Lender Security Administrator's Access to the USDA LINC Site
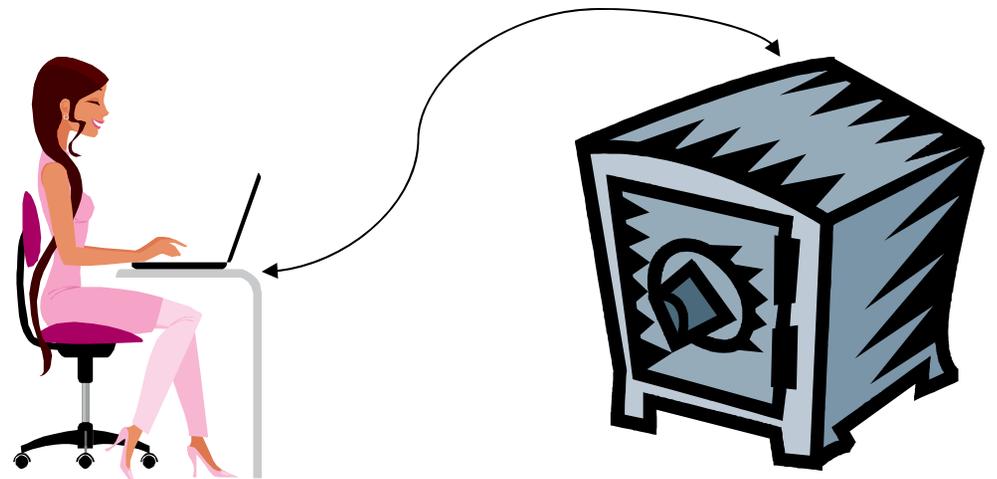
Security Administrator Responsibilities

- Manage which lender staff has access to FSA records: 4 levels:
  - Lender Representative
  - Lender Viewer
  - Branch Representative
  - Branch Viewer

FSA Data, safely locked away…

SA Info to be provided to FSA

- Lender Name: _____

- Employee Name: _____ (If a Backup, state so too)

- Level-2 eAuth ID: _____ (NOT your password)

- Best ph #: _____

- FSA Branch #: _____ (You just tell FSA the town your person works in & FSA can easily get the Branch Number.)

USDA United States Department of Agriculture

USDA LINC

USDA LINC Home   FSA LINC Home   RBS LINC Home   R

Clicking on either link will allow the Lender Representative to access GLS

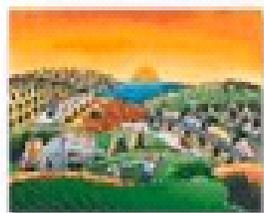NOTE:? New User button and Log On hyper link for EDI have been moved to the EDI menu.

Welcome to the Farm Service Agency

NOTE

This site requires Secure Socket Layer. Therefore, you must use Internet Explorer 4.0 and higher (Internet Explorer 6.0 and higher recommended.)

To view the help documentation you must use Adobe Acrobat

Farm Service Agency   Rural Housing Service

Rural Business Service   Rural Utilities Service

Farm Service Agency

Lender Loan Closing/Administration

Application Authorization

Lender Status Report List

Farm Service Agency Online

Hyperlink for Lender Representative to add other lender staff to GLS

login : V2
password :

*********************WARNING*******************

This is a United States Department of Agriculture computer system, which may be accessed and used only for official Government business (or as otherwise permitted by regulation) by authorized personnel. Unauthorized access or use of this computer system may subject violators to criminal, civil, and/or administrative action. All information on this computer system may be intercepted, recorded, read, copied, and disclosed by and to authorized personnel for official purposes, including criminal investigations. Access or use of this computer system by any person, whether authorized or unauthorized, constitutes consent to these terms.

*********************WARNING*******************
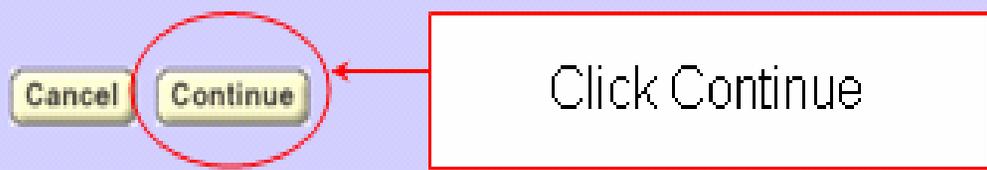
Cancel   Continue   ← Click Continue

Lender Security Administrator: "Maintaining users in AASM"

USDA Rural Development

Application Authorization Security Management

External Lender User List

Maintaining users in AASM
Enter lender tax ID and click the "Add User" button

| Lender Tax ID | 123456789 | USDA Assigned Branch Nbr | | Branch List |

System Id: Guaranteed Loan System - Level 2

eAuth User ID: [ ]   Use * at end of eAuth User ID for wildcard search

Last Name: [ ]   Use * at end of Last Name for wildcard search

First Name: [ ]   Use * at end of First Name for wildcard search

Search   Refresh   Add User   Add Admin

Action: Maintain

eAuth User ID	System ID	Last Name	First Name	Role	Status	Debarred Indicator	Lender Tax ID	Branch Nbr	Phone

Previous   Next

Establish Lender / Branch Representative Authorization

RESET

eAuth User ID *: RWPW04

Last Name:

First Name:

Phone*/Ext:

Fax

Email Address:

Assurance Level   0

☐ Debarred Indicator

Status *:   Active

Authorized System *:

Security Role *

Enter Level 2 e-Auth ID for the Lender employee to be added

SAVE   CANCEL

Application Authorization Security Management

Status *: Active ▼

Authorized System *: [...]d Loan System - Level 2 ▼

Security Role * Lender Representative ▼

Active
Inactive

"Inactive" is used to deny access to a user, if an employee leaves a lending institution

Loan Program

(☑ FSA)

Lender Tax Id *: 123456789

USDA Assigned Branch Nbr *: 017   Branch List

Lender Name: BANCFIRST

Security Roles Ordered in Descending Level of Administrative Functionality :

Lender Representative (Allows the user to enter transactions for all of the lender's branches)

Lender Viewer (Allows the user view only capabilities of all transactions associated with the lender Tax ID for all branches)

Branch Representative (Allows the user to enter transactions for only the lender branch for which the user is associated)

Branch Viewer (Allows the user view only capabilities of all transactions for the branch for which the user is associated)

SAVE   CANCEL

Application Authorization Security Management

USDA Rural Development

eAuth User ID *: RWPW04

Last Name:

First Name: petty

Phone*/Ext:

Fax

Email Address: @brightok.net

Assurance Level 2

☐ Debarred Indicator

Status *: Active

Authorized System *: Guaranteed Loan System - Level 2

Security Role * Not Assigned Role

Not Assigned Role
Branch Representative
Branch Viewer
Lender Representative
Lender Viewer

Lender Tax Id *:

USDA Assigned Branch Nbr *: Branch List

Lender Name:

For FSA, the Authorized System field must be Level 2 e-Auth

See next screen for detail on Security Role

Note: You may add the users Phone and Fax Numbers

SAVE   CANCEL

Status *: Active

Authorized System *: Guaranteed Loan System - Level 2

Security Role * Lender Representative

Loan Program

(☑ FSA)

Lender Tax Id *: 123456789

USDA Assigned Branch Nbr *: 017   Branch List

Lender Name: BANCFIRST

Security Roles

Security Roles Ordered in Descending Level of Administrative Functionality :

Lender Representative (Allows the user to enter transactions for all of the lender's branches)

Lender Viewer (Allows the user view only capabilities of all transactions associated with the lender Tax ID for all branches)

Branch Representative (Allows the user to enter transactions for only the lender branch for which the user is associated)

Branch Viewer (Allows the user view only capabilities of all transactions for the branch for which the user is associated)

SAVE   CANCEL

USDA
Rural
Development

Application Authorization Security Management

(USDALINC)
(Logoff EAuth)
(Help)

Indicator
Status *:   Active

Authorized System *:

Security Role *

Loan Program

Lender Tax Id *:

USDA Assigned
Branch Nbr *:

Lender Name:

Security Roles Order

Confirm Submission -- Web Page Dialog   ☒

I understand I am providing all information included on forms and attachments to the United States Department of Agriculture (USDA) for review and processing.

My statements on any submitted forms and attachments are true, and correct to the best of my knowledge and belief and are made in good faith. I understand that a knowing and willing false statement can be punished by a fine or imprisonment or both. (See Title 18, Section 1001, of the United States Code.)

Are you sure you want to Submit the package?

[Yes]   [No]

Lender Representative   (Allows the user to enter transactions for all of the lender's branches)
Lender Viewer   (Allows the user view only capabilities of all transactions associated with the lender Tax ID for all branches)
Branch Representative   (Allows the user to enter transactions for only the lender branch for which the user is associated)
Branch Viewer   (Allows the user view only capabilities of all transactions for the branch for which the user is associated)

[SAVE]   [CANCEL]

Establish Lender / Branch Representative Authorization

RESET

eAuth User ID *: RWPWI4

Last Name:

First Name: patty

Phone*/Ext: (405)742-

Fax

Email Address: @brightlink.net

Assurance Level 2

☐ Debarred Indicator

Status *: Active

Authorized System *: Guaranteed Loan System - Level 2

Security Role * Branch Representative

Microsoft Internet Explorer ✕

❓ User has been successfully saved. Do you wish to add more users?

OK   Cancel

SAVE   CANCEL

The lender's employee will receive an email notice that he/she has been added to the AASM system

USDA Rural Development

Application Authorization Security Management

Lender Tax ID `123456789` USDA Assigned Branch Nbr [ ] Branch List

System Id [Guaranteed Loan System - Level 2 ▼]

eAuth User ID [ ] Use * at end of eAuth User ID for wildcard search

Last Name [ ] Use * at end of Last Name for wildcard search

First Name [ ] Use * at end of First Name for wildcard search

Search   Refresh   Add User   Add Admin

Action: [Maintain ▼]

Maintain

The "Maintain" function in the Action drop down box allows change to the Status field (Active vs. Inactive) or change in Security Roles

eAuth User ID	System ID	Last Name			one
MHARRISO	GLSLVL2	Harriso			30)726-5617
PATEL ZINGA	GLSLVL2	elzinga	Guaranteed Lender	ACTIVE IL	(10)690-1729

Lender's Security Administrator
access to the USDA LINC Site (Summary):

1. The person designated by the lender as the lender's Security Administrator (SA) must obtain a Level 2 eAuthentication ID.

2. Report to your local FSA Service Center the name of the lender's designated SA. Local FSA staff will forward information to the Farm Loan Program Section in the State Office. The State Office will add the designated SA to the Application Authorization Security Management (AASM) system, which gives the SA access to FSA's electronic reporting systems.

3. The Lender Security Administrator will receive an email notification after FSA adds him/her to the AASM system. The email includes the USDA LINC website address. **(See sample email language below):**

   "You have been authorized as a Security Administrator in Guaranteed Loan System - Level 2 (GLSLVL2). Your Guaranteed Loan System - Level 2 (GLSLVL2) users should go to the following eAuthentication web site to self-register for level 2 security to obtain an ID and password: www.eAuth.egov.usda.gov.

4. Then you can log-on to the Guaranteed Loan System - Level 2 (GLSLVL2) web site located at https://usdalinc.sc.egov.usda.gov to delegate access to the Guaranteed Loan System - Level 2 (GLSLVL2) for all of your users."

Note: Any user who already has a level 2 eAuthentication account does not need to self-register again. The Security Administrator should delegate access using the existing level 2 eAuthentication ID for other lender users.