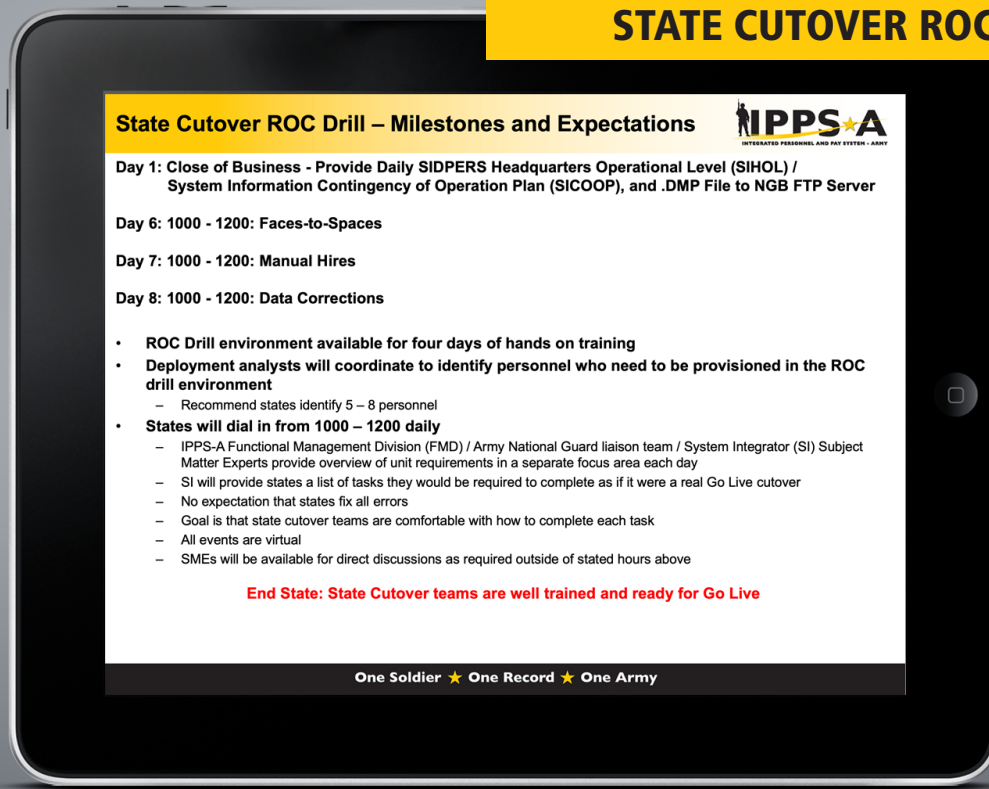


STATE CUTOVER ROC DRILL



One Soldier ★ One Record ★ One Army

State requirements for cutover ROC drill

The ROC drill is virtual. There is no requirement for travel for you or the IPPS-A deployment team. The program has conducted several ROC drills and have found that it should not be a heavy lift for your state.

At the beginning of the ROC drill, IPPS-A will ask for:

- dmp file - generated using the same steps states use now,
- strength by Unit Identification Code (UIC) report and,
- a report similar to the mapping prep-work Excel document. You will need to edit this spreadsheet so it matches your state - your UIC's, your Soldiers, etc.

Send all these reports to your IPPS-A deployment analyst. Once you have provided this information to the program, you will continue the next day with business as usual. There will be checks to make sure you and your cutover team have access to Product Level Testing (PLT) - the copy of the IPPS-A production environment.

It will take approximately four days for your data to come back from the Integrated Total Army Personnel Database (ITAP) and for IPPS-A staff to do their behind the scenes data compares and preparatory work.

If you submit your .dmp file on a Wednesday, your data will be back from ITAP on Friday. IPPS-A System Integrators (SI) will work over the weekend and will provide feedback on Monday. Therefore there are no more ROC drill requirements for states until Monday.

continued on reverse

Learn more at: www.ipp-s-a.army.mil

Virtual ROC Drill

- Milestones
 - Day 1 - Provide daily SIHOL / SICOOP and DMP file to NGB FTP Server
 - Day 6 - Faces-to-Spaces
 - Day 7 - Manual Hires
 - Day 8 - Data Corrections
- Expectations
 - 4 days of hands on training
 - Recommend 5-8 personnel to be provisioned
 - Daily 1000-1200 conference call
 - IPPS-A SI provides lists of tasks to complete
 - IPPS-A SME's available for consultation during entire period
 - No expectation that states fix all errors





On Monday you will receive communication from the program - your analyst will send you an email with a list of Soldiers that did not get a Force Management Identifier (FMID). States will have to slot them. Since this is a practice exercise, states do not have to slot every single Soldier without an FMID. Usually there is a teleconference the same day with your analyst. A member of the IPPS-A ARNG liaison team will be on the phone call and available to walk through how to slot these Soldiers. (Detailed instructions with screenshots are available in the Survival Guide to IPPSA Implementation on Guard Knowledge Online.)

You will receive the next list of manual hires usually on Tuesday. These Soldiers for whatever reason did not make it into IPPS-A. Some of these Soldiers will be REHIREES (they have an inactive record in IPPS-A) and some will be HIRES (they have no record in IPPS-A). Again there will be a teleconference with the IPPS-A deployment team. The call will walk states through the list and required steps in PLT to practice these accessions. IPPS-A recommends having the person or people that currently do accessions do these manual hires. IPPS-A recommends that states do all of the hires and rehires. This is a critical area to master.

The next list you will get from the program is a zip file list of manual corrections. The zip file contains password-protected Excel spreadsheets containing Personally Identifying Information (PII). The team will provide states with the password.

On the left side of the Excel spreadsheet is IPPS-A data, and on the right is SIDPERS data. The program does not know which data is correct. Examine these data elements and decide whether to correct IPPS-A or not. The program and deployment team will review these lists with you via teleconference. Optimally, all states will have representation on the conference call so that the group can hear and discuss frequently asked questions and their answers. Some errors listed on the manual correction worksheets are just for situational awareness because states cannot change them in IPPSA. Security is the most common error. The spreadsheet reveals discrepancies between the Joint Personnel Adjudication System (JPAS) and IPPSA. During the conference call, the deployment team will reiterate which errors are situational or just for awareness.

Once states have completed practicing correcting the list of manual corrections the ROC drill is complete. States decide how much they want to practice slotting, manual hires and manual corrections. Access to the PLT environment is limited. It will not stay live for your state until the real cutover.

Our team recommends that your state work on Faces to Spaces results as well as data quality in SIDPERS. Check out the Survival Guide to IPPSA Implementation (latest version on the GKO IPPS-A page) to get ideas about what data should be checked continuously in SIDPERS.

AOS and SIDPERS must match. States must add early implemented UICs to the current position file before sending it to the Data Processing Installation (DPI) for Faces to Spaces.

Here are the top 4 things that cause a Soldier to not get an FMID during Faces to Spaces:

1. **invalid UIC (UIC is in SIDPERS not AOS)**
2. **paragraph does not match (AOS vs SIDPERS)**
3. **line does not match (AOS vs SIDPERS)**
4. **templet management (not enough templets or not enough types of templets)**

States can correct the 4 character mismatch on their position file before sending it to DPI for Faces to Spaces while the IPPS-A deployment team waits for a fix.

Please visit the IPPS-A Army National Guard deployment team webpage at: <https://gko.portal.ng.mil/arng/G1/D04/B03/IPPSA/team/TandD/SitePages/Home.aspx>. The site includes a feature to submit questions and the deployment team will add responses.

ROC drills prepare states for a successful cutover by accomplishing the following tasks:

- Rehearse State SIDPERS Brownout Procedure
- Rehearse building F2S Crosswalk table and DMP package
- Rehearse manual slotting, manual hires, and manual corrections
- Develop COAs for issues encountered during the ROC prior to Go-Live Cutover

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