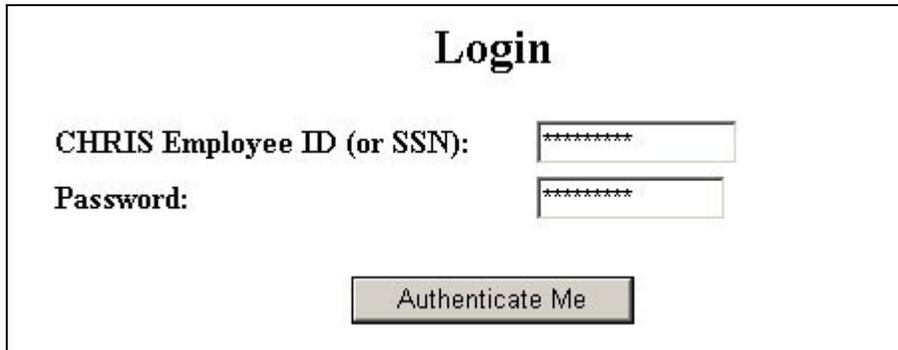


## Change in ESS Login Process

DOE will be initiating a new procedure of masking the UserID during the login process effective **Monday, September 26, 2005**. This masking will be similar to the masking of passwords that most of you are already familiar with. The login box where you enter your SSN or your 5-digit CHRIS Employee ID will only display asterisks (see screenshot below):



The screenshot shows a login form titled "Login". It contains two input fields: "CHRIS Employee ID (or SSN):" and "Password:". Both fields are masked with asterisks. Below the input fields is a button labeled "Authenticate Me".

This change is necessary in order to meet the new cyber security requirements as part of the Certification and Accreditation process for all DOE IT systems. Masking this information would add another layer of security to the login process. This change will not slow down your response times on the system and will not require you to change your UserID or password. However, you will need to type carefully so that you don't have to reenter your UserID. If you have enabled the AutoComplete function in your chosen browser, this feature will no longer work on ESS. You will need to type in your SSN or CHRIS ID and ESS password every time you logon to ESS.

If you have any questions, you can contact Julie Dock at (513) 246-0519.