SAMR   27 FEB 2012

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: DoD Self-Service (DS) Logon - Army Implementation Guidance

1. Reference: USD (Personnel and Readiness) Memorandum, 8 November 2010, Subject: DoD Self-Service (DS) Logon and eBenefits Access for Service Members.

2. DS Logon is a secure, 24/7, self-service logon system that allows Service Members and other beneficiaries affiliated with the Department of Defense (DoD) or Department of Veteran Affairs (VA) access to information and various websites using a single username and password. The system will be available to new accessions, existing Soldiers, Veterans, Retirees and Family members. DS Logon will provide secure access to important benefits information specifically tailored to a member's needs. The DS Logon portal will be the sole access portal to an ever-growing number of interactive DoD and VA websites that will deliver benefits in an efficient and seamless manner. It is extremely important that Soldiers, both Active and Reserve Component, gain access to this portal.

3. The DoD, in collaboration with the VA, also created the e-Benefits site (www.ebenefits.va.gov) to support Service Members as they transition to Veteran status. DS Logon is the entry mechanism to this important website. Through e-Benefits, individuals can establish an account with the VA early in their career which provides information regarding individualized education benefits, medical benefits, disability and compensation programs throughout their career and lifetime that are best suited to their individual needs. Underscoring the necessity is that Soldiers will soon use their DS Logon accounts to complete and authenticate their Servicemembers' Group Life Insurance (SGLI) elections.

4. Our goal is to maximize enrollments and to institutionalize the processes that will enable registration for DS Logon by November 2013. To meet that goal, Army Commands (ACOMs), Army Service Component Commands (ASCCs), Direct Reporting Units (DRUs) and Field Operating Agencies (FOAs) will implement Soldier registration for DS Logon according to this general scheme:

    a.   Accessions. TRADOC will provide DS Logon information to Soldiers during school out-processing after Soldiers complete Initial Military Training. After receiving a fully accredited Common Access Card (CAC), new Soldiers of all Components should endeavor to register for DS Logon at their first convenient opportunity using the procedures at the MyArmyBenefits page (www.myarmybenefits.us.army.mil). (The DoD

is working to CAC enable DS Logon; however, for the present time a user ID and password are required.)

    b. Soldiers in Organizations/units. Commanders will ensure that their Soldiers register for DS logon during unit in - and out-processing, to include Permanent Changes of Station (PCS), Retirements, Expiration Term of Service (ETS) and in-processing at schools in a Temporary Duty (TDY) status. Units should acknowledge DS Logon registration during in-processing activities on the DA Form 5123-1 and during out-processing activities on DA Forms 137-1 and 137-2.

    c. Veterans, Retirees, and Family Members. U.S. Army Installation Management Command and Army Retirement Service Offices (RSO) will provide DS Logon information at military supported community forums (i.e. Community Health Fairs; Pre- and Post-Retirement briefings; Family Support Group (FSG) events conducted by RSO and/or IMCOM FSGs).

5. In the months to come, the Department will publicize and reinforce the benefits and need to register for DS Logon. I ask that leaders register for DS Logon without delay and encourage their Soldiers to do likewise. We will monitor enrollment through regular update data provided by the Department of Defense and Department of Veterans Affairs.

6. POC is Mr. John Agler, Program Manager, at 703-325-5178; or by e-mail: john.a.agler.civ@mail.mil.

THOMAS R. LAMONT
Assistant Secretary of the Army
(Manpower and Reserve Affairs)

DISTRIBUTION:
Principal Officials of Headquarters, Department of the Army
Commander
    U.S. Army Forces Command
    U.S. Army Training and Doctrine Command
    U.S. Army Materiel Command
    U.S. Army Europe
    U.S. Army Central
    (CONT)

SAMR
SUBJECT: DoD Self Service (DS) Logon - Army Implementation Policy

DISTRIBUTION: (CONT)
   U.S. Army North
   U.S. Army South
   U.S. Army Pacific
   U.S. Army Africa
   U.S. Army Special Operations Command
   Military Surface Deployment and Distribution Command
   U.S. Army Space and Missile Defense Command/Army Strategic Command
   Eighth U.S. Army
   U.S. Army Network Enterprise Technology Command/9th Signal Command (Army)
   U.S. Army Medical Command
   U.S. Army Intelligence and Security Command
   U.S. Army Criminal Investigation Command
   U.S. Army Corps of Engineers
   U.S. Army Military District of Washington
   U.S. Army Test and Evaluation Command
   U.S. Army Reserve Command
   U.S. Army Installation Management Command
   Human Resources Command
Superintendent, United States Military Academy
Director, U.S. Army Acquisition Support Center

CF:
Commander, U.S. Army Cyber Command
Executive Director, Army National Cemeteries Program
Director, Office of Business Transformation
Director, Army National Guard