

# Delegation starter pack

Full Armor supplies these three CSVs and the script that imports them. The CSVs hold the complete delegated-administration configuration from the Delegation Guide — five Roles with their permissions, three scoped Views, and five Assignments. Import them to get the whole arrangement in one step instead of building it by hand.

| File                          | Holds                                                                                                              |
|-------------------------------|--------------------------------------------------------------------------------------------------------------------|
| UPA-Roles.csv                 | Editor - View, Edit, and Create UPs; Editor - Create UPs; Approver - Approve only; Deployer; Reviewer - audit only |
| UPA-Views.csv                 | Editor - View Delegation OU; Editor - Create UPs; Approver - View Delegation OU                                    |
| UPA-Assignments.csv           | the five Assignments that tie each Role and View to a person                                                       |
| Import-UPA-Administration.ps1 | the script that imports the three CSVs into UPA                                                                    |
| UPA-Delegation-Guide.pdf      | the Delegation Guide: the step-by-step walkthrough this configuration comes from                                   |
| UPA-Permissions.pdf           | a reference for every role permission                                                                              |

The built-in Roles, the Global view and the three Global assignments also appear in the files. The importer skips anything that already exists, so they are ignored on the way in.

## What you need

| You need                                      | Details                                                                                                                                                                                                                                  |
|-----------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>The UPA PowerShell Tools</b>               | Install <code>UPA Powershell Tools.msi</code> on the UPA server. The import script uses the UPA cmdlets, so it cannot run without them. Use build <b>20261009.2 or later</b> : earlier builds cannot create roles with these permissions |
| <b>The Active Directory PowerShell module</b> | On the UPA server too (part of the Remote Server Administration Tools). The script uses it to look up the accounts in the Assignments                                                                                                    |
| <b>A UPA administrator account</b>            | The script asks for it when it starts                                                                                                                                                                                                    |
| <b>Windows PowerShell 5.1</b>                 | Run the script in Windows PowerShell ( <code>powershell.exe</code> ), not PowerShell 7                                                                                                                                                   |

## Before you import

- Create the Delegation OU.** The Views point at an OU named `Delegation_OU1`. Create it first (Organization → Delegation → New Delegation OU), or edit the `OU` and `OUPath` columns in `UPA-Views.csv` to match the name you use. A rule whose OU does not exist is reported and skipped.
- Create the four accounts.** `upa_editor`, `upa_approver`, `upa_deployer` and `upa_reviewer` must already exist in Active Directory. To use your own accounts, edit the `Users` column in `UPA-Assignments.csv` — the format is `Display Name (domain\samaccountname)`.
- Run it on the UPA server itself.** Assignments are stored by SID, so importing one needs an Active Directory lookup from inside the session. Running the script from your workstation makes that a second hop, which Windows will not forward you

credential across unless delegation is configured. Roles and Views are unaffected — only Assignments fail this way.

## Import

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Copy this folder to the UPA server, open **Windows PowerShell** as an administrator, and go to the folder that holds `Import-UPA-Administration.ps1`.

Preview first — this reports what it would create and changes nothing:

```
.\Import-UPA-Administration.ps1 -UPAUrl https://upa.micah.local -Server upa.micah.local -InputDir . -DryRun
```

Then run it for real by dropping `-DryRun`:

```
.\Import-UPA-Administration.ps1 -UPAUrl https://upa.micah.local -Server upa.micah.local -InputDir .
```

The import is idempotent: roles, views and assignments that already exist are matched by name and skipped, so it is safe to re-run. Use `-ReplaceAssignments` if you want existing assignments rebuilt rather than left alone.

## After importing

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Check the result against Step 13 of the guide — sign in as each account and confirm the Editor can submit but not approve, the Approver can approve but not edit, the Deployer can export, and the Reviewer can change nothing.