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|---------------------------------|---|-----------|
| Process Owner: IT Operations | FORM | F-CMG-3.1 |
| | <i>Transfer Postmates' FTP to DMZ Segment</i> | |

| Request Information | | | | |
|-----------------------------------|--------------------|-------|---|-------|
| Requestor | Maurice Mendoza | | | |
| Implementing Team | Network Operations | | | |
| Ticket Number/s | 201914930 | | | |
| Change Classification | X | Major | | Minor |
| After the fact | | Yes | X | No |
| Emergency | | Yes | X | No |
| Proposed Change Date | April 27, 2019 | | | |
| Proposed Change Start/End Time | 18:00 – 21:00 | | | |
| Proposed Change Verification Time | 20:00 | | | |

| Objective of the change |
|---|
| To transfer Postmates' internal FTP server to DMZ and isolate it from the internal network. |

| Technical/Operational Impact of the change | | |
|---|--|--|
| Negative: Additional CPU, Memory, and Disk utilization due to added Ipv4 Policies. | Beneficial: Postmates' FTP server will be isolated from the internal network. | Neutral: Movement of the Server to Rack 2 in PH1DL Data Centre. |

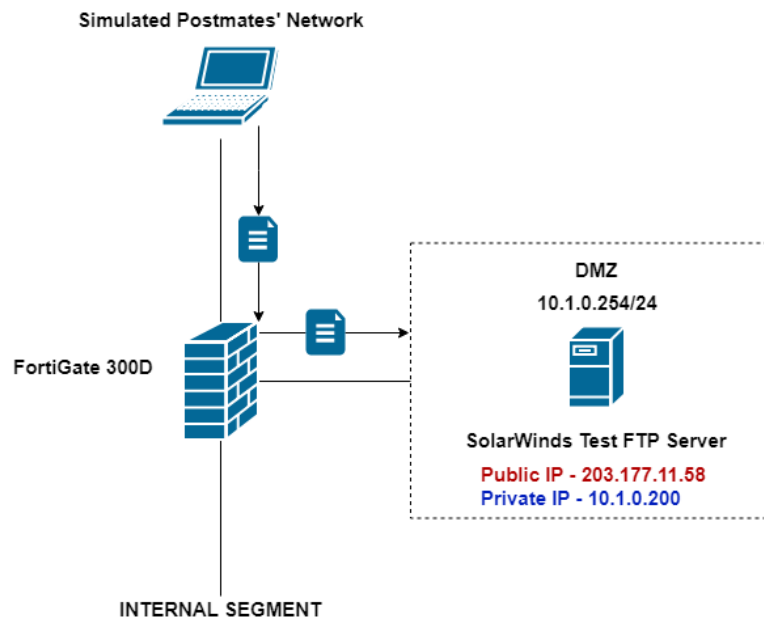
| Affected IT Infrastructure components | | | |
|---------------------------------------|----------|------------|---------------|
| Site | Hostname | IP Address | Function |
| JAKA | THOR | 172.16.1.2 | Site Firewall |
| | | | |

| Affected Departments and corresponding contact persons | | |
|--|-------------------|-----------------------------|
| Department | Contact Name | Contact Info |
| Postmates | Nate Martinez | nmartinez@openaccessbpo.com |
| IT | Rynel Yanes | 09178535630 |
| Network Operations | Maurice Mendoza | 09176328103 |
| Server Operations | Rovie Salvatierra | 09176274325 |

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Test Environment implementation and Verification Summary

Refer to the topology below:



In the test environment, a test FTP server was moved to the DMZ Network and a Laptop was used to simulate the Postmates' Network. The Test FTP Server was mapped to the public IP 203.177.11.58.

The test was to save a file directly to the published FTP server in the DMZ Network.

It was then verified that the test was successful when the file appeared in the Test FTP Server.

Test Environment Results Summary

The test results showed that the file that was transferred from the Laptop to the Test FTP server appeared in the Test Server's Test Folder.

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Configuration Change Template

| | |
|------------------|------------------|
| Baseline File | 3.1.401, 3.1.402 |
| Baseline Version | April 3, 2019 |

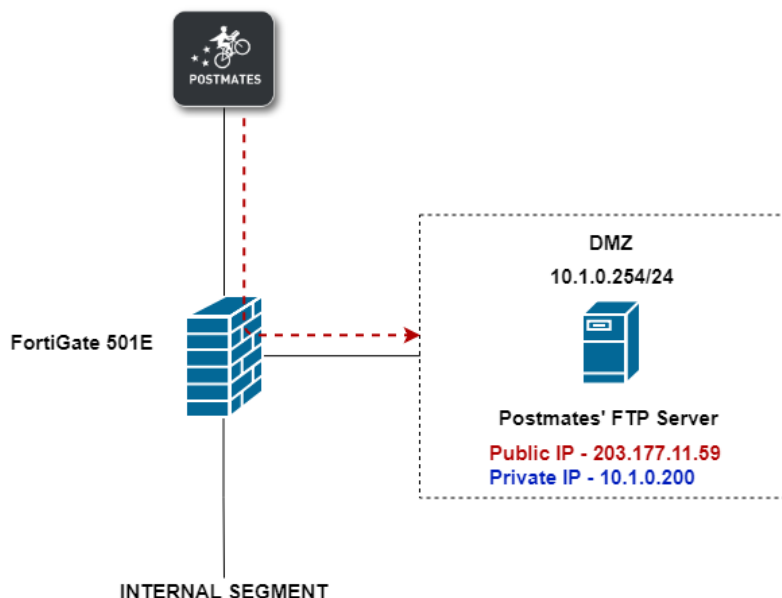
Baseline File Changes:

| Existing Configuration | Proposed Change | Impact | Section |
|---|---|---|------------------|
| No existing IPv4 Policy for the FTP Server. | To add an Outbound to DMZ IPv4 Policy for the FTP Server. | IPv4 Policies, Services, Virtual IP Pools | 3.1.401, 3.1.402 |

Physical Implementation Procedures / Advisory

1. Transfer Postmates' FTP Server to Rack 1.
2. Connect the Postmates' FTP Server to port fa0/2 of the DMZ Access Switch.

Topology for this change:



Backup Procedures

Access FortiGate Jaka.

Backup the configurations files using the naming conventions:

BACKUP_DEVICENAME_DATE.cfg

Example: BACKUP_THOR_4272019.cfg

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Technical Configuration Procedures

1. Access FortiGate Thor via Web(<https://172.16.1.2:10443>)
2. Go to Policy & Objects > Addresses. Create new address object and group with the following details:

| Name | IP Address |
|------------------|-------------------|
| DMZ_SVR_PMFTP | 10.1.0.200/32 |
| EXT_POSTMATES_1 | 216.0.12.145/28 |
| EXT_POSTMATES_2 | 23.228.156.241/28 |
| EXT_POSTMATES_3 | 50.227.112.217/30 |
| EXT_POSTMATES_4 | 135.84.162.37/30 |
| EXT_POSTMATES_5 | 64.124.23.162/29 |
| EXT_GR_POSTMATES | EXT_POSTMATES_1 |
| | EXT_POSTMATES_2 |
| | EXT_POSTMATES_3 |
| | EXT_POSTMATES_4 |
| | EXT_POSTMATES_5 |

3. Go to Virtual IPs then edit the Virtual IP **VIP_HRIS** with the following details:

Name: VIP_PMFTP
 External IP Address: 203.177.11.59
 Mapped IP Address: 10.1.0.200
 Port Forwarding: Enabled
 Protocol: TCP
 External Service Port: 20 – 21
 Map to Port: 20 – 21

4. Go to IPv4 Policy then create a new policy with the following details:

Name: PublishRule DMZ Postmates FTP
 Incoming Interface: SD-WAN
 Outgoing Interface: DMZ Network (port6)
 Source: EXT_GR_POSTMATES
 Destination: VIP_PMFTP
 Schedule: Always
 Service: FTP
 Action: ACCEPT
 NAT: Disabled
 Security Profiles: None
 Log Allowed Traffic: Enabled – All Sessions

 Move the policy below **PublishRule DMZ Elastix**.

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Verification Procedures

1. Create a test address (TEST_FTP) object with the IP address based on the public IP of a test PC connected to Globe BHM.
2. Add the recently created address object to the address group EXT_GR_POSTMATES.
3. Using the test PC, access the FTP server via explorer: <ftp://203.177.11.59>
4. Login using the given credentials from the server team then test by transferring a file directly.
5. Verify the test by checking the FTP Server's root folder. The transferred file should be there.
6. Once verification is completed, delete the TEST_FTP address object.

Back-out Procedures

1. Access FortiGate Thor via Web (<https://172.16.1.2:10443>)
2. Go to Policy & Objects > IPv4 Policy then delete the policy named: **PublishRule DMZ Postmates FTP**
3. Go to Addresses then delete the following IP addresses:

| Name | IP Address |
|------------------|-------------------|
| DMZ_SVR_PMFTP | 10.1.0.200/32 |
| EXT_POSTMATES_1 | 216.0.12.145/28 |
| EXT_POSTMATES_2 | 23.228.156.241/28 |
| EXT_POSTMATES_3 | 50.227.112.217/30 |
| EXT_POSTMATES_4 | 135.84.162.37/30 |
| EXT_POSTMATES_5 | 64.124.23.162/29 |
| EXT_GR_POSTMATES | EXT_POSTMATES_1 |
| | EXT_POSTMATES_2 |
| | EXT_POSTMATES_3 |
| | EXT_POSTMATES_4 |
| | EXT_POSTMATES_5 |

4. Go to Virtual IPs then delete the entry: **VIP_PMFTP**