

USTRANSCOM AIT Website Procedures

(For Users Without a ustranscom.mil Address)

USTRANSCOM hosts two AIT web sites, a public site and a portal site.

Public web site: The public web site may be accessed at <http://www.transcom.mil/ait/>. This site is accessible by anyone in the world with access to the www. By law, all documents on this site must be made 508 compliant, i.e., accessible by the visually handicapped. This is a demanding process, sometimes taking several days to make a single PowerPoint briefing compliant. In addition, all documents must be reviewed by four separate offices in USTRANSCOM for compliance with rules governing privacy, foreign technology dissemination, classification, proprietary information, freedom of information, etc. Consequently, it is not only a laborious process to post some documents on this site, but many may not be approved at all.

Portal site (*Webshare*): This site is a *Webshare* account behind the USTRANSCOM firewall. It is similar to a shared drive on a server. It is a restricted site, i.e., one must have a USTRANSCOM web services account, a dot.mil address and a common access card (CAC) to access it. Because it is not a web page, documents on it are not required to be 508 compliant; and because it is not available to the public, they do not need to be approved by the four offices. To obtain a USTRANSCOM web services account:

- Go to <http://www.transcom.mil/accountrequest.cfm> and follow the directions found there
 - Info copy the AIT account administrators listed at the end of this document
 - In the block titled “System or Resource Requiring” insert “AIT Webshare Group”
 - For the subject of the e-mail directed on that web site, insert "AIT Webshare Access (TCJ5/4-TA)"
 - In the body of the e-mail type the following two items:
 - “Webshare/portal/customer,”
 - “My government sponsor is Name , Phone ” (This is the government sponsor at your site. If you are a government employee, type “self.”)
 - TCJ-6 will notify you when your account is approved
- Once your USTRANSCOM web services account is approved
 - Access the *Webshare* portal at <https://webshare.transcom.mil/> and click on “AIT (*Automatic Identification Technology*).”
 - You will have read-only access to everything in the AIT file

Concept: Our goal is to put as much material as is allowed and as is practicable on the public web site. In many cases, such as RFID tag standards and formats, this is absolutely essential. However, when posting to the public site is not possible or practical, we will place documents on the portal (*Webshare*) site. We encourage everyone who has a legitimate requirement to obtain a USTRANSCOM web services account in order to have access to the *Webshare* drive. In those instances where one does not have an account, we will be glad to e-mail documents directly to a qualified person. Contact the POC of the project you are interested in or the USTRANSCOM ITV Integration Division (TCJ5/4-T) at commercial phone (618) 220-4601, DSN phone 770-4601 or e-mail ustcj5j4-t@ustranscom.mil.

AIT Account Administrators:

Steve AuBuchon, steve.aubuchon@ustranscom.mil, (618) 220-4649, DSN 770-4649;
Bob McCalmont, robert.mccalmont@ustranscom.mil, (618) 220-4652, DSN 770-4652; and
Laurie Decker, laurie.decker@ustranscom.mil, (618) 220-4717, DSN 770-4717.

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- Access the *Webshare* portal at <https://webshare.transcom.mil/> and click on “*AIT (Automatic Identification Technology)*.”
- You will have read-only access to everything in the AIT file

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