



ADPAAS | ARMY DISASTER PERSONNEL ACCOUNTABILITY and ASSESSMENT SYSTEM

Army Disaster Personnel Accountability and Assessment System Command Officer Representative Roles

ADPAAS CORs play an integral role in the success of their command or organization's ability to efficiently and effectively account for their assigned personnel to include civilians, contractors, and their Defense Enrollment Eligibility Reporting System dependents during an large scale natural or manmade disaster.

Why should I become an ADPAAS COR?

ADPAAS was created immediately after Hurricane Katrina, by order of the Secretary of Defense, which directed all of the services to develop an automated system to account for all of their affected personnel and dependents during a large scale natural or manmade disaster. In 2008 the Army launched the ADPAAS system to perform this very function and HQDA G-1 continues to improve the functionality and accuracy of the ADPAAS system providing a Disaster Personnel Accountability tool for commanders at all levels to utilize. The other Services and the Fourth Estate have developed similar systems.

As an ADPAAS COR, you are on the frontlines of reporting personnel accountability on behalf of your commanding officer and ensuring your assigned personnel and their family members are accounted for. As a COR, you can also provide them with a resource to get help by utilizing the ADPAAS Needs Assessment process which ensures that Army resources are provided to affected personnel within the disaster zone. The COR's job is critical to ensure that all Army personnel and their family members are accounted for in a timely and accurate manner to Army senior leadership.

ADPAAS is a DPA tool and not a daily muster tool. ADPAAS is populated by the Personnel Accountability and Reporting System databases which contains all Active, Guard, Reserves, Civilians, OCONUS Contractors, and their DEERS dependents. ADPAAS is also capable of manually adding CONUS contractors by unit CORs if so desired by their commanding officers.

Read more

How do I become an ADPAAS COR?

Becoming an ADPAAS COR is an additional duty for most personnel. If you are interested in being a part of a high-paced and exciting team, contact your commander or S-1 shop and volunteer to be a COR within your unit. Once approved by your leadership, submit your ADPAAS COR Access Request Form to the HQDA G-1 ADPAAS Program Management Team for immediate processing. ADPAAS CORs are granted permissions



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only to UICs within their chain of command. The HQDA G-1 Program Management Team will grant access to the approved UICs and email a confirmation once complete. The new ADPAAS COR will have immediate access to their requested UICs for management. However, if a COR is inactive for six (6) months, their ADPAAS COR access will be automatically removed.

Is training available?

The HQDA G-1 ADPAAS Program offers three (3) types of training opportunities. First, **Peer-to-Peer Led Training**, which can occur daily with an existing ADPAAS COR training a newly assigned COR within their command or headquarters. Second, **Computer Based Training**, which is an online self-paced 45-minute block of instruction. The CBT provides a general overview of the primary functions and actions an ADPAAS COR will take within the ADPAAS system. And third, **Regional Training** sessions are instructor-led, interactive sessions which provide opportunities for CORs who need to train and refresh on ADPAAS procedures, concept, and event support. Each training session is delivered by ADPAAS subject-matter experts in a class-room setting with access to computer terminals for each student to directly log-on to ADPAAS and apply the lessons learned.

ADPAAS CORs are required to re-certify annually through computer based training or at a Regional ADPAAS Training session to ensure they are compliant during their commands Inspector General inspections.

What are the Different ADPAAS COR User Types?

There are various types of user levels within ADPAAS.

Tier 1 COR Administrators - include ADPAAS Program Managers from the following; Army Commands, Army Service Component Commands, Direct Reporting Units, HQDA Staff, and US Army elements within Combatant Commands, and DoD Agencies that report directly to HQDA.

Tier 2 COR Administrators – typically include Unit Accountability Managers that report directly to the Tier 1/HQs Command. T2COs have UIC hierarchy rights from the Tier 2 UIC down to the lowest level.

Tier 3 COR or lower - include all subordinate unit ADPAAS administrators or accountability managers. CORs have limited UIC rights by UIC only.

What are the ADPAAS COR Duties, Roles, and Responsibilities?

As an ADPAAS COR, you are the direct liaison for your organization during an exercise or real world event, such as the recent SC Flooding or Hurricane Matthew natural



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disasters. Your senior leaders will rely on you to provide up to date metrics on the status of their assigned personnel and family members during a natural or manmade disaster that requires DPA or an assessment only event. CORs will use the ADPAAS system to report DPA in near real-time to their commanders and higher headquarters.

Duty. Department of the Army directed the use of ADPAAS to execute personnel accountability for all military and civilian personnel and their family members during exercises or in times of natural or manmade disasters. Further, ADPAAS is the system of record for reporting the status of personnel and family members who are affected inside the disaster zone through their chain of command to higher headquarters.

Role. Serves as the subject matter expert for the ADPAAS program under the Department of the Army.

Responsibility. *Track* incoming and out-going personnel in ADPAAS and update their correct UICs and personnel profiles as necessary. *Educate* the command and personnel on the use and importance of ADPAAS through the use of computer based training, commanders' calls, and town halls. *Communicate* with HQDA G-1 or their Tier 1 command on DPA status during exercises or real-world events. *Maintain* the command's hierarchy structure to reflect the correct personnel to their assigned UICs.

Upcoming Training

FY17 - 1st Quarter 08-09 Mar 16: IMCOM Sponsored: Fort Bragg, North Carolina

FY17 - 2nd Quarter 16-21 Apr 16: IMCOM Sponsored: FT Leonard Wood, Missouri

FY17 - 3rd Quarter 31- Jul- 4 Aug 16: HQDA, G-1 Sponsored: Aberdeen Proving Ground, Maryland

For more information about HQDA G-1 ADPAAS Regional COR Training or to register for a session, contact the ADPAAS Program Manager at 703-692-3201, 703-697-4246 or usarmy.pentagon-e.hqda.mbx.adpaas@mail.mil.
