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User Briefing

December 2025

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What is the AMDAN?

- The Air and Missile Defense Analysis Network (AMDAN) is a Wide Area Network (WAN) that supports classified data exchange in support of the Portfolio Acquisition Executive Fires (PAE Fires) Project Offices.
- The AMDAN WAN is an accredited Defense Network that
 - Assures proper Security clearance for use.
 - Assures “need-to-know” for access to specific data.
- The AMDAN extends from the WAN host site located in Huntsville, Alabama to various remote Government and Contractor facilities.
- The AMDAN WAN is accredited to process and transfer data up to SECRET//NOFORN//FGI.

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AMDAN User Access

- ALL users requesting an account on AMDAN must be a U.S. Citizen, hold a minimum of a SECRET clearance, have a “need-to-know”, and have a contract with the Portfolio Acquisition Executive (PAE Fires) Project Offices in order to access the AMDAN WAN.
- Users access the AMDAN via workstations located at their organization. Remote users must first obtain access to their local workstation, then they can access the AMDAN WAN via a File Transfer Protocol (FTP) application installed on their local workstation.
- Users will be granted access to specific folders on AMDAN based on their “need-to-know”. Modifications to a user’s folder permissions **must** be requested through your Government Point of Contact (POC).
- It is a requirement that all user accounts be re-authorized and re-validated **annually**.

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Procedures for Accessing the AMDAN

- After reading the briefing, the requesting user will complete and submit an account request form(s) located <http://www.amdan.net>. Follow the specific guidance found on each form for submission.
- Once the form(s) is completed, the user will email it to their local Facility Security Officer (FSO) for contractors, or to their local Government Security Office for government personnel, to verify their security clearance. Once verified, they will then forward via email to the AMDAN Account Approver(s) listed on the form.
- AMDAN account approver will request approval from the Government POC listed on the account request form. After approval is given, it will be forwarded to the AMDAN Information System Security Officer (ISSO) for processing. If a request is denied, the requestor will receive an email stating the reason for denial.
- An AMDAN System Administrator (SA) will establish the account and provide a user ID and set an initial temporary password. Unclassified log-on guidance will be sent to the user from the AMDAN Helpdesk. The initial password should be changed at the first log-on via the password change utility accessible on the AMDAN. Users must contact the AMDAN Helpdesk to get a password reset.

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User Account Passwords

- Passwords **must** be at least 14 characters and contain at least one or more characters from at least 3 of the following 4 classes: uppercase, lowercase, numerical, and special characters. User account passwords **must** be changed every 60 days via the password change utility. You will be prompted when it's time to change your password.
- If the initial temporary password is not changed within **7 days**, the account will be **disabled**. All **inactive accounts** exceeding **35 days** will be **disabled**. You may contact the AMDAN Helpdesk to get a disabled account re-enabled.
- After 3 incorrect password attempts the account will be locked and you must contact the AMDAN Helpdesk. If your account does not lock after 3 unsuccessful attempts, it is a good indicator that your user ID is being entered incorrectly and not your password.
- Authorized users **shall at no time** “share” their AMDAN account password or their access to the AMDAN WAN with any other user.
- AMDAN user ID's and passwords **associated together are classified** at the SECRET level and **must** be protected as SECRET.

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Acceptable Use

- Users will be responsible for uploading data to the AMDAN WAN. Users **must ensure** the data classification **does not exceed** SECRET//NOFORN//FGI. Once uploaded, the data cannot be deleted by the user. All data removal/sanitization must be approved by the Government Security Office and performed by an AMDAN SA.
- If you are unsure if data can or should be uploaded to AMDAN, contact your Security Manager before uploading any data.
- Data that exceeds SECRET//NOFORN//FGI will result in a compromise in the Confidentiality, Integrity, or Availability of the data or the AMDAN WAN itself, and must be sanitized from the AMDAN WAN.
- Any AMDAN user who finds data inappropriately classified or finds data in a directory where it does not belong shall immediately contact their Security Manager, who will contact the AMDAN Helpdesk to report the finding.

Non-U.S. personnel are not allowed to view data on the AMDAN!

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Acceptable Use

- The AMDAN WAN contains NOFORN//FGI data. ALL media created with data retrieved from the AMDAN will be marked according to the information being transferred. Check with your local ISSM / ISSO to see if your node is authorized to perform a Trusted Download and inquire who can perform these actions at your location.
- Release of any data outside Portfolio Acquisition Executive (PAE Fires) Project Office or any data requested for release to Foreign Nationals requires coordination with the Portfolio Acquisition Executive (PAE Fires) Government Security Office. **THERE ARE NO EXCEPTIONS TO THIS REQUIREMENT.**
- Any user who no longer has a “need-to-know” for access to any data, specific directory or the AMDAN WAN shall notify the AMDAN Helpdesk so the user’s access can be disabled.

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Foreign Government Information (FGI)

- I understand that access to FGI requires written authorization and may be subject to international agreements and disclosure restrictions.
- I will not disclose or share FGI without prior approval from the Foreign disclosure Officer (FDO) or designated authority.
- I will ensure all FGI is properly marked, stored, and transmitted in accordance with applicable classification guides and foreign government requirements.
- I will only access FGI through systems authorized and accredited for FGI processing.
- I will report any suspicious compromise or unauthorized access of FGI immediately to the ISSM and FDO.
- I will complete all required FGI-specific training and briefings before accessing or handling FGI.
- I will not perform Trusted Downloads of FGI unless explicitly authorized and will follow all procedures outlined for such actions.
- I will comply with all international agreements, treaties, and MOUs governing the handling of FGI.
- I will classify, label, and control all media containing FGI in accordance with both U.S. and foreign government requirements.

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AMDAN Helpdesk

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