



HIGHER COMMAND CODE REQUEST



<https://earap.safety.army.mil/>



ARAP Higher Command Code Request Process

- Slide 3 – 6 outlines how to request a Higher Command Code. [<https://earap.safety.army.mil>]
 - When the request has been received a records check will be completed to ensure the requestor has been given approval by the *commander to obtain the code.

**Note: Approval must be from the commander designated representative (CoS, DCO, XO) and must be at the same level as the Higher Command Code request.*

- If an approval email is on file then the request will be approved in the system which will send the Higher Command Code to the email address provided in the request.
 - A separate email will be sent and attached will be the “ARAP Higher Command Code Navigation” document that will provide examples of the charts and data you will be able access with your code.
- If an approval is not on file one will be required. Example is on Slide 6.
 - Ensure to have [usarmy.novosel.hqda-secarmy.mbx.e-arap@army.mil] in the “cc” line of the email.
 - Or click on the folder “HCC Email” which will open an email template to send.



*Read "DoD
Disclaimer"*

NTION **** Before attempting to register your organization, users must use the "Guest User" login located under the "Support" button below. After
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DoD Disclaimer

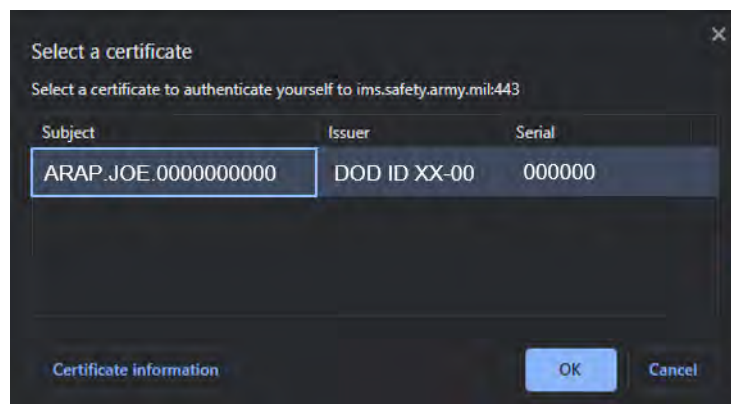
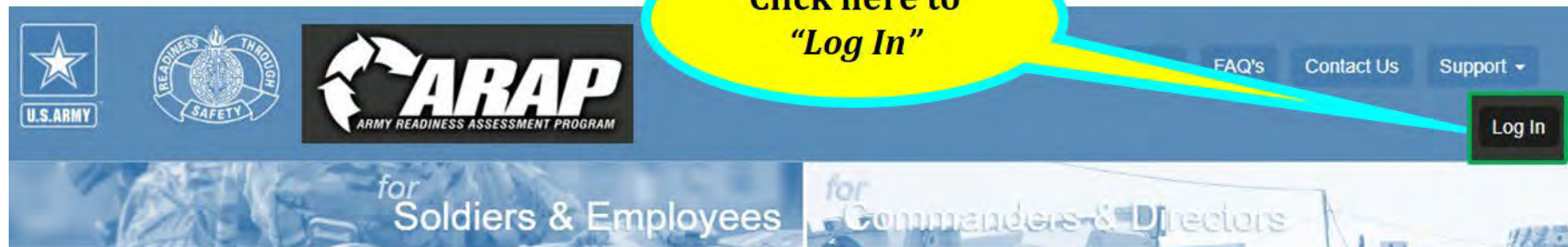
Use of this or any other DoD interest computer system constitutes consent to monitoring at all times. This is a DoD interest computer system. All DoD interest computer systems and related equipment are intended for the communication, transmission, processing, and storage of official U.S. Government or other authorized information only. All DoD interest computer systems are subject to monitoring at all times to ensure proper functioning of equipment and systems including security devices and systems, to prevent unauthorized use and violations of statutes and security regulations, to deter criminal activity, and for other similar purposes. Any user of a DoD interest computer system should be aware that any information placed in the system is subject to monitoring and is not subject to any expectation of privacy.

Support ▾
Guest User

Enter Access Code Begin Enter Access Code Begin

Confirm

*Click
"Confirm"*



CAC
"Log In"



ARAP Home / Higher Level Access Code Request

Higher Level Access Code Request

This console allows you to enter your demographics and submit a request for a higher level access code.

i To request a higher-level access code, first provide and verify your personal information in the spaces provided. Next, select the organization that is under your purview using the dropdown lists below, then click the Submit button.

Personnel Type*

POC Rank/Grade*

First Name*

Last Name*

MI

E-mail (official .mil address)*

Verify E-mail*

Comm Phone*

DSN Phone

HQ CMD

Select a HQ CMD

Corps

Select a Corps

Division

Select a Division

Brigade

Select a Brigade

"Access Code Request Level"
must match the selection above

Access Code Request Level

Select a Access Code Request Level

Cancel

Submit

When completed click "Submit"



EMAIL TEMPLATE

Send	To...	APPROVING AUTHORITY EMAIL
	Cc...	usarmy.novosel.hqda-secarmy.mbx.e-arap@army.mil
	Bcc...	
	Subject	ARAP Higher Command Code Approval

*APPROVING AUTHORITY NAME AND RANK,

I am requesting permission to track the aggregate results for the YOUR HIGHER COMMAND LEVEL on the Army Readiness Assessment Program (ARAP) participation.

This is an online survey that battalions are required to conduct IAW AR 385-10 dated 24 July 2023.

Once permission has been granted I will be able to track the organizations progress and/or when commanders have received their briefing on the results from the United States Army Combat Readiness Center (USACRC).

Select "Reply All" when approving.

REQUESTOR SIGNATURE BLOCK

*ONLY the **Commander or designated representative (CoS, DCO, XO)** can approve the email request and must be at the level being requested.

EMAIL EXAMPLE

Send	To...	Tanker, Bradley F COL USARMY 1 AD ABCT (USA)
	Cc...	usarmy.novosel.hqda-secarmy.mbx.e-arap@army.mil
	Bcc...	
	Subject	ARAP Higher Command Code Approval

COL Tanker,

I am requesting permission to track the aggregate results for the Brigade on the Army Readiness Assessment Program (ARAP) participation.

This is an online survey that battalions are required to conduct IAW AR 385-10 dated 24 July 2023.

Once permission has been granted I will be able to track the organizations progress and/or when commanders have received their briefing on the results from the United States Army Combat Readiness Center (USACRC).

Select "Reply All" when approving.

Safe T First
Brigade Safety Manager
1st Armored Brigade Combat Team
1st Armored Division
OFF: 555.555.5555
DSN: 312.555.5555
EMAIL: safe.t.first.civ@army.mil



PRI: (334) 255 - 0632 / 3759

ALT: (334) 255 - 9579 / 2643 / 9362 / 3585

DSN: 558 - XXXX

DSN OCOUNS: 312 - 558 - XXXX

usarmy.novosel.hqda-secarmy.mbx.e-arap@army.mil

**U.S. Army Combat Readiness Center
Bldg. 4905, Ruf Ave
Fort Novosel, AL 36362-5363**

