



News Flash

Amadeus Flash

Amadeus Sign in Security Update



Dear Travel Partner,

With our continuous effort to maintain maximum Information Security, we wish to appraise you regarding the Amadeus Local Security Administration. Local Security is a security application in Amadeus central system that provides a designated person in an office with responsibility to create, maintain and delete signs for individual users in the office. This person(s) is known as the Local Security Administrator or **LSA**.

Amadeus has taken the positive step to pass on to the subscribers the rights to administer the security settings of their own offices. In an effort to simplify the task of maintaining the Local Security, to increase self-sufficiency and to eliminate the need for users to contact Amadeus helpdesk for this, we suggest that LSA rights be assigned to Senior responsible staff at Agencies with 1 back up (if need be).

To ensure optimum use of the security functions and to protect data, we recommend the following dos & don'ts:-

- **Ensure the Sign-ins of staff who has left the organization is deleted immediately.**
- **Keep passwords assigned to every Sign- in to prevent misuse by anyone in the office.**
- **Ensure the passwords and Sign-ins are not disclosed to outsiders under any circumstances.**

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- **Ensure strong passwords are assigned to individual signs**
- **Ensure all users sign out from their respective terminal whenever they are leaving the work stations.**
- **LSA rights are assigned to senior staff with one back up.**

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