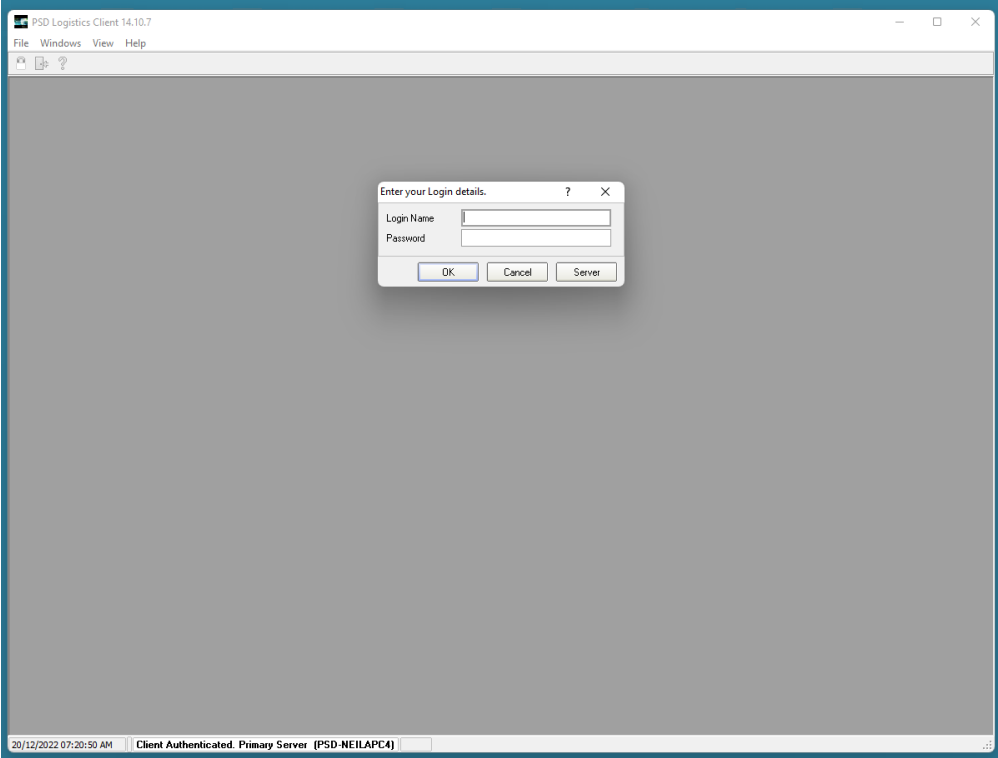



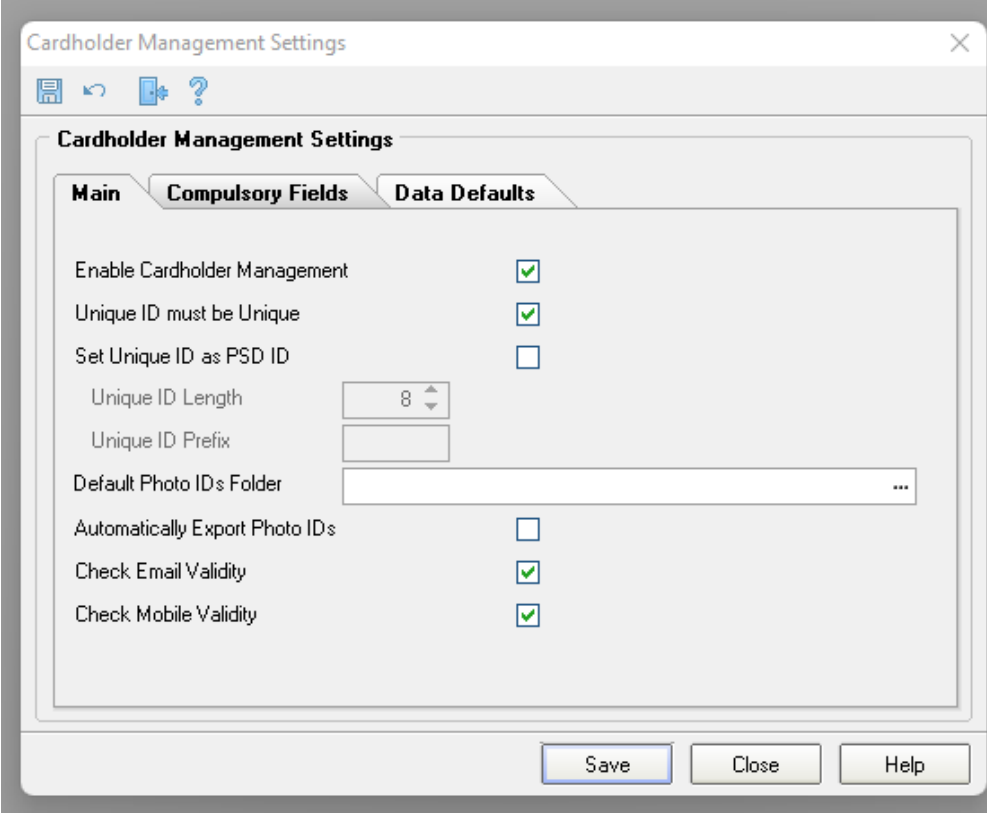
How To Decommission PSD Logistics Modules

Last Updated 20/12/2022

Solution

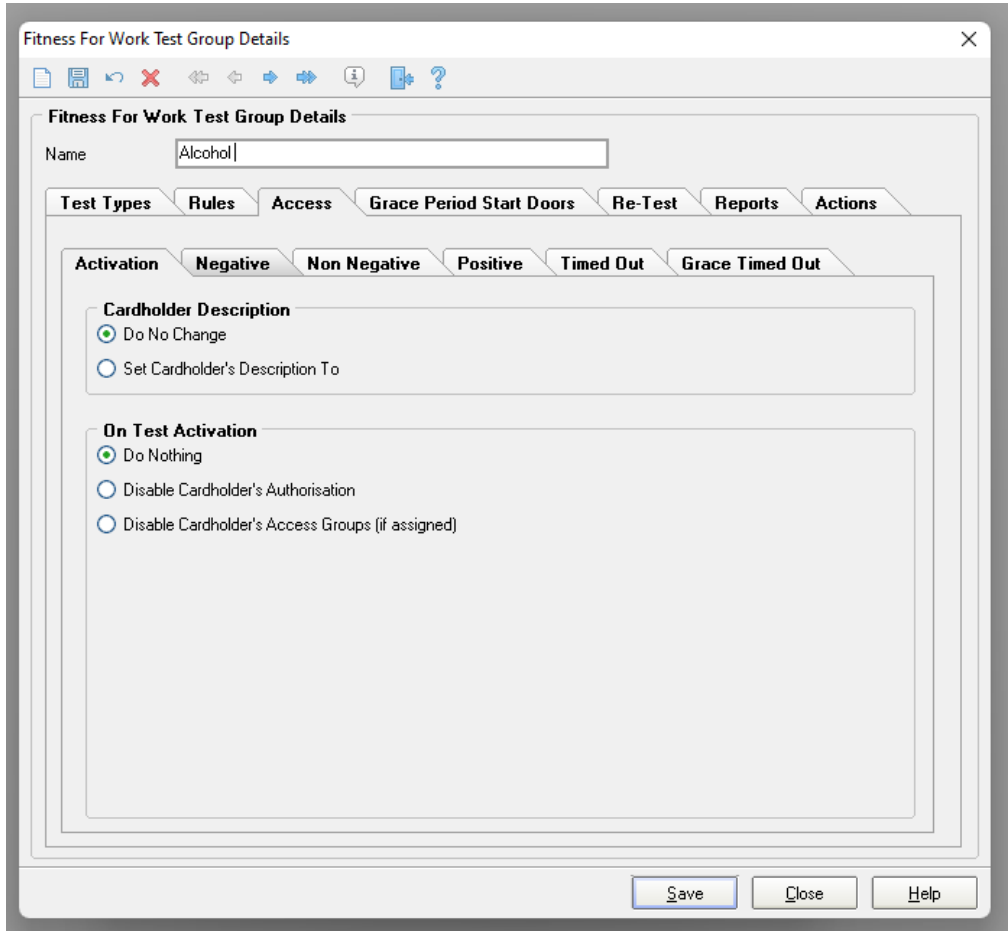
Step	Action
1	<p>Open a PSD Logistics Client by running PSDLogisticsClient.exe using “Run As Administrator”.</p> <p>The default folder for this application is C:\Program Files (x86)\PSDLogistics\Client\.</p> 
2	<p>Click the hammer icon, or select “Admin” -> “Logon As Administrator” to log in as a PSD Logistics administrator. If these options are not available, you do not have sufficient permissions to perform this operation. If this is the case, contact your PSD Logistics administrator.</p> 

Cardholder Management

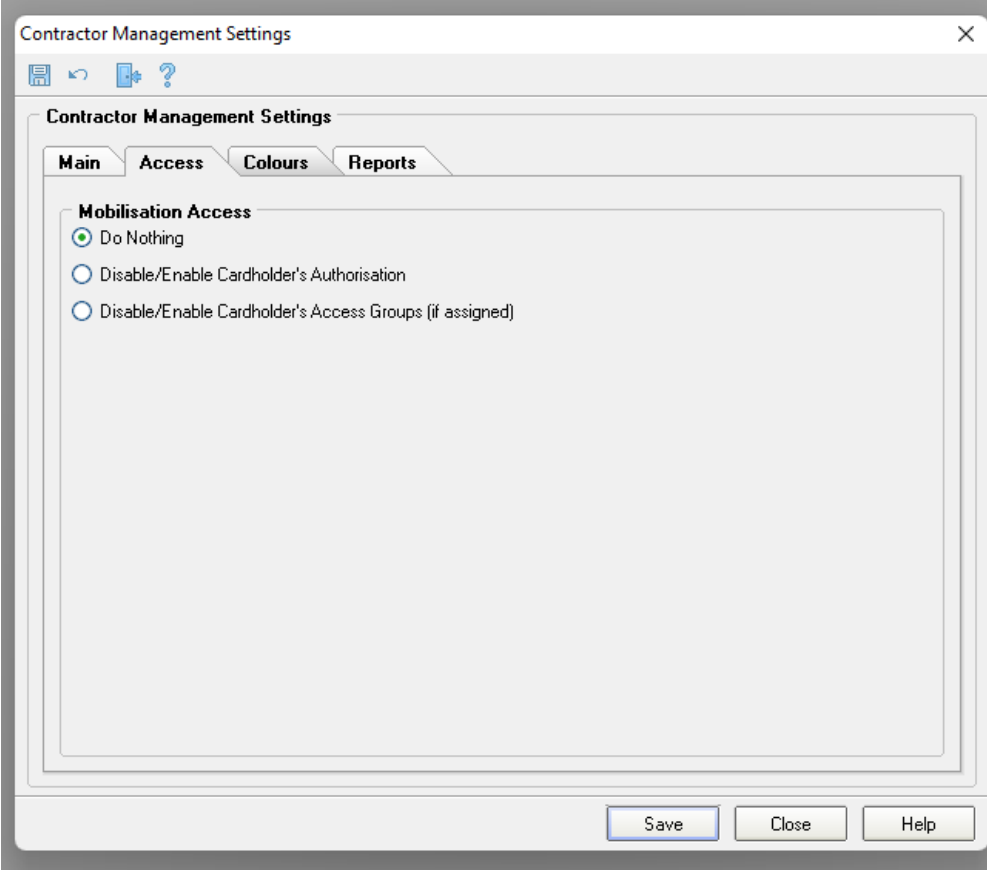
Step	Action
1	Log into a PSD Logistics Client as an Administrator as outlined on Page 1.
2	Select "Setup" -> "AMS Management" -> "Cardholder Management Settings"
3	<p>Turn Off "Enable Cardholder Management"</p> 
4	Select "Save" and "Close".

Fitness For Work Management

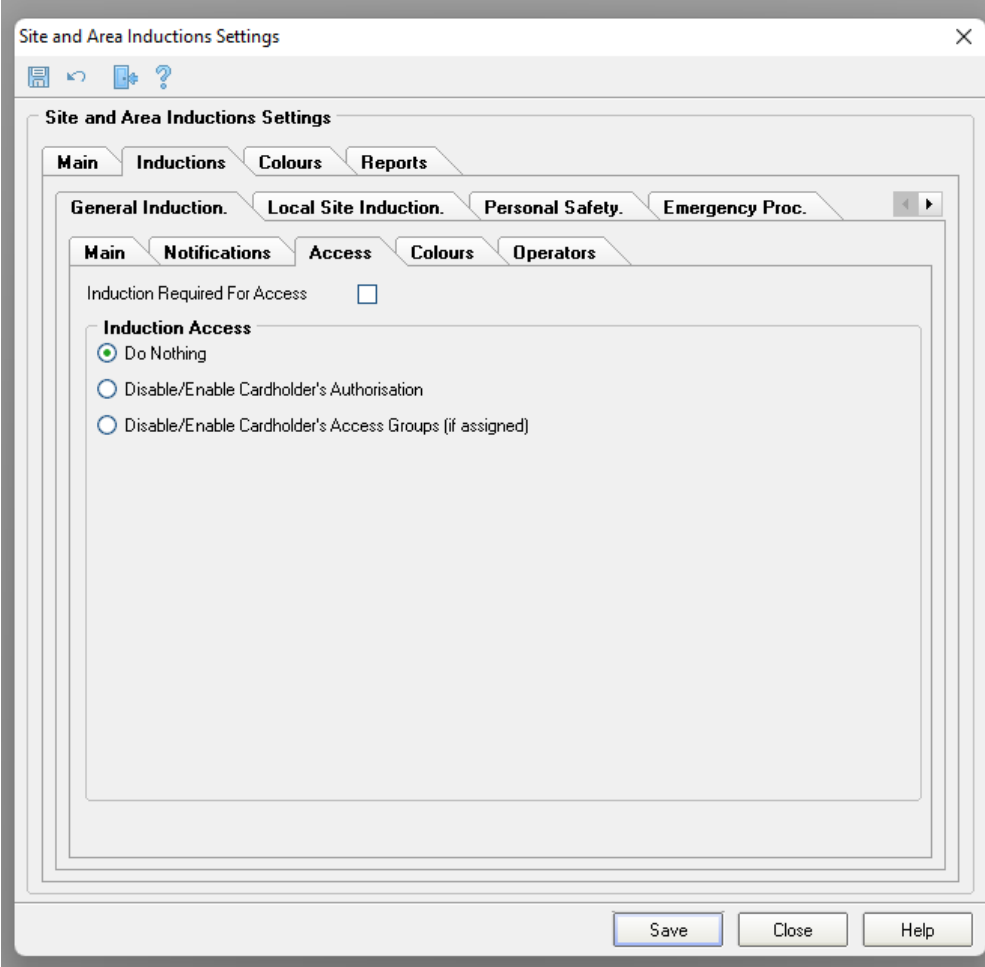
Step	Action
1	Log into a PSD Logistics Client as an Administrator as outlined on Page 1.
2	Select "Setup" -> "Fitness For Work Management" -> "Fitness For Work Test Groups"
3	<p>For each Test Group, perform the following steps.</p> <ol style="list-style-type: none"> Select the "Access" tab sheet. For each tab in the "Access" tab sheet, set every option to "Do Nothing"
4	Select "Save" and "Close".



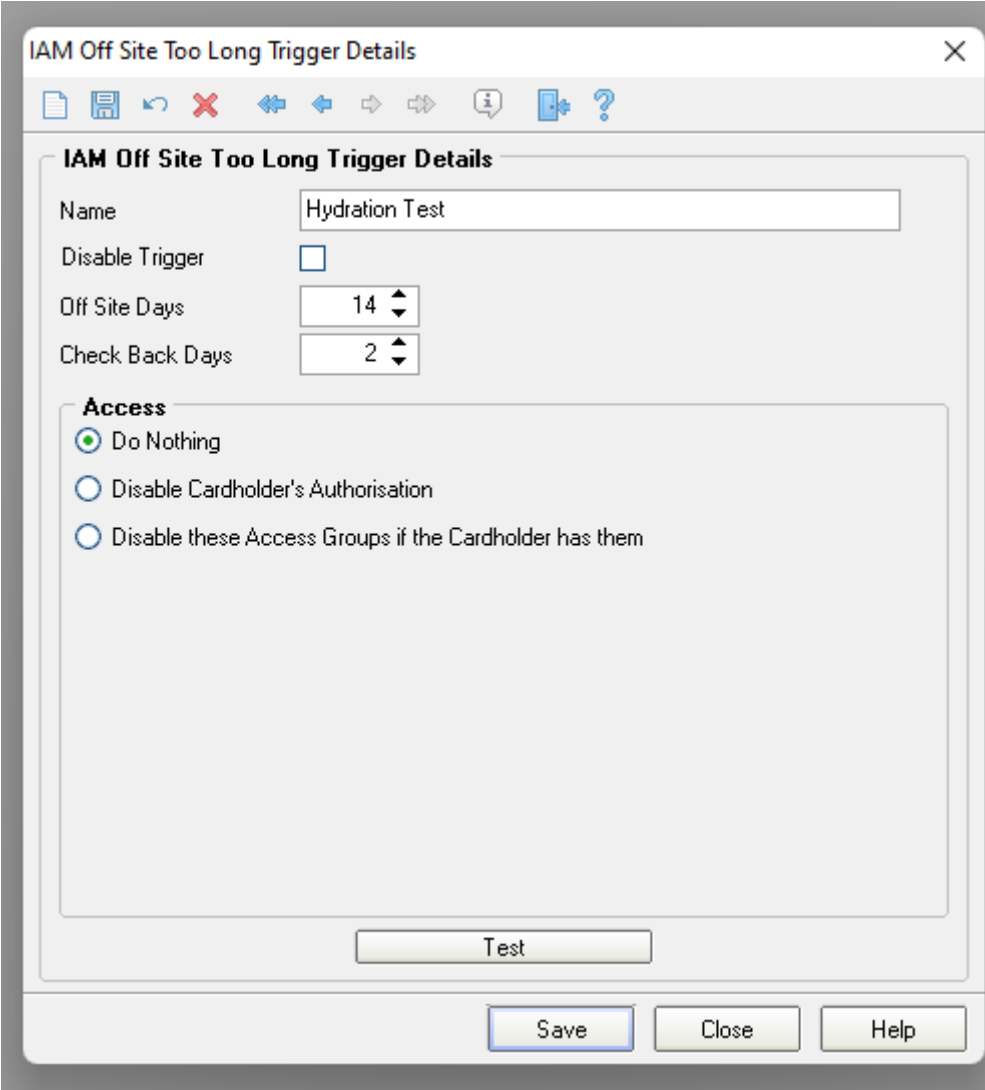
Contractor Management

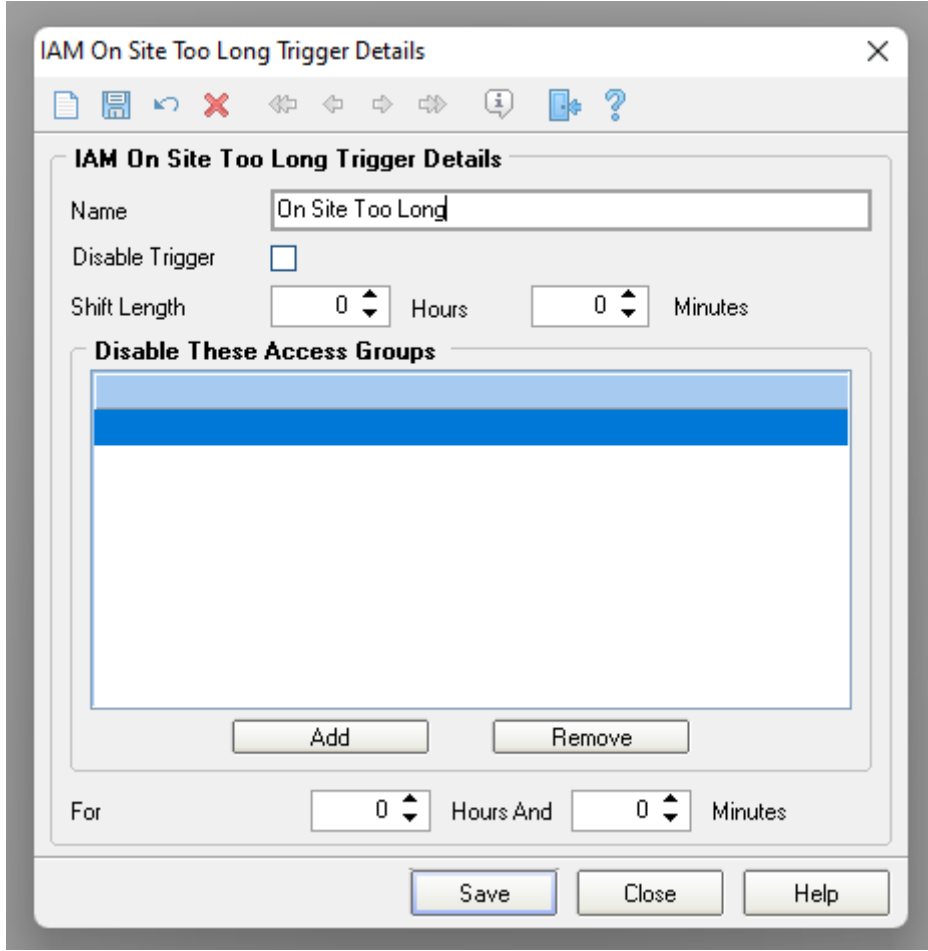
Step	Action
1	Log into a PSD Logistics Client as an Administrator as outlined on Page 1.
2	Select "Setup" -> "Contractor Management" -> "Contractor Management Settings"
3	<p>Select the "Access" tab sheet. Set the Mobilisation Access option to "Do Nothing"</p>  <p>The screenshot shows a window titled "Contractor Management Settings" with a close button (X) in the top right corner. Below the title bar are icons for save, undo, redo, and help. The main content area has four tabs: "Main", "Access", "Colours", and "Reports". The "Access" tab is active. Under the heading "Mobilisation Access", there are three radio button options: "Do Nothing" (which is selected), "Disable/Enable Cardholder's Authorisation", and "Disable/Enable Cardholder's Access Groups (if assigned)". At the bottom right of the window are three buttons: "Save", "Close", and "Help".</p>
4	Select "Save" and "Close".

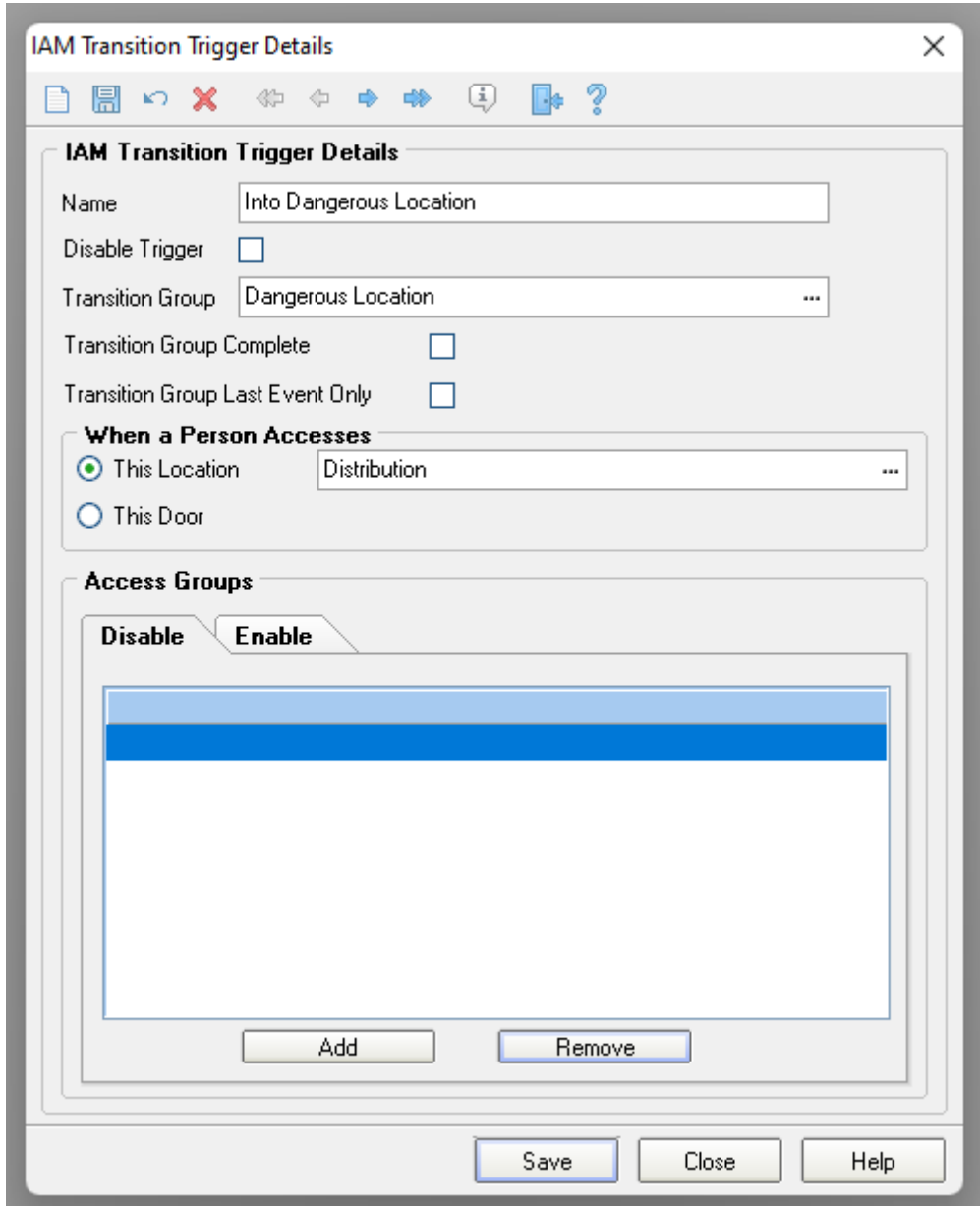
Site and Area Inductions

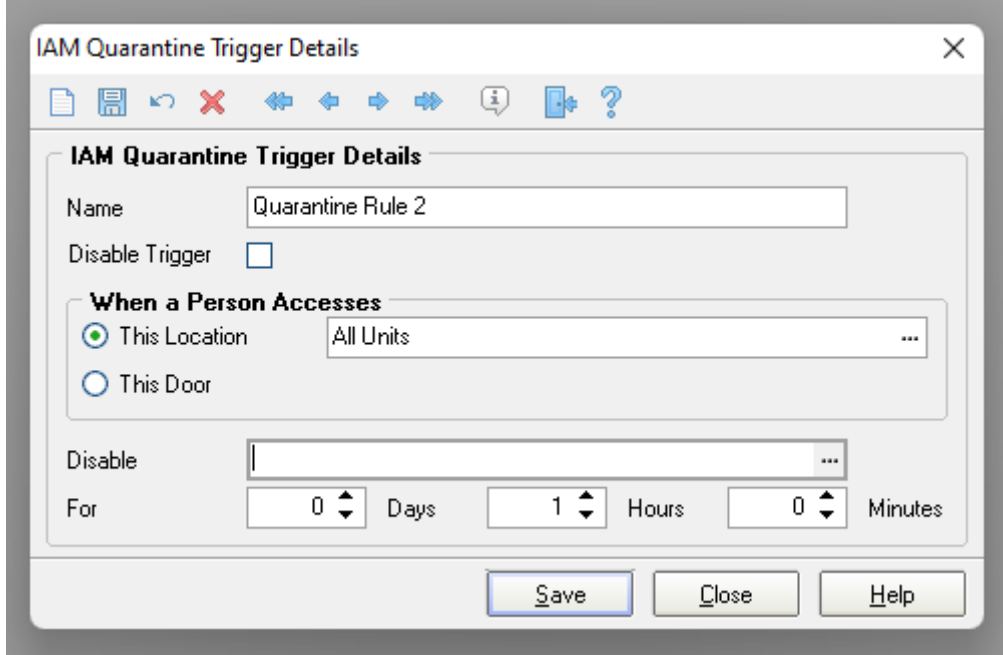
Step	Action
1	Log into a PSD Logistics Client as an Administrator as outlined on Page 1.
2	Select "Setup" -> "Site and Area Inductions" -> "Site and Area Inductions Settings"
3	<p>Select the Inductions tab sheet. For each Induction, perform the following steps.</p> <ol style="list-style-type: none"> a) Select the "Access" tab sheet. b) Set the Induction Access option to "Do Nothing"
	
	4

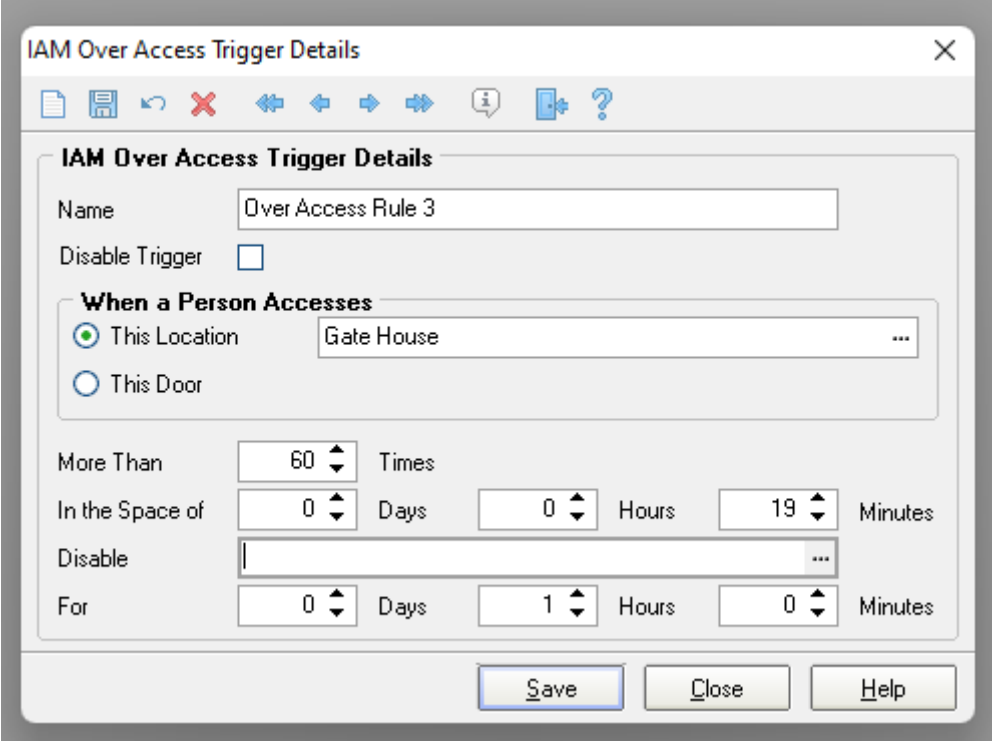
Intelligent Access Management

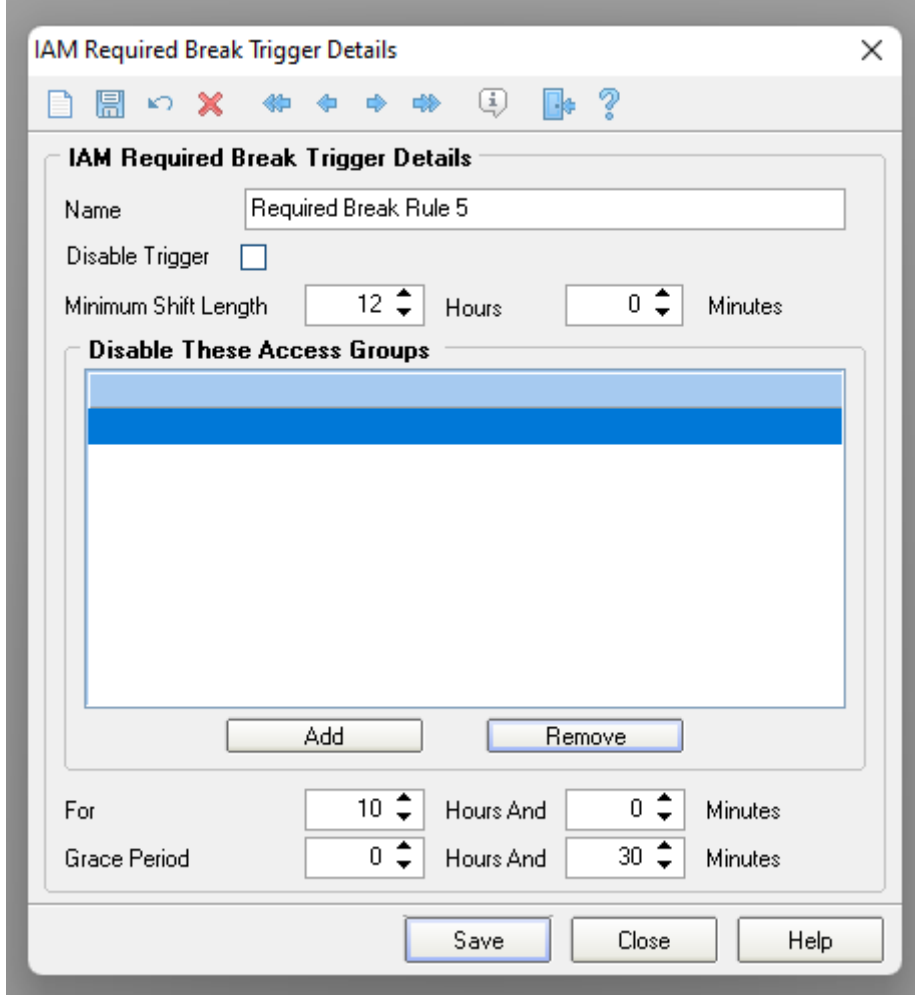
Step	Action
1	Log into a PSD Logistics Client as an Administrator as outlined on Page 1.
2	Select "Setup" -> "Intelligent Access Management" -> "IAM Off Site Too Long Triggers"
3	<p>For each IAM Off Site Too Long Trigger, perform the following steps.</p> <ul style="list-style-type: none"> a) Double click on the trigger to open it. b) Set the Access option to "Do Nothing"
	 <p>The screenshot shows a window titled "IAM Off Site Too Long Trigger Details". It contains the following fields and controls:</p> <ul style="list-style-type: none"> Name: Hydration Test Disable Trigger: <input type="checkbox"/> Off Site Days: 14 Check Back Days: 2 Access: <ul style="list-style-type: none"> <input checked="" type="radio"/> Do Nothing <input type="radio"/> Disable Cardholder's Authorisation <input type="radio"/> Disable these Access Groups if the Cardholder has them Buttons: Test, Save, Close, Help
4	Select "Save" and "Close".

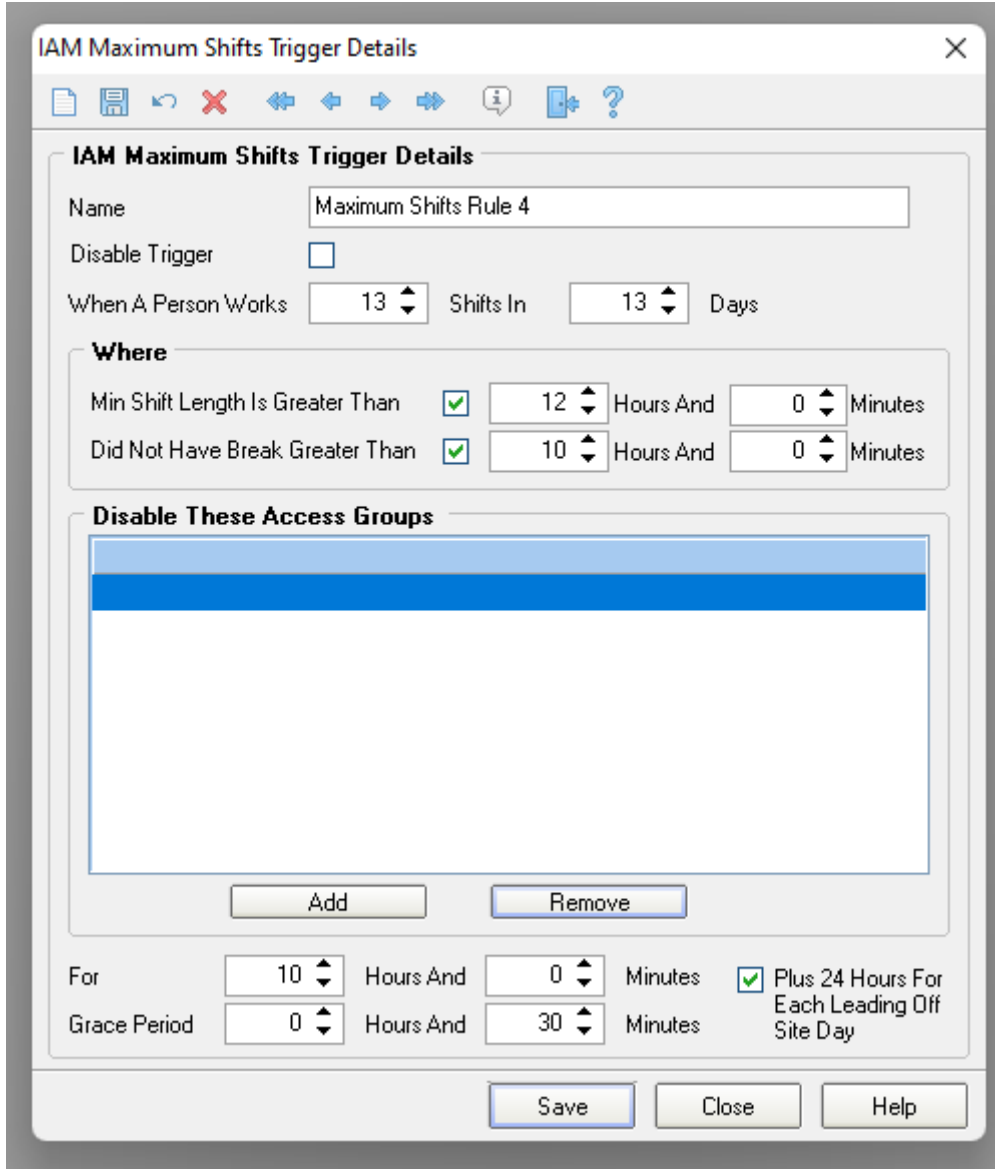
Step	Action
1	Log into a PSD Logistics Client as an Administrator as outlined on Page 1.
2	Select "Setup" -> "Intelligent Access Management" -> "IAM On Site Too Long Triggers"
3	<p>For each IAM On Site Too Long Trigger, perform the following steps.</p> <ol style="list-style-type: none"> Double click on the trigger to open it. Remove all Access Groups from the list. 
4	Select "Save" and "Close".

Step	Action
1	Log into a PSD Logistics Client as an Administrator as outlined on Page 1.
2	Select "Setup" -> "Intelligent Access Management" -> "IAM Transition Triggers"
3	<p>For each IAM Transition Trigger, perform the following steps.</p> <ul style="list-style-type: none"> a) Double click on the trigger to open it. b) Remove all Access Groups from the Disable and Enable Access lists. 
4	Select "Save" and "Close".

Step	Action
1	Log into a PSD Logistics Client as an Administrator as outlined on Page 1.
2	Select "Setup" -> "Intelligent Access Management" -> "IAM Quarantine Triggers"
3	<p>For each IAM Quarantine Trigger, perform the following steps.</p> <ul style="list-style-type: none"> a) Double click on the trigger to open it. b) Remove the Access Groups from the Disable button edit. 
4	Select "Save" and "Close".

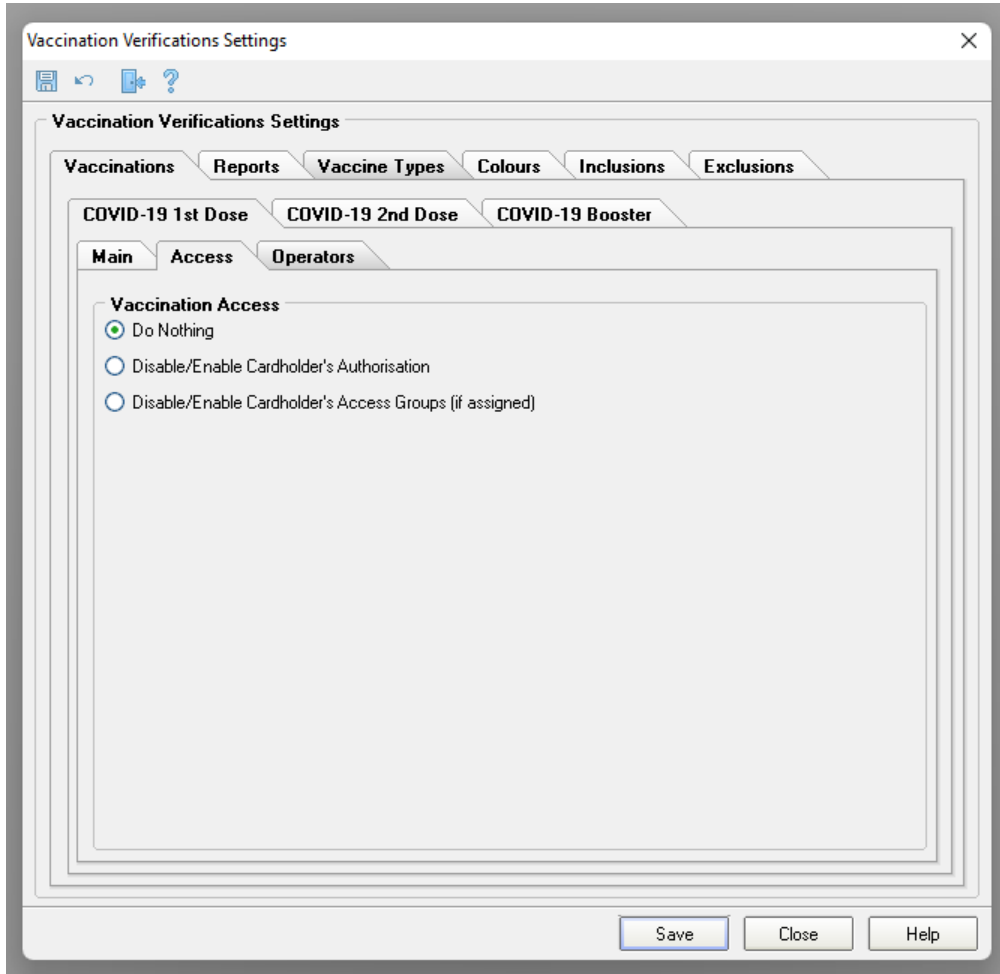
Step	Action
1	Log into a PSD Logistics Client as an Administrator as outlined on Page 1.
2	Select "Setup" -> "Intelligent Access Management" -> "IAM Quarantine Triggers"
3	<p>For each IAM Over Access Trigger, perform the following steps.</p> <ul style="list-style-type: none"> a) Double click on the trigger to open it. b) Remove the Access Groups from the Disable button edit. 
4	Select "Save" and "Close".

Step	Action
1	Log into a PSD Logistics Client as an Administrator as outlined on Page 1.
2	Select "Setup" -> "Intelligent Access Management" -> "IAM Required Break Triggers"
3	<p>For each IAM Required Break Trigger, perform the following steps.</p> <ul style="list-style-type: none"> a) Double click on the trigger to open it. b) Remove all Access Groups from the Disable These Access Groups list. 
4	Select "Save" and "Close".

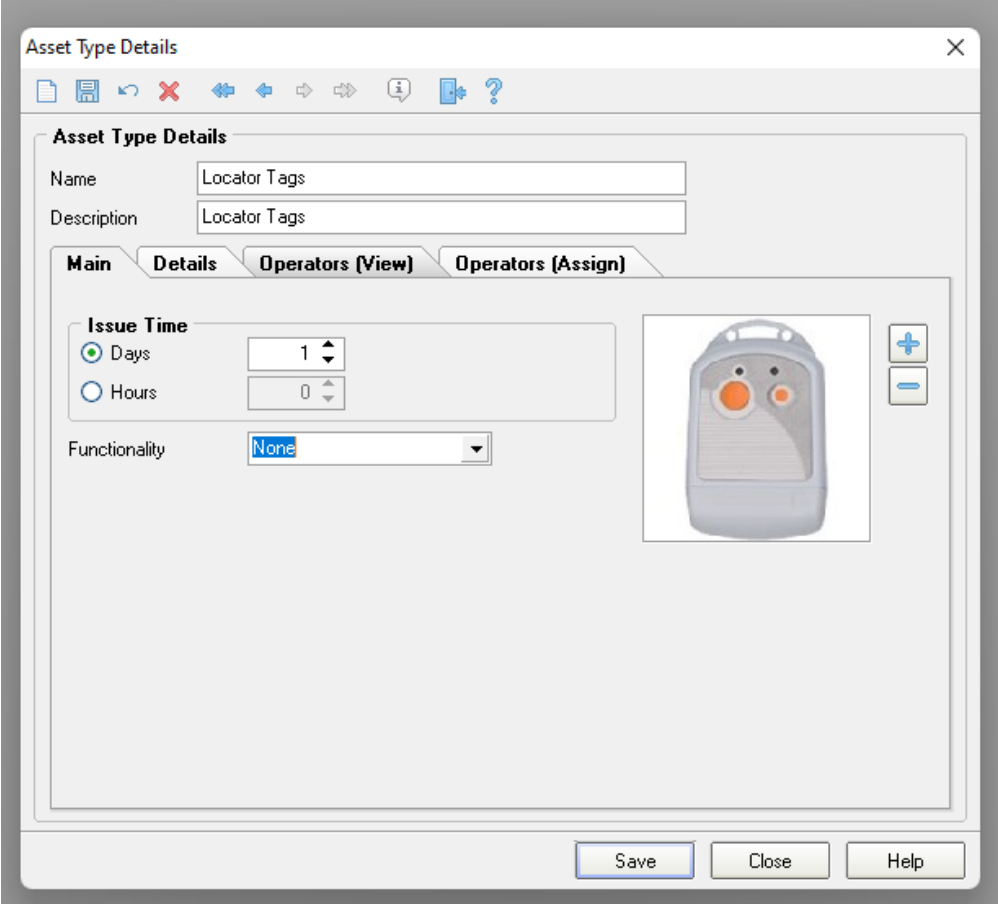
Step	Action
1	Log into a PSD Logistics Client as an Administrator as outlined on Page 1.
2	Select "Setup" -> "Intelligent Access Management" -> "IAM Maximum Shifts Triggers"
3	<p>For each IAM Maximum Shifts Trigger, perform the following steps.</p> <p>a) Double click on the trigger to open it.</p> <p>b) Remove all Access Groups from the Disable These Access Groups list.</p> 
4	Select "Save" and "Close".

Vaccination Verification Management

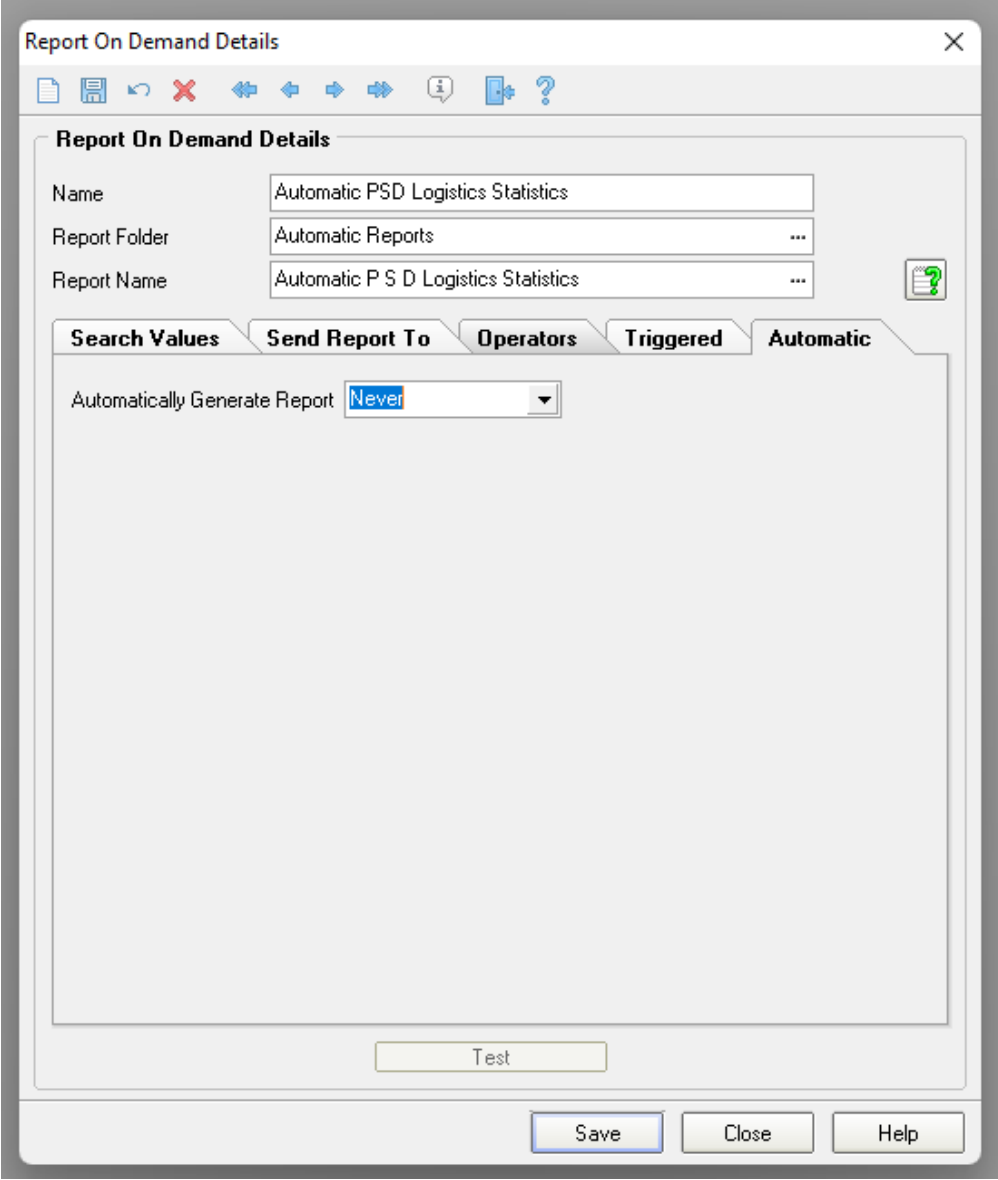
Step	Action
1	Log into a PSD Logistics Client as an Administrator as outlined on Page 1.
2	Select "Setup" -> "Vaccination Verification" -> "Vaccination Verification Settings"
3	<p>Select the Vaccinations tab sheet.</p> <p>For each Vaccination, perform the following steps.</p> <ol style="list-style-type: none"> Select the "Access" tab sheet. Set the Vaccination Access option to "Do Nothing"
4	Select "Save" and "Close".



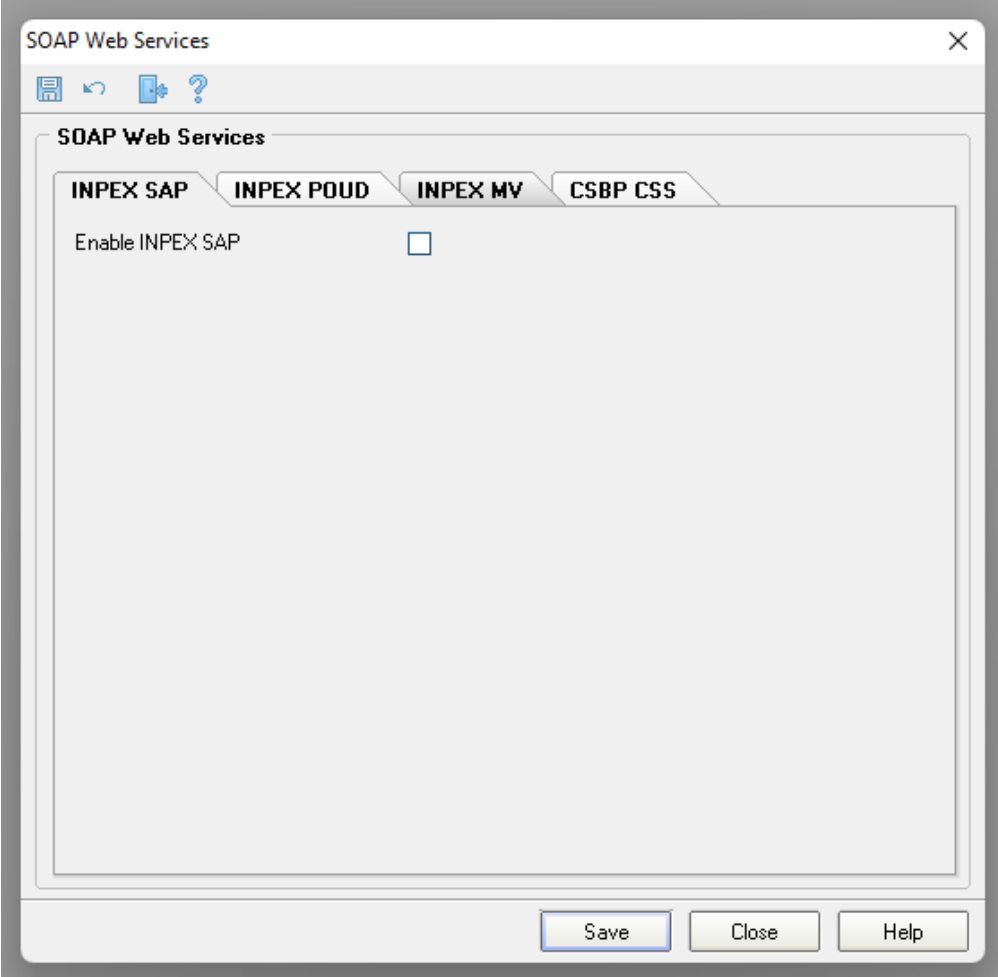
Asset Management

Step	Action
1	Log into a PSD Logistics Client as an Administrator as outlined on Page 1.
2	Select "Setup" -> "Asset Management" -> "Asset Types"
3	<p>For each Asset Type, perform the following steps.</p> <ul style="list-style-type: none"> a) Double click on the Asset Type to open it. b) Set the Functionality to "None". 
4	Select "Save" and "Close".

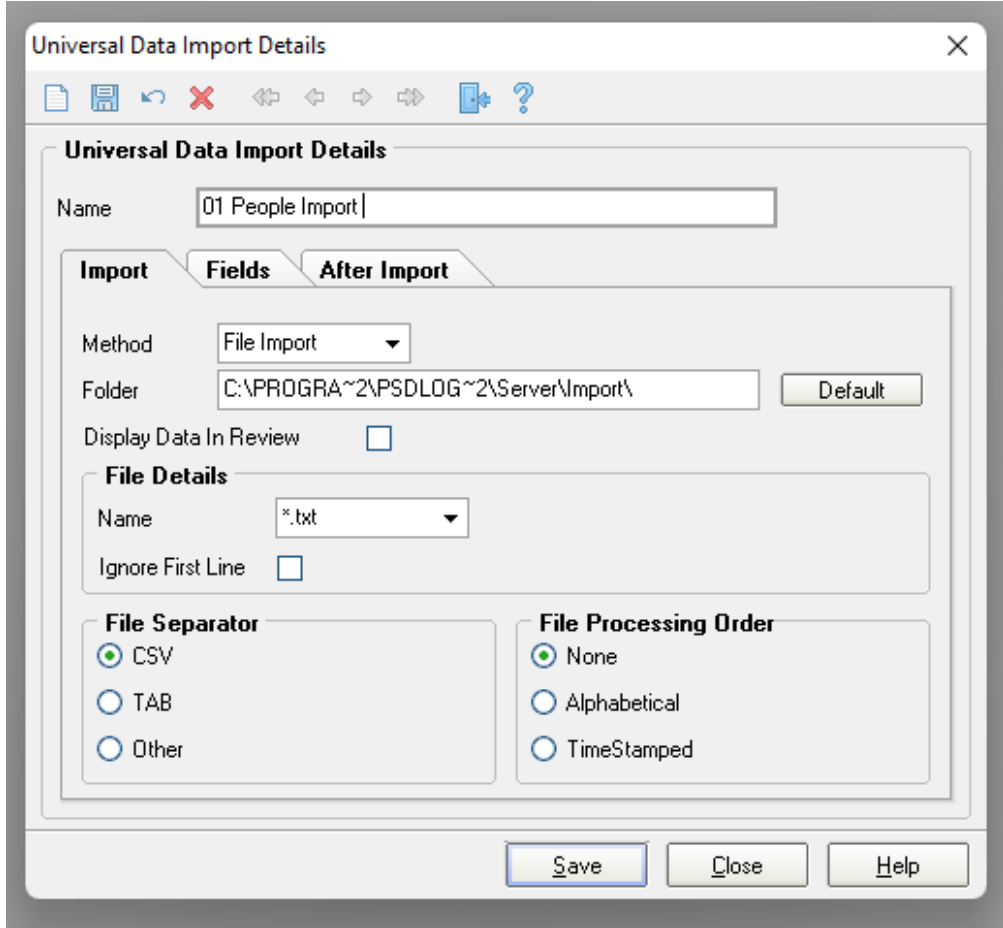
Automatic Reports On Demand

Step	Action
1	Log into a PSD Logistics Client as an Administrator as outlined on Page 1.
2	Select "Setup" -> "Reports" -> "Reports On Demand"
3	<p>For each IAM Maximum Shifts Trigger, perform the following steps.</p> <ol style="list-style-type: none"> Double click on the Report On Demand to open it. Select the Automatic tab sheet. Set Automatically Generate Report to "Never". 
4	Select "Save" and "Close".

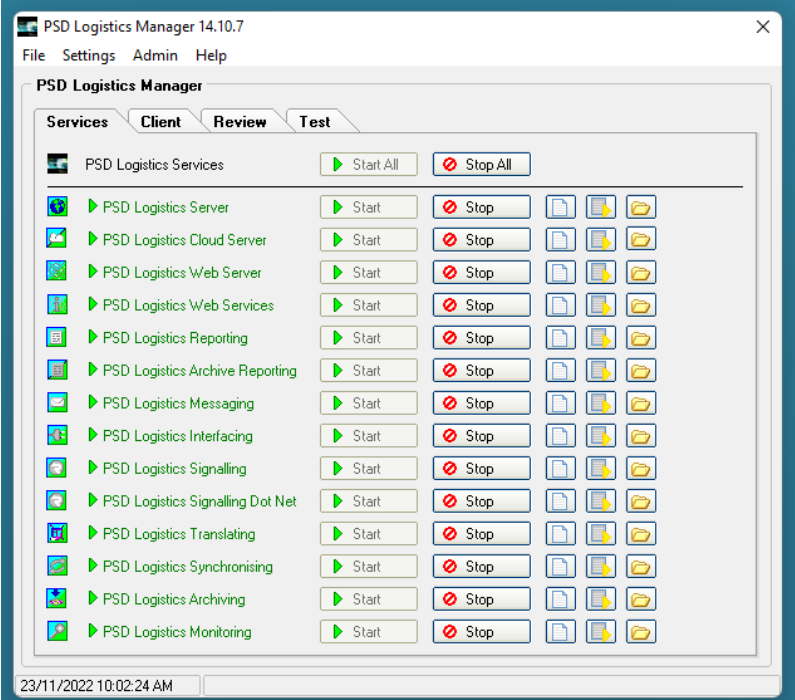
Web Services

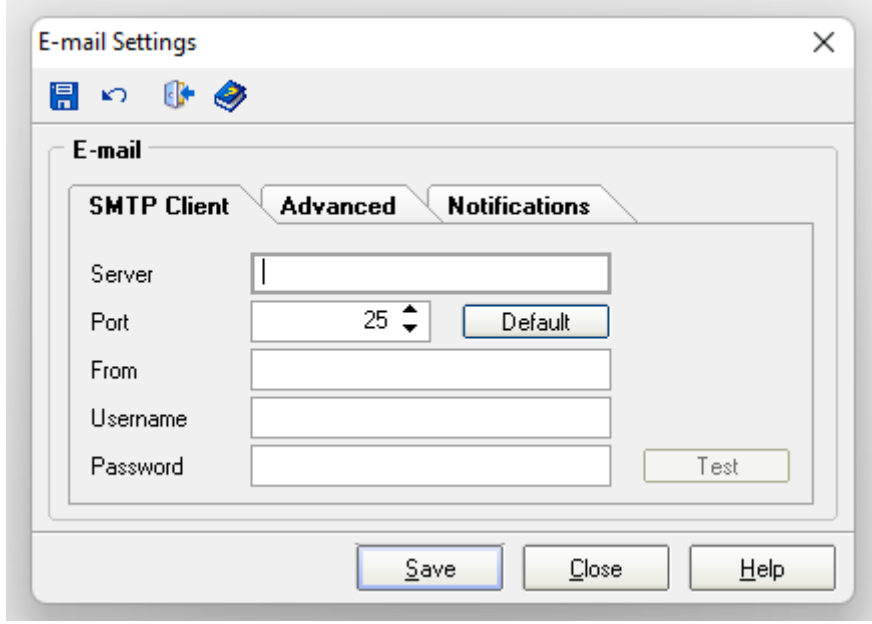
Step	Action
1	Log into a PSD Logistics Client as an Administrator as outlined on Page 1.
2	Select "Setup" -> "Web Services" -> "SOAP Web Services"
3	<p>For each Web Service, deselect the Enable Web Service check box.</p> 
4	Select "Save" and "Close".

Universal Data Imports

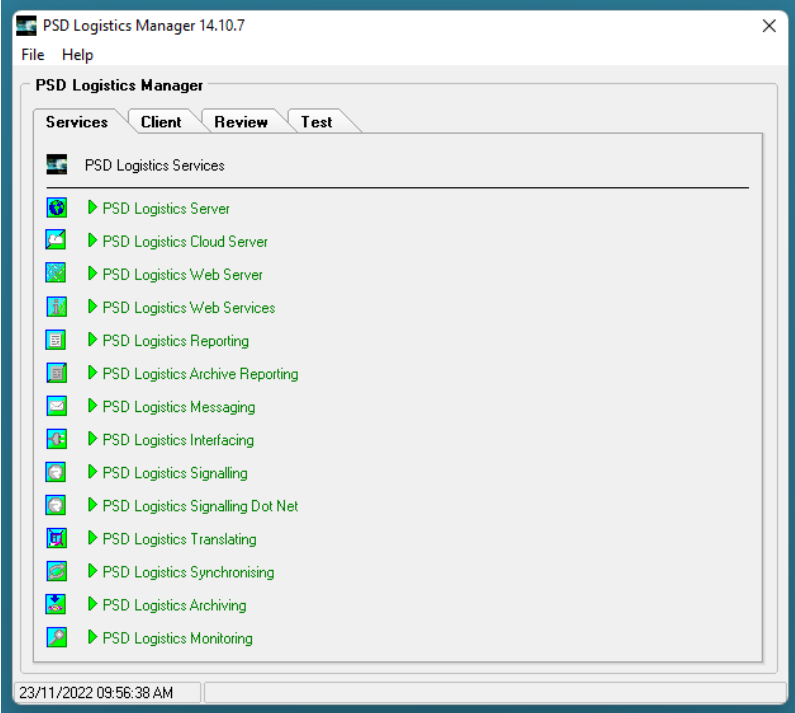
Step	Action
1	Log into a PSD Logistics Client as an Administrator as outlined on Page 1.
2	Select "Setup" -> "Universal Data Imports"
3	<p>Delete every Universal Data Import.</p> 
4	Select "Save" and "Close".

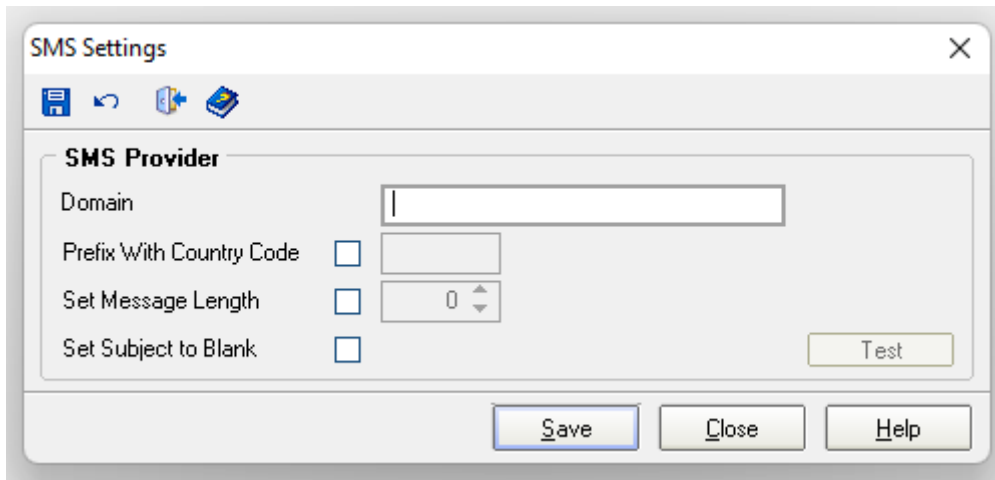
E-mail

Step	Action
1	<p>Log into MS Windows on the server hosting the PSD Logistics Server services. Run PSDLogisticsManager.exe using "Run As Administrator". The default folder for this application is C:\Program Files (x86)\PSDLogistics\Manager\.</p>  <p>The screenshot shows the PSD Logistics Manager 14.10.7 application window. The 'Services' tab is selected, displaying a list of services under the heading 'PSD Logistics Services'. The services listed are: PSD Logistics Server, PSD Logistics Cloud Server, PSD Logistics Web Server, PSD Logistics Web Services, PSD Logistics Reporting, PSD Logistics Archive Reporting, PSD Logistics Messaging, PSD Logistics Interfacing, PSD Logistics Signalling, PSD Logistics Signalling Dot Net, PSD Logistics Translating, PSD Logistics Synchronising, PSD Logistics Archiving, and PSD Logistics Monitoring. Each service has a green play button icon next to it. The window title bar shows 'PSD Logistics Manager 14.10.7' and the system tray shows the date and time '23/11/2022 09:56:38 AM'.</p>
2	<p>Select "File" -> "Login" and log into the PSD Logistics Manager using the admin account. The default password is "admin". A number of menu items and features will be displayed.</p>  <p>The screenshot shows the PSD Logistics Manager 14.10.7 application window after logging in. The 'Services' tab is selected, and the interface has changed. At the top of the service list, there are 'Start All' and 'Stop All' buttons. For each service, there are now 'Start' and 'Stop' buttons, along with icons for configuration and help. The 'Stop' buttons are highlighted in red. The window title bar shows 'PSD Logistics Manager 14.10.7' and the system tray shows the date and time '23/11/2022 10:02:24 AM'.</p>

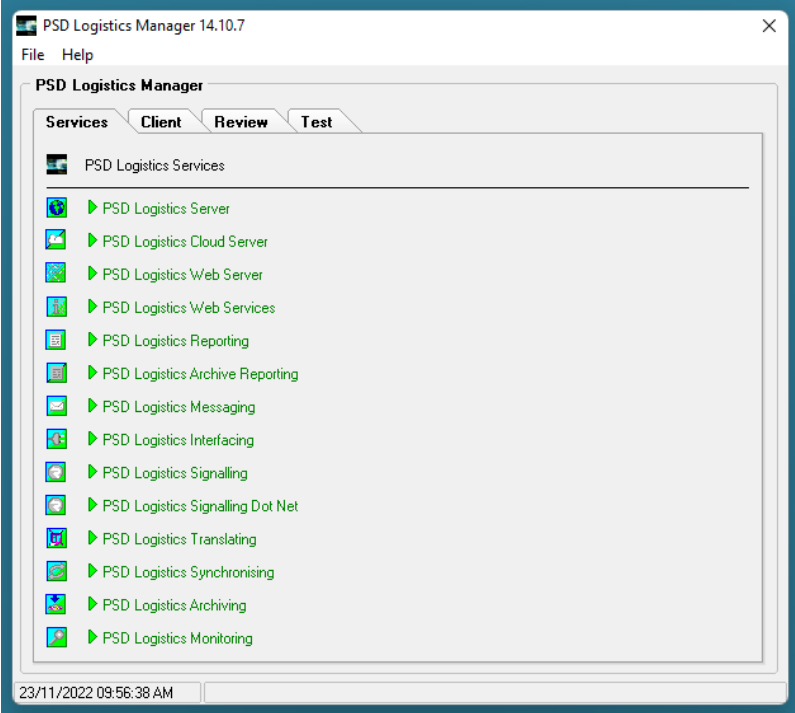
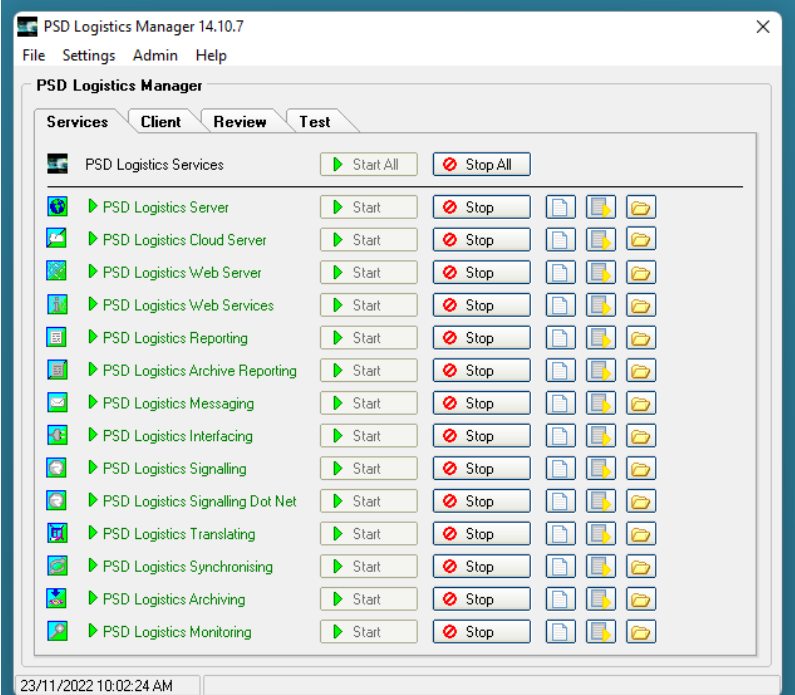
Step	Action
3	Select "Settings" -> "E-mail Settings" 
4	Delete all data in each edit box.
5	Select "Save" and "Close".

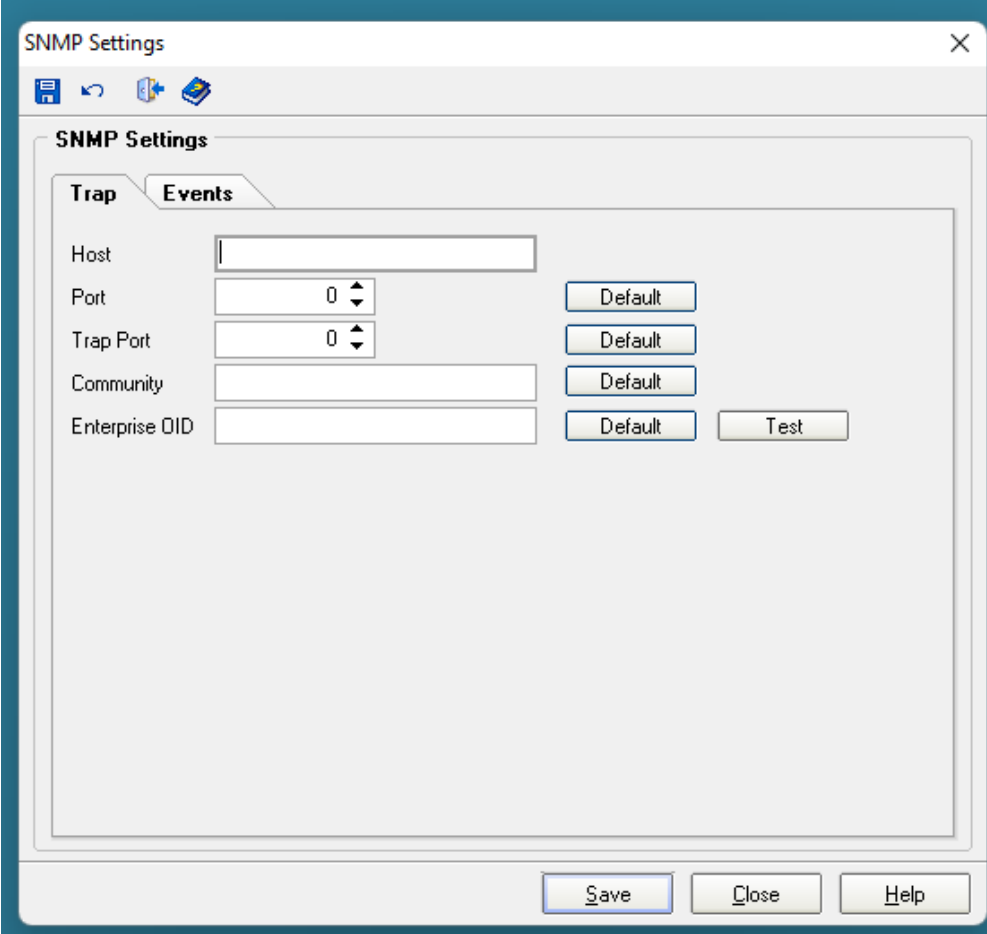
SMS

Step	Action
1	<p>Log into MS Windows on the server hosting the PSD Logistics Server services. Run PSDLogisticsManager.exe using “Run As Administrator”. The default folder for this application is C:\Program Files (x86)\PSDLogistics\Manager\.</p>  <p>The screenshot shows the PSD Logistics Manager 14.10.7 application window. The title bar reads "PSD Logistics Manager 14.10.7" and the menu bar includes "File" and "Help". The main window has tabs for "Services", "Client", "Review", and "Test", with "Services" selected. Under "PSD Logistics Services", a list of services is displayed, each with a green play button icon: PSD Logistics Server, PSD Logistics Cloud Server, PSD Logistics Web Server, PSD Logistics Web Services, PSD Logistics Reporting, PSD Logistics Archive Reporting, PSD Logistics Messaging, PSD Logistics Interfacing, PSD Logistics Signalling, PSD Logistics Signalling Dot Net, PSD Logistics Translating, PSD Logistics Synchronising, PSD Logistics Archiving, and PSD Logistics Monitoring. The system tray at the bottom shows the date and time: 23/11/2022 09:56:38 AM.</p>
2	<p>Select “File” -> “Login” and log into the PSD Logistics Manager using the admin account. The default password is “admin”. A number of menu items and features will be displayed.</p>  <p>The screenshot shows the PSD Logistics Manager 14.10.7 application window after login. The title bar reads "PSD Logistics Manager 14.10.7" and the menu bar includes "File", "Settings", "Admin", and "Help". The main window has tabs for "Services", "Client", "Review", and "Test", with "Services" selected. At the top right of the service list, there are "Start All" and "Stop All" buttons. Each service in the list now has a "Start" button, a "Stop" button, and three icons (document, folder, and another document) to its right. The system tray at the bottom shows the date and time: 23/11/2022 10:02:24 AM.</p>

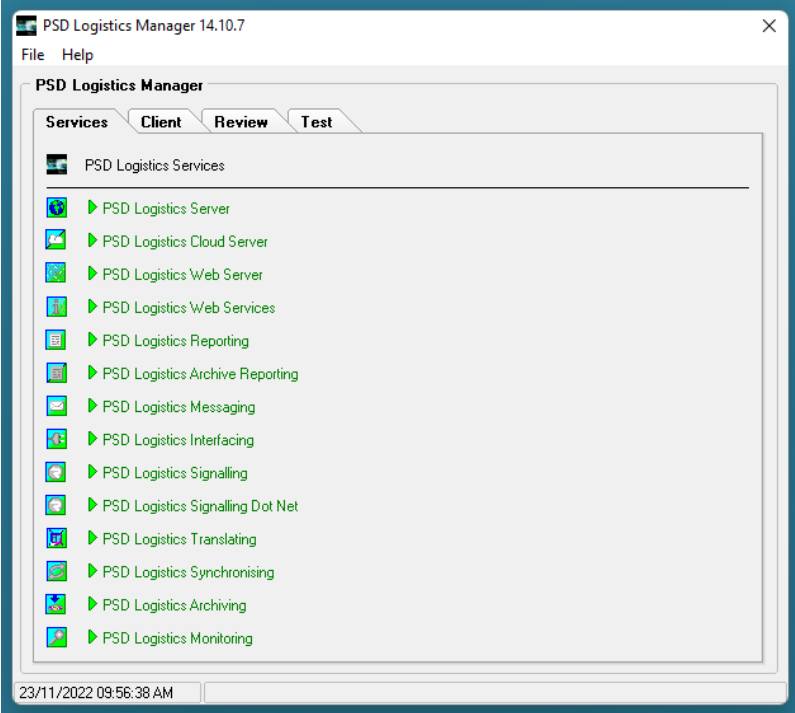
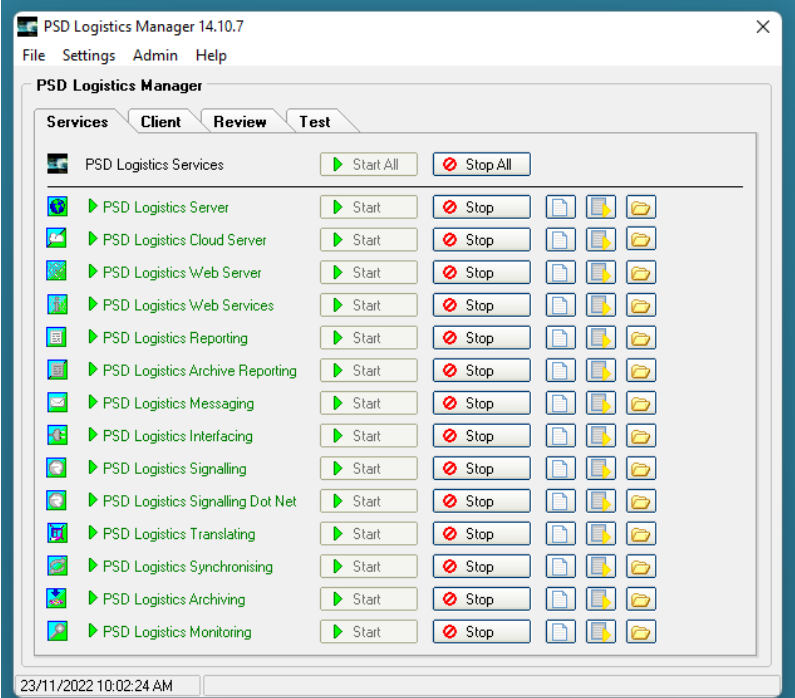
Step	Action
3	Select "Settings" -> "SMS Settings" 
4	Delete all data in each edit box.
5	Select "Save" and "Close".

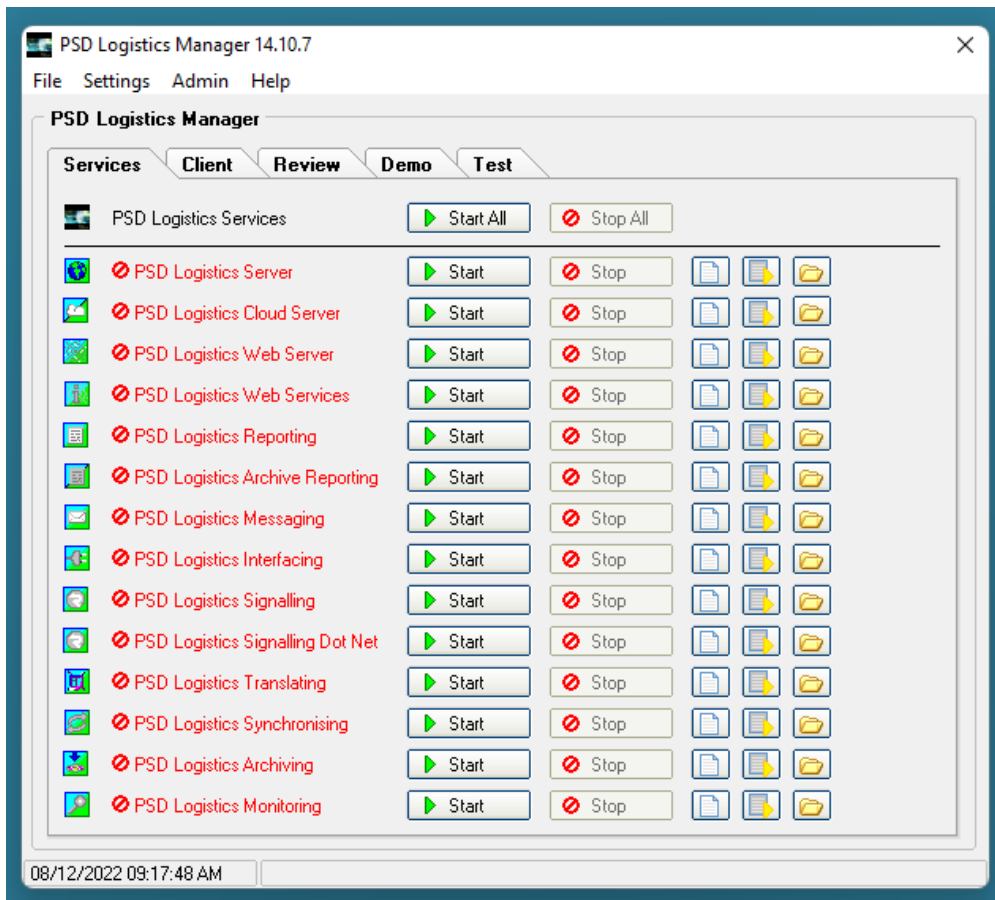
SNMP

Step	Action
1	<p>Log into MS Windows on the server hosting the PSD Logistics Server services. Run PSDLogisticsManager.exe using “Run As Administrator”. The default folder for this application is C:\Program Files (x86)\PSDLogistics\Manager\.</p>  <p>The screenshot shows the PSD Logistics Manager 14.10.7 application window. The 'Services' tab is selected, displaying a list of services under 'PSD Logistics Services'. The services listed are: PSD Logistics Server, PSD Logistics Cloud Server, PSD Logistics Web Server, PSD Logistics Web Services, PSD Logistics Reporting, PSD Logistics Archive Reporting, PSD Logistics Messaging, PSD Logistics Interfacing, PSD Logistics Signalling, PSD Logistics Signalling Dot Net, PSD Logistics Translating, PSD Logistics Synchronising, PSD Logistics Archiving, and PSD Logistics Monitoring. Each service has a green play button icon next to it.</p>
2	<p>Select “File” -> “Login” and log into the PSD Logistics Manager using the admin account. The default password is “admin”. A number of menu items and features will be displayed.</p>  <p>The screenshot shows the PSD Logistics Manager 14.10.7 application window after logging in. The 'Services' tab is selected, and the interface is now more detailed. At the top right of the service list, there are 'Start All' and 'Stop All' buttons. For each service, there are 'Start' and 'Stop' buttons, along with icons for configuration, logs, and help. The 'Start' buttons are green with a play icon, and the 'Stop' buttons are red with a stop icon.</p>

Step	Action
3	<p>Select "Settings" -> "SNMP Settings"</p> 
4	Delete all data in each edit box.
5	Select "Save" and "Close".

PSD Logistics

Step	Action
1	<p>Log into MS Windows on the server hosting the PSD Logistics Server services. Run PSDLogisticsManager.exe using “Run As Administrator”. The default folder for this application is C:\Program Files (x86)\PSDLogistics\Manager\.</p>  <p>The screenshot shows the PSD Logistics Manager 14.10.7 application window. The 'Services' tab is selected, displaying a list of services under 'PSD Logistics Services'. The services listed are: PSD Logistics Server, PSD Logistics Cloud Server, PSD Logistics Web Server, PSD Logistics Web Services, PSD Logistics Reporting, PSD Logistics Archive Reporting, PSD Logistics Messaging, PSD Logistics Interfacing, PSD Logistics Signalling, PSD Logistics Signalling Dot Net, PSD Logistics Translating, PSD Logistics Synchronising, PSD Logistics Archiving, and PSD Logistics Monitoring. Each service has a green play button icon next to it. The window title bar shows 'PSD Logistics Manager 14.10.7' and the system tray shows the date and time '23/11/2022 09:56:38 AM'.</p>
2	<p>Select “File” -> “Login” and log into the PSD Logistics Manager using the admin account. The default password is “admin”. A number of menu items and features will be displayed.</p>  <p>The screenshot shows the PSD Logistics Manager 14.10.7 application window after logging in. The 'Services' tab is selected, and the interface has changed. At the top of the service list, there are 'Start All' and 'Stop All' buttons. For each service, there are now 'Start' and 'Stop' buttons, along with icons for configuration files and folders. The window title bar shows 'PSD Logistics Manager 14.10.7' and the system tray shows the date and time '23/11/2022 10:02:24 AM'.</p>

Step	Action
3	<p>Select "Admin" -> "Services" -> "Stop All PSD Logistics Services"</p>  <p>The screenshot shows the PSD Logistics Manager 14.10.7 application window. The 'Services' tab is selected, displaying a list of 14 services. Each service has a 'Start' button (with a green play icon) and a 'Stop' button (with a red stop icon). The 'Stop' buttons for all services are currently disabled, indicated by a greyed-out appearance. The services listed are: PSD Logistics Server, PSD Logistics Cloud Server, PSD Logistics Web Server, PSD Logistics Web Services, PSD Logistics Reporting, PSD Logistics Archive Reporting, PSD Logistics Messaging, PSD Logistics Interfacing, PSD Logistics Signalling, PSD Logistics Signalling Dot Net, PSD Logistics Translating, PSD Logistics Synchronising, PSD Logistics Archiving, and PSD Logistics Monitoring. At the top of the services list, there are 'Start All' and 'Stop All' buttons. The 'Stop All' button is currently disabled. The status bar at the bottom of the window shows the date and time: 08/12/2022 09:17:48 AM.</p>
4	Select "Admin" -> "Services" -> "Disable All PSD Logistics Services"
5	Select "File" and then, "Exit".