

ANNEX A (TRAINING INSTRUCTIONS) FRAGO 1 TO HQDA EXORD 055-14

REFERENCES: SEE BASE EXORD.

TIME ZONE USED THROUGHOUT THE ORDER: ROMEO.

TASK ORGANIZATION: NOT APPLICABLE.

1. (U) SITUATION. SEE BASE EXORD.

2. (U) MISSION. SEE BASE EXORD.

3. (U) EXECUTION.

3.A. INTENT. NO CHANGE.

3.B. CONCEPT OF OPERATIONS. SEE BASE EXORD.

3.C. TRAINING RESOURCES. NO CHANGE.

3.C.1. SELF-SERVICE SRB TRAINING. NO CHANGE.

3.C.1.A. NO CHANGE.

3.C.1.B. CHANGE TO READ. THE SELF-SERVICE SRB TRAINING LESSONS ARE AVAILABLE ON-DEMAND. SRB TRAINING LESSONS CAN BE ACCESSED THROUGH THE IPPS-A PORTAL ACCESSIBLE VIA THE AKO HOMEPAGE ([HTTPS://WWW.US.ARMY.MIL/](https://www.us.army.mil/)) OR ACCESSED DIRECTLY FROM THE ARMY LEARNING MANAGEMENT SYSTEM (ALMS) ([HTTPS://WWW.LMS.ARMY.MIL/](https://www.lms.army.mil/)) AND ENTERING "IPPS-A" IN THE SEARCH FIELD. IPPS-A FUNCTIONAL JOB AIDES AND FAQs CAN ALSO BE FOUND ON THE IPPS-A WEBSITE.

3.C.1.C. NO CHANGE.

3.C.2. HR PROFESSIONAL TRAINING. NO CHANGE.

3.C.2.A. PRE-DEFINED QUERIES TRAINING. NO CHANGE.

3.C.2.B. NO CHANGE.

3.C.3. CHANGE TO READ. TRAINING AVAILABILITY. TRAINING FOR SELF-SERVICE USERS IS AVAILABLE NOW. TRAINING IS HIGHLY ENCOURAGED AND WILL ASSIST ALL USERS IN RAPIDLY TRANSITIONING TO THE SRB. STARTING WITH THE DEPLOYMENT OF INCREMENT I, WAVE THREE, TRAINING MODULES ON THE FUNCTIONALITY OF THE NINE PRE-DEFINED QUERIES AND ACCESSING MULTIPLE SRBS WILL BE AVAILABLE TO INSTRUCT HR PROFESSIONALS, UNIT ADMINISTRATORS, TRAINING NCOS, AND RETENTION/READINESS PERSONNEL TO PERFORM THEIR MISSIONS.

3.D. TASKS AND RESPONSIBILITIES. SEE BASE EXORD.

4. (U) SERVICE SUPPORT. SEE BASE EXORD.

5. (U) COMMAND AND SIGNAL. THE IPPS-A WEBSITE IS: [HTTPS://WWW.IPPS-A.ARMY.MIL](https://www.ippa-army.mil). THE IPPS-A PROGRAM EMAIL ADDRESS IS: IPPSA.PROGRAM@US.ARMY.MIL.

ANNEX B (IPPS-A USER GROUPS/ROLES AND RESPONSIBILITIES) FRAGO 1 TO HQDA EXORD 055-14

REFERENCES: SEE BASE EXORD.

TIME ZONE USED THROUGHOUT THE ORDER: ROMEO.

TASK ORGANIZATION: NOT APPLICABLE.

1. (U) SITUATION. SEE BASE EXORD.

2. (U) MISSION. SEE BASE EXORD.

3. (U) EXECUTION.

3.A. INTENT. NO CHANGE.

3.B. CONCEPT OF OPERATIONS. SEE BASE EXORD

3.B.1. USER. NO CHANGE.

3.B.2. USER GROUPS AT INCREMENT I. NO CHANGE.

3.B.3. PRIVILEGED USER ACCESS ROLES. NO CHANGE.

3.B.3.A. MULTIPLE SRB ACCESS. NO CHANGE.

3.B.3.B. HR MANAGEMENT ACCESS. NO CHANGE.

3.B.3.C. TRAINING COORDINATOR ACCESS. NO CHANGE.

3.B.3.D. RETENTION AND READINESS ACCESS. NO CHANGE.

3.B.4. PREVIOUSLY APPROVED PRIVILEGED USERS. NO CHANGE.

3.B.4.A. ADD. DATA CALL FOR VALIDATOR'S. IN PREPARATION FOR THE DELIVERY OF IPPS-A INCREMENT I, WAVE THREE CAPABILITIES, ORGANIZATIONS (ACOM TO BRIGADE LEVEL) WILL IDENTIFY 1 PRIMARY AND 1 ALTERNATE VALIDATOR IN ORDER TO SELECT AND MANAGE PRIVILEGED USERS. POC'S AND SUBMISSION REQUIREMENTS WILL BE PROVIDED UNDER SEPARATE INSTRUCTIONS. ORGANIZATIONS THAT DO NOT TAKE PART IN THIS EFFORT WILL NOT HAVE ACCESS TO IPPS-A UPON FIELDING AND WILL NEED TO PROCESS ACCESS REQUESTS FOR VALIDATOR'S AND PRIVILEGED USERS AFTER INITIAL FIELDING.

3.B.4.B. ADD. DEFINITION OF A VALIDATOR AND PRIVILEGED USER.

3.B.4.B.1. ADD. VALIDATOR – A DESIGNATED SOLDIER OR CIVILIAN THAT RECEIVES, VERIFIES, AND PROVISIONS USERS FOR PRIVILEGED ACCESS AFTER INITIAL FIELDING OF IPPS-A INCREMENT I CURRENTLY SCHEDULED FOR COMPLETION IN DECEMBER 2014. BEING A VALIDATOR DOES NOT

AUTOMATICALLY MAKE AN INDIVIDUAL A PRIVILEGED USER. IF A VALIDATOR REQUIRES PRIVILEGED USER ACCESS THEY WILL FOLLOW THE SAME GUIDELINES AS ESTABLISHED FOR THE PRIVILEGED USER.

3.B.4.B.1.A. ADD. THE ACTIVE ARMY WILL IDENTIFY ONE (1) PRIMARY AND ONE (1) ALTERNATE VALIDATOR (SFC AND ABOVE OR CIVILIAN EQUIVALENT) FROM ACOM, CORPS AND DIVISION LEVEL G1'S, BRIGADE S1'S, SEPARATE BATTALIONS NOT SUPPORTED BY A BRIGADE, AND HRC DIVISION LEVEL.

3.B.4.B.1.B. ADD. THE ARNG WILL IDENTIFY ONE (1) PRIMARY AND ONE (1) ALTERNATE VALIDATOR FOR EACH JFHQ-STATE AND THE NGB.

3.B.4.B.1.C. ADD. THE USAR WILL IDENTIFY ONE (1) PRIMARY AND ONE (1) ALTERNATE VALIDATOR AT BRIGADE-LEVEL COMMANDS AND AT USARC/OCAR.

3.B.4.B.2. ADD. PRIVILEGED USER – ANY SOLDIER OR DA CIVILIAN, STATE EMPLOYEE, OR CONTRACTOR REQUIRING MORE THAN SELF-SERVICE ACCESS IN PERFORMANCE OF THEIR DUTIES

3.B.5. NO CHANGE.

3.C. TASKS AND RESPONSIBILITIES. SEE BASE EXORD.

4. (U) SERVICE SUPPORT. SEE BASE EXORD.

5. (U) COMMAND AND SIGNAL. THE IPPS-A WEBSITE IS: [HTTPS://WWW.IPPS-A.ARMY.MIL](https://www.ippa-a.army.mil); THE IPPS-A PROGRAM EMAIL ADDRESS IS: IPPSA.PROGRAM@US.ARMY.MIL.