REQUEST DATA ACCESS (RDA) CONVERSATIONS

Alden Systems

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Review the information to learn about Request Data Access (RDA) Conversations.
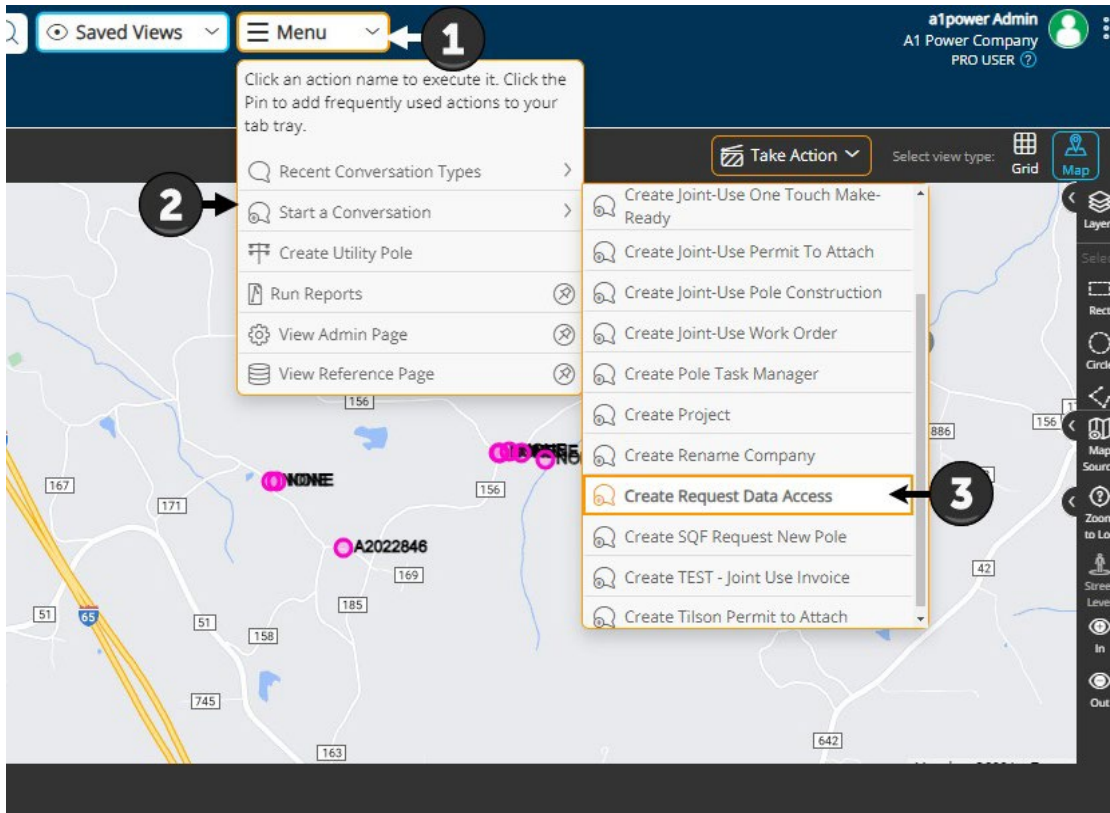
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What is the RDA Conversation?

The RDA Conversation allows attachers, contractors, or other applicants to request access to pole data from asset owners, that currently isn't shared with them. Alden ONE eliminates the hassle of searching for the appropriate contacts to request access to shared data, as all data sharing requests are automatically routed to the right person when you setup and use the Request Data Access Conversation. Once approved, the necessary roles are shared with the company that initiated the data-sharing request.

NOTE: Other non-pole asset types (e.g., Vaults, Streetlights, CellStructures) still need to be manually shared with attacher(s).

Who has access to the RDA Conversation?

Attachers, contractors, or other applicants [referred to as *attacher(s)* throughout this document] can find this conversation conveniently located in the (1) **Menu** > (2) **Start a Conversation** > (3) **Create Request Data Access**.

NOTE: Attachers should NOT select asset(s) when creating this conversation as the Conversation Type will not be visible in the *Take Action* menu if asset(s) are selected.
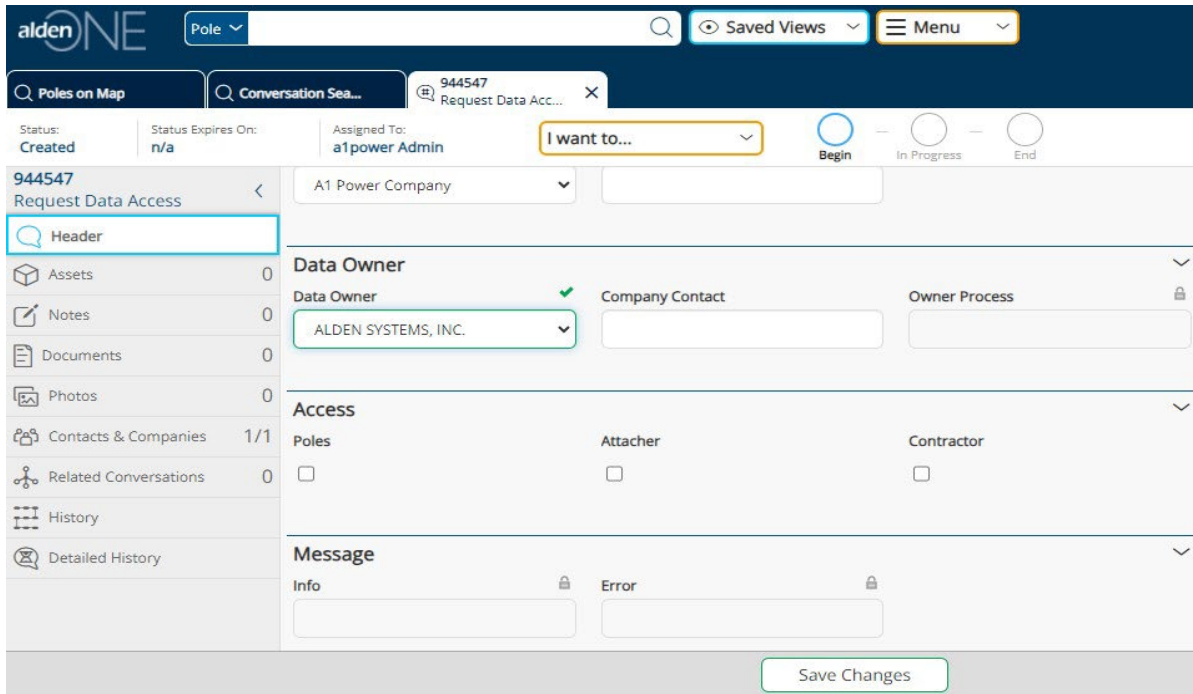
Fill in the "Create A New Conversation Window"

The attacher adds a title for the conversation (1) and selects a state or territory (2). If they wish, they can also enter a description (3), but this is not required. Finally, the attacher clicks the **Create** button (4).
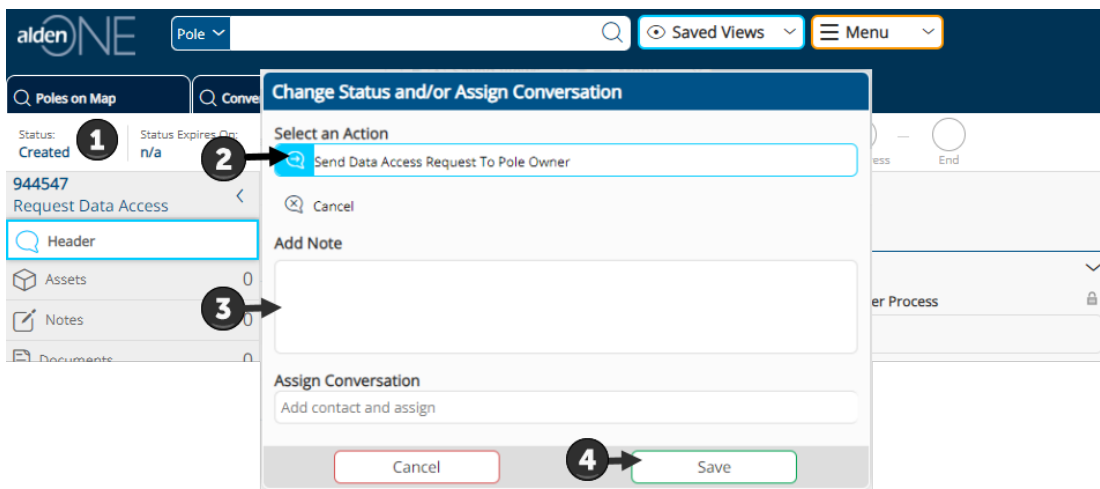
Fill in the "Request Data Access Form"

The attacher can now fill in the editable fields at the top of the RDA form, but only the **Data Owner** selection is required.

Scrolling down, the attacher has additional non-required fields they can select from or use to enter information that may help the asset owner understand the need for data access. Once the form is completed, they will need to click the **Save Changes** button.

To submit the request, attachers can click on the **Status** (1) and in the *Change Status and/or Assign Conversation* window, select the **Send Data Access Request To Pole Owner** option (2). The attacher can enter a **Description** as needed (3), then click **Save**.

Support

For any question or support needs, please contact AldenONESupport@aldensys.com.