**CAT Security Overview**

Five security roles have been developed for the CAT which will allow access to CAT-specific pages and functionality using PeopleSoft row-level security. CAT Access is separate from HRS Access, and you may request access to the CAT even if you do not have HRS access however, some links in the CAT that refer to HRS data may not be accessible. Row-level security tiers data and grants users access to a single divisions or departments but not multiple divisions or departments. For example, if a user only has access to one division in the CAT, but needs access to multiple divisions because an employee has split funding, they will need move up an entire security level to view the entire institution.

**CAT Roles and Description of Access**

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| --- | --- | --- | --- |
| CAT Role | Role Name in OIM | Approvers | Functions |
| Admin | HR CAT Admin User Update | UWSA Service Center/Budget Office | * Lock out functional users and control job data feed * Make changes to all transactional pages * Run all processes and reports within the CAT |
| Update | HR CAT Func User Update | Institutional HRS Approvers | * Make changes to all transactional pages * Run all processes and reports within the CAT |
| Read Only | HR CAT Func User Read Only | Institutional HRS Approvers | * Search and view records within the CAT * Run reports within the CAT |
| EPM | EPM HR CAT Query Non Sensitive | Institutional HRS Approvers | * Query CAT data views through EPM * View current and historical CAT comp/funding data |
| IR EPM  (Hyperion or  Studio) | IR EPM HR CAT Query Non Sensitive  (Most Commonly Used) | Institutional HRS Approvers | * Query CAT data views through EPM and Interactive Reporting * View current and historical CAT comp/funding data |

**Role Request Process**

1. Request Entitlements (Roles) for HRS
   1. If the user does not currently have **HRS access**, request a one-time password device here 🡪 [View Instructions](https://kb.wisc.edu/page.php?id=34875)
      1. ***This step must be completed before requesting any roles***
   2. If the user does not currently have **EPM access**, determine whether online or desktop access is desired and follow steps here 🡪 [View Instructions](https://kb.wisc.edu/page.php?id=19669)
   3. Request **access to the CAT** for yourself or others here 🡪 [View Instructions](https://kb.wisc.edu/page.php?id=44840)
      1. Log into [Oracle Identity Manager](https://oim.iam.wisconsin.edu/)
      2. Search the Catalog for ‘Entitlements’
      3. Select the appropriate HRS and/or EPM Role Name (see above chart)
      4. Add it to your cart
   4. Submit the role request to the appropriate approver based on the role you are requesting
2. Complete the Compliance Agreement After Requesting Entitlements 🡪 [View Instructions](https://kb.wisc.edu/page.php?id=45004)
   1. After you have submitted your request, you will be emailed an HRS compliance agreement
   2. Read, complete, and submit
   3. The appropriate supervisor will receive notification of your request to approve or deny
3. Request a Data Level Change for Additional Access (ex. Division to full Business Unit) 🡪 [View Instructions](https://kb.wisc.edu/page.php?id=45675)
   1. Under the ‘My Access’ tab, view the ‘Accounts’ tab, select ‘PeopleSoft HRS’ and then click ‘Modify Accounts’
   2. Use the correct [UDDS code](https://kb.wisc.edu/page.php?id=47245) for the area that you are requesting access for
      1. Use the search tool next to ‘Row Security Permission List’ to search for the UDDS code that grants you the correct row level access
      2. Add it to your cart
   3. Submit the request to the appropriate approver

For more information on the role request and approval process, refer to the [Oracle Identity Manager KBs](https://kb.wisc.edu/search.php?q=oim), or email [serviceoperations@uwss.wisconsin.edu](mailto:serviceoperations@uwss.wisconsin.edu).