



Member Election

One Soldier ★ One Record ★ One Army

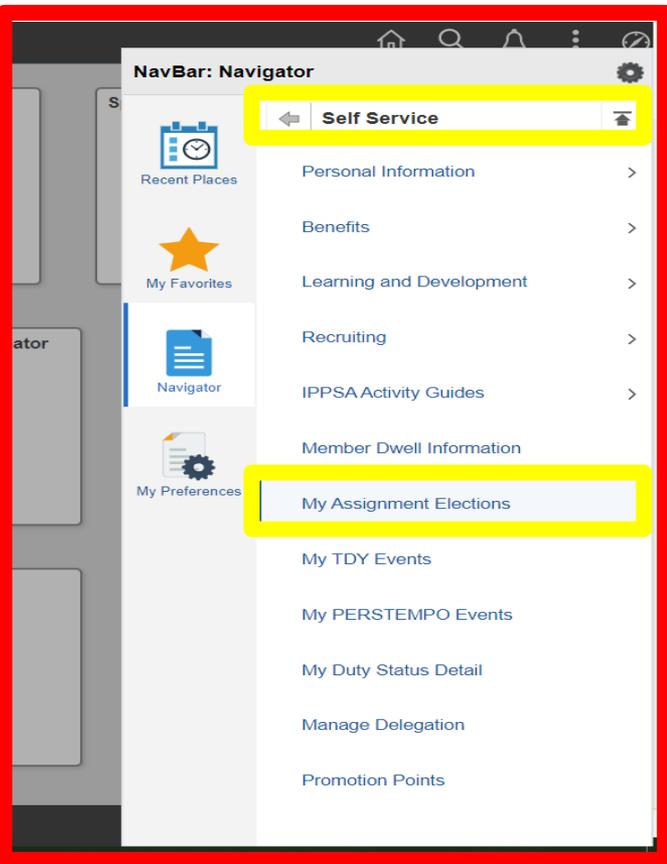


Member Elections – Self-Service (User Completion)

- User Log-ins, clicks their notification, and receives the following message

The screenshot shows the IPPS-A Self-Service dashboard. At the top, there is a navigation bar with the IPPS-A logo and a dropdown menu for 'Self Service'. The dashboard is organized into a grid of service tiles. An alert notification is displayed in the top right corner, highlighted with a yellow border. The alert contains the following text: 'Elections initialized for Assignment ID [redacted]' and 'Please contact your Assignment Manager for more information.' The dashboard tiles include: 'My Personnel Action Requests', 'My Soldier Talent Profile', 'Announcements' (with a sub-notification: '3.PP.111.004 08/22/22 Approved ECR 8142 ... Posted on 08/23/2022'), 'IPPS-A Help Center', 'Dependent/Beneficiary Coverage', 'My Retirement Points', 'DOD Compensation Calculator', 'My Orders', 'DD Form 93 Dashboard', 'My Absences', 'TAM Soldier Workcenter', and 'Board Preferences USAR/ARNG'.

- User will navigate to **Self Service > My Assignment Elections**
- User will click into the **Assignment Elections**



A screenshot of the 'Assignment Elections' table in the mobile app. The table has three columns: 'ACT Assignment ID', 'Type', and 'Status'. There is one row of data highlighted with a yellow box.

ACT Assignment ID	Type	Status
1	Permanent	Not Started

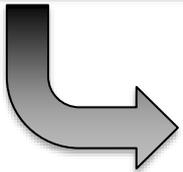
- User will complete the Assignment Elections Activity Guide

Tour Election

Tour Election With Dependents

Dep/Benef	Name	Relation	Travelling?
1 02	[Redacted]	Child	Yes
2 03	[Redacted]	Spouse	Yes

Save

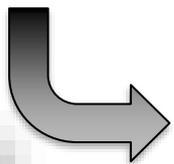


Member Entitlement Elections

Entitlement ID	Description	Accept Entitlement	Last Updated By/Last Updated
93	Shipment of unaccompanied baggage is authorized.	Yes <input type="checkbox"/>	[Redacted] 03/22/22 12:49:45PM

Questionnaire

Save



- Welcome**
● Visited
- * Tour Type**
● Complete
- * Member Elections**
● Complete
- Summary**
● Visited

Summary Page for the Member Elections Activity Guide!

This Activity Guide is ready to be marked for completion. Once marked for completion, no further changes are allowed. Please review your selections one more time before proceeding.

Tour Election With Dependents

Dep/Benef	Name	Relation	Travelling?
1 02	[Redacted]	Child	Yes
2 03	[Redacted]	Spouse	Yes

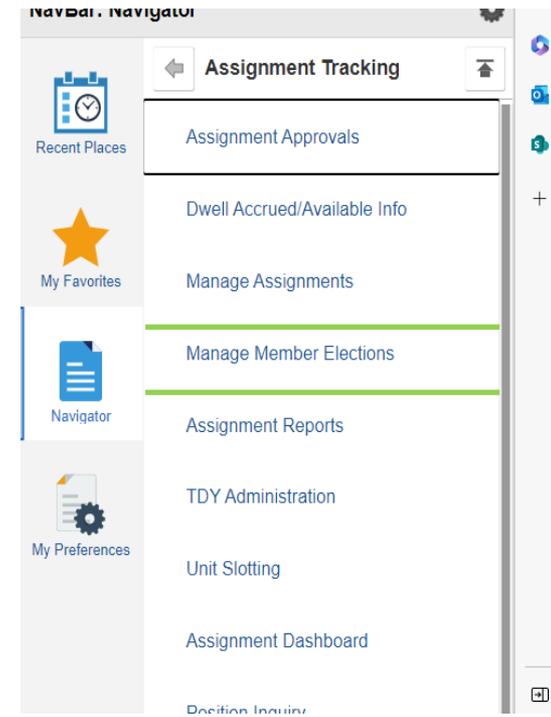
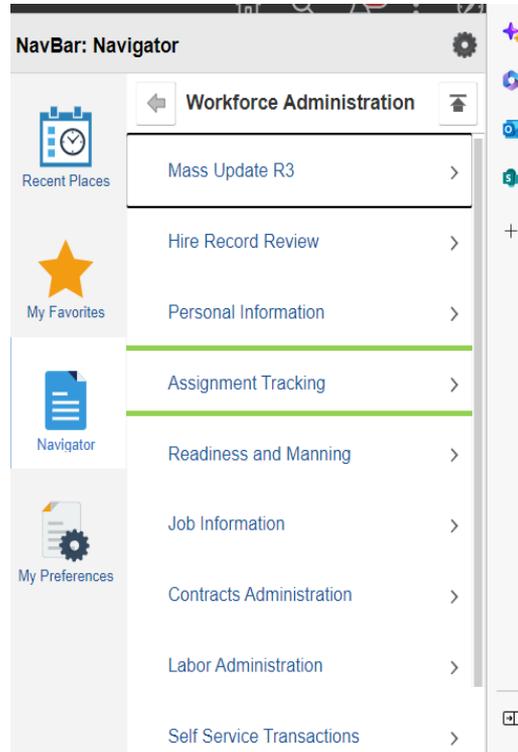
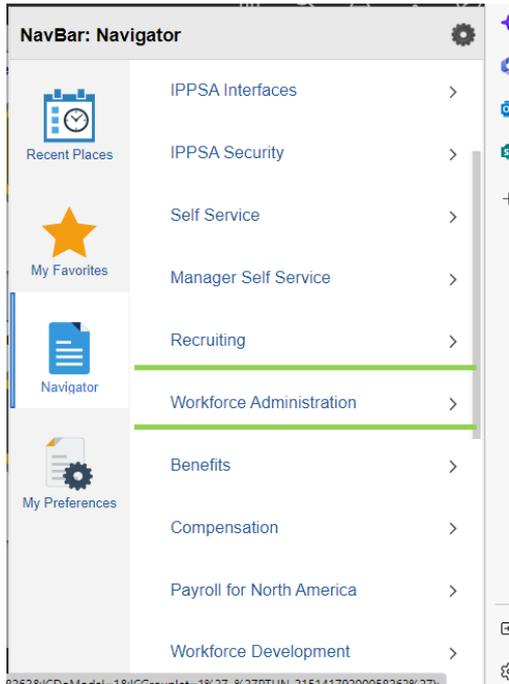
Member Entitlement Elections

Entitlement ID	Description	Accepted Entitlement	Last Updated By/Last Updated
93	Shipment of unaccompanied baggage is authorized.	Yes	[Redacted] 03/22/22 12:49:45PM

Questionnaire

Mark Complete

Manage Member Elections - HR Pro View



Select "Workforce Administration" from the NavBar



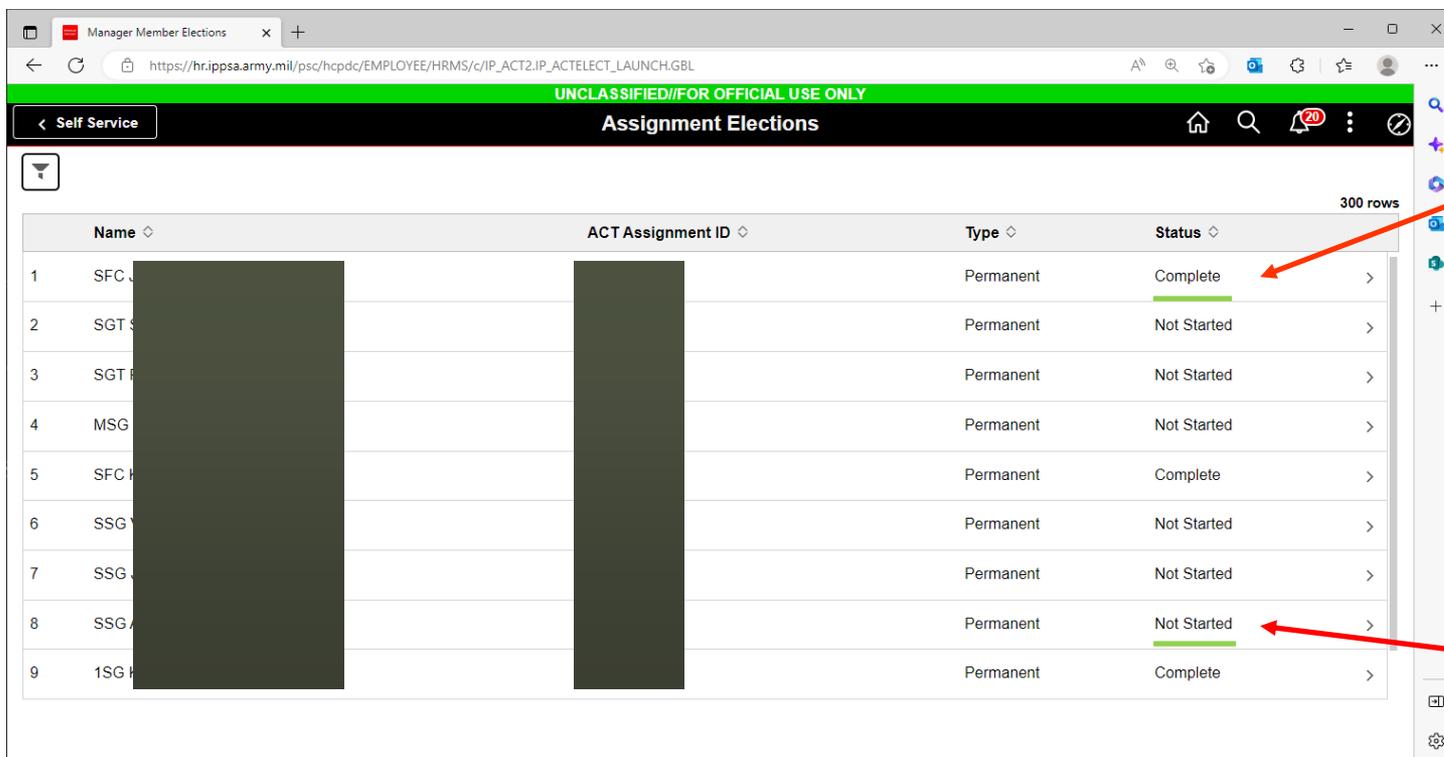
Select "Assignment Tracking"



Select "Manage Member Elections"

Member Elections – Assignment Elections

A list of all Members who are on AI that need to make Member Elections.

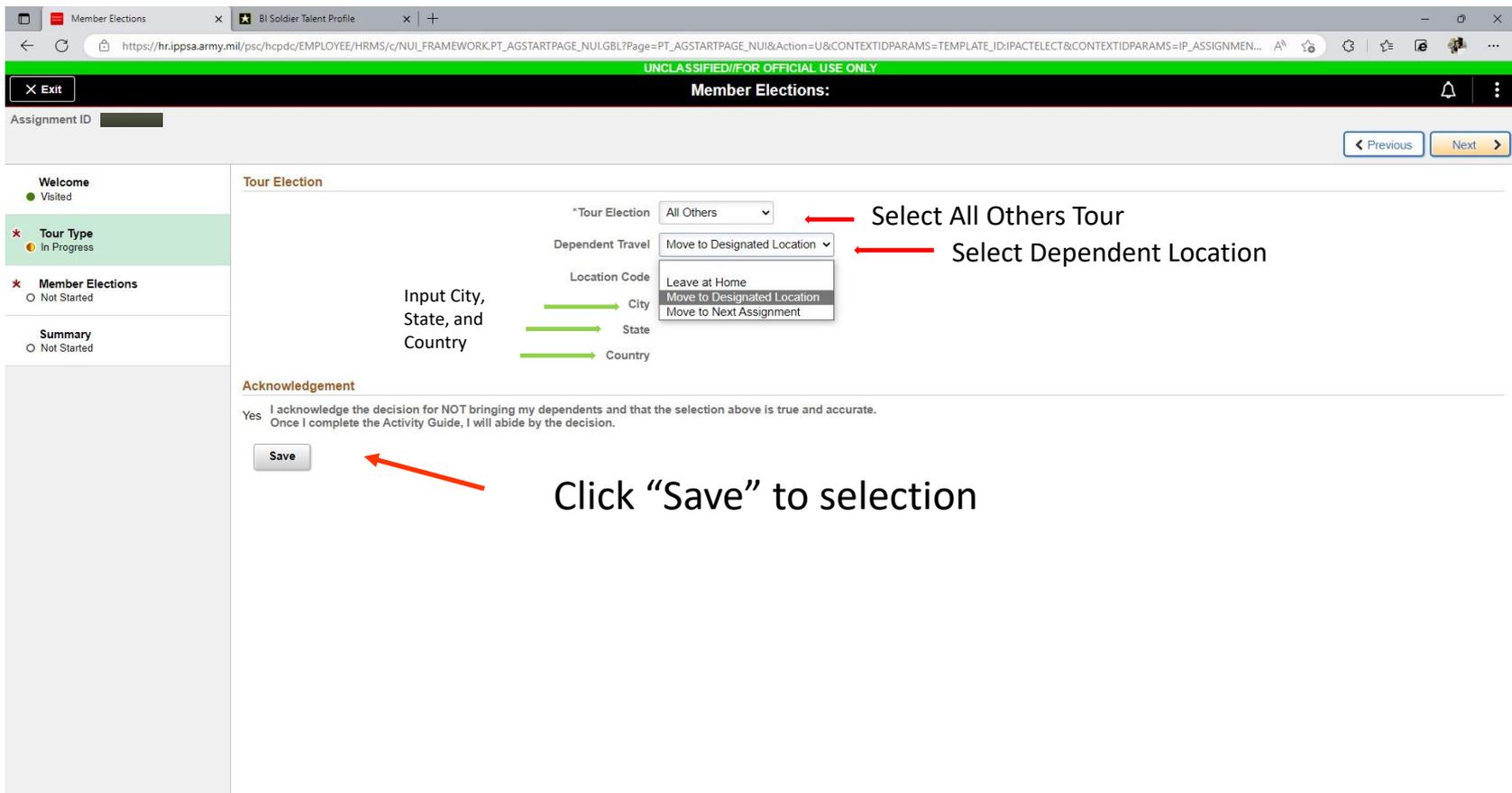


Name	ACT Assignment ID	Type	Status
1 SFC [REDACTED]	[REDACTED]	Permanent	Complete
2 SGT [REDACTED]	[REDACTED]	Permanent	Not Started
3 SGT [REDACTED]	[REDACTED]	Permanent	Not Started
4 MSG [REDACTED]	[REDACTED]	Permanent	Not Started
5 SFC [REDACTED]	[REDACTED]	Permanent	Complete
6 SSG [REDACTED]	[REDACTED]	Permanent	Not Started
7 SSG [REDACTED]	[REDACTED]	Permanent	Not Started
8 SSG [REDACTED]	[REDACTED]	Permanent	Not Started
9 1SG [REDACTED]	[REDACTED]	Permanent	Complete

If the status says “Complete”, the Member has already made their elections.

If the status says “Not Started”, Member has not made their elections and the HR Pro can proceed on their behalf.

By selecting an individual with a status of “Not Started” the HR Professionals can make Member Elections by selecting their name. HR Pro can select the type of tour from the dropdown box.



The screenshot shows a web browser window with the URL https://hr.ippsa.army.mil/psc/hcpdc/EMPLOYEE/HRMS/c/NUI_FRAMEWORK.PT_AGSTARTPAGE_NUI.GBL?Page=PT_AGSTARTPAGE_NUI&Action=U&CONTEXTIDPARAMS=TEMPLATE_ID:IPACTELECT&CONTEXTIDPARAMS=IP_ASSIGNMEN.... The page title is "Member Elections: UNCLASSIFIED//FOR OFFICIAL USE ONLY".

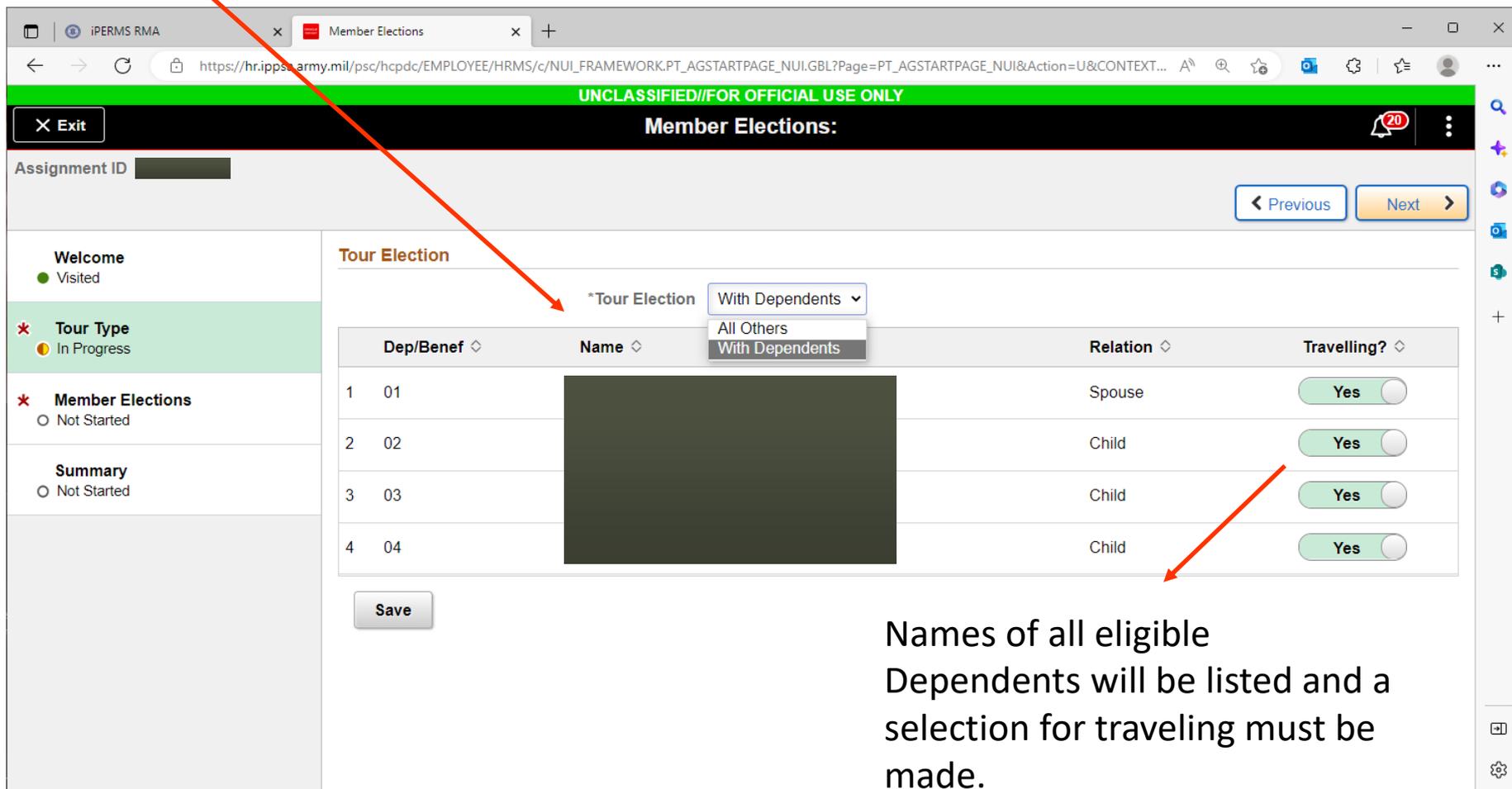
On the left sidebar, the "Member Elections" section is highlighted, with "Not Started" selected. The main content area is titled "Tour Election" and contains the following fields:

- *Tour Election:** A dropdown menu currently set to "All Others". An annotation with a red arrow points to it, stating "Select All Others Tour".
- Dependent Travel:** A dropdown menu currently set to "Move to Designated Location". An annotation with a red arrow points to it, stating "Select Dependent Location".
- Location Code:** A dropdown menu with three options: "Leave at Home", "Move to Designated Location", and "Move to Next Assignment".
- Input City, State, and Country:** Three text input fields labeled "City", "State", and "Country", each with a green arrow pointing to it.

Below the "Tour Election" section is an "Acknowledgement" section with the text: "I acknowledge the decision for NOT bringing my dependents and that the selection above is true and accurate. Once I complete the Activity Guide, I will abide by the decision." A "Save" button is located below this text. An annotation with a red arrow points to the "Save" button, stating "Click 'Save' to selection".

Member Elections – Tour Election w/ Dependents

Member or HR Pro will select “With Dependents”.



The screenshot shows a web browser window with the URL https://hr.ipps.army.mil/psc/hcpdc/EMPLOYEE/HRMS/c/NUI_FRAMEWORK.PT_AGSTARTPAGE_NUI.GBL?Page=PT_AGSTARTPAGE_NUI&Action=U&CONTEXT.... The page title is "Member Elections: UNCLASSIFIED//FOR OFFICIAL USE ONLY". The main content area is titled "Tour Election" and features a dropdown menu for "*Tour Election" with the following options: "With Dependents" (selected), "All Others", and "With Dependents". Below the dropdown is a table with the following columns: "Dep/Benef", "Name", "Relation", and "Travelling?". The table contains four rows of data:

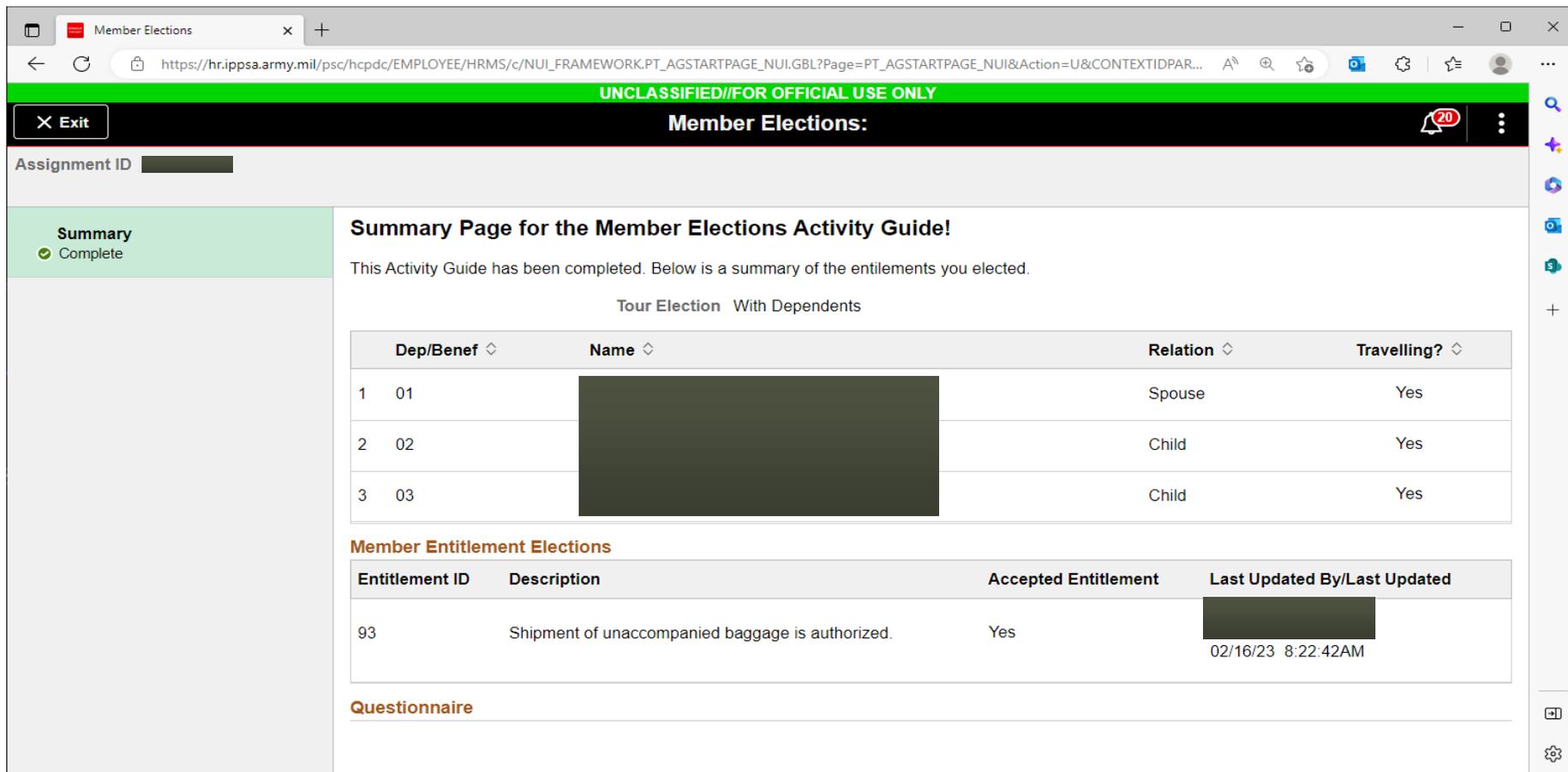
Dep/Benef	Name	Relation	Travelling?
1 01	[REDACTED]	Spouse	<input checked="" type="checkbox"/>
2 02	[REDACTED]	Child	<input checked="" type="checkbox"/>
3 03	[REDACTED]	Child	<input checked="" type="checkbox"/>
4 04	[REDACTED]	Child	<input checked="" type="checkbox"/>

A "Save" button is located below the table. The "Travelling?" column for each row has a "Yes" label and a checked checkbox. A red arrow points from the text above to the "With Dependents" option in the dropdown menu, and another red arrow points from the text below to the "Travelling?" column of the table.

Names of all eligible Dependents will be listed and a selection for traveling must be made.

Member Elections – Completed Summary

If Member or HR Pro completes the Member Elections a “Summary” of the completed elections will reflect.



UNCLASSIFIED//FOR OFFICIAL USE ONLY

Member Elections: 20

Assignment ID [REDACTED]

Summary
Complete

Summary Page for the Member Elections Activity Guide!

This Activity Guide has been completed. Below is a summary of the entitlements you elected.

Tour Election With Dependents

Dep/Benef	Name	Relation	Travelling?
1 01	[REDACTED]	Spouse	Yes
2 02	[REDACTED]	Child	Yes
3 03	[REDACTED]	Child	Yes

Member Entitlement Elections

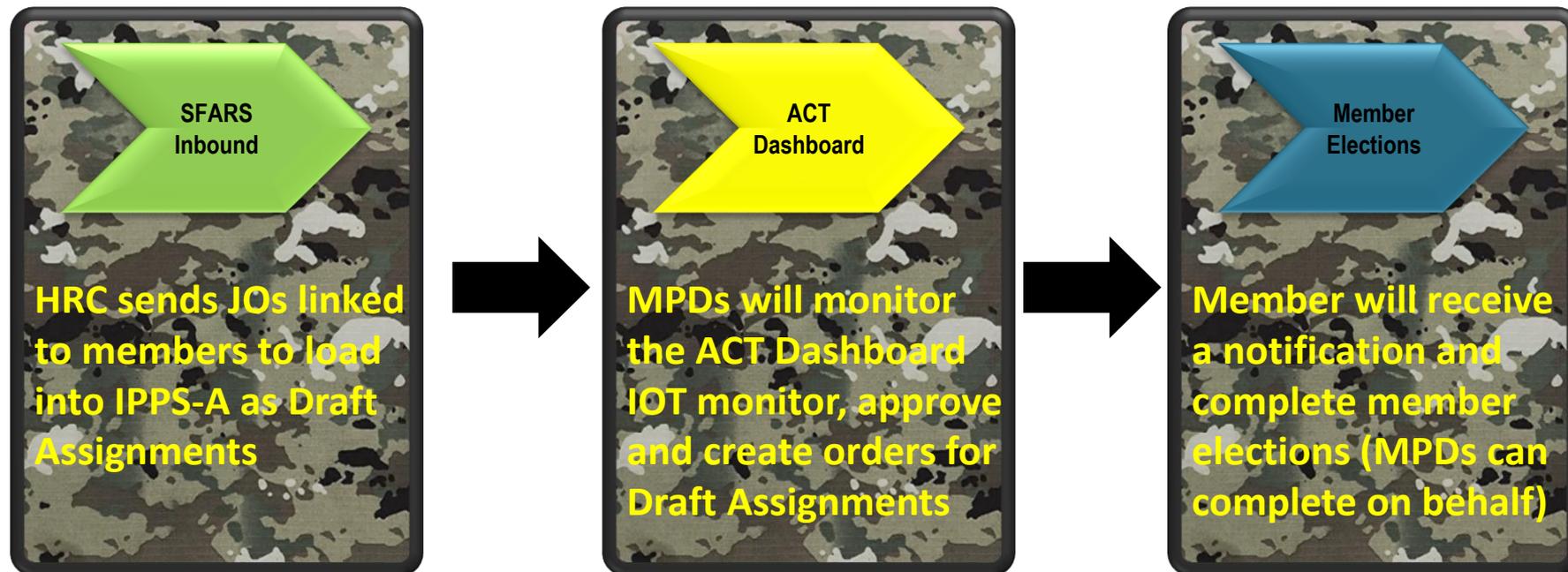
Entitlement ID	Description	Accepted Entitlement	Last Updated By/Last Updated
93	Shipment of unaccompanied baggage is authorized.	Yes	[REDACTED] 02/16/23 8:22:42AM

Questionnaire

**** IMPORTANT NOTE ****

Members who are on AI to an OCONUS location will NOT be able to complete Member Elections until their Family Travel Request has been approved/disapproved.

Assignment Approval Process



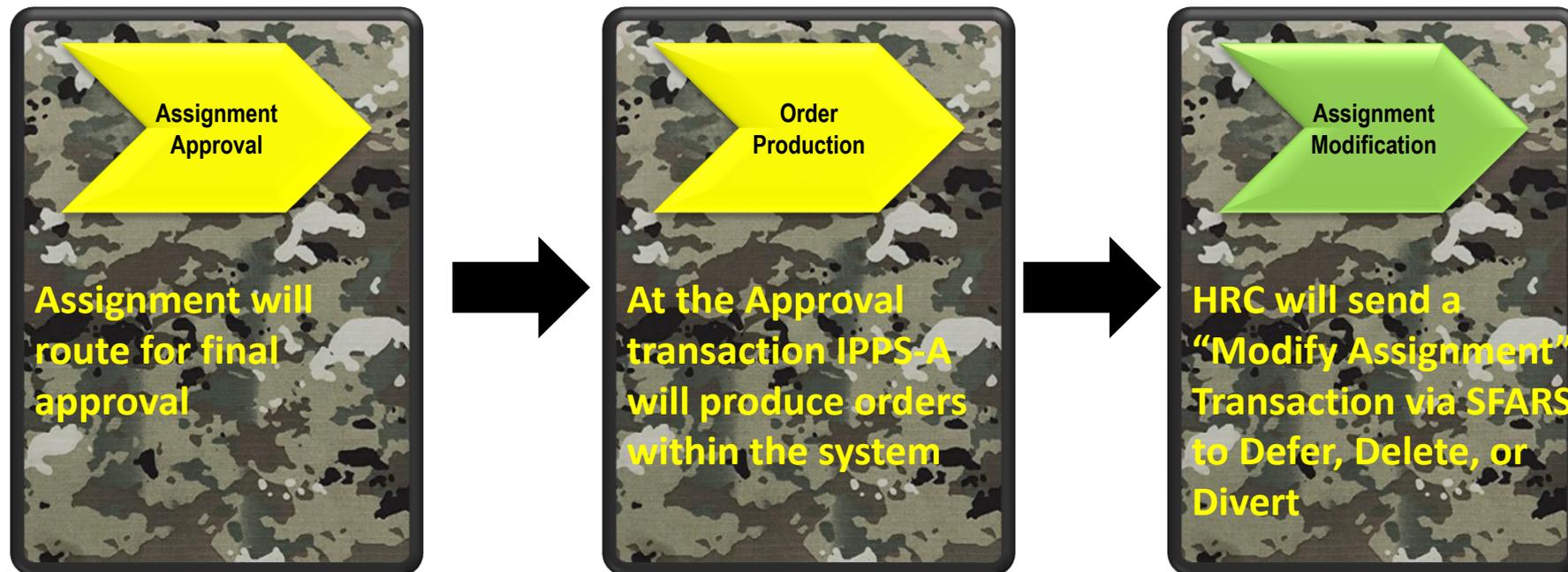
-  - Unit
-  - HRC
-  - MPD
-  - Member

Assignment Approval Process



-  - Unit
-  - HRC
-  - MPD
-  - Member

Assignment Approval Process



-  - Unit
-  - HRC
-  - MPD
-  - Member

Assignment Approval Process



-  - Unit
-  - HRC
-  - MPD
-  - Member