

Procedure – Requesting Access to BzCtrl. (Single Sign-On)

Purpose

This procedure describes the steps required to provide users with access to the BzCtrl. application through Impala's Single Sign-On (SSO).

Application

- BzCtrl
- SSO AD Group: **SAAS - Impala BZctrl (Prod)**

Procedure

1. Bulk User Access Requests

If access is required for multiple users:

1. Prepare a list of users requiring access.
2. Send an email to the IT Help team.
3. Request that the users be added to the Active Directory (AD) group:
 - **SAAS - Impala BZctrl (Prod)**

2. Individual User Access Requests

If access is required for a single user:

1. The user must open **1 Identity Manager** via **Pulse**.
2. The user must request access to:
 - **SAAS - Impala BZctrl (Prod)**
3. Once submitted, an approval email will automatically be sent to Lourens for authorization.

Approval

Access to BzCtrl is only granted after approval has been completed and the user has been added to the correct SSO AD group.

Revision #1

Created 21 May 2026 07:30:24 by Remy Sway

Updated 21 May 2026 07:30:24 by Remy Sway