

SAMPLE

Remote Access Compliance Pack (25 CFR 543.20(h))

Use this pack to approve, operate, and evidence compliant remote access to regulated systems.

Required Fields (per session)

- Session owner (account) and named human responsible
- Business need (reason) tied to ticket/change number
- Authorizer (Authorized IT staff/Management/TGRA where applicable)
- Start time / Stop time
- System(s) accessed and method (secure only)
- After-hours rule applied? (Y/N with justification)
- Artifacts produced (logs, screenshots, diff reports)

All remote access should be recorded on a log with appropriate evidence attached. The log will be included with this attestation of compliance.

Quarterly Attestation

I attest that all remote sessions this quarter met policy, captured required fields, and were reviewed:

Name / Title / Date / Signature: _____

Exceptions noted and CAP references: _____

