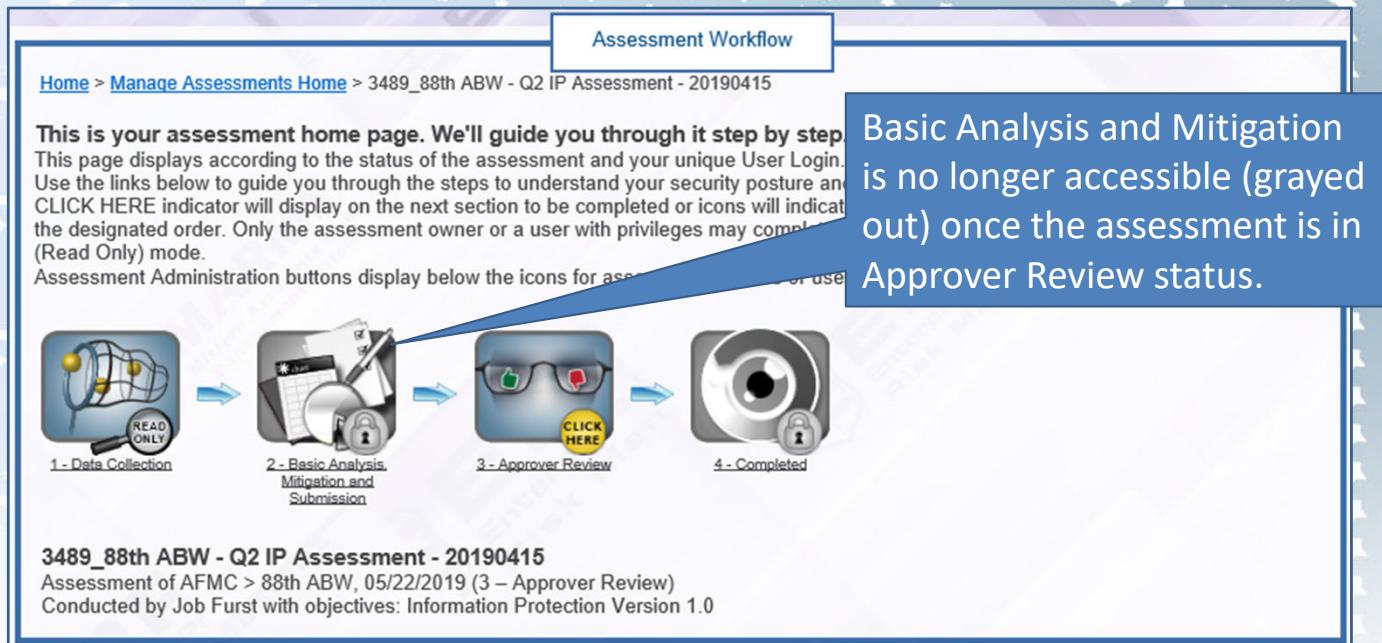
The screenshot shows two views of the same software interface. The top view is a larger window titled "Home > Manage Assessments Home > 3489_88th ABW - Q2 IP Assessment - 20190415 > 2 - Basic Analysis, Mitigation and Submission". It features three tabs: "Show Assessment/Inspection Results" (selected), "Analysis and Mitigation", and "Submission". A red dashed box highlights the "Submission" tab, which is also numbered "1". Below the tabs is a risk management section with a bar chart showing "CURRENT Risk Level: 53.6%", "ORIGINAL Risk Level: 58.1%", and "PLANNED Risk Level: 44.3%". The bottom view is a smaller window titled "Home > Manage Assessments Home > 3489_88th ABW - Q2 IP Assessment - 20190415 > 2 - Basic Analysis, Mitigation and Submission". It also has three tabs: "Show Assessment/Inspection Results", "Analysis and Mitigation", and "Submission". A blue arrow points from the "Submission" tab in the top window down to the "Submission" tab in the bottom window. A blue callout box points to a dropdown menu labeled "Is the assessed/inspected node adequate to pass assessment/inspection? *". The dropdown has two options: "Select--" and "Adequate". The callout contains the text: "Select Adequate/Not Adequate from the drop-down menu. If not adequate, a comment is required and a re-inspection question becomes active. If adequate, select “Submit”."

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Review Phase:

After clicking Submit, the user is returned to the Assessment Workflow. Unless the reviewer/commander refers the assessment back for further action, it is now complete at the Assessor/user level. The Approver Review process is illustrated on the following pages.



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Review Phase:

Commanders/Assessment approvers will utilize the “Submission” tab to finalize the assessment approval process (provided their organization has a defined approval process). Answer the single approval question, “Adequate” or “Not Adequate” from the drop down list. A comment is required for assessments deemed not adequate. Rejected assessments return to the assessor for further action, while approved assessments are finalized (as shown on the next page).

Home > Manage Assessments Home > 3489_88th ABW - Q2 IP Assessment - 20190415 > 3 - Approver Review

Show Assessment/Inspection Results Analysis and Mitigation **Submission**

Approver review:

Please answer the following questions about the assessor/inspector's work to finalize your review
An * denotes the field is required

Do you approve or reject the assessor/inspector's work on this assessment/inspection? *

Adequate
Not Adequate

Comments (required for rejected work)

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Review Phase (continued):

Once the reviewer/commander has completed a review of the assessment and approves the assessment review, the assessment cycle is fully complete and the file becomes “Read Only”. The data collection portion may be opened in read only form and no further action may be taken on the assessment.

Assessment Workflow

[Home](#) > [Manage Assessments Home](#) > 3489_88th ABW - Q2 IP Assessment - 20190415

This is your assessment home page. We'll guide you through it step by step.

This page displays according to the status of the assessment and your unique User Login. 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.

Assessment Administration buttons display below the icons for assessment owners or users with administrative privilege.

1 - Data Collection 2 - Basic Analysis, Mitigation and Submission 3 - Approver Review 4 - Completed

3489_88th ABW - Q2 IP Assessment - 20190415
Assessment of AFMC > 88th ABW, 05/22/2019 (4 – Completed)
Conducted by Job Furst with objectives: Information Protection Version 1.0

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Final Note: User Assistance

For additional user assistance, please utilize the following references and POCs:

- **Accessing system:** (SIPRNET) <https://eprm.csd.disa.smil.mil>
- **Help:** For assistance and for any questions, please email eprmhelp@hiit-sd.com or call 1-800-754-4204. 0700-1700 Eastern time
- **Resources:**
 - On SIPR, check the User Guides and References section.
 - On NIPR, User guides, videos & other materials are available on the EPRMHelp page: <http://eprmhelp.countermeasures.com>



User Guides and
References

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