Software Release Notes for AQS Password Changes - updated
November 22, 2010

AQS Users -

There will be a brief AQS outage on Saturday, 11/20/2010.

CDX is implementing the requirement for mixed case passwords on November 19, 2010, and AQS is following suit.

What this means to you on or after November 20th:

1. **You can still use your current password to access AQS.**

2. **You will be <u>required</u> to use a mixed case password the next time you change your password.**
   "F1doismydog" is OK ; "f1doismydog" is not OK.

3. **You can continue to <u>change</u> your AQS password yourself as long as it hasn't expired. However, if your AQS password <u>expires</u>, you will need to contact the EPA Call Center to have it reset.**

   After your password is reset by the Call Center, access AQS and change the temporary password to a password that only you know.   (Currently you can change your expired password yourself from the AQS log-on screen. We hope to make this work again, but we've run into a complication with the password change software.   Until we have a fix, you will not be able to change your expired password yourself within AQS.)

4. **You can continue to synchronize your CDX password with your AQS password.**
   After synchronization, the CDX password would be the same mixed case version of your AQS password.

5. **You no longer need to log out of AQS immediately after changing your password.**
   AQS will now handle this for you transparently. (Before, if you changed your password and went directly to run a report, then that report would fail.)

AQS Password (and CDX Password) rules:
- Must be between 8 and 15 characters
- Must contain at least 1 uppercase character, 1 lower-case character and 1 number
- Must not BEGIN or END in a number
- Must be changed every 90 days
- At least three characters or character positions of the new password must differ from your old password
  - "Novemb3r" could be changed to "Decemb3r"
  - "Fido1smydog" could be changed to "mydog1sFido"
- NOT ALLOWED:
  - special characters (eg, !@#$%^&*)
  - your first or last name
  - any common word found in the dictionary
  - your 3 digit AQS username (in forward or reverse order)
  - the letters "AQS"
  - the word "password"

Please contact the EPA Call Center at 866-411-4372(4EPA) if you need your password reset, your account unlocked or have other AQS problems.