



Civilian Arming Authorization Management System (CAAMS)

CAAMS Training



CAAMS



1. Introduction to CAAMS

2. Business Process Map

3. Requesting an Account

4. Accessing CAAMS

5. Contractor Menu

6. BV and Quality Control

7. ACOD QC

8. LR

9. AAL

10. Administration



Introduction

- Civilian Arming Authorization Management System (CAAMS)
 - An automated, web-based solution
 - Processes the submission, review, approval, and compliance management of arming requests for contractors in Theater
- CAAMS is a resident application on the secure Joint Contingency and Expeditionary Services (JCXS) web-based platform
- Stakeholder
 - Armed Contractor Oversight Directorate (ACOD)

Home ▾ Contractors ▾ Reports ▾ Processing ▾ Administration ▾ Log Off

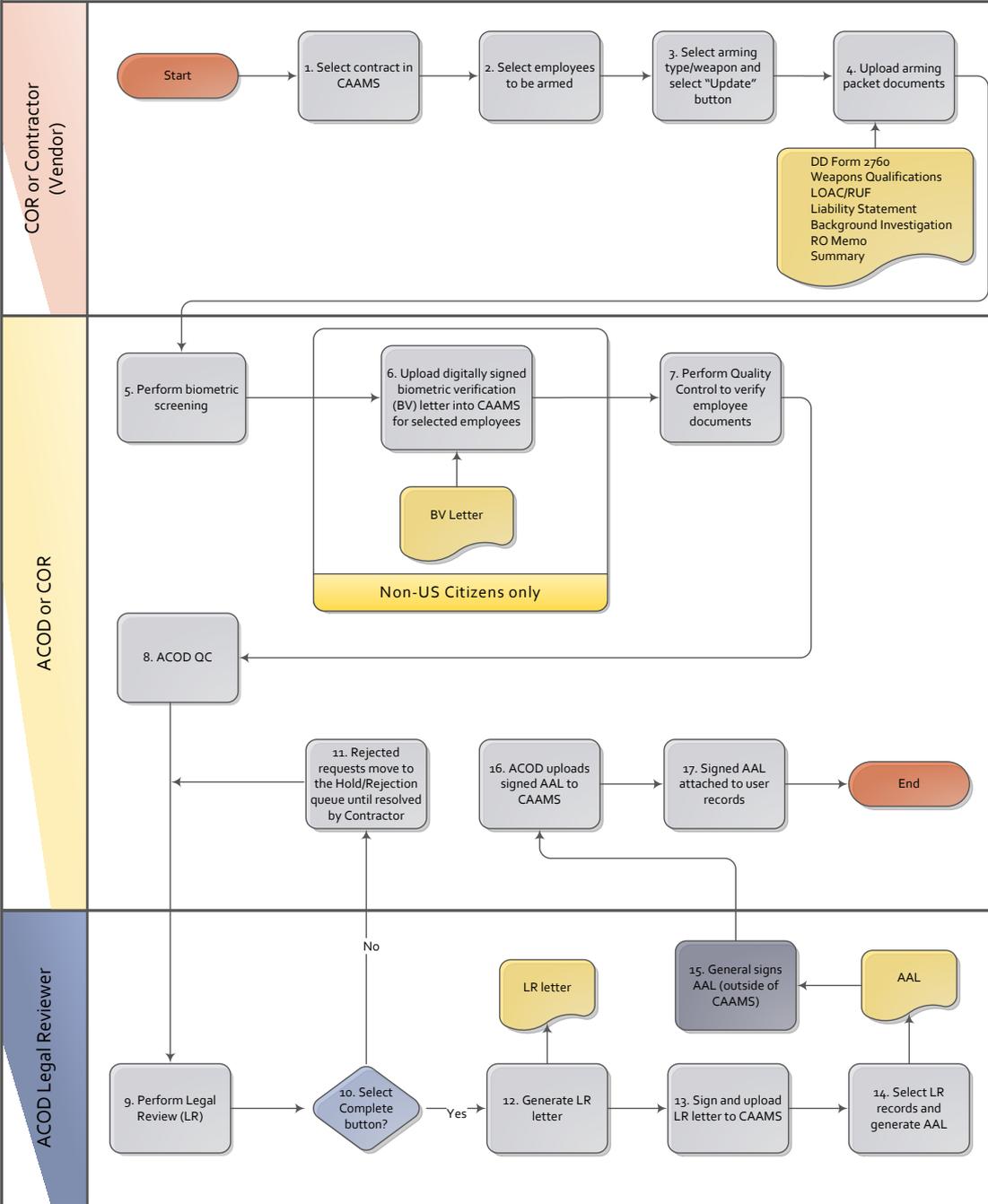
Welcome to CAAMS - Civilian Arming Authorization Management System!



CAAMS ACOD Training

BUSINESS PROCESS MAP

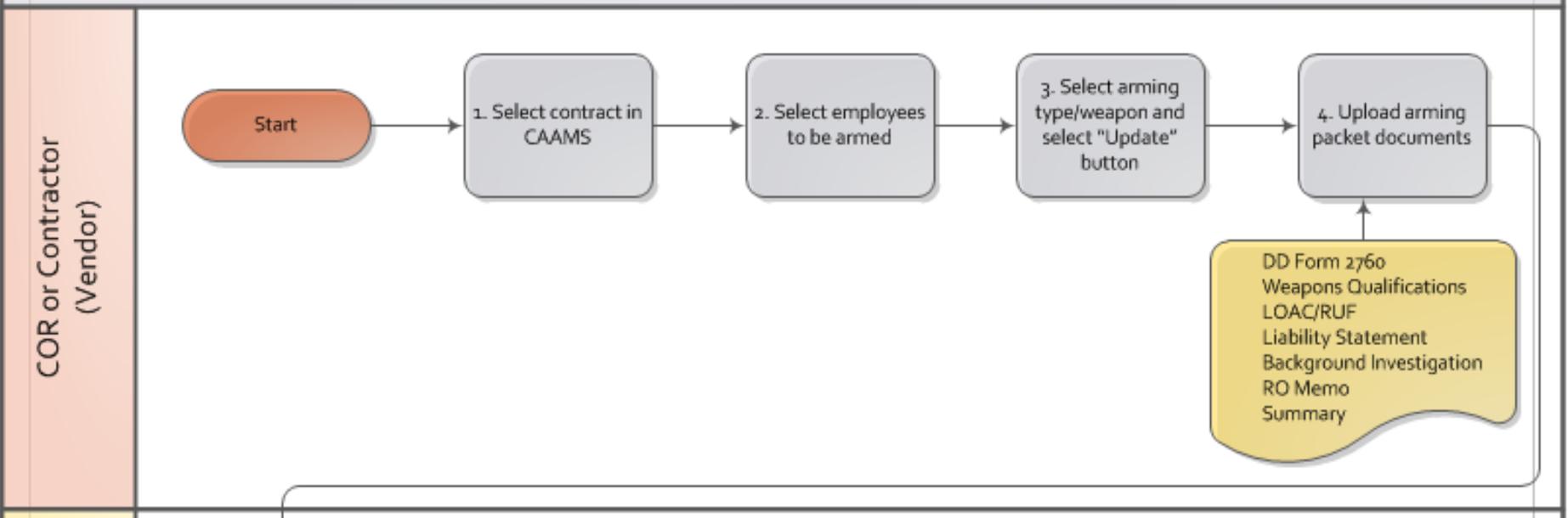
Civilian Arming Authorization Management Process using CAAMS Application





Process Steps 1-4

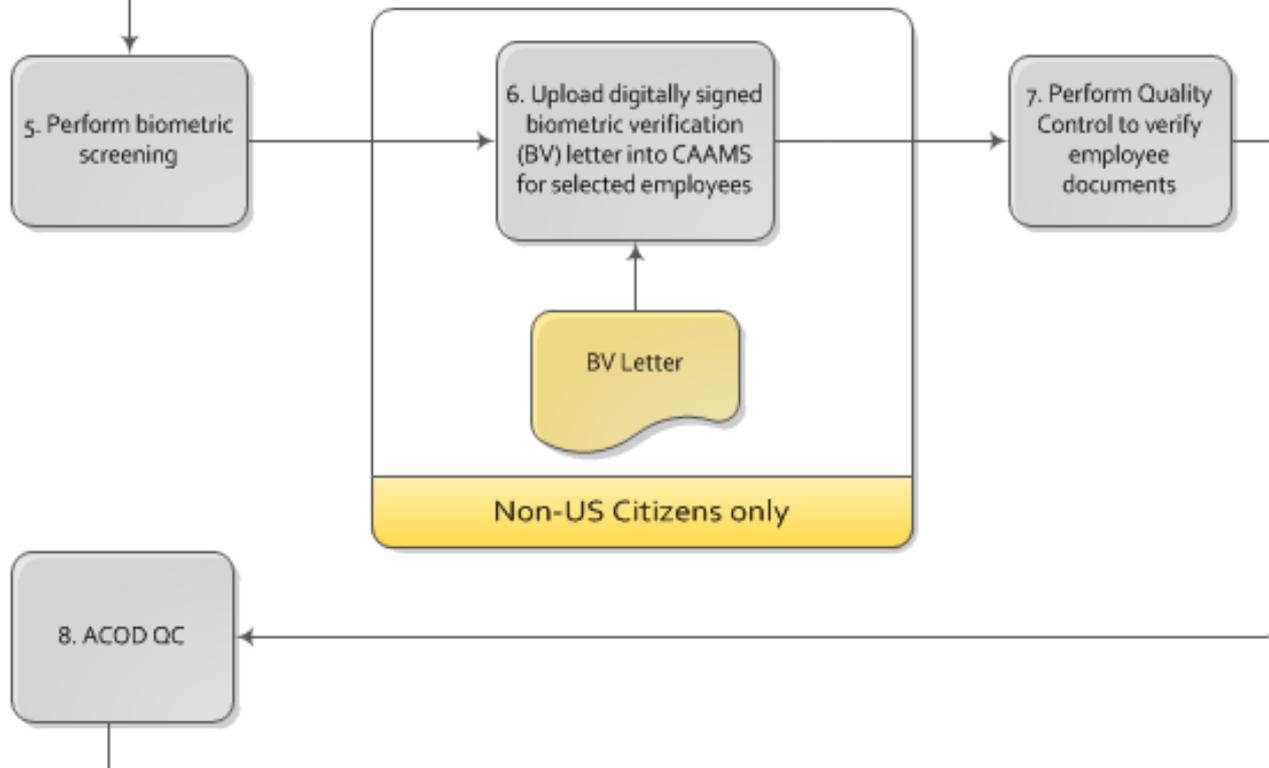
Civilian Arming Authorization Management Process using CAAMS Application



- New contractor employees are entered in CAAMS.
- The Contract Officer's Representative (COR) or Contractor uploads their arming packet documents.
- Selecting the security (arming) type and weapon initiates the arming request in CAAMS.



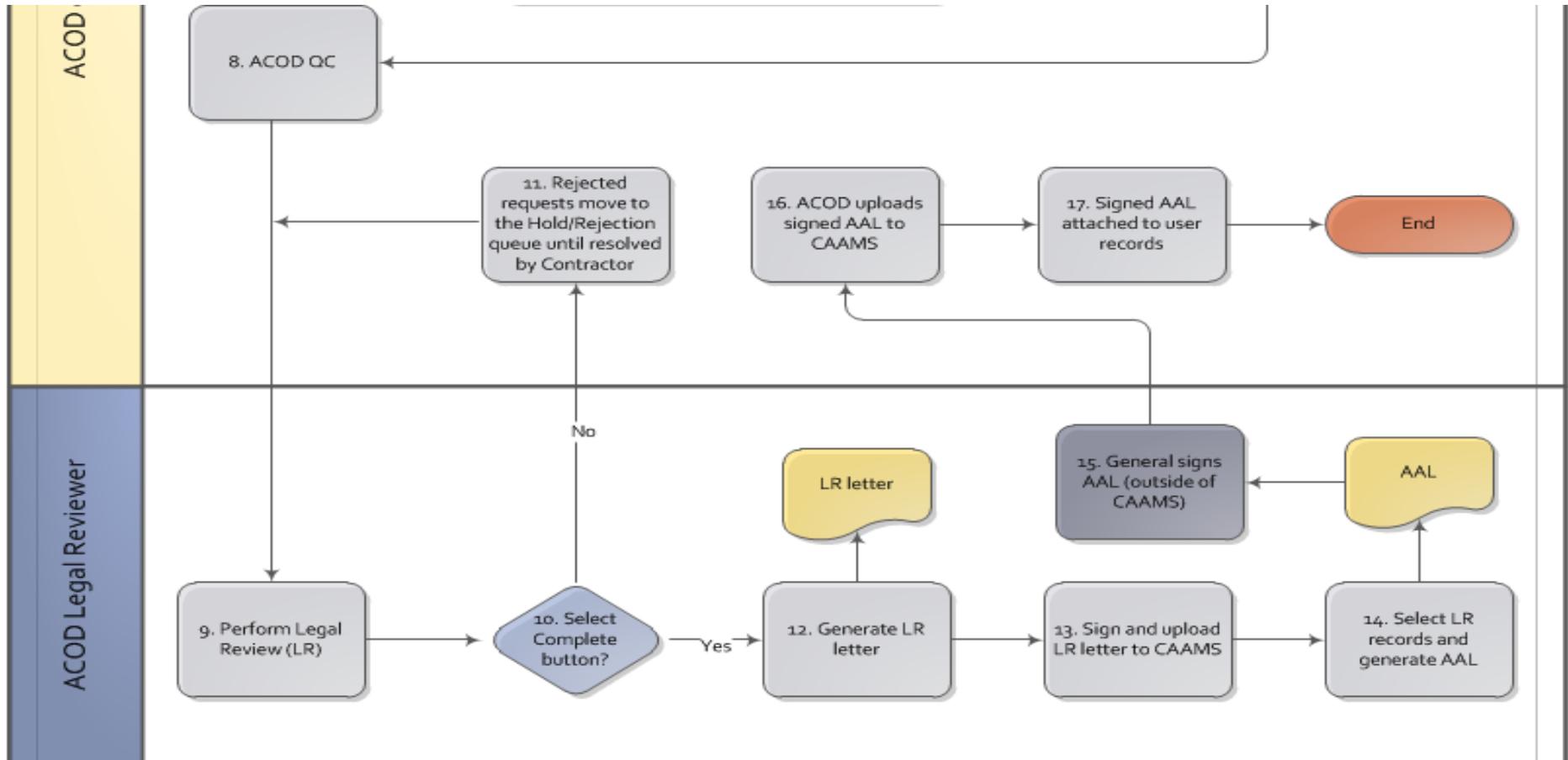
Process Steps 5-8



- ACOD or the COR reviews and approves individuals at each stage, to move them to the next stage in the process
 - Biometric Verification (BV)
 - Quality Control (QC) of documents



Process Steps 9-17



- Legal Review (LR) results in LR letter
- Arming Authorization Letter (AAL) is generated and signed by General, then uploaded into CAAMS by ACOD
- Signed AALs are attached to user records



CAAMS Training Menu

Requesting an Account

Vendor Training

KO/COR Training

ACOD Training

Administration



CAAMS Training

REQUESTING AN ACCOUNT



1. Government Users Login Button

1. Go to <https://www.jccs.gov/jccscoe/> and select the GOVT USERS LOGIN button

JCXS
JOINT CONTINGENCY & EXPEDITIONARY SERVICES

HOME ABOUT JCXS APPLICATION OVERVIEW SERVICES TRAINING FAQs CONTACT US

VENDORS LOGIN GOVT USERS LOGIN

Welcome to the new JCXS site!

JCXS (Joint Contingency & Expeditionary Services) is the new name for the JCCS (Joint Contingency Contracting System) platform. Our new name and logo represent our evolved focus on joint expeditionary acquisition business solutions. Although our name has changed, we remain focused on our mission of supporting contingency and expeditionary programs that rapidly deploy for humanitarian, peacetime, and wartime missions.

[Read More >](#)



2. Profile Manager

2. Select the Profile Manager Launch button to request CAAMS role

The screenshot displays a vertical list of application services on a dark blue background. Each service entry includes a title, a 'Launch' button, and an icon. From top to bottom, the services are:

- GFLSV**: Includes a 'Launch' button and a lifebuoy icon. A link for 'More Info & Request Access' is visible to the right.
- JCXS-COE Administration**: Includes a 'Launch' button and a house icon. A link for 'More Info & Request Access' is visible to the right.
- JCXS Helpdesk Plus**: Includes a 'Launch' button and a house icon. A link for 'More Info' is visible to the right.
- JCIAS**: Includes a 'Launch' button and a globe icon with a shield. A link for 'More Info' is visible to the right.
- Profile Manager**: This section is highlighted with a red rectangular border. It includes a 'Launch' button and a house icon. A link for 'More Info & Request Access' is visible to the right.
- Starter Application**: Includes a 'Launch' button and a house icon. A link for 'More Info & Request Access' is visible to the right.

The text 'UNCLASSIFIED - FOR OFFICIAL USE ONLY' is partially visible at the top right of the interface.



3. JCXCS User Profile Manager

JCXCS User Profile Manager

Home | Personal Information | **Role Information** | Security Information | Exit Profile Manager

JCXCS User Profile - Home

Davis, Raquel CTR (raquel.davis) (70671046-0202-4010-9000-000101210070)

Welcome to the JCXCS User Profile Manager!

This application allows you to change portions of your user profile in order to keep them current.

3. Select Role Information to see current roles and to request new roles



4. Request Role

JCXS User Profile Manager

Home | Personal Information | Role Information | Security Information | Exit Profile Manager

JCXS User Profile - Roles Davis, Raquel CTF

Current Applications	Approved Roles	Current Role Requests
CAAMS	ACOD	GFLSV - BOS-I GFLSV - OCS/PM GFLSV - RA

Request Role

This page shows Approved Roles for Current Applications as well as Requests that are waiting for approval

4. Select Request Role



5. Roles List

JCXS User Profile Manager

Home Personal Information Role Information Security Information Exit Profile Manager

JCXS User Profile -Roles

Davis, Raquel C

Current Applications

CAAMS

Approved Roles

ACOD

Current Role Requests

Roles [X]

CAAMS [v]

Roles List

- ACOD
- ACOD Legal Review
- Guest
- KO/COR
- MIL/DOD
- Read-Only
- RO
- SuperUser

Ok

5. Select CAAMS

6. Make your selection from the Roles List



6. Role Request

JCXS User Profile Manager

Home | Personal Information | Role Information | Security Information | Exit Profile Manager

JCXS User Profile -Roles

Davis, Raquel CTR (raquel.davis/7de7106e-e262-451a-9ad6-
eab1e121ca7a)

Current Applications

CAAMS

Approved Roles

ACOD

Current Role Requests

GFLSV - BOS-I
GFLSV - OCS/PM
GFLSV - RA
KO/COR

Request Role

7. Your request will show in the Current Role Requests que



7. Saving CAC Certificate

JCXS User Profile Manager

Home | Personal Information | Role Information | **Security Information** | Exit Profile Manager

JCXS User Profile -Roles

Davis, Raquel CTR (raquel.davis) (7de7104e-e262-451a-9ad6-
c0b1c121ca7a)

7. Go to Security Information to sync your CAC to your JCXS account and CAAMS role

Current Role Requests

GFLSV - BOS-I
GFLSV - OCS/PM
GFLSV - RA
KO/COR

Request Role



Saving CAC Certificate

Change Password

Existing Password

New Password

Confirm Password

Change Security Questions and Answers

Question 1

Answer

Question 2

Answer

Question 3

Answer

Certificate

8. Verify the information in the Certificate box and select Save Certificate



8. HelpDesk

- 9. Submit a new HelpDesk ticket with the following information:
 - your name and email address
 - your CAAMS role
 - the contract number to associate to your role
 - the name and email address of your KO and/or COR
- This information will be forwarded to ACOD for review; upon approval, the HelpDesk staff will associate the contract to your role; at that point in time you will have access to the contract data.

Menu

Continue to Training



CAAMS Training

ACCESSING CAAMS



1. Government Users Login Button

1. Go to <https://www.jccs.gov/jccscoe/> and select the GOVT USERS LOGIN button

The screenshot displays the JCXS (Joint Contingency & Expeditionary Services) website. At the top left is the JCXS logo, a globe with the text "JCXS" and "JOINT CONTINGENCY & EXPEDITIONARY SERVICES" below it. A navigation menu includes links for HOME, ABOUT JCXS, APPLICATION OVERVIEW, SERVICES, TRAINING, FAQs, and CONTACT US. Below the menu are two buttons: "VENDORS LOGIN" on the left and "GOVT USERS LOGIN" on the right, which is highlighted with a red border. A central banner features the JCXS logo and a "Welcome to the new JCXS site!" message, followed by a paragraph of text and a "Read More »" link.



2. JCXS Verifies Your Account

2. JCXS verifies your account.



3. Launch the Application

3. Launch your application

CAAMS Launch	 More Info & Request Access
JCCS Launch	 More Info & Request Access
TBC Launch	 More Info & Request Access
AGATRS Launch	 More Info & Request Access
GFLSV Launch	 More Info & Request Access



CAAMS Training

HOME MENU



Home Page



CAAMS

raquel.davis.ctr@dla.mil

Home ▾ Contractors ▾ Reports ▾ Log Off

Note: ACOD will see more dropdown options; Processing and Administration

Welcome to CAAMS!

CAAMS - the Civilian Arming Authorization Management System - is used

For more information, see the [ABOUT](#) page and the [FAQ](#) page.

For the latest updates, see the [CAAMS February 2015 Newsletter](#)

FOR ALL USERS - click [THIS LINK](#) to access the Process Master List.

CAAMS User Guides:

There are three different user guides, corresponding to the primary roles used in CAAMS:

- [CAAMS Vendor User Guide](#) - this guide is designed to help Vendors maximize their efficiency when using CAAMS
- [CAAMS KO/COR User Guide](#) - this guide details the responsibilities and workflow processes managed with the KO/COR role
- [ACOD Staff User Guide](#) - this guide is for ACOD staff/SuperUser, and outlines all of the available capabilities of CAAMS

CAAMS Document Library

The following PDF documents are provided to assist Vendors, KOs and CORs provide the appropriate information for each individual pursuing an Arming Request.

- [1a. RO MEMO ARMED SECURITY](#)
- [1b. RO MEMO SELF DEFENSE](#)
- [2. Biometric Verification Letter](#)
- [3. Rules of Force - Law of Armed Conflict Training](#)
- [4. Acknowledgement of Training Form \(Contractor\)](#)
- [5. Qualification to Possess Firearms or Ammunition \(DD Form 2760\)](#)
- [6. LOA SAMPLE](#)
- [7. Pistol Scorecard Example](#)
- [8. Rifle Score Card Examples](#)
- [9. Background Check](#)
- [20150302_USFOR-A_FRAGO_15-032_ARMING_PROCEDURES_FOR_DOD_CONTRACTORS1](#)

The New document Library feature on the site home page allows users to view all required documents for pursuing an Arming request

Helpdesk & Feedback



Home Menu: Contact Us



CAAMS

patience.ibik.ctr@dla.mil
[KO/COR]

Home ▾ Contractors ▾ Reports ▾ Log Off

- Home
- About
- Contact
- CAAMS FAQ
- Document Library

vers 1.1

For non-CAAMS application questions and concerns, contact the ACOD PMO.

Contact US

Email

In Theater: usfora.acod.org@afghan.swa.army.mil

Technical

For Technical issues, please submit via the HelpDesk & Feedback link on the bottom right of your screen.

Helpdesk & Feedback

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For CAAMS application-specific questions, click the "Helpdesk & Feedback" button.



Helpdesk & Feedback Ticket

Helpdesk & Feedback Ticket

Please use the box below to enter your comments or issue with JCCS applications.

Point of Contact

Name

Phone

Email

How can we help?

Issue

Description

Submit

Cancel

For helpdesk issues, complete the requested fields, include your username, and submit the ticket.



CAAMS Training

PROCESS MASTER LIST/CONTRACTORS MENU



Process Master List

CAAMS
raquel.davis.ctr@dla.mil

Reports Processing Administration Log Off
v1.1.50000

CAAMS Process Master List

CAAMS Process Master list, filtered by Agency name, Contract Number, and Security Type.

Show entries

Search:

Contracting Office	Contract Number	Company	# In Process	Security Type	New	Hold	BV	QC	ACOD QC	LR	AAL	Complete
Aberdeen (W91CRB)	W15P7T-11-D-H607-0209	Pilgrims Group Limited	2		2							
Aberdeen (W91CRB)	W15P7T-11-D-H607-0205	Pilgrims Group Limited	2	Armed Security								
Aberdeen (W91CRB)	W15P7T-11-D-H607-0209	Pilgrims Group Limited	1	Self Defense								
Aberdeen APG	W15P7T-12-D-E005-KX01	Engineering Solutions and Products, Inc. (ESP)	1	Armed Security								
Aberdeen APG	W15P7T-12-D-E005-KX01	MANTECH ADVANCED SYSTEM INTERANATIONAL INC	1	Armed Security								
Aberdeen APG	W15P7T-12-D-E005-KX01	QinetiQ	1	Armed Security								
Aberdeen(W91CRB)	W91CRB-13-C-0021	Corporation	26		26							
Aberdeen			41	Armed Security			33		7			1
Aberdeen			20	Self Defense			17	2	1			
ACC/AMIC			2		2							
ACC/AMIC			1	Armed Security				1				

1. Select a value in the Show field to limit the number of records displayed on a single screen.

The Process Master List shows the various phases of the arming package lifecycle (New, Hold, BV, QC, ACOD QC, LR, AAL, & Complete)

2. Highlighted numbers in each step forwards you to a detailed screen, displaying the personnel's records included in that step.



Process Master List

The Following table describes the data columns displayed on the screen

Column Name	Description
#In-Process	The number of arming requests entered in CAAMS
New	The number of people added to CAAMS who have not started the arming authorization process
Hold	Requests that have been put on hold by ACOD for further review or to return back to KO/COR
BV	The number of requests in the Biometric Verification stage of the authorization process
QC	The number of requests in the Quality Control stage of the authorization process
ACOD QC	The number of requests in the ACOD Quality Control stage of the authorization process
LR	The number of requests in the Legal Review stage of the authorization process
AAL	The number of AALs (Arming Authorization Letter) ready to be generated and sent to the Authorization Authority for signature
Complete	The number of requests that have finished all stages of the authorization process



Process Master List

 **CAAMS** Home ▾ Contractors ▾ Reports ▾ Log Off
raquel.davis.ctr@dla.mil

CAAMS Process Master List

CAAMS Process Master list, filtered by Agency name, Contract Number, and Security Type.

Show entries

Contracting Office	Contract Number	Company	# In Process	Security Type	New	BV	ACOD QC	LR	AAL	Complete
DESC	0123-TEST-CONTRACT-0123	101 Global Solutions LTD (101 Global Solutions LTD)	1		1					
DESC	0123-TEST-CONTRACT-0123	ACOD	1		1					
DESC	0123-TEST-CONTRACT-0123	ACOD	2	Armed Security		1		1		
DESC	0123-TEST-CONTRACT-0123	ACOD	3	Self Defense		1	1	1		
Naval Air Systems Command	AAA-1111-2222-3333-4444	Blackbird Technologies	1		1					
Naval Air Systems Command	AAA-1111-2222-3333-4444	AAA Web Development Company	2		2					
Naval Air Systems Command	AAA-1111-2222-3333-4444	Columbia Helicopters Inc.	1	Armed Security						1
Naval Air Systems Command	AAA-1111-2222-3333-4444	AAA Web Development Company	1	Both			1			

3. Select the appropriate contract number and click on the highlighted number in the "New" column.



Process Master List (# In Process)



CAAMS

raquel.davis.ctr@dla.mil

Home ▾ Contractors ▾ Reports ▾ Log Off

v1.1.13781

Contract Number: AAA-1111-2222-3333-4444

Company Name: AAA Web Development Company

KO/COR Information: KO - Reno McCormick KO - Raquel Davis RO - Roger Ramjet

Agency: Naval Air Systems Command

Company Phone: 5713723576

Show 50 entries

Search:

	Last Name	First Name	Security Type	LOA/DTS	Nationality	LOA-AW	Status	AAL Number	AAL Expire	Armed	Confirmed
edit	AAABLE	Adam	Self Defense	85246	ISLE OF MAN	Yes	Complete	AAL 15/1244	5/12/2016	<input checked="" type="checkbox"/>	5/12/2015
edit	AAADAMS	John	Self Defense	123456	ICELAND	Yes	Complete	ZZ-15-1234	5/5/2016	<input checked="" type="checkbox"/>	5/21/2015
edit	AAALLEN					Yes	Complete	TEST 15-1234	8/1/2015	<input checked="" type="checkbox"/>	6/19/2015
edit	AAANDERSON					Yes	RAC Approved			<input type="checkbox"/>	1/1/2000
edit	AAAPPLEBEE	Allred	Self Defense	Z6S8E6	IRELAND	Yes	QC Approved			<input type="checkbox"/>	1/1/2000
edit	AAAPPLEBY	Charlie	Self Defense	PL98JH	IRELAND	Yes	RAC Approved			<input checked="" type="checkbox"/>	4/13/2015
edit	AAAPPLESAUCE	Fuji	Self Defense	8520134	IRELAND	Yes	QC Approved			<input type="checkbox"/>	1/1/2000
edit	AAAPPLETINI	Tina	Both	V8C7D6R	IRELAND	Yes	RAC Approved			<input checked="" type="checkbox"/>	4/13/2015
edit	AAAPPLETON	Bill	Self Defense	951735	IRELAND	Yes	BV Approved			<input checked="" type="checkbox"/>	4/13/2015
edit						Yes	Entered			<input type="checkbox"/>	1/1/2000
edit						Yes	BV Approved			<input type="checkbox"/>	1/1/2000

4. To update the records, click "Edit".

Note: Edits to the personnel records can be done at any point during the process.



Process Master List

Arming and Security type information

Close

Name: CAVANAGH, Reuben	Security Type:	AAL Number:
Nationality: NEW ZEALAND	Status: Entered	AAL Expiration:

Record Editor:

LOA / DTS: <input type="text" value="996ECO"/>	Bio GUID: <input type="text"/>
Passport/Taskera/NIN: <input type="text"/>	Location: <input type="text" value="-"/>
EDIPI: <input type="text"/>	NOTES: <input type="text" value="Enter notes here"/>
	<input type="text" value="Existing notes displayed here"/>
<input type="button" value="Save Changes"/>	

Security Type / Weapons Editor - > Select a Security Type:

<input type="radio"/> Self Defense	<input type="radio"/> Armed Security
<input type="checkbox"/> Standard Pistol (9mm NATO)	Quals. Expire: <input type="text"/>
<input type="checkbox"/> Standard AK-47 (7.62x39mm)	Quals. Expire: <input type="text"/>
<input type="checkbox"/> Standard Rifle (5.56 NATO)	Quals. Expire: <input type="text"/>
<input type="checkbox"/> Non-Standard (crew served or other)	Quals. Expire: <input type="text"/>
<input type="checkbox"/> Other	Quals. Expire: <input type="text"/>
<input type="button" value="Update"/>	<input type="text"/>

5. To upload a document, click "Add".

Documents:

Type	Document	UpdateDate	Updated By	Verified Date	LR Verified
No data available in table					

Close



Process Master List

6. Select the file type.

Select the file type:

Select the file:

- ACK of Training & Liability
- Arming Authorization Letter
- Background Investigation Summary
- Biometric Verification Letter
- Complete Arming Packet
- Contract File
- DD Form 2760
- Legal Review Letter
- LOA/DTS Orders
- Non-Standard Weapon Qualification
- Other
- Other Weapon Qualification
- Pistol Qualification
- Rifle Qualification
- RO Delegation Memo
- RO Memo
- RUF/LOAC

Document Upload

select the document to upload, and a document type from the dropdown list; then click "Upload". The only file types accepted are to pdf, xls/xlsx and jpg.

Close

Select the file type:

Select the file:

7. Select the document to upload and click "Upload".



Process Master List

Arming and Security type in

Close

8. Add Weapon Type and enter
Quals. Expiration Date.

Name: HEAD, Eddie Security Type: Armed Security AAL Number:
Nationality: UNITED STATES Status: QC Approved AAL Expiration:

Add a Weapon

Weapon	Qual Exp	Other	Serial Num	Source
--------	----------	-------	------------	--------

Record Editor:

LOA / DTS:

Passport/Taskera/NIN:

EDIPI:

Bio GUID:

Location:

NOTES:

Existing notes displayed here

10. Enter Bio GUID and select
Location.

9. Enter Passport/Taskera/NIN and
LOA/DTS Number.

Documents:

Type	Document	UpdateDate	
2. Biometric Verification Letter	NiewadomskiLOA.pdf	12/23/2014	
2. Biometric Verification Letter	FloresWeaponQual.pdf	12/23/2014	
2. Biometric Verification Letter	NiewadomskiLOA.pdf	12/23/2014	<input type="checkbox"/> Delete
2. Biometric Verification Letter	NiewadomskiWeaponQual.pdf	12/23/2014	<input type="checkbox"/> Delete

11. Click "Save Changes".

Close

Note: After completing this section,
"Save Changes" must be clicked; if not,
the information entered and selected
will NOT be saved.



Document Deletion

Arming and Security type information

[Close](#)

Security Type: Armed Security
Status: QC Approved
AAL Number:
AAL Expiration:

[Add a Weapon](#)

Weapon	Serial Num	Source
--------	------------	--------

Record Editor:

LOA / Bio GUID:

Passport/Taskera/N Location:

EDIPI NOTES:

Existing notes displayed here

12. To view an uploaded document, click the file name listed in the "Document" column.

13. To Delete an uploaded document, go to the specified document and click "Delete".

Documents: [Add](#)

Type	Document	UpdateDate	Updated By	Verified Date	LR Verified	
2. Biometric Verification Letter	NiewadomskiLOA.pdf	12/23/2014			<input type="checkbox"/>	Delete
2. Biometric Verification Letter	FloresWeaponQual.pdf	12/23/2014			<input type="checkbox"/>	Delete
2. Biometric Verification Letter		12/23/2014			<input type="checkbox"/>	Delete
2. Biometric Verification Letter					<input type="checkbox"/>	Delete

Note: Vendors are now able to add or edit the GUID and Passport/Taskera Number Fields after submission to the BV or COR QC stage.



Qualification Deletion

Arming and Security type information

[Close](#)

Last Name	Jones	Nationality:	[REDACTED]	DOD Civilian:	No
First Name	Mary	LOA-AW:	Yes	Security Type:	Self Defense

[Add a Weapon](#)

Weapon	Qual Exp	Other	Serial Num	Source
Standard Pistol (9mm NATO)	12/31/2015			Update Qual. Delete
Standard Rifle (5.56 NATO)	12/31/2015			Update Qual. Delete

14. To delete an uploaded Qual, click "Delete" in the file row corresponding to the desired deleted Weapon Qualification.

Record Editor:

Passport/Taskera/NIN:	<input type="text" value="123456"/>	LOA / DTS:	<input type="text" value="123456"/>	EDIPI:	<input type="text"/>
Bio GUID:	<input type="text" value="123456"/>	Location:	[REDACTED]	<input type="button" value="Update"/>	

Documents:

Type	Document	UpdateDate	
LOA/DTS Orders	LOA.pdf	1/26/2015	Delete
RUF/LOAC	RULES - LOAC.pdf	1/26/2015	Delete
DD Form 2760	DD FORM 2760.pdf	1/26/2015	Delete
Pistol Qualification	PISTOL QUAL.pdf	1/26/2015	Delete
Rifle Qualification	RIFLE QUAL.pdf	1/26/2015	Delete
ACK of Training & Liability	ACKNOWLEDGMENT MEMO.pdf	1/27/2015	Delete
Background Investigation Summary	VERIFICATION LETTER.pdf	2/3/2015	Delete
RO Memo	RO MEMO.pdf	2/3/2015	Delete

[Close](#)



Qualification Deletion

15. Click "Delete".

Arming and Security t

Close

Name: HEA
Nationality: UNI

Add a Weapon

Weapon

https://jccs.bta.mil/ - Delete Document - Internet Explorer

Delete Document

To delete this document, click the "Delete button at the bottom of the document record.
WARNING: once deleted, this document cannot be retrieved.

Document Type	Document Name
2. Biometric Verification Letter	NiewadomskiLOA.pdf

Delete

Close

Helpdesk & Feedback

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Record Editor:

LOA / DTS:

Passport/Taskera/NIN:

EDIPI:

NOTES: Enter notes here

Existing notes displayed here

Save Changes

Documents: Add

Type	Document	UpdateDate	Updated By	Verified Date	LR Verified	
2. Biometric Verification Letter	NiewadomskiLOA.pdf	12/23/2014			<input type="checkbox"/>	Delete
2. Biometric Verification Letter	FloresWeaponQual.pdf	12/23/2014			<input type="checkbox"/>	Delete
2. Biometric Verification Letter	NiewadomskiLOA.pdf	12/23/2014			<input type="checkbox"/>	Delete

100%



Qualification Update

Record Editor:

Passport/Taskera/NIN: LOA / DTS: EDIP:

Bio GUID: Location:

Security Type / Weapons Editor -> Select a Security Type:

Self Defense
 Armed Security
 Both

Standard Pistol (9mm NATO) Quals. Expire: *

Standard AK-47 (7.62x39mm) Quals. Expire: *

Standard Rifle (5.56 NATO) Quals. Expire: *

Non-Standard (crew served or other) Quals. Expire: *

Other Quals. Expire: *

16. To update a qual., click "Update Qual." in the file row.

Documents:		Add
Type		UpdateDate
LOA/DTS Orders		1/26/2015 Delete
RUF/LOAC		1/26/2015 Delete
DD Form 2760		1/26/2015 Delete
Pistol Qualification	PISTOL QUAL.pdf	1/26/2015 Delete
Rifle Qualification	RIFLE QUAL.pdf	1/26/2015 Delete
ACK of Training & Liability	ACKNOWLEDGMENT MEMO.pdf	1/27/2015 Delete
Background Investigation Summary	VERIFICATION LETTER.pdf	2/3/2015 Delete
RO Memo	RO MEMO.pdf	2/3/2015 Delete

Close



Qualification Update

Arming and Security type information

[Close](#)

17. Enter the requested Qualification Expiration data and click "Update".

Nationality: [REDACTED] DOD Civilian: No
LOA-AW: Yes Security Type: Self Defense

Update Qualification Expiration - Windows Internet Explorer
https://www.jccs.gov/CAAMS/PersonWeapon/UpdateQual/8345

Update Qualification Expiration

Use this form to update the Qualification Expiration date for the selected Person/Weapon record.

Record Editor:
Passport/Taskera/NIN: [REDACTED]
Bio GUID:

Weapon Type: Standard Pistol (9mm NATO)
Serial Number: [REDACTED]
Qualification Expiration:

[Back to List](#)

Documents:

Type	File Name	UpdateDate	Action
LOA/DTS Orders		1/26/2015	Delete
RUF/LOAC		1/26/2015	Delete
DD Form 2760		1/26/2015	Delete
Pistol Qualification		1/26/2015	Delete
Rifle Qualification	RIFLE QUAL.pdf	1/26/2015	Delete
ACK of Training & Liability	ACKNOWLEDGMENT MEMO.pdf	1/27/2015	Delete
Background Investigation Summary	VERIFICATION LETTER.pdf	2/3/2015	Delete
RO Memo	RO MEMO.pdf	2/3/2015	Delete

[Close](#)



Process Master List: Add Person



CAAMS

patience.ibik.ctr@dla.mil
[KO/COR]

Home ▾ Contractors ▾ Reports ▾ Log Off

Add Person
Process Mas Add Person

vers 1.1

Create a new Person record

Use the form below to create a new Person record.

* indicates required field

Last Name: <input type="text"/> *	First Name: <input type="text"/> *	Mid Name: <input type="text"/>
Email: <input type="text"/>	Passport/Taskera/NIIN: <input type="text"/> *	Passport Exp: <input type="text"/>
Nationality: <input type="text" value="AFGHANISTAN"/> ▾ *	DOB: <input type="text"/>	DOD Civ: <input type="text" value="No"/> ▾ *
Employer: <input type="text"/> ▾	Contract: <input type="text"/> ▾	EDIPI: <input type="text"/>
Location: <input type="text"/> ▾	SPOT / DTS: <input type="text"/> *	LOA-AW: <input type="text" value="No"/> ▾
In Theater: <input type="text"/>	Deploy Start: <input type="text"/>	Deploy End: <input type="text"/>

Create

18. When adding a new person for submission, complete all fields and submit the person for arming.



Process Master list

CAAMS Process Master List

CAAMS Process Master list, filtered by Agency name, Contract Number, and Security Type.

Show

10

entries

Contracting Office ▲ Contract Number ◆ Company ◆ # In Process ◆ Security Type ◆ Complete ◆

No data available in table

Showing 0 to 0 of 0 entries

Previous Next

Helpdesk & Feedback

If contracts do not appear, submit a helpdesk ticket, including the contract numbers needed. The Helpdesk team will be forward your request to ACOD for approval.

There are three main reasons why the Process master list may be empty

- There are no individuals who have been assigned to the contract. Once an individual has been added to a contract, the contract will appear in the Process Master List
- The contract has “expired” in CAAMS; the Contract End Date needs to be updated
- The user’s role has not been associated with the contract number



Vendor Training Complete

Menu

Continue to KO/COR Training



CAAMS KO/COR Training

PERFORMING THE BV AND QUALITY CONTROL



Biometric Verification

CAAMS

CAAMS Process

Show 50

1. Identify desired contract number.

Search:

Contracting Office	Contract Number	Company	# In Process	Security Type	New	BV	QC	RO	ACOD QC	LR	AAL	Complete
Aberdeen (W91CRB)	W15P7T-11-D-H607-0209	Pilgrims Group Limited	3		3							
Aberdeen (W91CRB)	W15P7T-11-D-H607-0205	Pilgrims Group Limited	2	Armed Security		1	1					
Aberdeen APG	W15P7T-12-D-E005-KX01	Engineering Solutions and Products, Inc. (ESP)	1	Armed Security				1				
Aberdeen APG	W15P7T-12-D-E005-KX01	Engineering Solutions and Products, Inc. (ESP)	1	Armed Security		1						
Aberdeen APG	W15P7T-12-D-E005-KX01	Engineering Solutions and Products, Inc. (ESP)	1	Armed Security		1						
Aberdeen(W91CRB)	W91CRB-13-C-0021	Engility Corporation	26		26							
Aberdeen(W91CRB)	W91CRB-13-C-0021	Engility Corporation	41	Armed Security		33		5	2			1
Aberdeen(W91CRB)	W91CRB-13-C-0021	Engility Corporation	20	Self Defense		17	2	1				
ACC/AMIC	FA4890-14-C-0003	Millennium Engineering and Integration Company	2		2							
ACC/AMIC	FA4890-14-C-0003	Millennium Engineering and Integration Company	1	Armed Security				1				
ACC/AMIC	FA4890-14-C-0003	Millennium Engineering and Integration Company	3	Self Defense		2	1					

2. Click the highlighted number in the BV column.



Biometric Verification

Add a BV Letter to a Person

Select a person from the list below to add a BV Letter.

Show entries

Search:

Last Name	First Name	Contract Number	Bio GUID	Agency		
Ablard	Keith	W91CRB-13-C-0021		Aberdeen(W91CRB)	Attach BV	edit
Amato	Mark			Aberdeen(W91CRB)	Attach BV	edit
Andree	Gary			Aberdeen(W91CRB)	Attach BV	edit
Barnett	Thomas			Aberdeen(W91CRB)	Attach BV	edit
Brewer	Jereld			Aberdeen(W91CRB)	Attach BV	edit
Brown	Larry			Aberdeen(W91CRB)	Attach BV	edit
Coberly	Nancy	W91CRB-13-C-0021		Aberdeen(W91CRB)	Attach BV	edit
Colombrito	Thomas	W91CRB-13-C-0021		Aberdeen(W91CRB)	Attach BV	edit
Conner	Kevin	W91CRB-13-C-0021		Aberdeen(W91CRB)	Attach BV	edit
Criscione	John	W91CRB-13-C-0021		Aberdeen(W91CRB)	Attach BV	edit
Danilevicius	Linas	W91CRB-13-C-0021		Aberdeen(W91CRB)	Attach BV	edit
David	Melvin	W91CRB-13-C-0021		Aberdeen(W91CRB)	Attach BV	edit

3. Click "Attach BV".



Biometric Verification

Document Upload

select the document to upload, and a document type from the dropdown list; then click "Upload". The only file

Close

Select the file type:

Select the file: Browse...

- ACK of Training & Liability
- Arming Authorization Letter
- Arming Revocation Letter
- Background Investigation Summary
- Biometric Verification Letter**
- Complete Arming Packet
- Contract File
- DD Form 2760
- Legal Review Letter
- LOA/DTS Orders
- Non-Standard Weapon Qualification
- Other
- Other Weapon Qualification
- Pistol Qualification
- Rifle Qualification
- RO Delegation Memo
- RO Memo

4. Attach the BV Letter

Document Upload

select the document to upload, and a document type from the dropdown list; then click "Upload". The only

Close

Select the file type:

Select the file: Browse...

5. Select BV Letter and click "Upload".

Copyright DL



Quality Control

- When processing a new person into CAAMS, the KO/COR should perform quality control by
 - Ensuring data entered into CAAMS matches values supplied from documentation
 - Contract information
 - Arming information
 - LOA number
 - Passport/Taskera/National Identity Number
 - Ensuring all necessary supporting documentation is uploaded and verified

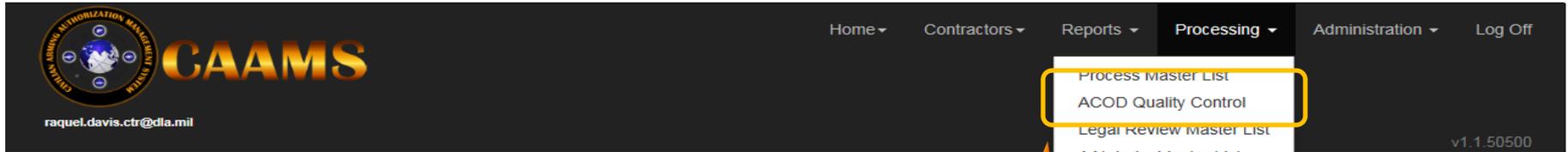


CAAMS ACOD Training

ACOD QC



ACOD Quality Control



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- 4. Acknowledgement of Training Form (Contractor)
- 5. Qualification to Possess Firearms or Ammunition (DD Form 2760)
- 6. LOA SAMPLE
- 7. Pistol Scorecard Example
- 8. Rifle Score Card Examples
- 9. Background Check
- 20150302_USFOR-A_FRAGO_15-032_ARMING_PROCEDURES_FOR_DOD_CONTRACTORS1

1. Click ACOD Quality Control



Quality Control



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2. Click the Agency link

Quality Control for Person records

Below is a current list of Persons awaiting a Quality Control check.

Show entries

Search:

Agency	Contract Number	# Ready to Process
Aberdeen (W91CRB)	W15P7T-11-D-H607-0205	1
Aberdeen(W91CRB)	W91CRB-13-C-0021	2
ACC/AMIC	FA4890-14-C-0003	2
Adelphi(W911QX)	W911QX-13-C-0170	4
Aeronautical Systems Center	FA8620-11-G-4020-0134	3
AF Life Cycle Mgt Center	FA8509-14-C-0001	2
Air Force Material Command	FA8650-11-C-7187	4
Air Force Material Command	FA8650-14-C-7400	1
Aviation and Missile Command	W58RGZ-13-C-0134	8
CECOM Contracting Center (W15P7T)	W15P7T-06-D-E402-0127	9
CECOM Contracting Center (W15P7T)	W15P7T-06-D-E402-BD41	3



Quality Control (cont.)

List of Persons ready for ACOD Quality Control

To QC an individual, select the QC link from the column on the right. The next screen will present a list of all of the documents associated with the selected individual. Visually inspect each document; as each document is verified, check the VERIFIED checkbox. When all documents have been verified, click the QC Complete button to submit the completed QC verification to Legal Review

[Close](#)

Contract Number: W91CRB-13-C-0021		Agency: Aberdeen(W91CRB)	
Company Name: Engility Corporation (Engility)		Company Phone:	
KO/COR Information: - RO - Stuart Little			
Show 50 entries			
Last Name	First Name	Passport/Taskera/NIN	LR H/R QC
BROWN	Clay		QC edit
CAGE	Charles		QC edit
CARTER	Anthony	Record Notes for Tony Carter	QC edit
HEAD	Eddie		QC edit
H			QC edit
MACKNIGHT			QC edit
MARSHALL	Douglas	notes	QC edit

3. Click QC link

QC page shows updated notes on individuals as well as flags for those who have been rejected/held from Legal Review stage and returned back to QC



Quality Control



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ACOD Quality Control for Person Documents

To QC an individual, select the QC link from the column on the left. The next screen will present a list of documents for that individual. Inspect each document, as each document is verified, check the VERIFIED checkbox. When all documents have been verified, click the VERIFIED button.

Inspect each document, as each document is verified, check the VERIFIED checkbox. When all documents have been verified, click the VERIFIED button.

Close

4. Read each document and check the ACOD QC Verified checkbox

Contract Number: W15P7T-12-D-E005-KX01 Agency: Aberdeen APG
 Company Name: MANTECH ADVANCED SYSTEM INTERANATIONAL, INC (MANTECH) Company Phone:
 KO/COR Information: - RO - Kenneth Williams, Jr.

Last Name: Sanders Passport/Taskera/NIN:
 First Name: Arthur GUID:

Document Type	Document	Verified Date	ACOD QC Verified
Other	AAA1.pdf		<input type="checkbox"/>

QC Complete Set Status to Hold/Reject

5. Check the QC verified checkbox

ACOD Notes:

LR Notes:

Record Notes:

Save Notes

Helpdesk & Feedback



Quality Control: QC Complete



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ACOD Quality Control for Person Documents

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Close

Contract Number: W15P7T-12-D-E005-KX01

Company Name: MANTECH ADVANCED SYSTEM INTERANATIONAL, INC (MANTECH)

KO/COR Information: - RO - Kenneth Williams, Jr.

Agency: Aberdeen APG

Company Phone:

Last Name: Sanders

First Name: Arthur

Passport/Taskera/NIN:

GUID:

Document Type

Document

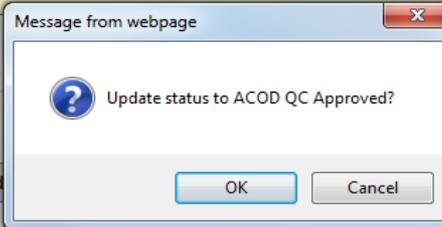
Verified Date

Other

[AAA1.pdf](#)

QC Complete

Set Status to Hold



ACOD Notes:

LR Notes:

Record Notes:

Save Notes

Helpdesk & Feedback

After updating status to ACOD QC Approved, the individual will be moved to Legal Review



Quality Control: Hold/Reject



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ACOD Quality Control for Person Documents

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[Close](#)

Contract Number: W15P7T-12-D-E005-KX01

Company Name: MANTECH ADVANCED SYSTEM INTERANATIONAL, INC (MANTECH)

KO/COR Information: - RO - Kenneth Williams, Jr.

Agency: Aberdeen APG

Company Phone:

Last Name: Sanders

First Name: Arthur

Passport/Taskera/NIN:

GUID:

Document Type

Document

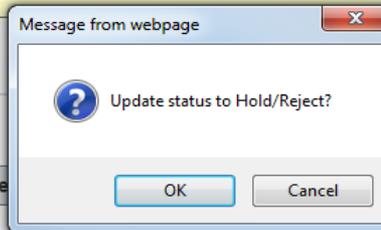
Verified Date

Other

[AAA1.pdf](#)

QC Complete

Set Status to Hold/Reject



ACOD Notes:

LR Notes:

Status can also be set by ACOD to Hold/Reject so documents can be edited/updated by the KO/COR

[Helpdesk & Feedback](#)

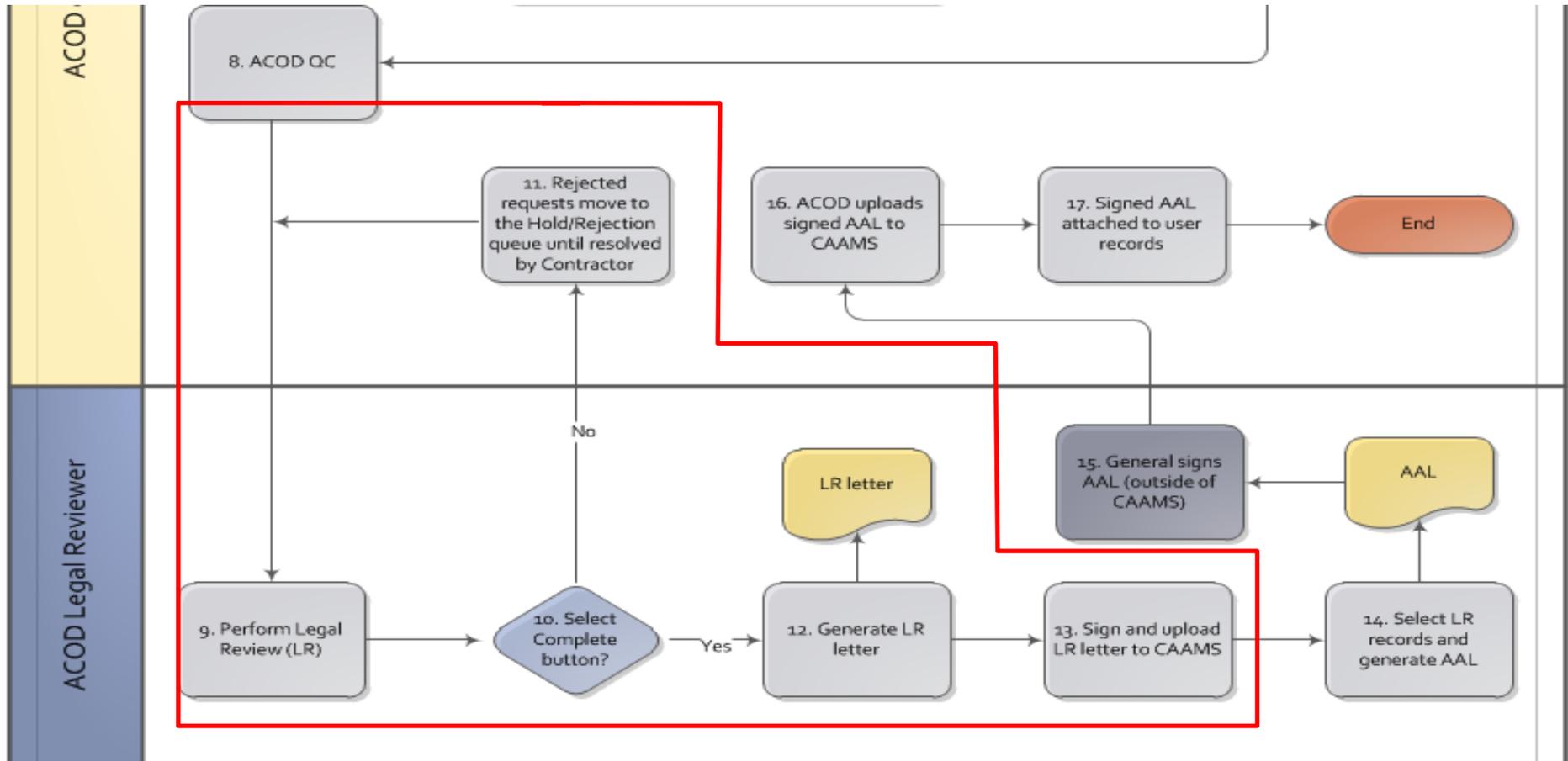


CAAMS ACOD Training

ACOD LEGAL



Process Steps 9-13



- Legal Review (LR) results in LR letter
- Arming Authorization Letter (AAL) is generated and signed by General, then uploaded into CAAMS by ACOD
- Signed AALs are attached to user records



Legal Review

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Process Master List
ACOD Quality Control
Legal Review Master List
AAL Indv. Master List

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- 7. Pistol Scorecard Example
- 8. Rifle Score Card Examples
- 9. Background Check
- 20150302_USFOR-A_FRAGO_15-032_ARMING_PROCEDURES_FOR_DOD_CONTRACTORS1

1. Click Legal Review Master List

Helpdesk & Feedback



Legal Review



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Legal Review-ready individuals - NEW PAGE

Use the LR link to review the documents associated with the selected person; upon review completion, use the Complete and Process checkboxes to select persons to include on the LR letter. Use the Preview and Generate buttons to review and complete the letter generation process.

LR Hold/Reject

Generate LR Data

Upload LR Letter

Show entries

Search:

Process	Last Name	First Name	Contract ID	Contract Number	BioGUID	NIN	Type	Record Notes	RO Memo
<input type="checkbox"/>	Gelang Magar	Beg	6652					<input type="text"/>	LR
<input type="checkbox"/>	Ghimire	Bikal	6652					<input type="text"/>	LR
<input type="checkbox"/>	GHIMIRE KHATRI	BUDDHI	6652					<input type="text"/>	LR
<input type="checkbox"/>	GURUNG	BIR	6652					<input type="text"/>	LR
<input type="checkbox"/>	Guzman	Bruno	6660	HTC711-10-D-R026-0113			Armed Security	<input type="text"/>	LR
<input type="checkbox"/>	Hager	Brian	6666	W15P7T-06-D-E402-0127			Armed Security	<input type="text"/>	LR
<input type="checkbox"/>	Haltom	Brian	6666	W15P7T-06-D-E402-0127			Armed Security	<input type="text"/>	LR
<input type="checkbox"/>	Hamilton	Barry	6670	GST0012AJ0036-GST0013AJ0036			Armed Security	<input type="text"/>	LR
<input type="checkbox"/>	House	Brandon	6690	HTC711-11-D-R021-0213			Armed Security	<input type="text"/>	LR

2. Select an individual to review and click LR link



Legal Review



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Legal Review for Person Documents

To LR an individual, select the LR link from the column on the left. The next screen will present a list of all of the documents associated with that individual. As each document is verified, check the VERIFIED checkbox. When all documents have been verified, click the CLOSE link. Use the record.

[Close](#)

Last Name: Wildcat
First Name: Wilma

Document Type	Document	Verified Date	LR Verified
1a. RO MEMO ARMED SECURITY	Untitled.jpg		<input checked="" type="checkbox"/>
2. Biometric Verification Letter	pestandards.pdf		<input checked="" type="checkbox"/>
4. Acknowledgement of Training Form	pestandards.pdf		<input checked="" type="checkbox"/>

[edit](#) [LR Hold/Reject - return to ACOD QC](#)

3. Read over and verify each document by checking the boxes, then close

If needed, click LR Hold/Reject to return the individual back to ACOD QC

ACOD Notes:

LR Notes:

Record Notes:

Save Notes

Helpdesk & Feedback



Legal Review

Legal Review-ready individuals - NEW PAGE

Use the LR link to review the documents associated with the selected person; upon review completion, use the Complete and Process checkboxes to select persons to include on the LR letter. Use the Preview and Generate buttons to review and complete the letter generation process.

LR Hold/Reject

Generate LR Data

Upload LR Letter

Show 50 entries

Search:

Process	Last Name	First Name	Contract ID	Contract Number	BioGUID	Type	Record Notes	RO Memo
<input checked="" type="checkbox"/>	Gelang Magar	Beg	6652	W91B4N-12-C-5000				LR
<input type="checkbox"/>	Ghimire	Bikal	6652	W91B4N-12-C-5000				LR
<input type="checkbox"/>	GHIMIRE KHATRI	BUDDHI	6652	W91B4N-12-C-5000				LR
<input checked="" type="checkbox"/>	GURUNG	BIR	6652	W91B4N-12-C-5000		Self Defense	<input type="text"/>	LR
<input checked="" type="checkbox"/>	Guzman	Bruno	6660	HTC711-10-D-R026-0113		Armed Security	<input type="text"/>	LR
<input checked="" type="checkbox"/>	Hager	Brian	6690	HTC711-11-D-R021-0213		Armed Security	<input type="text"/>	LR
<input type="checkbox"/>	Haltom	Brian	6690	HTC711-11-D-R021-0213		Armed Security	<input type="text"/>	LR
<input checked="" type="checkbox"/>	Hamilton	Barry	6690	HTC711-11-D-R021-0213		Armed Security	<input type="text"/>	LR
<input type="checkbox"/>	House	Brandon	6690	HTC711-11-D-R021-0213		Armed Security	<input type="text"/>	LR
<input type="checkbox"/>	Johnson	Brendan	6687	W9113M-07-D-0007-0020		Armed Security	<input type="text"/>	LR

5. Select action for individual(s)

4. Select individual(s)



Legal Review: Generate LR Data

a. For Self Defense under contract W91B4N-12-C-5000:

1x Standard Pistol (9mm NATO)

GELANG MAGAR Beg ()

b. For Armed Security at RS HQ, under contract GST0012AJ0036-GST0013AJ0036:

c. For Armed Security at BAGRAM AIRFIELD (BAF), under contract HTC711-10-D-R026-0113:

1x Standard Pistol (9mm NATO)

GUZMAN Bruno ()

d. For Armed Security at Location Needed, under contract W15P7T-06-D-E402-0127:

1x Standard Pistol (9mm NATO) and 1x Standard Rifle (5.56 NATO)

HAGER Brian ()

When the data list has been set, and it is time to sign and upload the Legal Review letter, click the Generate LR Number button to generate the next available LR number. Copy/paste the generated LR number into the document to be uploaded. When the button is clicked, the generated number will be considered "used", and will not be presented again.

Generate LR Number

LR-15/1275

Data for Legal Review Letter generated for selected individuals

6. When the above data is set, select Generate LR Number. This number will be used in the uploaded LR Letter



Legal Review



HEADQUARTERS
UNITED STATES FORCES-AFGHANISTAN
BAGRAM, AFGHANISTAN
APO AE 09354

USFOR-ADCDR-S

MEMORANDUM FOR USFOR-ADCDR-S

SUBJECT: **LR-15/1275** – Legal Review of Contractor A

1. Legal Advice and Recommendations: The request(s) that all requirements of USFOR-A FRAGO 15-032, 0211. Where required, local national and other country national have been verified, and the person(s) is not "watch-listed". Based on the review or that were reviewed by a Judge Advocate under the request is legally unobjectionable. I recommend approval of the exception to policy allowing the limited arming of the individual(s) below.

a. For Self Defense under contract W91B4N-12-C-5000:

1x Standard Pistol (9mm NATO)



GELANG MAGAR Beg ()

b. For Armed Security at BAGRAM AIRFIELD (BAF), under contract HTC711-10-D-R026-0113:

1x Standard Pistol (9mm NATO)

GUZMAN Bruno ()

c. For Armed Security at Location Needed, under contract W15P7T-06-D-E402-0127:

1x Standard Pistol (9mm NATO) and 1x Standard Rifle (5.56 NATO)

HAGER Brian ()

2. My contact information is paul.g.triplett@afghan.swa.army.mil or DSN 318-436-7536.

PAUL G. TRIPLETT
CAPT, JAGC, USN
Legal & Policy Advisor
Armed Contractor Oversight Directorate

Insert Generated LR Number

Copy and Paste data from
CAAMS into LR Letter
Template



Legal Review: Upload LR Letter

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Legal Review-ready individuals

Use the LR link to review the document. Use the Preview and Generate buttons to generate the LR Letter.

Process checkboxes to select persons to include on the LR letter. Use the **LR Letter** button to generate the letter.

Show **50** entries

Document Upload

Select the document to upload, and a document type from the dropdown list; then click "Upload". The only file types accepted are pdf, xls/xlsx and jpg.

Close

Select the file type: **Legal Review Letter** ▼

Select the file: **Browse...**

Upload

[Helpdesk & Feedback](#)

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Process	Last Name	Type	Record Notes	RO Memo
<input checked="" type="checkbox"/>	Gelang Magar	Self Defense		LR
<input type="checkbox"/>	Ghimire	Self Defense		LR
<input type="checkbox"/>	GHIMIRE KHATRI	Self Defense		LR
<input checked="" type="checkbox"/>	GURUNG	Self Defense		LR
<input checked="" type="checkbox"/>	Guzman	Self Defense		LR
<input checked="" type="checkbox"/>	Hager	Self Defense		LR
<input type="checkbox"/>	Haltom	Self Defense		LR
<input checked="" type="checkbox"/>	Hamilton	Security		LR
<input type="checkbox"/>	House	Armed Security		LR
<input type="checkbox"/>	Johnson	Armed		LR

After selecting Upload LR Letter, choose the correct document to be uploaded into CAAMS



CAAMS ACOD Training

ARMING AUTHORIZATION LETTER (AAL)



AAL



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Process Master List
ACOD Quality Control
Legal Review Master List
AAL Indv. Master List

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- [1b. RO MEMO SELF DEFENSE](#)
- [2. Biometric Verification Letter](#)
- [3. Rules of Force - Law of Armed Conflict Training](#)
- [4. Acknowledgement of Training Form \(Contractor\)](#)
- [5. Qualification to Possess Firearms or Ammunition \(DD Form 2760\)](#)
- [6. LOA SAMPLE](#)
- [7. Pistol Scorecard Example](#)
- [8. Rifle Score Card Examples](#)
- [9. Background Check](#)
- [20150302_USFOR-A_FRAGO_15-032_ARMING_PROCEDURES_FOR_DOD_CONTRACTORS1](#)

1. Click AAL Indv. Master List

Helpdesk & Feedback



AAL: Generate AAL Data



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AAL-ready Person Master List

The table below contains a master list of all individuals approved to be included on an AAL. Only ONE Security Type can be included on an AAL. Click the Refresh button to update the list. To download the AAL, click the Generate AAL Data button. To upload a signed AAL, check the Process boxes for the individuals you wish to include.

checkbox next to the individual's name. NOTE: ONLY ONE Security Type can be included on an AAL. Click the Refresh button to update the list. To download the AAL, click the Generate AAL Data button. To upload a signed AAL, check the Process boxes for the individuals you wish to include.

Show entries

Search:

Process	Last Name	First Name	Contract Number	Company	Location	Security Type
<input type="checkbox"/>	WATSON	Brian	FA8620-11-G-4020-0134	Sierra Nevada Corp.	KANDAHAR AIRFIELD (KAF)	Self Defense
<input checked="" type="checkbox"/>	GILKEY	Brandon	FA8650-11-C-7187	AUV LLC	BAGRAM AIRFIELD (BAF)	Armed Security
<input type="checkbox"/>	FLOURO	Brian	HC1028-08-D-2002-0006	Rockwell Collins		
<input checked="" type="checkbox"/>	FIORA	Brett	HTC711-11-D-R022-0201	Construction Helicopters, Inc.		
<input type="checkbox"/>	FLORES	Brock	HTC711-11-D-R022-0201	Construction Helicopters, Inc.		
<input type="checkbox"/>	BROWN	Antonio	W9113M-07-D-0007-0020	DynCorp Intl, LLC		
<input type="checkbox"/>	FOLLMAR	Bryan	W9113M-07-D-0007-0020	DynCorp Intl, LLC		

2. Check the process box on the page for one or more people

3. Select Generate AAL Data

Showing 1 to 7 of 7 entries

First Previous **1** Next Last

[Helpdesk & Feedback](#)



AAL

a. For Armed Security at BAGRAM AIRFIELD (BAF), under contract FA8650-11-C-7187:

1x Standard Pistol (9mm NATO)

GILKEY Brandon ()

b. For Armed Security at FENTY (JALALABAD AIRFIELD), under contract HTC711-11-D-R022-0201:

1x Standard Pistol (9mm NATO) and 1x Standard Rifle (5.56 NATO)

FIORA Brett ()

When the data list has been set, and it is time to create the Arming Authorization letter, click the Generate AAL Number button to generate the next available LR number. Copy/paste the generated AAL number into the document to be uploaded. When the button is clicked, the generated number will be considered "used", and will not be presented again.

Generate AAL Number

LR-15/1249

Data for Legal Review Letter generated for selected individuals

4. When the above data is set, select Generate AAL Number. This number will be used in the uploaded AA Letter



AAL



HEADQUARTERS
UNITED STATES FORCES-AFGHANISTAN
BAGRAM, AFGHANISTAN
APO AE 09354

USFOR-A DCDR-S

MEMORANDUM FOR USFOR-A DCDR-S

SUBJECT: LR-15/1249 – Legal Review of Contractor

1. In accordance with USFOR-A FRAGO 15-032, 021 personnel are authorized to carry the below listed weapons **specific mission and only when on duty**. Personnel are authorized to carry the below listed weapons in accordance with the Security and Defense Cooperation Agreement, 30 September 2011, unless otherwise permitted unless separately approved. Authorization is valid for the duration of this memorandum, the expiration of required training, or the end of deployment; whichever occurs first. The Requesting Official (RO) maintains responsibility over armed personnel and their continued need and eligibility to be armed.

a. For Armed Security at BAGRAM AIRFIELD (BAF), under contract FA8650-11-C-7187:
1x Standard Pistol (9mm NATO)

GILKEY Brandon ()

b. For Armed Security at FENTY (JALALABAD AIRFIELD), under contract HTC711-11-D-R022-0201:

1x Standard Pistol (9mm NATO) and 1x Standard Rifle (5.56 NATO)

FIORA Brett ()

Arming is for defensive use only in accordance with the Rules of the Use of Force. Individuals must exercise the utmost caution and control at all times; safe weapons handling and situational awareness are basic expectations. Authorization does not prevent ROs from removing ewapons for the safety and security of a unit or installation. **This approval must be carried with valid employment Letter of Authorization.**

2. My contact information is paul.g.triplett@afghan.swa.army.mil or DSN 318-436-7536.

JAMES E. RAINEY
Major General, U.S. Army
Deputy Commander, Support
United States Forces - Afghanistan

Insert Generated AAL Number

Copy and Paste data from
CAAMS into AA Letter
Template



AAL: Generate AAL

The screenshot shows the CAAMS web application interface. At the top, there is a navigation bar with links for Home, Contractors, Reports, Processing, Administration, and Log Off. The CAAMS logo and the email address raquel.davis.ctr@dla.mil are visible in the top left. The main content area displays an 'AAL Upload' dialog box with the following fields:

- AAL Number: LR-15/1249
- AAL Signed Date: 09/08/2015
- Select the file: [Browse...]
- Upload button

Below the dialog box, a table lists personnel with columns for Process, Last Name, and other details. The table includes entries for WATSON, GILKEY, FLOURO, FIORA, FLORES, BROWN, and FOLLMAR. The BROWN and FOLLMAR entries have associated names and contract numbers.

At the bottom of the interface, there are buttons for Refresh, Generate AAL Data, and Upload AA Letter. A pagination control shows '1' of 7 entries, with First, Previous, Next, and Last buttons.

Enter the generated AAL Number provided by CAAMS

5. After selecting Upload AA Letter, choose the correct document to be uploaded into CAAMS



AAL

AAL Document Upload

The AAL has been added to the database.

[Close](#)

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Arming Process is complete

Menu

Continue to Administration Training



CAAMS ACOD Training

ADMINISTRATION



Administration

Home ▾ Contractors ▾ Reports ▾ Processing ▾ Administration ▾ Log Off

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Company Records
Company POC Records
Contract-to-Vendor/POC Mgmt.
Add Person
Search
RO Info ▾
 RO Records
 RO-Contract
 RO-Location

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[ACOD]

CAAMS

Manage Agency Records

Use the table below to review and/or edit existing Agency information. Or use this [Create](#) link to add a new Agency record.

Show entries

AgencyName	AgencyAcronym	
772nd Enterprise Sourcing Squadron		Edit
AAA Testing Agency	AAA Test	Edit



Administration

Edit Agency records

* indicates required field

AgencyName *

AgencyAcronym

Save

[Back to List](#)



Contract Management



CAAMS

To manage contracts within CAAMS, select "Contract Management"

Home ▾ Contractors ▾ Reports ▾ Processing ▾ Administration ▾ Log Off

Agency Records

Contract Management ▾

Contract Management

COR/KO Records

Contract-to-COR/KO

Company Records

Company POC Records

Contract-to-Vendor/POC Mgmt.

Add Person

Search

RO Info ▾

RO Records

RO-Contract

RO-Location

Administration

Manage Agency Records

Use the table below to review and/or edit existing Agency information. Or use this [Create](#) link to add a new Agency record.

Show

50 ▾

entries

AgencyName

AgencyAcronym

772nd Enterprise Sourcing Squadron

Edit

AAA Testing Agency

AAA Test

Edit

Search



Contract Management

Manage Contract Records

Use the table below to review and/or edit existing Contract information. Or use this [Create](#) link to add a new contract record.

Show

50

entries

Search:

Contract Number	Agency	Company Name	Contract Start Date	Contract End Date	Update Date	
0123-RENO-DAVE-TEST-0000	Washington Headquarters Service WHS	American Science and Engineering, Inc. (AS&E, Inc.)	3/1/2015	4/30/2015	3/20/2015	Edit
08-D-0001-NONE	Veteran Corps of Artillery	BAE Systems (BAE)	9/1/2010	8/31/2014	12/8/2014	Edit
2011-EWR-LH-2	United States Postal Service USPS	kalitta airlines (Kalittaair)		12/31/2015	12/15/2014	Edit
AAA-1111-2222-3333-4444	Naval Air Systems Command			11/1/2015	12/11/2014	Edit
AAA-34-T-234-2345	AAA Testing Agency		1/31/2015	12/31/2014	12/25/2014	Edit
Afghan Archive	OTHER			1/1/2025	2/13/2015	Edit
AID-306-C-13-00018	USAID/Afghanistan/OAA	Chemonics International (CII - Chemonics)	10/7/2013	10/7/2018	12/12/2014	Edit
AID-306-C-14-00007	USAID/Afghanistan/OAA	Chemonics International (CII - Chemonics)	8/10/2014	8/9/2019	12/12/2014	Edit

Select "Edit" to update the contract information



Administration

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Edit Contract record

Use the form below to update a Contract record, or go [Back to List](#)

* indicates required field

Contract Number: *

Agency:

Company:

Contract Start:

Contract End:

Last Update:

Save

[Back to List](#)

Edit any of the fields and select Save



COR/KO Records

Home ▾ Contractors ▾ Reports ▾ Processing ▾ Administration ▾ Log Off



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[ACOD]

Select COR/KO Records to review data

- Agency Records
- Contract Management ▾
 - Contract Management
 - COR/KO Records
 - Contract-to-COR/KO
- Company Records
- Company POC Records
- Contract-to-Vendor/POC Mgmt.
- Add Person
- Search
- RO Info ▾
 - RO Records
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Administration

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Search

Manage Agency Records

Use the table below to review and/or edit existing Agency information. Or use this [Create](#) link to add a new Agency record.

Show

50 ▾

entries

AgencyName

▲ AgencyAcronym

772nd Enterprise Sourcing Squadron

Edit

AAA Testing Agency

AAA Test

Edit



COR/KO Master List

COR/KO Master List

Use the list below to manage CORs/KOs. Click [Create New](#) to add a new COR/KO

Show entries

Last Name	First Name	Phone		KO/COR	
AIYELAWO	PREDEEN			COR	Edit
ASHBY	SHERRI	sheri.ashby@socom.mil		CO	Edit
BAILEY	ERNEST	ernest.l.bailey4.civ@mail.mil		COR	Edit
BATES	ALAN	alan.bates@navy.mil		COR	Edit
BECKER	GLENN	glenn.becker@gsa.gov		COR	Edit
BELCASTRO	BARRY	barry.belcastro@nrl.navy.mil		COR	Edit
BENNETT	JODIE	jodie.bennett@us.army.mil		COR	Edit

Select Edit to update COR/KO information

Edit COR/KO record

Use the form below to update a COR/KO record, or go [Back to List](#)

* indicates required field

KO/COR: *

First Name: *

Last Name: * indicates required field

Phone:

Email: *

Save

[Back to List](#)

Enter information into the requested fields and select Save

Helpdesk & Feedback



COR/KO Master List

COR/KO Master List

Use the list below to manage CORs/KOs. Click [Create New](#) to add a new COR/KO.

Show entries

Last Name	First Name	Phone	Email	COR	
AIYELAWO	PREDEEN		Predeen.A...	COR	Edit
ASHBY	SHERRI		sherri.ashby@socom.mil	COR	Edit
BAILEY	ERNEST		ernest.l.bailey4.civ@mail.mil	COR	Edit
BATES	ALAN		alan.bates@navy.mil	COR	Edit
BECKER	GLENN		glenn.becker@gsa.gov	COR	Edit

To create a new COR/KO record, select "Create New"

Create a new COR/KO record

Use the form below to create a new COR/KO record, or click [Back to List](#) to return to the COR/KO list.

* indicates required field

KO/COR: *

First Name: * Last Name: * indicates required field

Phone: Email: *

Create

[Back to List](#)

Enter the requested data and select "Create"

[Helpdesk & Feedback](#)

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Administration

Home ▾ Contractors ▾ Reports ▾ Processing ▾ Administration ▾ Log Off



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[ACOD]

To link a contract to a COR/KO, select "Contract-to-COR/KO"

- Agency Records
- Contract Management ▾
 - Contract Management
 - COR/KO Records
 - Contract-to-COR/KO**
- Company Records
- Company POC Records
- Contract-to-Vendor/POC Mgmt.
- Add Person
- Search
- RO Info ▾
 - RO Records
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 - RO-Location

Administration

v1.1.13310

Search

Manage Agency Records

Use the table below to review and/or edit existing Agency information. Or use this [Create](#) link to add a new Agency record.

Show

50 ▾

entries

AgencyName

▲ AgencyAcronym

772nd Enterprise Sourcing Squadron

Edit

AAA Testing Agency

AAA Test

Edit



Contracts to COR/KO

Manage Contract-to-Officer records

Use the table below to manage Contract-to-Officer records. Or click this [Create New](#) link to create a new record.

Show

entries

Search:

Contract Number	Contract Officer	Primary	Status	
08-D-0001-NONE	John Doe	Yes	Inactive	Edit
08-D-0001-NONE	John Doe	Yes	Inactive	Edit
AAA-1111-2222-3333-4444	Reno McCormick	Yes	Active	Edit

Select appropriate Contract Officer and select Edit

Edit Contract-to-Officer record

Use the form below to update a Contract-to-Officer record, or go [Back to List](#)

Contract Number:

Contract Officer/POC:

Primary:

Status:

Select the correct Contract Number and Contract Office POC, then "Save"



Administration

Home ▾ Contractors ▾ Reports ▾ Processing ▾ Administration ▾ Log Off



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To review Company information,
select "Company Records"

- Agency Records
- Contract Management ▾
 - Contract Management
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 - Contract-to-COR/KO
- Company Records
- Company POC Records
- Contract-to-Vendor/POC Mgmt.
- Add Person
- Search
- RO Info ▾
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Search

Manage Agency Records

Use the table below to review and/or edit existing Agency information. Or use this [Create](#) link to add a new Agency record.

Show

50 ▾

entries

AgencyName

▲ AgencyAcronym

772nd Enterprise Sourcing Squadron

Edit

AAA Testing Agency

AAA Test

Edit



Company Records

Company Information

Use the table below to review and/or edit existing company information. Or use this [Create](#) link to add a new company record.

Show

50

entries

Search:

To create a new company record, select "Create"

Name	Addr 1	Addr 2	3	City	State	Country	Postal	Email	Phone	FAX	NAICS	Active	
101 Global Solutions LTD (101 Global Solutions LTD)													Edit
22nd Century Technologies Incorporated (22nd Century Technologies)													Edit
3DI Technologies, LLC (3DI Technologies, LLC)													Edit
77 Construction Company													Edit



Edit Company Records

Edit Company information

Use the form below to update a company's information. Click the SAVE button to save your changes; click [Back to List](#) to return to the Company listing page.

* indicates required field

Company Name:	<input type="text" value="101 Global Solutions LTD (101 Global Solutions)"/>	Address 1:	<input type="text"/>
Address 2:	<input type="text"/>	Address 3:	<input type="text"/>
City:	<input type="text"/>	State:	<input type="text"/>
Country:	<input type="text" value="AFGHANISTAN"/>	Postal Code	<input type="text"/>
Email:	<input type="text"/>		
Phone:	<input type="text"/>	FAX:	<input type="text"/>
NAICS:	<input type="text"/>	Active:	<input type="text"/>

Enter in the requested data and save the information



Administration

Home ▾ Contractors ▾ Reports ▾ Processing ▾ Administration ▾ Log Off

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[ACOD]

Administration

- Agency Records
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- Company Records
- Company POC Records**
- Contract-to-Vendor/POC Mgmt.
- Add Person
- Search
- RO Info ▾
 - RO Records
 - RO-Contract
 - RO-Location

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To review a Company POC, select "Company POC Records"

Manage Agency Records

Use the table below to review and/or edit existing Agency information. To add new Agency records, click the "Add Agency" button.

Show entries

AgencyName	AgencyAcronym	
772nd Enterprise Sourcing Squadron		Edit
AAA Testing Agency	AAA Test	Edit



Company POC

To edit a Company POC, select Edit

Company POC Master List

Use the list below to manage the Point-Of-Contact for each company. Click [Create New](#) to add a new

Show
50
entries

Search:

Last Name	First Name	Phone	Email	Company	
Harrison	George		harrison@beatles.com	AAA Web Development Company	Edit
Ibik	Patience		patience.ibik.ctr@dla.mil	American Science and Engineering, Inc. (AS&E, Inc.)	Edit
Lennon	John		lennon@beatles.com	AAA Web Development Company	Edit
McCartney	Paul		mccartney@beatles.com	AAA Web Development Company	Edit
Starr	Ringo		robert.c.mccormick.ctr@dla.mil	AAA Web Development Company	Edit



Administration

Home ▾ Contractors ▾ Reports ▾ Processing ▾ Administration ▾ Log Off



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To tie a contract to a Vendor, select
"Contract-to-Vendor/POC Mgmt."

- Agency Records
- Contract Management ▾
 - Contract Management
 - COR/KO Records
 - Contract-to-COR/KO
- Company Records
- Company POC Records
- Contract-to-Vendor/POC Mgmt.**
- Add Person
- Search
- RO Info ▾
 - RO Records
 - RO-Contract
 - RO-Location

v1.1.13310

Search

Manage Agency Records

Use the table below to review and/or edit existing Agency information. Or use this [Create](#) link to add a new Agency record.

Show

50 ▾

entries

AgencyName	AgencyAcronym	
772nd Enterprise Sourcing Squadron		Edit
AAA Testing Agency	AAA Test	Edit



Contract-to-Vendor

Vendor/POC Master List

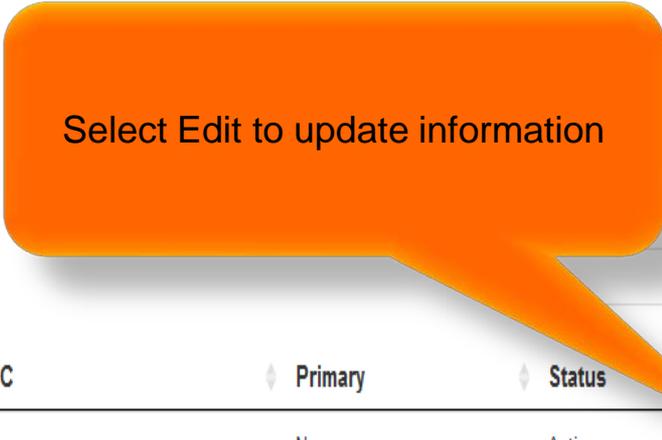
Use the list below to manage Vendor/POC-Contract relationships. Click [Create New](#) to add a new relationship

Show

50

entries

Search:



Contract Number	Vendor/POC	Primary	Status		
08-D-0001-NONE	Patience Ibik	No	Active		Edit
AAA-1111-2222-3333-4444	George Harrison	Yes	Active		Edit
AAA-1111-2222-3333-4444	Ringo Starr	Yes	Active		Edit
AAA-34-T-234-2345	Ringo Starr	Yes	Active		Edit
FA8509-14-C-0001	Patience Ibik	No	Active		Edit
FA8903-13-D-0005-0006	Patience Ibik	No	Active		Edit
GS-00T11AJC0007-GST0011AJ0099	John Lennon	No	Active		Edit



Administration

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- Agency Records
- Contract Management ▾
 - Contract Management
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- Company Records
- Company POC Records
- Contract-to-Vendor/POC Mgmt.
- Add Person
- Search

- RO Info ▾
 - RO Records
 - RO-Contract
 - RO-Location

To update RO Info, select the below RO subjects

Manage Agency Re

Use the table below to review and/or edit existing Agency information. Or use this [Create link](#) to add a new Agency record.

Show

50 ▾

entries

AgencyName	AgencyAcronym	
772nd Enterprise Sourcing Squadron		Edit
AAA Testing Agency	AAA Test	Edit

Search



RO Records

To edit the RO information, select "Edit"

Manage Requiring Official (RO) Records

Below is the current list of ROs; use the Edit link to update a record, or use this [Create New](#) link to add a new record.

Show
50
entries

Search:

Last	First	Middle	Service	Rank	Email	Phone	Location	Organization	Redeploy	Alt POC	Active	
Edwards	Richard	J.	Army	Colonel	richard.j.edwards@afghan.swa.army.mil	308-237-9302 (SVoIP)	Location Needed	JEDDO	11/28/2014	Yes	Yes	Edit
Little	Stuart	Stretch	Civilian		stuart.little@mail.com	777-666-5444	Location Needed	FRE22	1/1/2015	Yes	Yes	Edit
Ramjet	Roger	B	Civilian	Contractor	ramjet@email.com	123-456-7890	NEW KABUL COMPOUND (NKC)		11/12/2014	Yes	Yes	Edit
Thompson	Thomas	T	Army	Private First Class	tth@email.com	963-852-7410	INTEGRITY-CAMP			Yes	Yes	Edit
Tomms	Timmy		Civilian	Contractor	tomms@timmy.com	852-963-7410	Location Needed			Yes	No	Edit
Washington	Rosalyn		Civilian		test@test.com	52053818994	Location Needed			No	Yes	Edit
Williams, Jr.	Kenneth	A.	Army	Lieutenant Colonel	kenneth.a.williams@afghan.swa.army.mil	318-481-4470	Location Needed		12/5/2015	Yes	Yes	Edit

Showing 1 to 7 of 7 entries

First Previous 1 Next Last



Edit RO Information

Edit RO Info

Use the form below to edit/update the selected record. Or go [Back to List](#)

* indicates required field

Last Name: *

First Name: *

Middle Name:

Active:

Service Type:

Service Rank:

Email: *

Phone: *

Location:

Organization:

Est. Redeploy Date:

Alternate POC:

Save

Enter in the requested information
and select Save

[Back to List](#)



Create RO Records

v1.1.13310

Create RO Records

Use the form below to create a new RO record, or go [Back to List](#)

* indicates required field

Last Name:

First Name:

Middle Name:

Active: No

Service Type: Air Force

Service Rank:

Email:

Phone:

Location: (BAF) CAMP VANCE (SOF)

Organization:

Est. Redeployment Date:

Alternate POC: No

Create

Enter the requested data and select "Create"

[Back to List](#)



RO Contract Records

Manage RO-Contract Records

Use the table below to review and/or edit existing RO-Contract information. Or use this [Create](#) link to add a new RO-Contract relationship.

Show

50

entries

Search:

RO	Contract Number	Active	
Edwards, Richard	W91B4N-14-C-2019	Yes	Edit
Edwards, Richard	W5J9JE-12-C-0087	Yes	Edit
Edwards, Richard	H92237-14-C-2013	Yes	Edit
Edwards, Richard	W91B4L-14-C-0009	Yes	Edit
Edwards, Richard	W15P7T-10-D-D416-0004	Yes	Edit
Edwards, Richard	W911QX-12-C-0174	Yes	Edit
Edwards, Richard	W15P7T-10-D-D420-0007	Yes	Edit
Edwards, Richard	HM0210-13-C-0007	Yes	Edit
Edwards, Richard	W91CRB-10-C-0030	Yes	Edit
Edwards, Richard	W56H7V-11-C-0114	Yes	Edit

To create a new RO-Contract Record, select "Create"



Create RO-Contract Relationship

v1.1.13310

Create RO-Contract relationships

RO: Edwards, Richard ▼

Contract: FA8530-08-D-0008-BS01 ▼

Active: No ▼

Create

[Back to List](#)

Select the correct RO and Contract number

Select "Create"

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RO-Location

Manage RO-Location Records

Use the table below to review and/or edit existing RO-to-Location information. Or use this [Create](#) link to add a new RAC-to-Location relationship.

Show

50

entries

Search:

To create a new RO location, select "Create"

RO	Location		
Little, Stuart	Location Needed	No	Edit
Ramjet, Roger	NEW KABUL COMPOUND (NKC)	Yes	Edit
Thompson, Thomas	Location Needed	Yes	Edit
Washington, Rosalyn	Location Needed	Yes	Edit

Showing 1 to 4 of 4 entries

First Previous 1 Next Last

[Helpdesk & Feedback](#)



Administration

Create RO-to-Location relationships

RO: Edwards, Richard

Location:

Active: No

Create

[Back to List](#)

Select appropriate RO and Location

Select "Create"

-
- (BAF) CAMP VANCE (SOF)
- BAGRAM AIRFIELD (BAF)
- Camp John Pratt (Camp MARMAL SW EXP)
- DUKIN (JCOP)
- DUSKIN-CAMP
- DWYER
- FENTY (JALALABAD AIRFIELD)
- FT HUNTER (UK)
- GAMBERI (FOB)
- GREEN
- HERAT AIRFIELD (CAMP ARENA INCL)(ITA/ESP)
- INTEGRITY-CAMP
- JONES
- KABUL
- Kabul, Camp Integrity
- KANDAHAR AIRFIELD (KAF)
- Location Needed
- MAZAR-E-SHARIF (MES)/MARMAL (DEU)
- MONTROND
- MOREHEAD
- N KAIA (SOF)
- NEW KABUL COMPOUND (NKC)
- North Kabul International Airport (Kabul Base Clus
- QARGHA
- QASABA
- RS HQ
- SCORPION
- SHANK
- SHANK (SOF)

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END OF CAAMS TRAINING