Process Owner: **IT Operations**	**FORM** *Configuration Change Request*	**F-CMG-3.1**

Request Information				
Requestor	Ian John Lastimoso			
Implementing Team	Network Operations			
Ticket Number/s	201916008			
Change Classification	X	Major		Minor
After the fact		Yes	X	No
Emergency	X	Yes		No
Proposed Change Date	June 01, 2019			
Proposed Change Start/End Time	5:00 PM			
Proposed Change Verification Time	6:00 PM			

Objective of the change
changing the segment of NDY in accordance to NDYs requirement for MPLS connectivity

Technical/Operational Impact of the change		
Negative: Possible Disconnection from earlier configurations on 172.22.26.0/24	Beneficial: Connectivity of new NDY Segment to MPLS provided by Telstra	Neutral: Web Filter and Application Control

Affected IT Infrastructure components			
Site	Hostname	IP Address	Function
G2	MKT-GL2-CSW-1	172.17.3.125	Core Switch
G2	MKT-GL2-FW-1	172.17.3.102:10443	Firewall
G2	MKT-GL2-SW-A4	172.17.3.128	Access Switch
G2	MKT-GL2-SW-A5	172.17.3.129	Access Switch
G2	MKT-GL2-SW-B2	172.17.3.132	Access Switch
G2	MKT-GL2-SW-B3	172.17.3.133	Access Switch

Affected Departments and corresponding contact persons		
Department	Contact Name	Contact Info
IT	Rynel Yanes	09178535630
Network Operations	Maurice Mendoza	09176881085

Test Environment implementation and Verification Summary
No test can take place since this is an Emergency Change Document

Test Environment Results Summary

No test can take place since this is an Emergency Change Document

Configuration Change Template

Baseline File	3.1.10.2 , 3.1.11.3
Baseline Version	As of March 01, 2019

Baseline File Changes:

Existing Configuration	Proposed Change	Impact	Section
Existing subnet of NDY 172.22.26.0/24	Changing to 172.28.78.0/24 from 172.22.26.0/24 Change the configurations on Access Switches that already has the existing NDY configuration	Service Impact will be none since this will be done over the weekend	3.1.11.3 3.1.10.2

Backup Procedures

I.   Part A (Switch Configuration)

1.   Access Forti Client and use your given credential

2.   Enter your given credential / Accept Notification from Duo App

3.   Access Core Switch via Putty *172.17.3.125*

4.   Input *Show Run*

5.   Highlight all the text and paste it to notepad with the naming convention and save it inside \\172.17.0.124\it \Back Up\Network Backup Logs

II.   Part B (Firewall Configuration)

1.   Access G2 Firewall (https://172.17.0.102:10443)
2.   Backup Configuration with the following naming convention and then save it inside \\172.17.0.124 \IT\Back up\G2_FW
3.   BACKUP;Device;Date;Time,.Extension e.g. BACKUP_G2_07152017_17:45.cfg

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Technical Configuration Procedures

I. PART A (Core Switch Configuration)

1. Access Forti Client and use your given credential

2. Enter your given credential / Accept Notification from Duo App

3. Access Core Switch via Putty *172.17.3.125*

4. Input the following commands below

   En
   Configure Terminal
   Int vlan226
   No ip address 172.22.26.254 255.255.255.0
   Ip address 172.28.78.0/24 255.255.255.0
   End
   Wr

II. PART B (Firewall Configuration)

1. Access Firewall via Web browser *https://172.17.3.102:10443*

2. Navigate Policy & Objects > Addresses > Search for *INT_SUB_NDY >* Click on edit

   Subnet/IP Range: **172.28.78.0/255.255.255.0**

   Click **OK.**

III. PART C (DHCP Configuration)

Ask Systems Team for creating new DHCP Pool.

VLAN 226: NDY
Network: 172.28.78.0/24
Range: 172.28.78.1 – 172.28.78.254
Exclusion: 172.28.78.252 – 172.28.78.254

IV. PART D (Access Switch Configuration)

1. Login to switch via SSH *172.17.3.132 (Switch MKT-GL2-B2)*

2. Input the following commands below per interface

En
Conf t
Interface gi1/0/2
No switchport access vlan 226
Switchport access vlan 226
Shut
No shut

Interface gi1/0/3
No switchport access vlan 226
Switchport access vlan 226
Shut
No shut

Interface gi1/0/4
No switchport access vlan 226
Switchport access vlan 226
Shut
No shut

Do the same configuration with the rest of the port listed below

Interface gi1/0/9
Interface gi1/0/16
Interface gi1/0/18
Interface gi1/0/20
Interface gi1/0/24
Interface gi1/0/27
Interface gi1/0/33
Interface gi1/0/40
Interface gi1/0/41
Interface gi1/0/42
Interface gi1/0/43
Interface gi1/0/45
Interface gi1/0/46

3. Login to switch via SSH *172.17.3.130 (Switch MKT-GL2-A5)*

4. Input the following commands below per interface

En
Conf t
Interface gi1/0/27
No switchport access vlan 226
Switchport access vlan 226
Shut
No shut

Interface gi1/0/28
No switchport access vlan 226
Switchport access vlan 226
Shut
No shut

Interface gi1/0/29
No switchport access vlan 226
Switchport access vlan 226
Shut
No shut

Interface gi1/0/34
No switchport access vlan 226
Switchport access vlan 226
Shut
No shut

5. Login to switch via SSH *172.17.3.129 (Switch MKT-GL2-A4)*

6. Input the following commands below per interface

En
Conf t
Interface gi1/0/2
No switchport access vlan 226
Switchport access vlan 226
Shut
No shut

Do the same configuration with the rest of the port listed below

Interface gi1/0/3
Interface gi1/0/4
Interface gi1/0/5
Interface gi1/0/6

Interface gi1/0/7
Interface gi1/0/8
Interface gi1/0/9
Interface gi1/0/10
Interface gi1/0/11
Interface gi1/0/26
Interface gi1/0/27
Interface gi1/0/28
Interface gi1/0/39

7. Login to switch via SSH *172.17.3.133 (Switch MKT-GL2-B3)*

8. Input the following commands below per interface

En
Conf t
Interface gi1/0/1
No switchport access vlan 226
Switchport access vlan 226
Shut
No shut

Do the same configuration with the rest of the port listed below

Interface gi1/0/4
Interface gi1/0/5
Interface gi1/0/6
Interface gi1/0/7
Interface gi1/0/8
Interface gi1/0/9
Interface gi1/0/10
Interface gi1/0/19
Interface gi1/0/22
Interface gi1/0/38

Verification Procedures

1. Workstations should be able to obtain the new IP leases for each workstation. IP of the workstation should be *172.28.78.1 – 172.28.78.250*

2. NDY Access should be the same, try to access their usual websites. Websites are listed below.

- citrix.com
- outlook.live.com
- office.com
- onedrive.live.com
- owa.msoutlookonline.com
- sf.ndy.com

Back-out Procedures

III.   PART A (Core Switch Configuration)

5. Access Forti Client and use your given credential

6. Enter your given credential / Accept Notification from Duo App

7. Access Core Switch via Putty *172.17.3.125*

8. Input the following commands below

    En
    Configure Terminal
    Int vlan226
    No ip address 172.28.78.254 255.255.255.0
    Ip address 172.22.26.254 255.255.255.0
    End
    Wr

IV.   PART B (Firewall Configuration)

3. Access Firewall via Web browser *https://172.17.3.102:10443*

4. Navigate Policy & Objects > Addresses > Search for *INT_SUB_NDY* > Click on edit

Subnet/IP Range: **172.22.26.0/255.255.255.0**

Click **OK.**

III.   **PART C (DHCP Configuration)**

Ask Systems Team for creating new DHCP Pool.

VLAN 226: NDY
Network: 172.22.26.0/24
Range: 172.22.26.1 – 172.22.26.254
Exclusion: 172.22.26.252 – 172.22.26.254

IV.   **PART D (Access Switch Configuration)**

1. Login to switch via SSH *172.17.3.132 (Switch MKT-GL2-B2)*

2. Input the following commands below per interface

En
Conf t
Interface gi1/0/2
No switchport access vlan 226
Switchport access vlan 226
Shut
No shut

NOTE: The following commands above should be re-configured on the Access Switches listed on #'s 1 , 3 , 5 and 7