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|---------------------------------|---|-----------|
| Process Owner: IT Operations | FORM | F-CMG-3.1 |
| | <i>Creating GPO for NDY Hosts file.</i> | |

| Request Information | | | | |
|-----------------------------------|--------------------|-------|---|-------|
| Requestor | Jan Francis Lictao | | | |
| Implementing Team | Server Operation | | | |
| Ticket Number/s | 201916259 | | | |
| Change Classification | | Major | x | Minor |
| After the fact | | Yes | x | No |
| Emergency | | Yes | x | No |
| Proposed Change Date | June 21,2019 | | | |
| Proposed Change Start/End Time | 22:00 | | | |
| Proposed Change Verification Time | 23:00 | | | |

| Objective of the change |
|---|
| To create a GPO to automatically deploy HOST files that Resolves sf1.ndy.group to 10.10.18.10 |

| Technical/Operational Impact of the change | | |
|--|--|--|
| Negative: No negative impact to the production. | Beneficial: All NDY users can access their work portal. | Neutral: NDY workstation are configured to access the c |

| Affected IT Infrastructure components | | | |
|---------------------------------------|---------------|------------|-------------------|
| Site | Hostname | IP Address | Function |
| GL2 | GL2-VWIN-DC01 | 172.22.1.1 | Domain Controller |

| Affected Departments and corresponding contact persons | | |
|--|------------------|---------------|
| Department | Contact Name | Contact Info |
| Server Operation | Rovie Salvatiera | 0917-627-4325 |
| NOC | Maurice Mendoza | 0917-632-8103 |

| Test Environment implementation and Verification Summary |
|---|
| <ol style="list-style-type: none"> 1. Login to Domain Controller 172.17.3.1 using Admin account via RDP. 2. Open Group Policy Management then click Group Policy Objects. 3. Create a host file containing 10.10.18.10 sf1.ndy.group then save it to share folder \\172.22.1.1\Downloads\ 4. Open Group Policy Management then copy the existing HOSTFILE GPO of Circles. Just right click then copy and paste. 5. Right click the copied GPO and rename it with USER_GL2_GPO_NDY_HOSTFILE. 6. Once renamed, right click the GPO then select edit. Navigate to User Configuration > Preferences > Windows Setting > Files then you can see the existing host file. |

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7. Double click the **hosts** name to configure the Properties. On General Tab, select Action as Replace. Set the Source file to **C:\Users\Administrator\OPENACCESS\Downloads\NDYHostFile** and Destination File to **C:\Windows\System32\drivers\etc\hosts** then check **Archive** in Attributes.


8. Click Apply and Okay to save.

9. We can now link the GPO to NDY users. Go to **MKT_GL2 > USERS > B_ITOPS > SVR** then right click , select Link Existing GPO and find **USER_GL2_GPO_NDY_HOSTFILE** then press OK.

10. Open PowerShell then run **gpupdate /force**.

Test Environment Results Summary

1. Login to workstation using SVR logins and check the hosts file, the IP and Link was reflected.


 hosts - Notepad

File Edit Format View Help

```
# Copyright (c) 1993-2009 Microsoft Corp.
#
# This is a sample HOSTS file used by Microsoft TCP/IP for Windows.
#
# This file contains the mappings of IP addresses to host names. Each
# entry should be kept on an individual line. The IP address should
# be placed in the first column followed by the corresponding host name.
# The IP address and the host name should be separated by at least one
# space.
#
# Additionally, comments (such as these) may be inserted on individual
# lines or following the machine name denoted by a '#' symbol.
#
# For example:
#
#       102.54.94.97       rhino.acme.com          # source server
#       38.25.63.10       x.acme.com             # x client host
#
# localhost name resolution is handled within DNS itself.
#       127.0.0.1         localhost
#       ::1               localhost
10.10.18.10 sf1.ndy.group|
```

2. The link is accessible via Web browser.

Configuration Change Template

| | | | |
|---|------------------------------|-------------------------------|------------------------------|
|  | Proprietary and Confidential | Effectivity: April 1, 2019 | Page 2 |
| | | | Template Version : 02 |

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|------------------|-----------------------|
| Baseline File | 3.1.137 GL2-VWIN-DC01 |
| Baseline Version | 3.0 |

Baseline File Changes:

| Existing Configuration | Proposed Change | Impact | Section |
|---------------------------------------|--|--------------------------|---------|
| No hosts file deployment GPO enabled. | Create a GPO to configure the HOSTS file off all NDY users/computers that contains the ff: 10.10.18.10 sf1.ndy.group | No impact to production. | GPO |

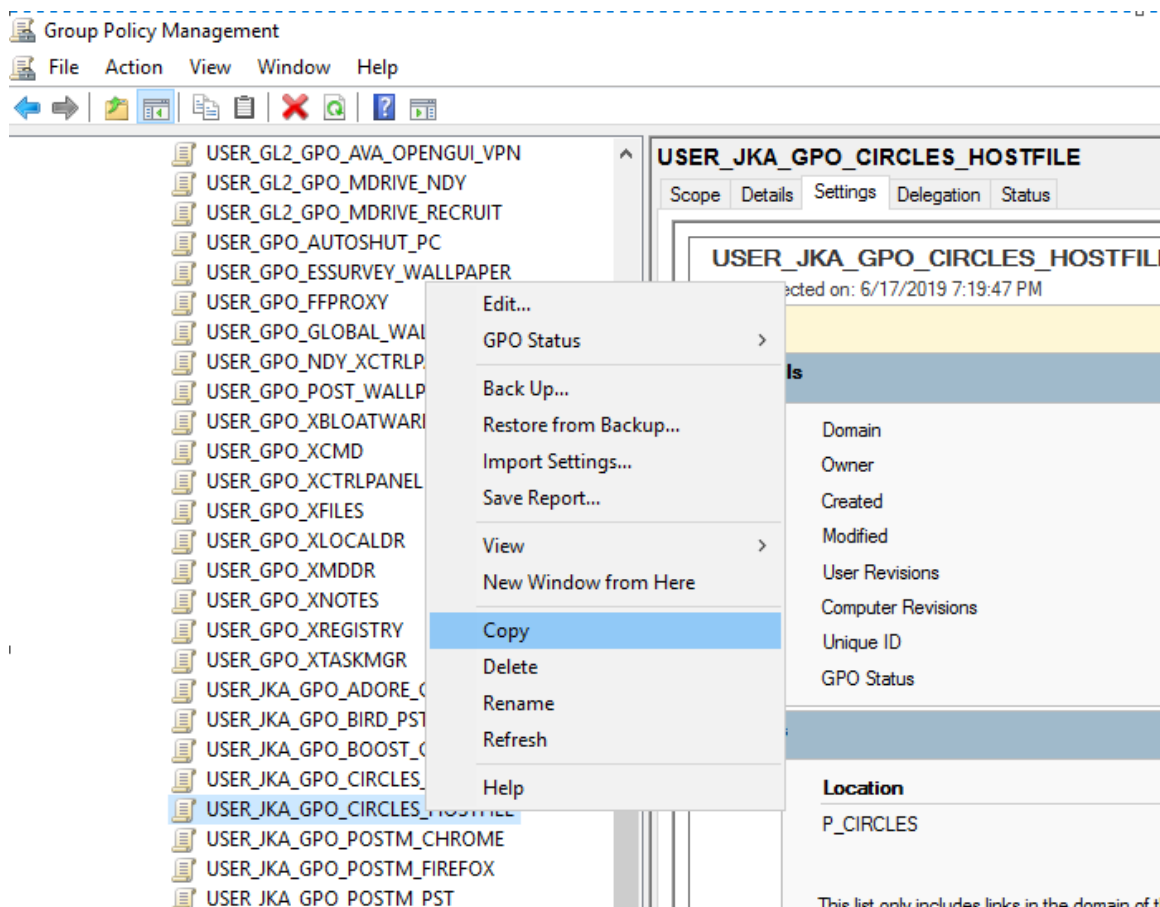
| |
|---|
| Physical Implementation Procedures / Advisory |
| No physical implementation will be facilitated. |

| |
|---------------------|
| Backup Procedures |
| No backup required. |

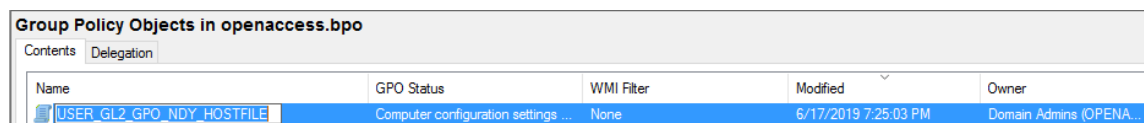
| |
|---|
| Technical Configuration Procedures |
| <p>1. Login to Domain Controller 172.17.0.121 using Admin account via RDP.</p> <p>2. Press Windows + R the type gpmc.msc to open Group Policy Management setting then click Group Policy Objects.</p> <p>3. Create a host file containing 10.10.18.10 sf1.ndy.group then save it to share folder \\172.22.1.1\Downloads\</p> <div style="text-align: center;">  NDYHostFile </div> |

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4. Now, we can create a new GPO. Open Group Policy Management then copy the existing HOSTFILE GPO of Circles. Just right click then copy and paste.

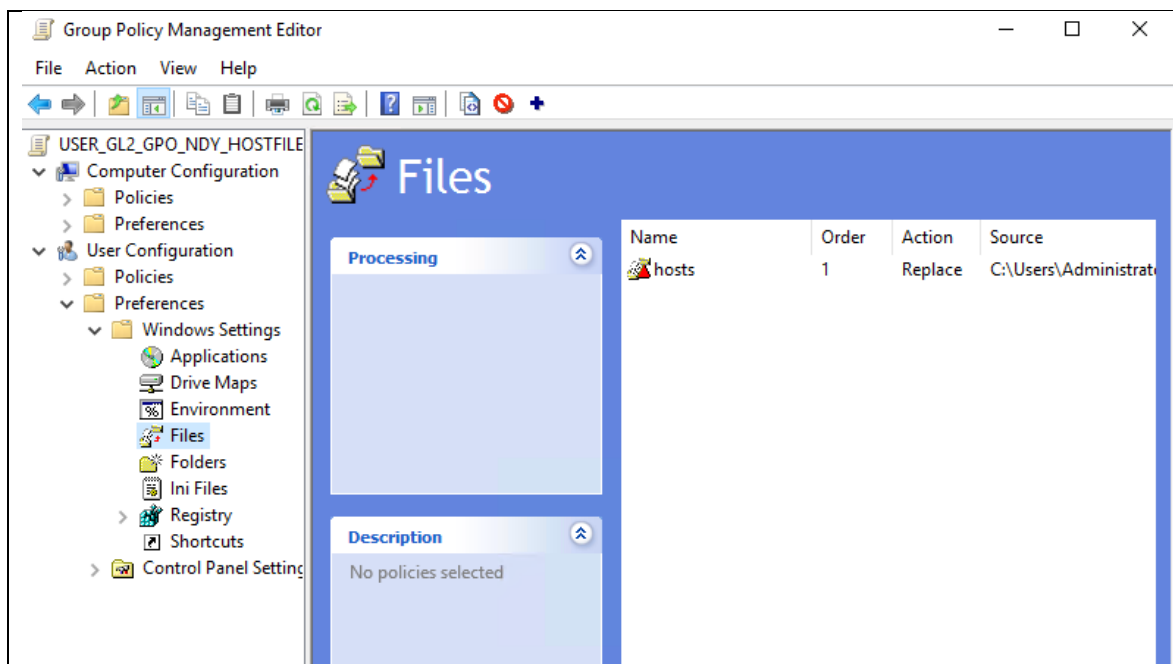


5. Right click the copied GPO and rename it with USER_GL2_GPO_NDY_HOSTFILE.

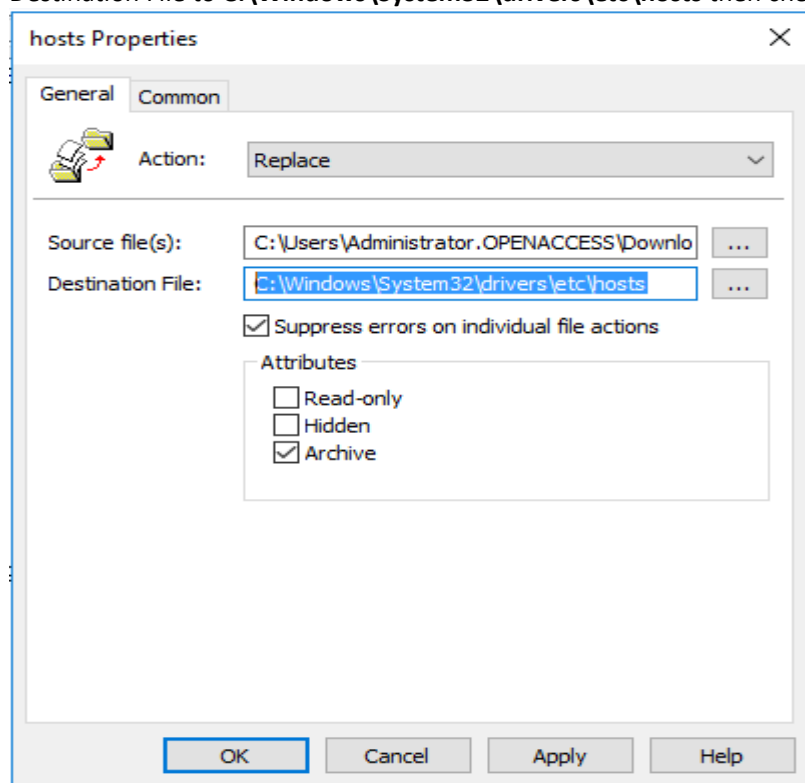


6. Once renamed, right click the GPO then select edit. Navigate to User Configuration > Preferences > Windows Setting > Files then you can see the existing host file.

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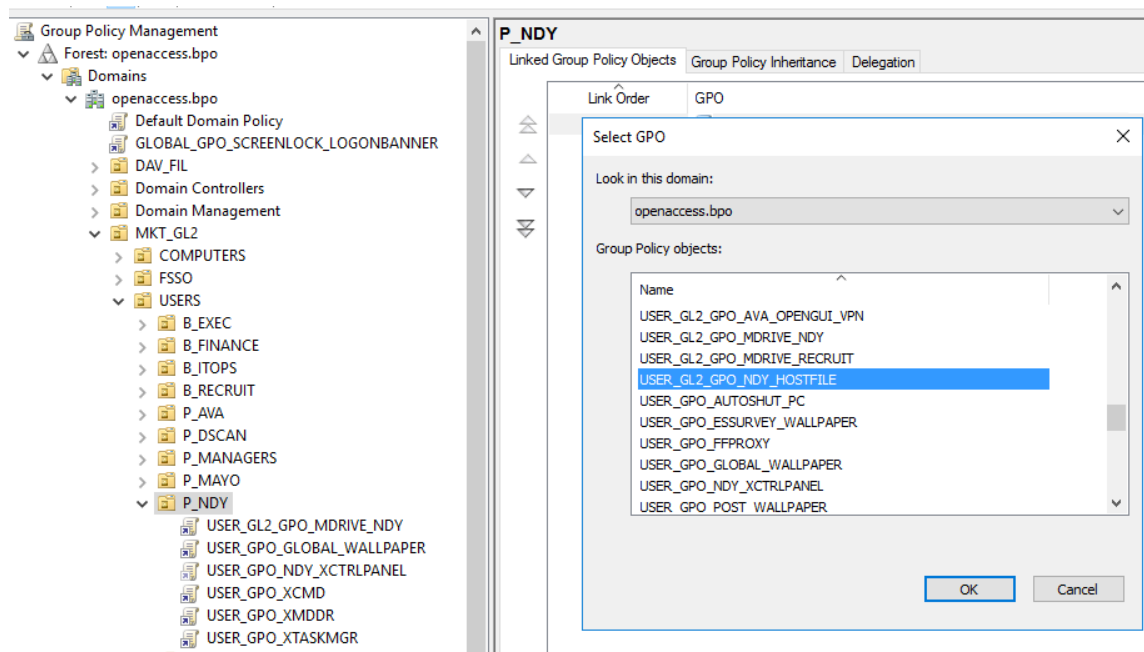
7. Double click the **hosts** name to configure the Properties. On General Tab, select Action as Replace. Set the Source file to **C:\Users\Administrator.OPENACCESS\Downloads\NDYHostFile** and Destination File to **C:\Windows\System32\drivers\etc\hosts** then check **Archive** in Attributes.



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8. Click Apply and Okay to save.

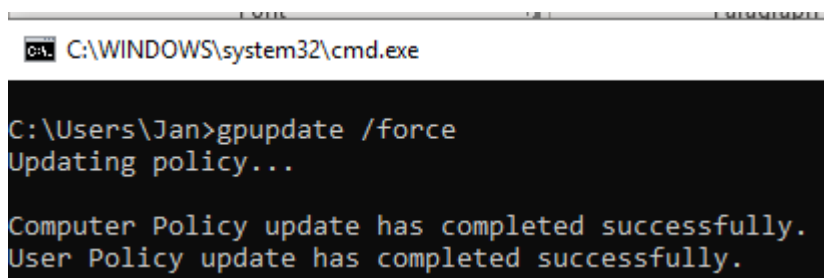
9. We can now link the GPO to NDY users. Go to MKT_GL2 > USERS > P_NDY then right click , select Link Existing GPO and find **USER_GL2_GPO_NDY_HOSTFILE** then press OK.



10. Open PowerShell then run **gpupdate /force**.

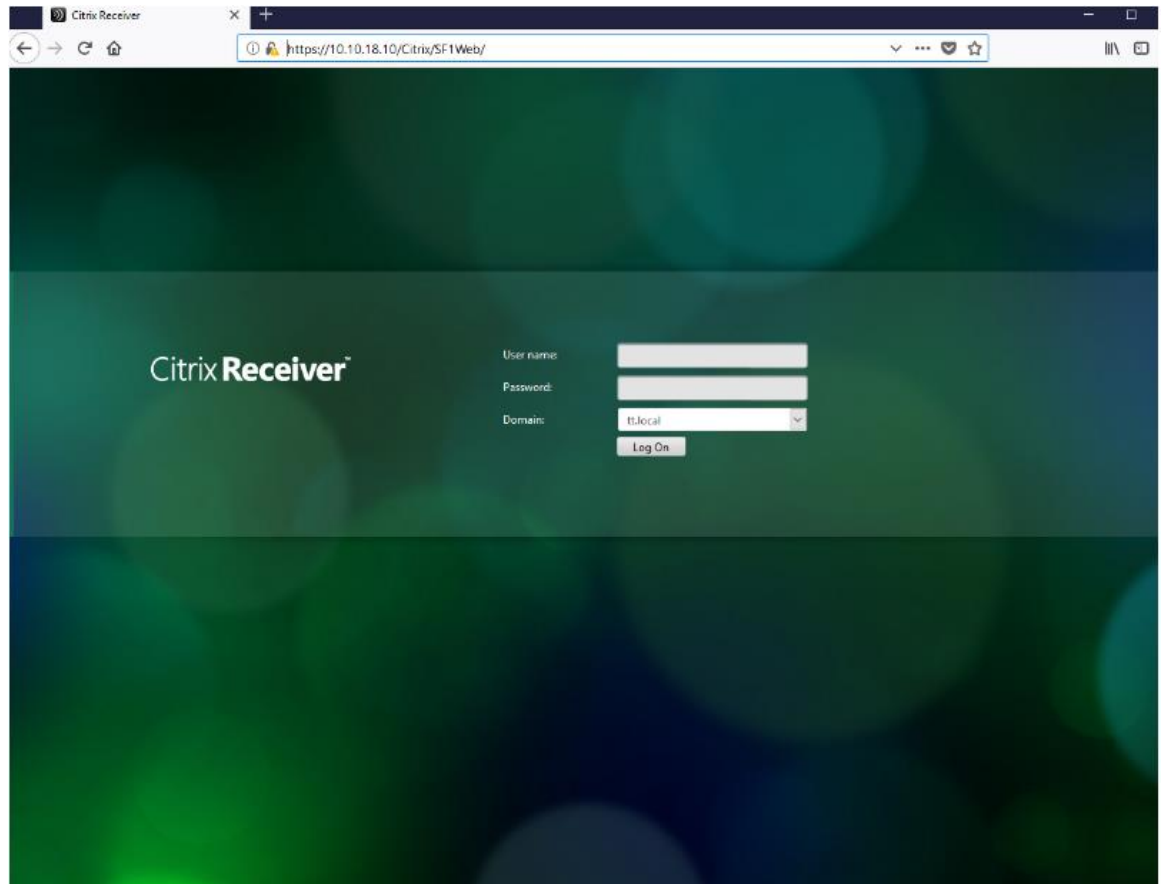
Verification Procedures

1. Login to any NDY workstations using domain login account and run **gpupdate /force** via CMD.



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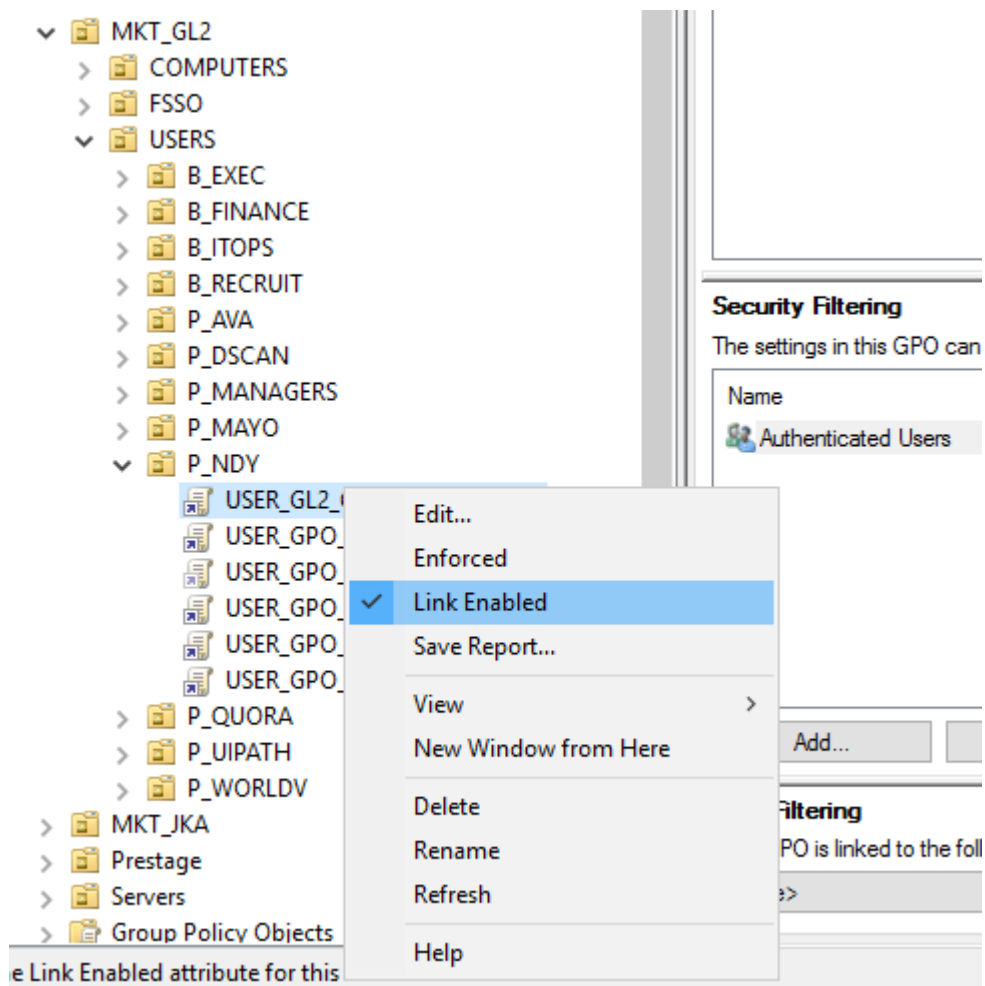
2. Restart the computer then the link portal is accessible.



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Back-out Procedures

1. Open Group Policy Management.
2. Navigate to MKT_GL2 > USERS > P_NDY. Right click the GPO then tick Link Enabled to unlink the Policy.



3. Open PowerShell then run gpupdate /force to enforce the new GPO settings.