TRACS External User Recertification Notification

Completion Deadline: November 30, 2018

TRACS system users (M-id or I-id holders) are required to: [i] recertify annually and [ii] reactivate user accounts after 90 days of account inactivity (90 Day Rule). These system access requirements result from the following Policy:

- National Institute of Technology (NIST) Special Publication (SP) 800-53 Control: AC – 2;

- HUD Information Technology (IT) Security Policy 2400.25 REV 4: 5.2.2 – H. Ensure that user access is reviewed once a year; and

- HUD Information Technology (IT) Security Policy 2400.25 REV 4: 5.2.2 – J. Ensure that user IDs are disabled after a period of inactivity of no more than 90 days.

TRACS recertification policy allows Coordinators to certify roles and accounts for the specified users. Coordinators must use the TRACS Recertification Subsystem available through Secure Systems/TRACS to perform recertification and reactivation functions.

A copy of the TRACS Recertification Internet User's Guide for external users is located under "What's New" at:
https://portal.hud.gov/hudportal/HUD?src=/program_offices/housing/mfh/trx/trxsum

Additionally, a training recording is available at:
https://attendee.gototraining.com/17b30/recording/4966440539715546626

Questions relative to the FY 2018 TRACS Annual User Recertification requirement should be addressed to the TRACS@hud.gov or the Helpdesk on 1-800-767-7588.