



★ U.S. ARMY

# Army Organization Server (AOS)

How to Export AOS UICs and Billets

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<https://aos.fms.army.mil>

As of: 05MAR2024

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# AOS Overview

BLUF

AOS is the Army's authoritative force structure database. Accessible via account and CAC at <https://aos.fms.army.mil/>

The screenshot shows the 'Org Hierarchy Viewer - AOS DI' interface. The user is logged in as JOHN.S.DONELSON. The interface displays a search criteria bar and a tree view of the Army's organizational structure. The 'US Army Commands - WARCFF' node is selected, showing a list of sub-organizations including 'United States Army Central - WATGFF', 'United States Army Corps of Engineers - WQJVF', and 'United States Army Criminal Investigation Command - W3KPF'. The 'US Army Commands' node is expanded, showing a list of sub-organizations including 'DET 1, Headquarters and Headquarters Detachment' and '[C2DEF] Command Section (WCVXA1)'. The '[C2DEF] Command Section (WCVXA1)' node is selected, showing a list of sub-organizations including 'Executive Officer (XO)', '[C2DEF] Detachment Headquarters (WCVXA1)', 'Supply Non-commissioned Officer (NCO)', '[C2DEF] S1 Section (WCVXA1)', 'Human Resources Sergeant', '[C2DEF] S6 Section (WCVXA1)', 'Signal Information Services (IS) Specialist', and '[C2DEF] Standard Excess'.

The 'Organization Information - General' tab is selected, showing the following details:

GFM Discrete Long Name:	US Army Commands	Start Date:	01/01/1990
GFM Short Name:	Army_Cmds	End Date:	12/01/2999
UIC Organization Long Name:		Obj Item ID:	720607723137503
UIC Abbreviated Organization Name:		UIC:	WARCFF
RSC:			
PRN:			
OE Is Led By:	COMMANDING GENERAL		
Unofficial Abbreviation:	Army Commands		

The 'Type Information - General' tab is selected, showing the following details:

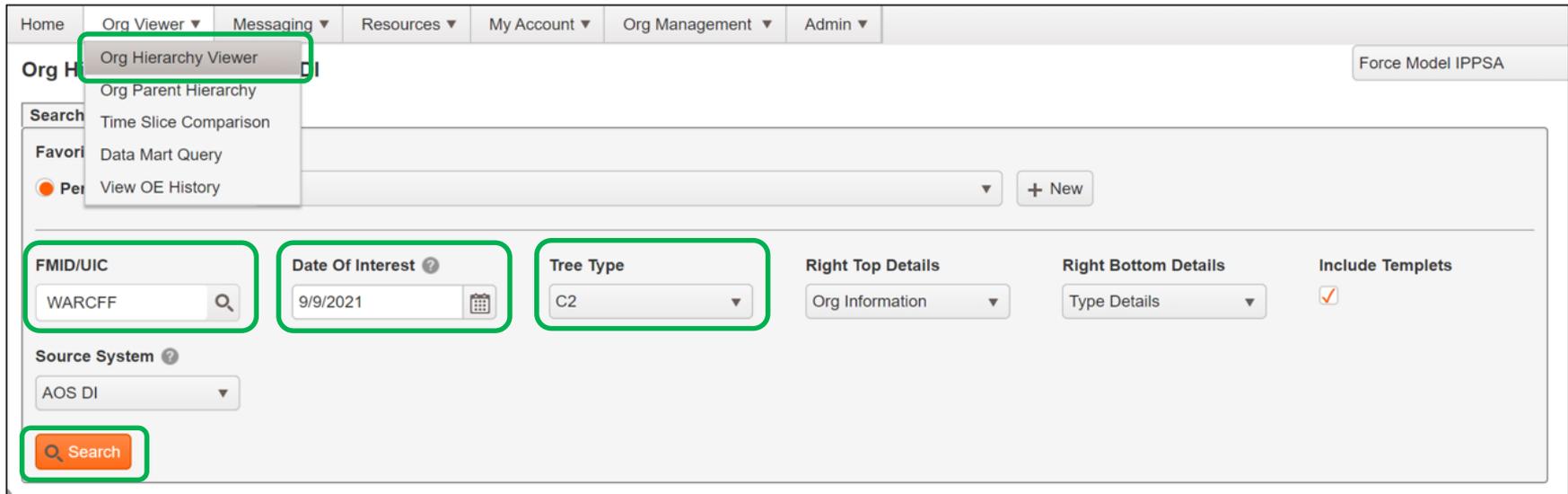
Obj Type ID:	72060772313750345	Start Date:	01/01/1990
Name:	US Land Commands	End Date:	12/01/2999
Short Name:	Land-Cmds	OrgT Cat Code:	GVTORG
OrgST Cat Code:	MILORG	OrgST GFM Cat Code:	NOS
Mil Cat Code:	EXCMIL	Mil GFM Cat Code:	WSOC
Mil Service Code:	ARMY	Compo:	EMOT GFM
EMOT Cat Code:	MILSVC	Size Code:	FORCE

- System owner is G3/5/7, declared the authoritative data source for force structure
- Conforms to the DoD common data standard for force structure aka GFM-DI compliant
- Provides authoritative force structure data to IPPS-A
- Enables data exchange across programming, planning, execution, and reporting systems
- Enables the linkage of personnel and equipment to force structure in a visible, transferable, auditable, and trusted manner

# Export AOS Billets (1 of 3)

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Use the Org Hierarchy Viewer to view unit force structure. Be sure to select the C2 tree if you need to view templets and their alignments.



Home | Org Viewer | Messaging | Resources | My Account | Org Management | Admin

Org Hierarchy Viewer (highlighted)

Force Model IPPSA

Search: [ ]

Favorites: [ ]

Per: [ ] + New

FMRD/UIC: WARCFF (highlighted)

Date Of Interest: 9/9/2021 (highlighted)

Tree Type: C2 (highlighted)

Right Top Details: Org Information

Right Bottom Details: Type Details

Include Templets:

Source System: AOS DI

Search (highlighted)

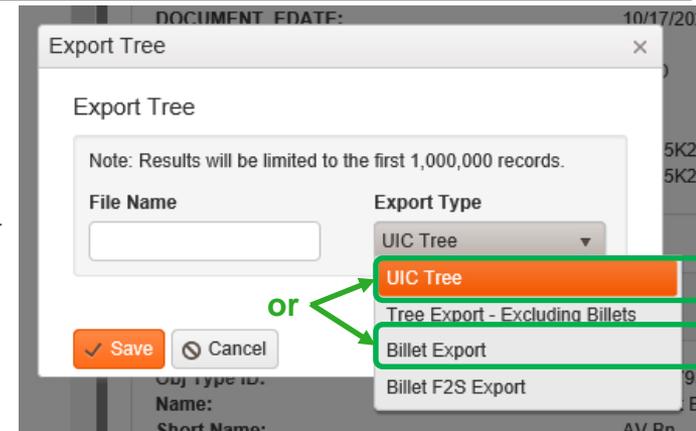
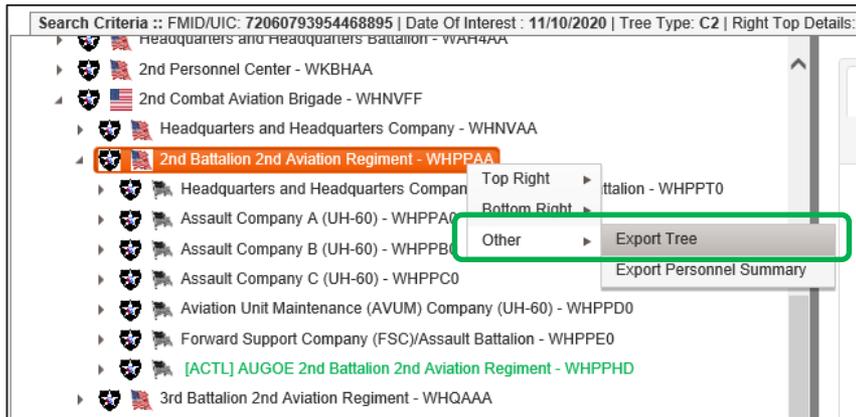
## Tree Types

- Administrator (Admin) default tree depicts MTOE and TDA document force structure (built and managed by USAFMSA and G3/5/7).
- Actual tree is the admin tree plus the nodes built for non-documented, DRSS-A registered UIC's and templets.
- The C2 (DIRCON) tree shows command relationships for CO/BN/BDE and Templets (recommended)

# Export AOS Billets (2 of 3)

BLUF

The **Export Tree** tool is the primary method for extracting data from AOS



## Export Types

- UIC Tree – Includes only organizational elements (OEs) with UIC values.
- Tree Export – Excluding Billets – Includes all OEs except billets.
- **Billet Export – Includes only billets and billet details (i.e. Grade, POSCO, etc.) and associates billets with parent UICs. (Recommended)**
- Billet F2S Export – Similar to billet export with a smaller subset of columns (not very useful).

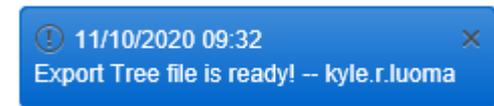
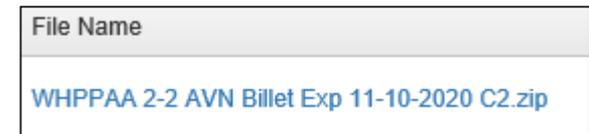
# Export AOS Billets (3 of 3)

BLUF

File naming conventions should use the following format: [UIC] + [Unit Name] + [Date of Interest] + [Tree Type]

## Naming Convention and Export Status

- Be sure to give the File Name enough details to identify the correct export in the My Files tool.
  - Best Practice: [UIC] + [Unit Name] + [Date of Interest] + [Tree Type]
- When the export is complete, you will see a blue alert message. Download the file from the My Files tool.
- **Note – Avoid using the “Export Personnel Summary” tool found in the same drop down menu. This tool can display incorrect job titles. This issue can also affect the Personnel Summary tab in search results.**



# “My Account” Menu – Process Monitor

BLUF

The **Process Monitor** tool provides a status of existing and completed processes including tree exports and work area validation.

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Home | Org Viewer ▾ | Messaging ▾ | Resources ▾ | **My Account ▾** | Org Management ▾ | DATE ▾ | Admin ▾

Org Hierarchy Viewer - AOS DI

Search Criteria :: FMID/UIC: 72060793954468895 | Date O... | Job Type: C2 | Right Top Details: Org Information | Right Bottom Details: Type I

My Account ▾

- Preferences
- My Files
- My Process Monitor**

## My Process Monitor - AOS DI

KYLE.R.LUOMA | Force Model Responsibilities - Comp01 | Logout

Search Criteria :: Start Date: 11/9/2020 | End Date: 11/10/2020

Refresh | Clear Filters | Export

Action	Job ID	Login ID	Job Type	Status Code	Schedule Date	Start Date	End Date	Job Title	Job Description	Error Message
	105154		154	RUNNING	11/10/2020 09:31:53	11/10/2020 09:31:55		Export Tree Job		
	105091		139	COMPLETE	11/09/2020 17:11:25	11/09/2020 17:11:27	11/09/2020 17:11:58	AUH Data validation and Approval for WorkAreaID=1202		
	105076		139	COMPLETE	11/09/2020 16:08:05	11/09/2020 16:08:09	11/09/2020 16:09:27	AUH Data validation and Approval for WorkAreaID=1202		

## Process Monitor

- Use the process monitor to check the status of larger tree export requests (i.e. top of a command tree billet export).
- If you encounter an error with a process, use the Job ID to communicate the error to the AOS support desk.

# “My Account” Menu – My Files

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The **My Files** tool is the location where users download reports generated from the Tree Viewer tool in either the Org Hierarchy Viewer or the Org Editor.

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Home   Org Viewer ▾   Messaging ▾   Resources ▾   **My Account ▾**   Org Management ▾   DATE ▾   Admin ▾

Org Hierarchy Viewer - AOS DI

Search Criteria :: FMID/UIC: 72060793954468895 | Date O...   e Type: C2 | Right Top Details: Org Information | Right Bottom Details: Type I

My Account ▾

- Preferences
- My Files**
- My Process Monitor

Refresh   Clear Filters

Action	File Name	Type	ZIP	Date Created
<a href="#">x Delete</a>	<a href="#">WHPPAA 2-2 AVN Billet Exp 11-10-2020 C2.zip</a>	Billet Export		11/10/2020 09:32:39
<a href="#">x Delete</a>	<a href="#">XVIII ABN UIC TREE.zip</a>	UIC Tree		11/04/2020 10:18:14
<a href="#">x Delete</a>	<a href="#">WARCF5 C2 BILLET EXPORT 10-30-2020.zip</a>	Billet Export		10/31/2020 06:52:20
<a href="#">x Delete</a>	<a href="#">WARCF1 C2 BILLET EXPORT 10-30-2020.zip</a>	Billet Export		10/31/2020 06:51:39
<a href="#">x Delete</a>	<a href="#">WARCF4 C2 BILLET EXPORT 10-30-2020.zip</a>	Billet Export		10/30/2020 19:46:08

## My Files

- User files remain available indefinitely unless the user selects the [ x Delete ] action for a specific report.
- All columns are filterable, sortable and searchable. The default sort is by Date Created, descending.
- Clicking on the blue hyperlinked file name downloads a .zip file containing an excel file with the requested report.



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INTEGRATED PERSONNEL AND PAY SYSTEM - ARMY