



AFPAAS

Air Force Personnel Accountability and Assessment System *Airman / Civilian Site*





What is AFPAAS?

The Air Force's web-based tool for initial accounting and ongoing support of Airmen after a disaster event -- <https://afpaas.af.mil>

- 1) After an event, allows Airmen to log-on to and answer...
 - “How are you?”
 - “Where are you?” and “How can we contact you?”
 - “What do you need right now?”
- 2) Provides tools to command leadership and support personnel for accountability, case management and reporting
 - Role-based
 - Automated reporting
 - Supports DODINST 3001.02 (“By Name” Accountability and Reporting)



What is an AFPAAS “Event”?

- Natural or man-made disaster...
- Catastrophic in nature...
- Potential for wide spread injury or death to Airmen and families



Who is Included in AFPAAS Data?

AFPAAS Personnel Categories

1. Active Duty
2. Guard/Reservists on Active Duty
3. DOD Civilians
4. NAF Civilians
5. Drilling/Paid Reservists
6. DOD Contractors (OCONUS)
7. Dependents of Active Duty
8. Dependents of Guard/Reservists on Active Duty
9. Dependents of DOD Civilians
10. Dependents of NAF Civilians
11. Dependents of Drilling/Paid Reservists
12. Dependents of DOD Contractors (OCONUS)



Airman Self-Accounting Steps

When an Event Occurs:

1. Report status and whereabouts to your Command
2. Log-on to AFPAAS (<https://afpaas.af.mil>)
 - Step 1: Self-account for Event
 - Step 2: Update Location and Contact Info
 - Step 3: Complete Needs Survey (IF Required)

Air Force Personnel Readiness Cell: 800-435-9941



When an Event Occurs: Log-on to AFPAAS

<https://afpaas.af.mil>

1. Choose the “Airmen / Civilian” option

AFPAAS / Air Force Personnel Accountability and Assessment System

AFPAAS Login Page

Airmen / Civilian
To update your accounting status, family and contact information

Click Here >

All Air Force Support, Authorized Personnel and Staff
To perform duties for COR, MPF, MA,ICOM, Personnel Accountability, Analysis & Reporting, Case Management and other related tasks.

Click Here >
(CAC Required for Access)

What is AFPAAS?

Air Force Personnel Accountability and Assessment System (AFPAAS) standardizes a method for the Air Force to account, assess, manage, and monitor the recovery and reconstitution process for personnel and their families affected and/or scattered by a wide-spread catastrophic event. The AFPAAS provides valuable information to all levels of the Air Force chain of command, allowing commanders to make strategic decisions which facilitate a return to stability.

AFPAAS allows Air Force Personnel to do the following:

- ☆ Report Accounting Status
- ☆ Update Contact Location information
- ☆ Complete Needs Assessment
- ☆ View Reference Information

Login Problems
If you have problems accessing AFPAAS, [click here](#) to send an email for assistance. Please include your name, phone number and UIC (if possible) in order for us to contact you. **Please, do NOT include SSII/DOB.**

Contact [AFPAAS Support](#) This is an Official U.S. Air Force Web Site [Privacy & Security Notice](#)

This is a Department of Defense computer system. This computer system, including all related equipment, networks and network devices (specifically including Internet access), are provided only for authorized U.S. Government use. DoD computer systems may be monitored for all lawful purposes, including to ensure that their use is authorized, for management of the system, to facilitate protection

Internet



2. Login with your SSN and DOB

AFPAAS / Air Force Personnel Accountability
and Assessment System

Air Force Personnel Accountability and Assessment System
Technical Support:
afpaas@spawar.navy.mil
1-866-946-9183 or
1-619-553-8167

Username/Password Authentication

Note: AFPAAS Does not include CONUS contractors or IRR Reservists

Sponsor SSN:
Enter SSN with no dashes or spaces

Password:

Initial password is the sponsor's Date of Birth (YYYYMMDD).

LOGIN Cancel

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Internet

- The Sponsor's SSN if you are the spouse
- DOB must be entered as YYYYMMDD (e.g., 19731231)



IF you can't log in to the system...

The screenshot shows the AFPAAS login page with a blue header containing the logo and text. A central grey box displays an "Authentication Error" message. Below the error, it lists "Possible Reasons:" with two numbered items: "1. SSN has 9 digits and NO dashes or spaces" and "2. Date of Birth (DOB) format should be: YYYYMMDD (e.g. DOB is July 4, 1976 enter 19760704 as the password)". Below the list, it says "For further assistance, please call 1-866-946-9183 or 1-619-553-8167." At the bottom of the page, there is a footer with links for "Contact AFPAAS Support", "This is an Official U.S Air Force Web Site", and "Privacy & Security Notice". A small disclaimer at the very bottom states: "This is a Department of Defense computer system. This computer system, including all related equipment, networks and network devices (specifically including Internet access), are provided only for authorized U.S. Government use. DoD computer systems may be monitored for all lawful purposes, including to ensure that their use is authorized, for management of the system, to facilitate protection against unauthorized access, and to verify security procedures, survivability and operational security. Monitoring includes active attacks by authorized DoD entities to test or verify the security of the system. During monitoring, information may be examined, recorded, copied and used for..."

- Contact the AFPAAS Help Desk
- **Note:** The PersAcct 09-01 exercise does **not** include **CONUS Contractors** or any type of **IRR Reservists**.



Step 1. Self-Account for Event

Please update your contact information.

Full Profile for Training, Honcho

- 1. Summary
- 2. Contact Information
- 3. Family Member Info
- 4. Event Information
- 5. Change Password

Account For Event

Event: Training Select an Accounting Status from the drop down menu

Name(Last, First, MI): Accounting Status:

Sponsor: Training, Honcho Unreported

Dependents: Training, Baby Honcho Unreported

 Current Residence

 Displaced Location

 Deployed/TDY/IA

 On Leave

 Other

 Separated/Retired

 Transferred

DSN:

Cell:

Family Information

Name	Relationship	Age
Training, Baby Honcho	Child	4

- Choose an accounting status for the event.
- Click the **Save** button

Step 2. Update Contact Information

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AFPAAS / Air Force Personnel Accountability and Assessment System

Home My Info Assessment Reference Help

Please update your contact information.

Full Profile for Training, Honcho

1. Summary
2. Contact Information
3. Family Member Info
4. Change Password

Displaced Location [Help](#) Click the **Edit** button to make changes.

No Displaced Location **Edit**
Please edit this section if displaced!

Sponsor's Contact Info [Help](#) Click the **Edit** button to make changes.

Home Address Manually edit this section as it will NOT be overwritten with data updates! **Verify Info as Current** **Edit**

Training, Honcho (Sponsor) *Preferred Contact (as of 03-13-2009)

1234 Sandy Way	Home:	Primary Email:
San Diego, CA 92131	Work: 555-555-1234*	Secondary Email:
usa	Cell:	Cell Carrier: Unknown

DEERS Home Address and Contact Info
Data from NPC (pulled from DEERS and other DAF databases); Will be overwritten with data updates. To login to DEERS, click here

Home: **Primary Email:**
Work: **Secondary Email:**

Other POCs [Help](#) Click **Add POC** to add another point of contact (e.g., Relative, Care Giver). **Add POC**

- A. Click the **Verify Info as Current** button or...
- B. Click the **Edit** button and update it



Step 2b. Save Updated Information

Please update your contact information.

Full Profile for Training, Honcho

Preferred:

Home:

Work: 555-555-1234

Cell: 619-555-2222

Cell Carrier: AT&T

Email 1:

Email 2:

*This data is pulled from DEERS periodically.
To login to DEERS and update your info, click here.

Time Saver: Would you also like to apply any of the above contact changes to these family members?

Addr.	Phone	Name
<input type="checkbox"/>	<input type="checkbox"/>	Training, Baby Honcho (Child)
<input type="checkbox"/>	<input type="checkbox"/>	Training, Mrs. Honcho (Spouse)

2b

- If you make changes, scroll to the bottom of the page
- Click the **Save** button

Step 3. Needs Assessment Survey

- There is no needs assessment survey for the PersAcct 09-01 exercise.
- You are now finished and may click **Logout**.
- Thank you for your participation!

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