
MISSION OPERATIONS AND DATA SYSTEMS DIRECTORATE

**Network Control Center 1998
CM of IP Addresses Procedure**

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National Aeronautics and
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Goddard Space Flight Center
Greenbelt, Maryland

Network Control Center 1998 CM of IP Addresses Procedure

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Preface

This document is under configuration control of the Network Control Center Project Manager and may be updated only by complete revision.

Questions concerning this document or proposed changes shall be addressed to:

Network Control Center Project Manager
Code 451
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Greenbelt, Maryland 20771

This document has been placed online and is accessible via the World Wide Web at:

<http://ncc98.gsfc.nasa.gov/doc-list/docncc98.htm>

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CM of IP Addresses Procedure

1. PURPOSE

The purpose of this procedure is to ensure configuration management of the IP addresses that pertain to the NCC97 and NCC98 facilities.

2. APPLICABILITY

This procedure applies to the configuration management of the IP addresses that pertain to the NCC97 and NCC98 facilities.

3. REFERENCE PUBLICATIONS

The following publications contain related information:

- NCC98 CM SOPs
- NCC Configuration Review Board Procedure

4. PROCEDURE

CM of the IP addresses

It will be the responsibility of the CNMOS GSA D.4 System Administration team to manage and track the IP addresses that pertain to the NCC97 and NCC98 facilities.

The System Administration team will use the following approach to managing the IP addresses.

- The System Administration team will maintain an Excel spreadsheet of all current IP addresses.
- In order to obtain/change an IP address on NCC97/NCC98 networks an IP Address Assignment/Change Request form should be submitted to the System Administration team (a copy of the form is included in the next page).
- The request will be analysed and implemented accordingly.
- The requester will be notified of the resulting changes/additions.

The System Administration team will coordinate the resolution of all IP address change requests with the NSM and LAN Upgrade teams.

IP Address Assignment/Change Request

To obtain/change an IP address on the NCC98 networks, please fill in the information requested below and return the completed form to the System Administration team:
GT-IV #N165, 794-2068, (Michael.Rudd.1@gssc.nasa.gov).

New Assignment _____ Address Change _____ (mark one)

Name _____ Phone Number _____

E-mail address _____

Machine Type _____ Location _____

NIC address (physical address of network card) _____

If **CHANGE**:

Current Hostname _____

Current IP address _____

Current Network (e.g. SDE, ISTE, other, etc.) _____

NEW:

Hostname Desired _____

Network Needed (e.g. SDE, ISTE, other, etc.) _____

RESOLUTION:

Abbreviations and Acronyms

CI	configuration items
CM	configuration management
DB	data base
GSA	General Support Agreement
IP	Internet protocol
LAN	local area network
NCR	NCC change request
NSM	Network and Systems Management
SOPs	Standard Operating Procedures

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