## ADPAAS

Army Disaster Personnel Accountability and Assessment System

Step 1: Log into AKO

Step 2: Under Army Links on right hand side click on <u>"ADPAAS"</u>

Step 3: Click Acknowledge, then click on the left <u>"Click Here"</u> button for Soldier Members

• Log in with your CAC

Step 4: On top left hand corner click on <u>"My Info"</u>

Step 5: Go through and make sure all of your information is completely up to date.

- To Edit Information click the orange button on the right hand side <u>"Edit Info"</u> for the following:
  - Contact Information
  - Emergency Contacts
  - o Family Member Info
  - User Account Change your username and Password