



**State of Michigan**  
**Department of Information Technology**  
**TECHNICAL POLICY MANUAL**

SUBJECT

**SERVER NAMING STANDARD**

Type	NUMBER	DATE ISSUED	REVISION DATE	REVISION NUMBER	
Standard	1410.15	11-04-05			

## Purpose

The purpose of this standard is to ensure that all servers' names across the SOM network remain consistent.

## Scope

This standard applies to all SOM owned and managed servers.

## Standard Statement

These short domain names are used in naming agency servers are as follows:

### *Windows Server Name Standard*

AAANNB BBBXYSS

Example

HC1551CHRWPD001, DET084ADDCPI001

Where

**AAA** is a three character code that represents the physical location identifier. These names should contain unique site, building, geographic area, or user community

**NNN** is the agency number. This is a three-character code that is maintained by DMB in it's MAIN FACS system.

**BBBB** is a 4-character project identifier. These names describe the specific use of the server (e.g. ADDC = Active Directory Domain Controller, CEPI = indicates CEPI application)

**X** is a single character code that represents the type identifier.

**Y** is a single character code representing the function identifier.



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SSS is the sequence number that differentiates multiple servers at the same location, and version control.

***HP Unix Server Name Standard***

HP/UX is limited to an 8-character server name. Those server names will contain the following settings – NNNXYSSS as indicated above.

**Revision History**

Revision Level	Effective Date	Description of Enhancements
	11-04-05	Initial Release

**Terms and Definitions**

<b>DMB</b>	Department of Management and Budget
<b>FACS</b>	FACS is an acronym that stands for the Financial Administration and Control System. FACS includes the accounting, purchasing, budgeting and other financial management software systems.
<b>SOM</b>	State Of Michigan

**Related Documents**

- State of Michigan Active Directory Design Naming Policy
- Server Naming Codes Working Document
- Server Naming Identifiers



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## Forms

None