

Self-Account

During a disaster or exercise, all affected personnel (Soldiers, DA Civilians, and NAF employees) and dependents will self-account using ADPAAS utilizing the following steps:

- Go to <HTTPS://ADPAAS.ARMY.MIL> and click the “Army Military, DA Civilians, NAF Employees, OCONUS Contractors and their Families” (LEFT) button
- Logon using one of the following (3) methods: CAC card, Username and Password, Personal Information
- Follow steps to account for self and family members.
 - a. If affected on ADPAAS, it will ask for the current accountability status of yourself and/or family members
 - STEP 1** – Verify and update your contact information
 - STEP 2** – IGNORE the Needs Assessment Survey (NOT REQUIRED)
 - b. If you chose login option #3 above (Personal Information), follow the steps to self-account.
 - c. Logout and close the browser. You are done.
- If you're unable to self-assess contact your unit ADPAAS Command Officer Representative (COR)

