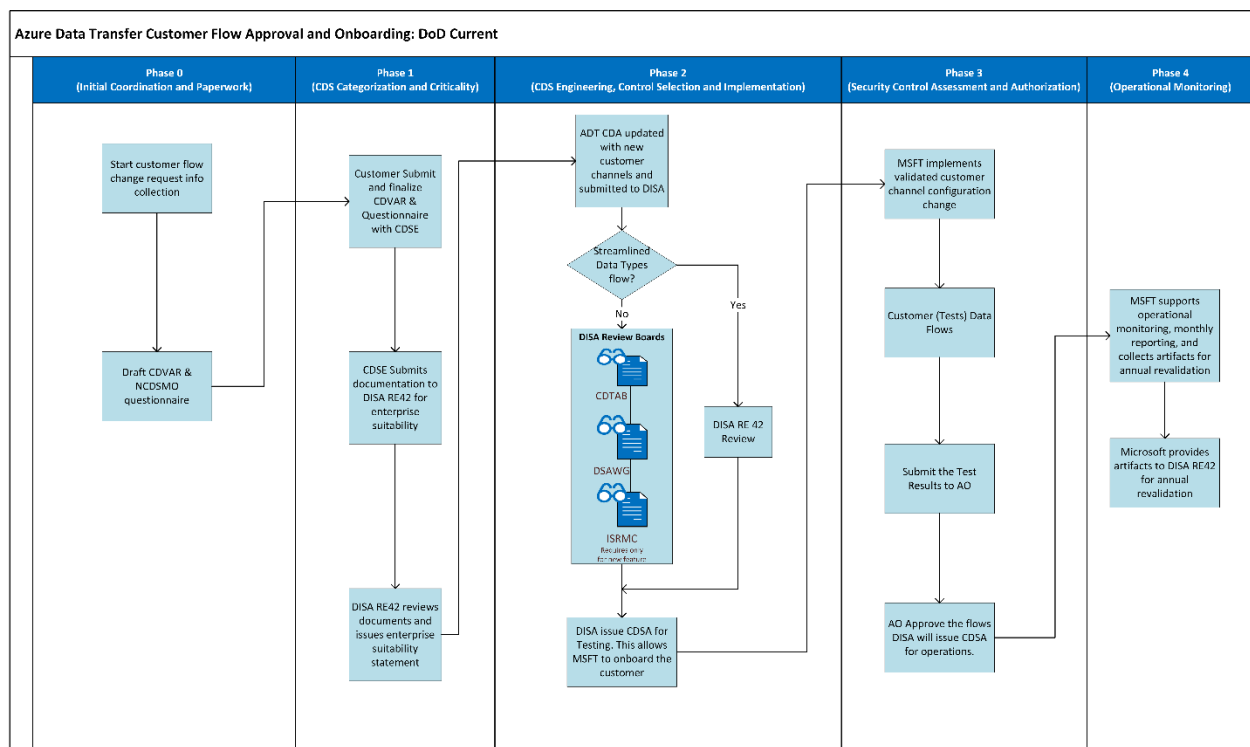# Azure Data Transfer Customer Flow Approval and Onboarding Process (DoD Customers)

Prior to onboarding to Azure Data Transfer, customers must first be approved by DISA following the DoD CDS Approval Process as documented in Appendix H, of the DISN Connection Process Guide. The following diagram summarizes the end-to-end process and estimated time to complete each step. Phase 0 is included to prepare the initial documentation required by the CDSE. Timelines are estimates based on past experience and are shown only to set expectations for planning. Streamlined data types include: .docx, .ppsx, .pptx, .xlsx, .pdf, .bmp, .jpg, .jpeg, .j2k, .png, .tif, .tiff, .gif, .xml, .kml, .gml, .csv.

Steps to complete approval to onboard to Azure Data Transfer for DoD customers:

1) Customer coordinates with Microsoft to start the approval process. Processes are described, templates are provided, and questions are answered.
2) Customer completes the draft CDVAR and Questionnaire using the attached templates and sends back to Microsoft for review and final draft edits are completed.
3) Customer coordinates with their affiliated Cross Domain Support Element (e.g. Air Force, Army, Navy, Marine Corps, etc.), and provides the draft CDVAR and Questionnaire for review. The customer responds to any CDSE asks, questions, edits to ultimately finalize the CDVAR and Questionnaire. CDSE prompts the customer for digital signatures on the documentation once edits are complete.

4) CDSE submits documentation and signature pages to DISA RE42 for Enterprise Suitability review.
5) DISA RE42 reviews the documentation for suitability and if there are no issues they send out an email certifying enterprise suitability, completing DoD Approval phase 1.
6) Microsoft adds the customers channels to the Microsoft Cross Domain Appendix documentation and submit to DISA to start phase 2.
7) Each channel goes through the process based on whether the data types are authorized for streamlined onboarding or not.
    a) Streamlined data channels go directly to DISA RE42 for review (MS Office, PDF, Images, Archives, XML, KML, GML, CSV) and do not require a trip through the CDTAB or DSAWG.
    b) Non-streamlined data channels (e.g., Software Artifacts) go to the CDTAB and DSAWG for review and approval.
8) Once the streamlined data channel review or DSAWG review has completed, DISA RE42 signs out the Cross Domain Solution Authorization (CDSA) to test, completing DoD Approval phase 2.
9) Microsoft and the customer onboard the new data flows and send the first file transfer through the system to ensure everything is working correctly.
10) The customer tests the data flows to ensure they can send the files they are authorized to send and reports back to Microsoft on the outcome.
11) Microsoft provides the test report back to DISA RE42 verifying test execution and positive outcome.
12) DISA RE42 issues the CDSA for operations for a period of up to one year or when Microsoft's system authorization expires, whichever comes first, completing DoD Approval phase 3. The customer is authorized to use the service for operational use.

Annually the customer must certify they have a continuing mission need to use the service to renew the authorization for another year. Microsoft will contact the customer when it's time for renewal

Customers are encouraged to use Microsoft's templates as a starting point as they are tailored for missions requesting to onboard to an enterprise service such as ADT. The authorization templates include:

1. Microsoft Azure Data Transfer Validation Memo Template – Used as a starting point to complete the Cross Domain Validation and Approval Request (CDVAR)
2. Microsoft Azure Data Transfer NCDSMO CDS Questionnaire – Used as a starting point to complete the NCDSMO Questionnaire
3. Microsoft Azure Data Transfer Data Flow Diagram – Includes an editable version of the data flow diagram, that will replace the placeholder diagram in the NCDSMO Questionnaire. Edit the diagram with the appropriate customer enclaves on either cloud and the appropriate number of channels.

For questions or assistance please contact azuredt-info@microsoft.com