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Commanders Risk Reduction Tool

ASAP Commanders' Risk Reduction Tool and Risk Reduction Portal Standard Operating Procedures. Annex D Application Instructions for Command Teams

Duffy L. Sauers
ASAP Specialist-Risk Reduction
Army Substance Abuse Program




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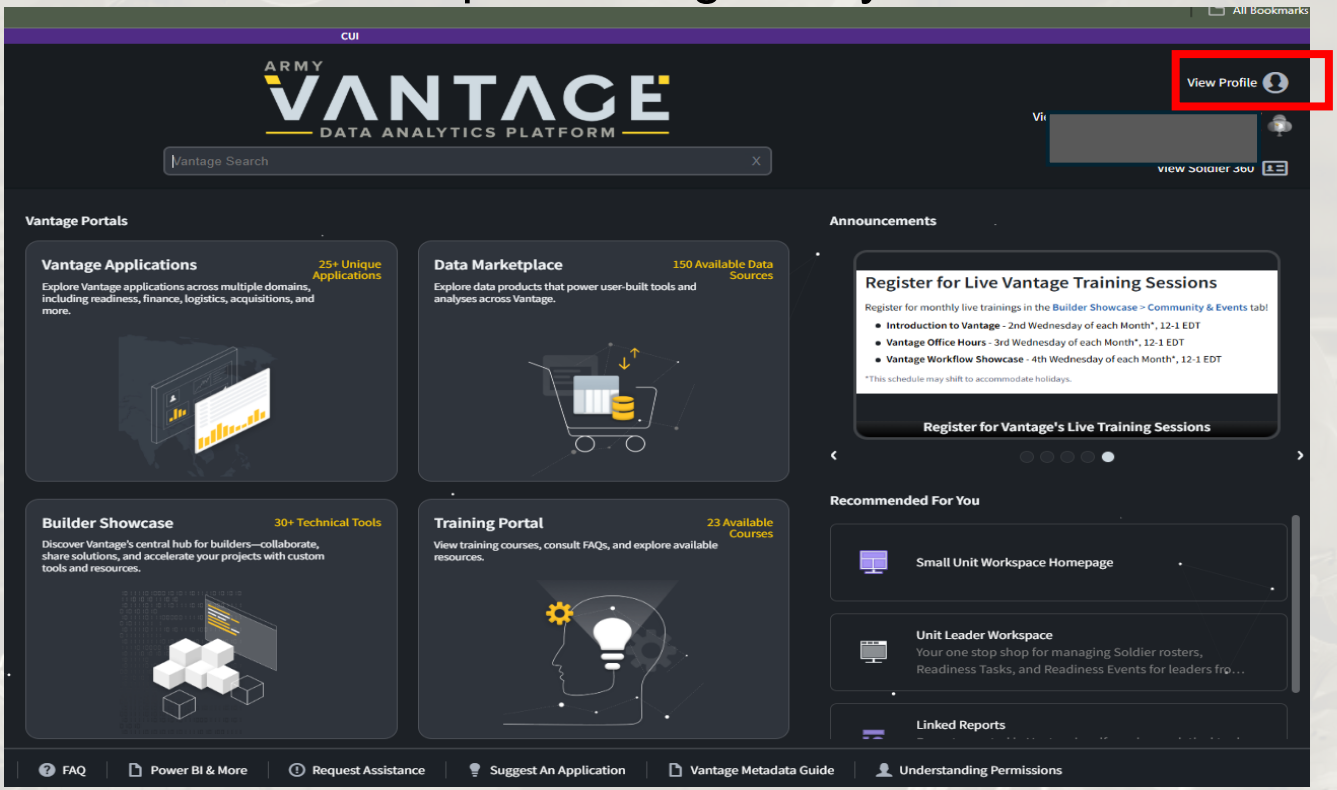
- NOTE: The CRRT System Utilizes Data from Army Vantage. This draws Data from various Department of Army Authoritive Sources. However, the Data may not correlate with the latest Division ARSTRUCT

https://vantage.army.mil/

Command Team Member CRRT Application

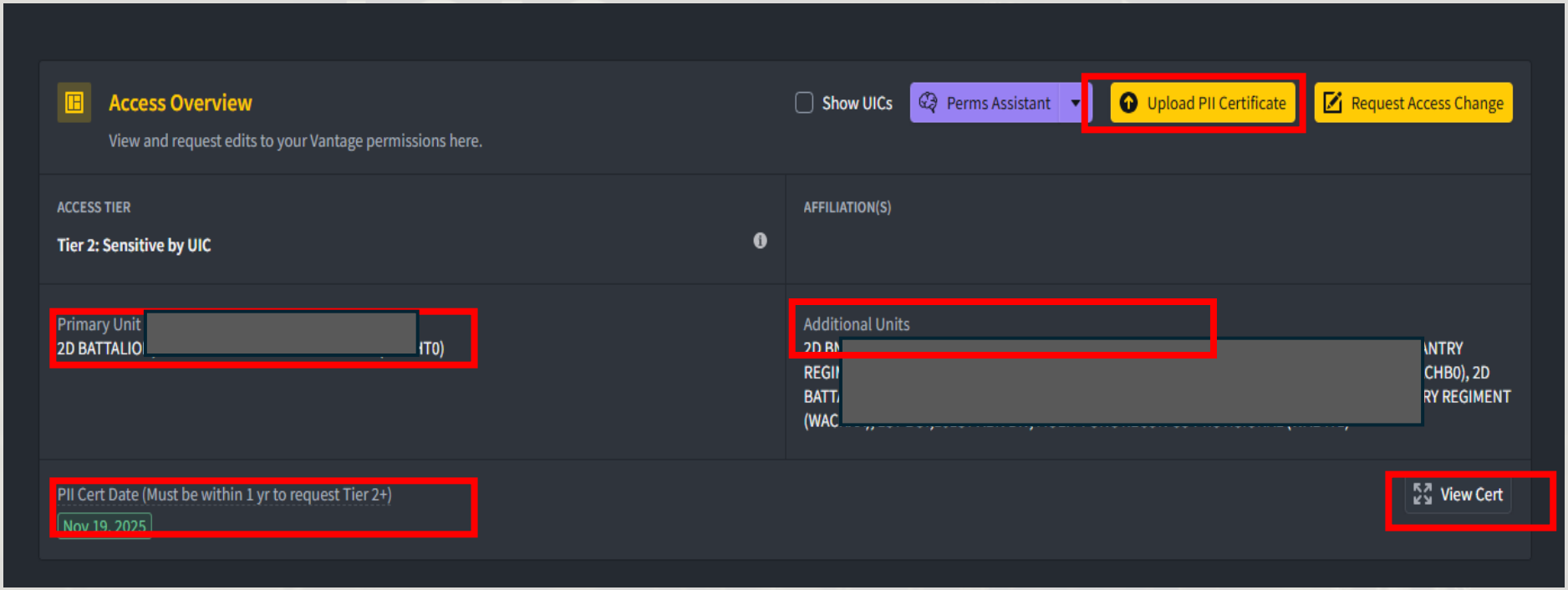
- **COMMANDERS RISK REDUCTION TOOLKIT (CRRT)**
  - Command Team Application Instructions

https://vantage.army.mil/



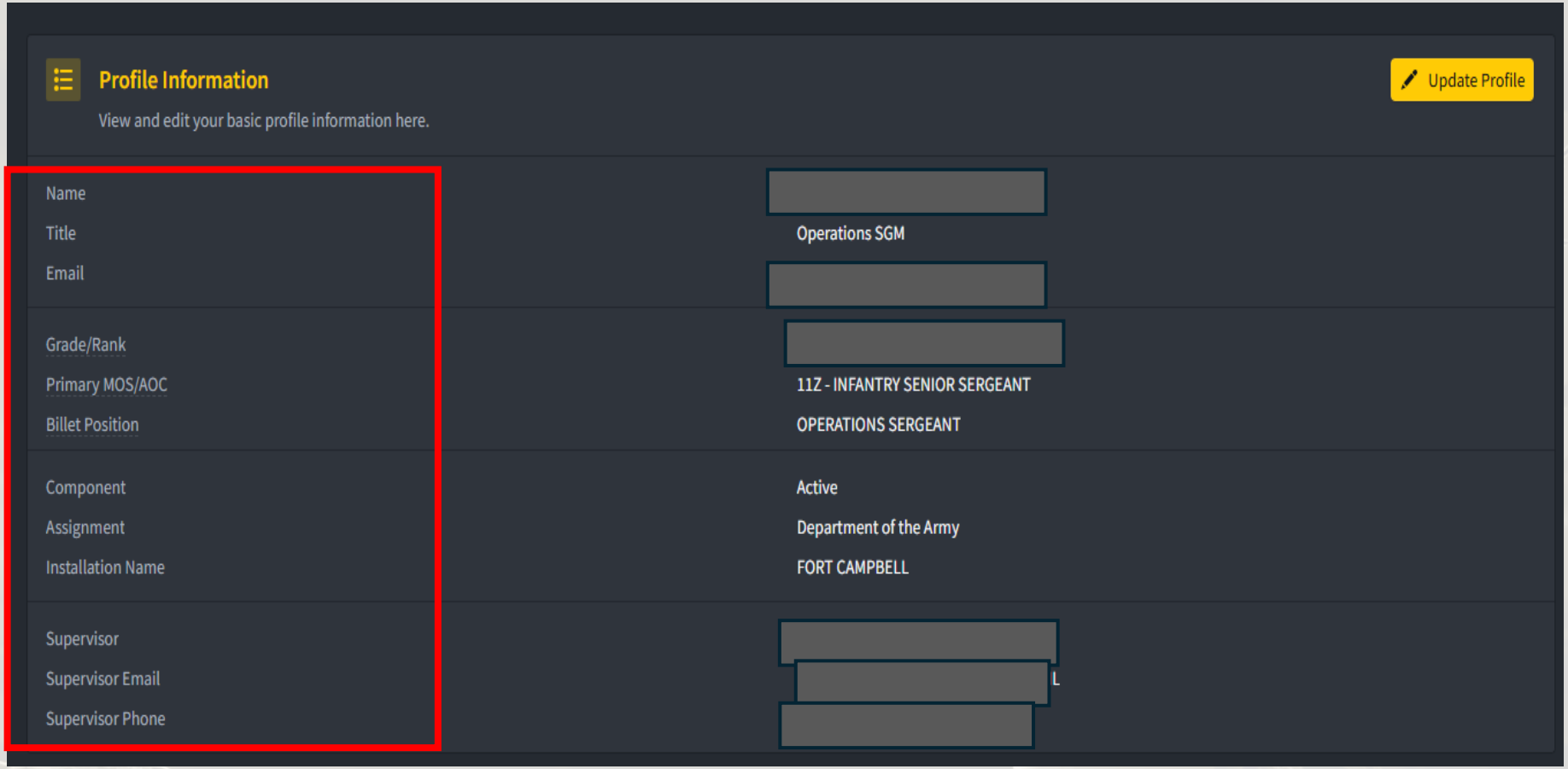
Go to Army Vantage and Log In.
Select “View Profile in the Upper Right Hand side of the screen

Command Team Member CRRT Application



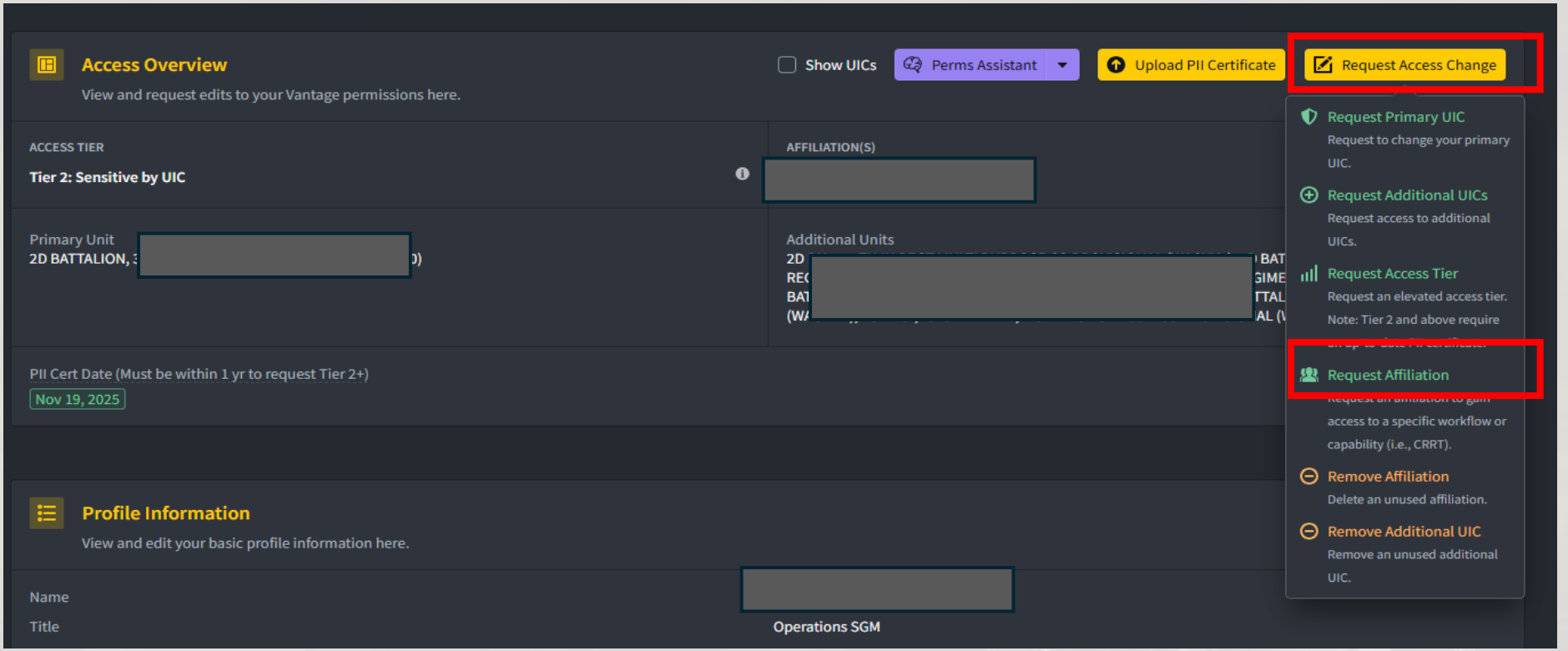
- In the Access Overview Screen, verify that “Primary Unit” is your Current Unit and UIC.
- Verify that any “Additional Units” are correct, and in particular do not contain previous UIC’s
  Verify that your PII Date is within 1 year. You may view the certificate by selecting “View Cert”
- If you need to Upload a new PII Training Certificate you can do so in the Upload PII Certificate button located on this screen.

Command Team Member CRRT Application



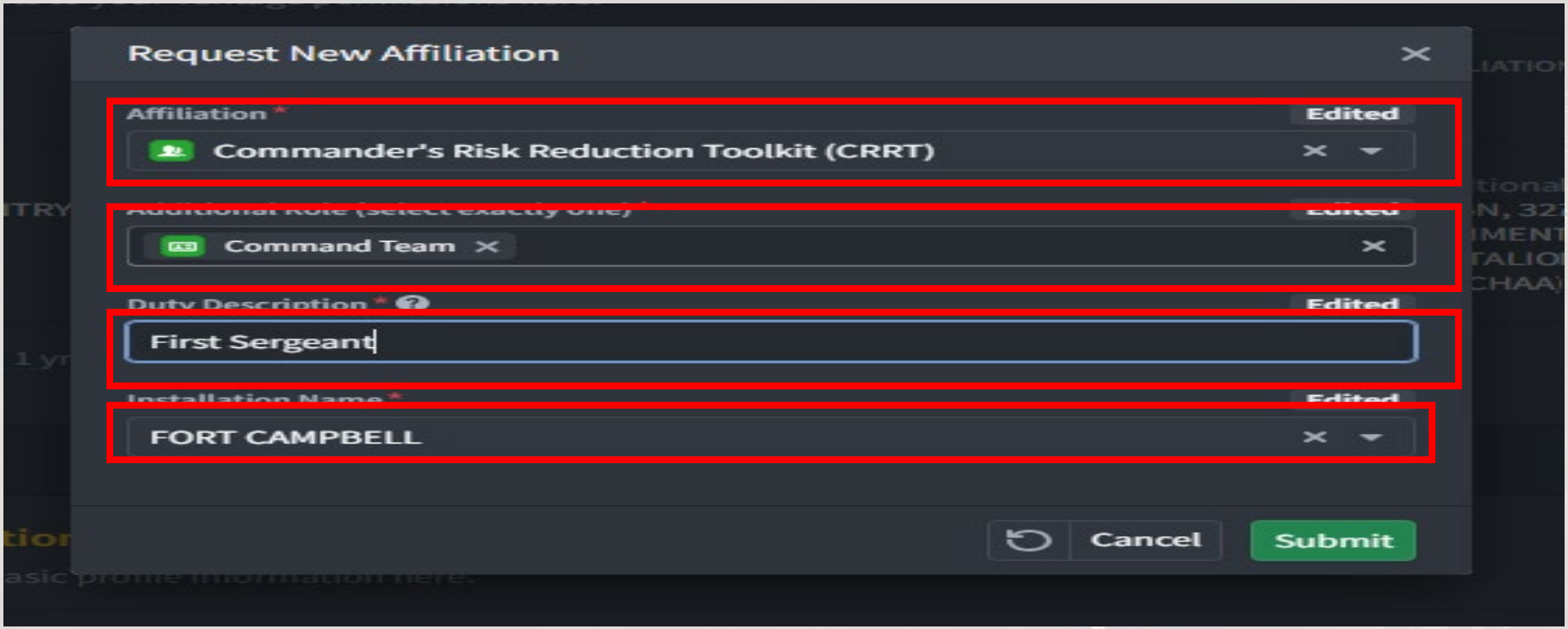
- Verify that your profile information is correct. Pay particular attention to Title, Installation Name and Supervisor Information. This is critical to the approval process.
- Use the Update Profile to correct any erroneous information.

Command Team Member CRRT Application



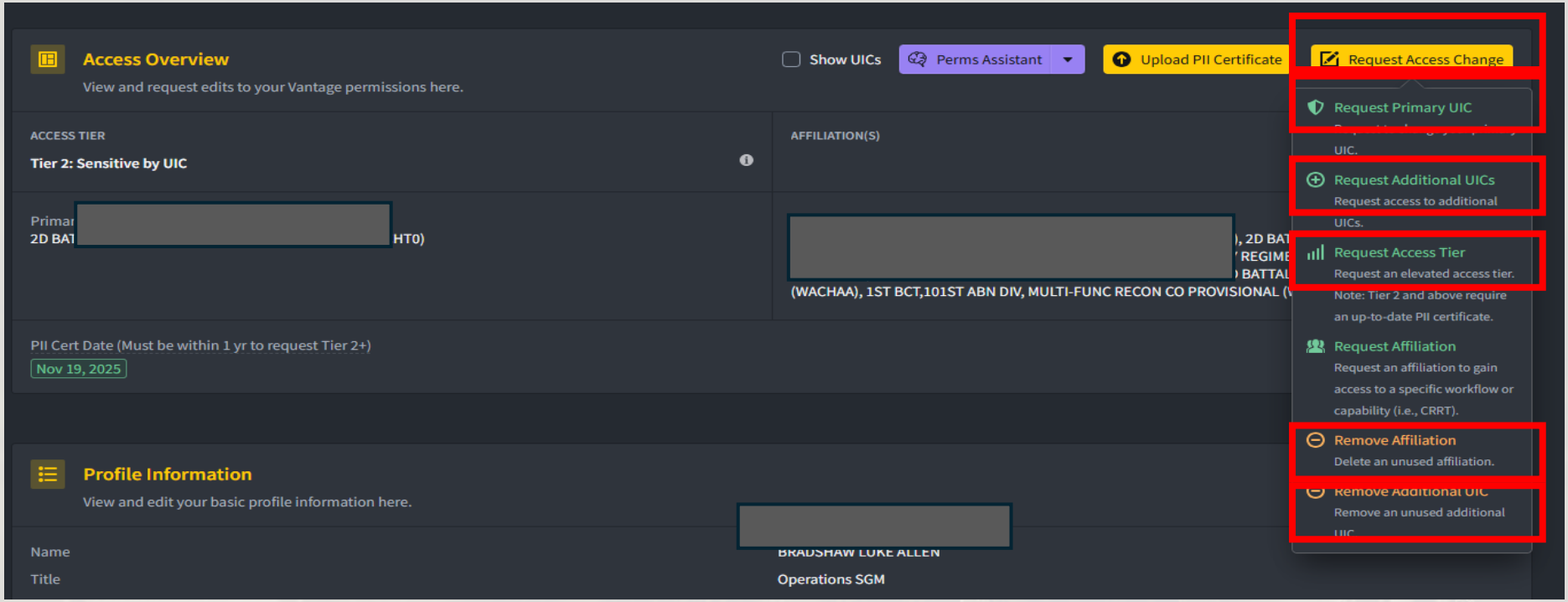
- Scroll back up to the Access Overview Screen
- Select “Request Access Change” .
- Select “Request Affiliation” button.

Command Team Member CRRT Application



- On the “Affiliation” drop down select Commander’s Risk Reduction Tool (CRRT)
- On the “Additional Role” Select Command Team if Commander or Senior Enlisted Advisor (1SG/CSM) od Brigade (only) XO. Select Delegate for all others (Brigade Only).
- In the Duty Description Type in Position (Commander, Forst Sergeant, Command Sergeant Major, Executive Officer, or duty description for a Delegate) .
- Insure Installation Name is Fort Campbell (critical for routing the request)

Command Team Member CRRT Application



- Other Access Change Requests are made on the access Overview screen using the “Request Access Change” button.
  - Request Primary UIC Change if changing Units (Will automatically change affiliation from CRRT to Vantage General User.)
  - Request any additional UIC’s
  - Request access Tier change (Tier 2 required for CRRT)
  - Remove affiliation to remove CRRT access.
  - Remove additional UIC’s

Commanders Risk Reduction Toolkit

- PII Training
  - Official website of the Center for Development of Security Excellence, Defense Counterintelligence and Security Agency. https://securityawareness.dcsa.mil/piiv2/index.htm
  - https://dl.cyber.mil/wp-content/uploads/trn/online/dod-pii/launch.html

Commanders Risk Reduction Toolkit

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Guidance

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