

PIC COACH CORNER – Volume 2009-2

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EIV Project Team wants PHA Volunteers

The EIV Integrated Project Team wants input from PHA's for future upgrades to the EIV system. This is an opportunity for housing authorities to contribute their ideas to make the EIV system work better for you. Please consider participating or provide input. Interested PHA's can e-mail their contact information to PIH.RHIIP.TA@hud.gov

PIC Security Coordinators: Please share with the staff!!

Folks, we are having a problem with Inactive Users in PIC. We get lots of email requests and phone calls from you to activate your PIC Users. We stop everything to give these requests priority. However, once we activate a user, that user in most cases fails to access the PIC system on that day, and the system inactivates the user overnight. We figured that it is best to teach the Security Coordinators how to carry out the task of activating PIC. So, here is the procedure for Security Coordinators to active users in PIC:

- * Logon to WASS
- * Access PIC
- * In the PIC Maintenance Module, click on Security Administration
- * From the Security List, select the User and double click on the User's M Number
- * Click on "Modify User Info" (Picture 1)
- * In "User Status", change INACTIVE to ACTIVE (Picture 2)
- * SAVE, and voila, you are done!!

However, the most important step remains...to get the busy User to access PIC on the same day!!

If this is too hard to follow, have no fear, we are here to serve, just send us an email and we will activate you!!!

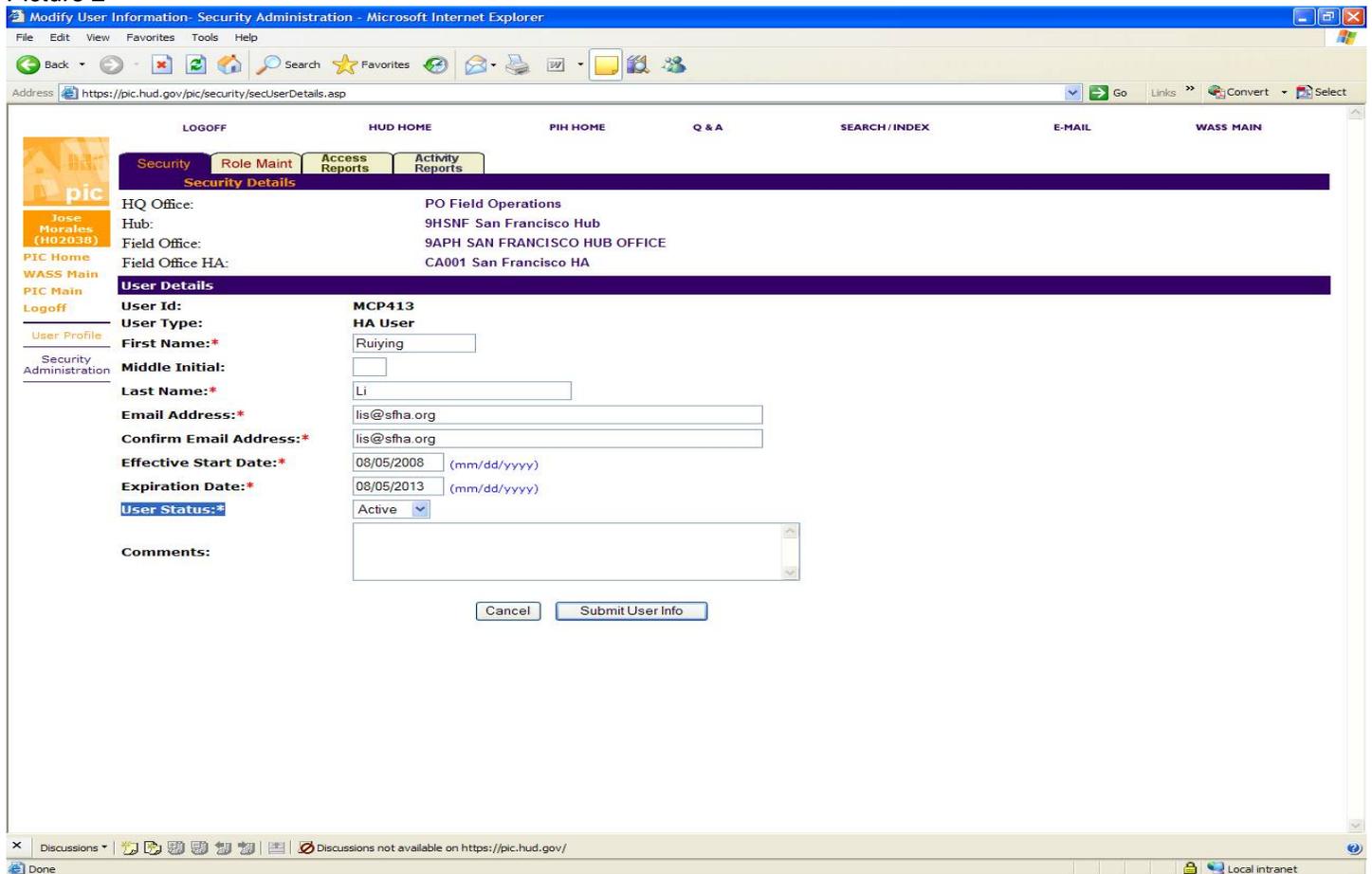
Picture 1

The screenshot shows a web browser window titled "Security Administration Summary - Microsoft Internet Explorer". The address bar shows the URL: <https://pic.hud.gov/pic/security/secuserssummary.asp>. The page content includes a navigation menu with options like LOGOFF, HUD HOME, and WASS MAIN. Below this, there are tabs for Security, Role Maint, Access Reports, and Activity Reports. The main content area displays user information for MCP413, including User Name: Ruiying Li and User Type: HA User. There are links for "Modify User Info" and "Delete User". A "User Summary" section shows the Module Name as "PIC Maintenance" and the Sub Module Name as "User Profile". Below this, a table displays a single record:

Role	Level	Entity
User Profile	FO HA User	Li, Sharon

At the bottom of the table, it says "Records 1 to 1 of 1" and "Pages 1".

Picture 2



Access to the SAVE System

To verify non citizen status the PHA must have access to the SAVE WEB 2 system. Use of the SAVE system is mandated by regulation statute. This is the contact information and requirements to gain access:

If you are requesting access to the SAVE WEB-2 System, please send the following information to SAVE-VIS@HUD.GOV:

- Name of PHA
- Address (mailing and physical)
- Telephone Number
- Fax Number
- Contact Person
- Email Address