



MANUAL



# DTA Manual, Chapter 12: ROA & ROA Admin

December 2024

Version 1.9



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## Revision History

Revision	Date	Authorization	Change Description	Page, Section
1.5	11/16/20	DTMO	General review Updated Table of Contents format Updated screen shots	All Page 2 Page 3 Section 3
1.6	02/02/21	DTMO	Updated Message Center screen shots	All
1.7	05/18/23	DTMO	Re-formatted, added new template	All
1.8	08/31/24	DTMO	General review Updated footers	All All
1.9	12/06/24	DTMO	Converted data to the new 508 template General review Added only the DTS Default print version Update screen shots	All All Page 8 Throughout

## Chapter 1: ROA Roles and Administration

As a **Read Only Access (ROA) Administrator**, you use the **DTS ROA Administration** module to assign ROA to others or revoke ROA when no longer required.

There are two **ROA** roles in DTS:

- **ROA User.** A **ROA User's** primary responsibility is to access trip and invoice data for one or more organizations to which they have **ROA**. Trip data comes from the following DTS travel documents: authorizations, vouchers, and local vouchers. Invoice data comes from Centrally Billed Account (CBA) invoices and Government Travel Charge Card (GTCC) vendor (CCV) invoices.
- **ROA Administrator.** **ROA** administrators may create new **ROA Users** and **Administrators**, and adjust their accesses as necessary. They can also access the same trip and invoice data as **ROA Users**.

**Note:** Although military services appoint their own **ROA Administrators**, the Defense Travel Management Office (DTMO) is the **ROA Administrator** for Defense Agencies, Joint Commands, and any military service that requires organization access outside their own service.

## Chapter 2: Using ROA

As a **ROA User or Administrator**, you access the **ROA** administrative functions through the Defense Travel System DTS at <https://dtsproweb.defensetravel.osd.mil/dts-app/pubsite/all/view/>. Here's how to access **RO Admin** once logged into DTS:

1. From the **DTS Dashboard** (Figure 12-1), hover over **Administration**, then select **Read-Only Access (ROA)**. The **ROA tools** appear. **Note:** If you don't see this the **ROA** option contact your Component Rep to verify **ROA** access was granted to you.

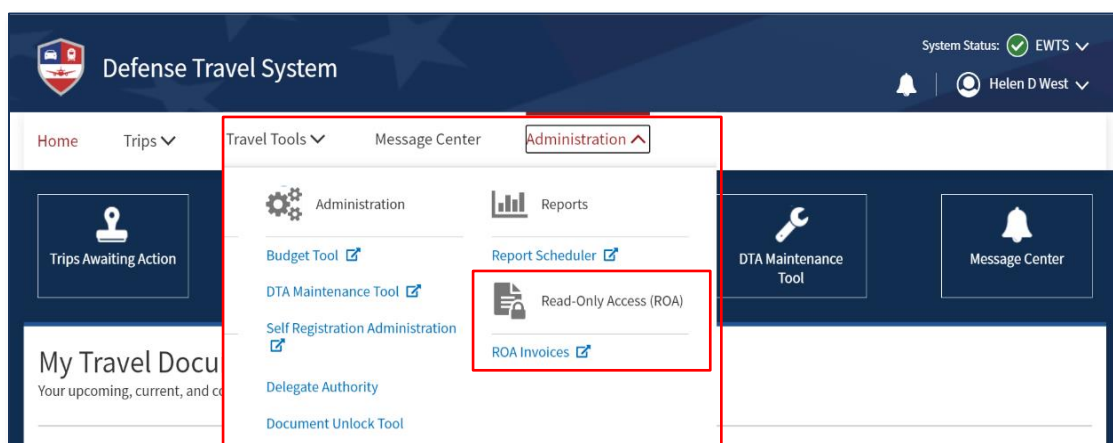


Figure 12-1: DTS Dashboard – Maintenance Menu

### 2.1 View CBA and CCV Invoices

To view CBA or CCV invoices:

1. On the **DTS Dashboard** (Figure 12-1), select **Administration**, then **ROA Invoices**. The **Read Only Access – Invoices Search** screen (Figure 12-2) opens.

**Read Only Access - Invoices**

User Name: Helen D DTMO  
 Organization: TDZDTMOTRAIN  
 ROA Access: (All)  
 Run Date: Monday, November 16, 2020 11:28:48 AM

**Search**

Search For: \*Organization (Start typing to get Organizational Access)  
 Traveler Last Name: (20 characters)  
 \*CBA Transaction Account #:   
 CCV Invoice #: (13 digits)  
 TANUM: (16 characters)  
 Ticket #: (up to 30 characters)  
 Voucher #: (8 characters)  
 \*CCV Invoice Date Range: From: (Click Calendar) To: (Click Calendar)  
 Report Type: Invoice Summary  
 Invoice Type (CBA/CCV): Both

Search at least one parameter option

Search

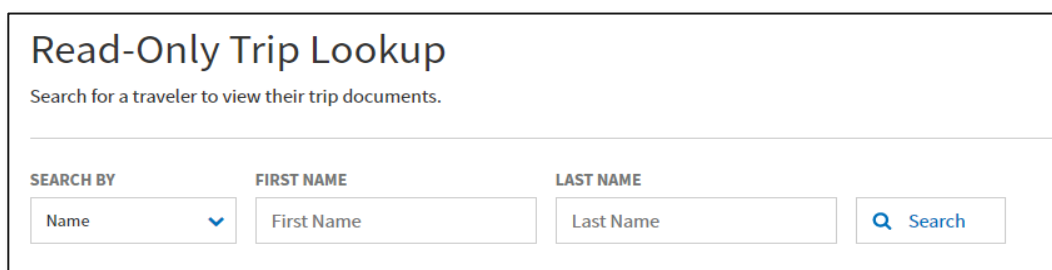
Figure 12-2: Read Only Access – Invoices Search Screen

- Complete the search criteria fields in the top section of the screen. Those marked with an asterisk (\*) are mandatory; others are optional.
- Enter dates or use the calendar icons to limit search results to a specific **CCV Date Range**.
- Select the **Report Type** you want to run:
  - Invoice Summary**. Delivers information about a CBA or CCV invoice.
  - Transaction Summary**. Provides high-level information about and summary totals of the transactions that appear on a CBA or CCV invoice.
  - Transaction Detail**. Offers details about individual transactions that appear on a CBA or CCV invoice.
- Select the **Invoice Type (CBA, CCV, or Both)** you want to include in the report.
- Select **Search**. The report (format and content) depends upon the **Report Type** you selected, but opens in an Excel spreadsheet. You can view or save it.

## 2.2 View Trip Data Using ROA

To review a DTS travel document:

- On the DTS **Dashboard** (Figure 12-1), select **Administration**, then **ROA Trip**. The **Read-Only Trip Lookup** screen (Figure 12-3) opens. Use this screen to search for the traveler whose document you want to view.

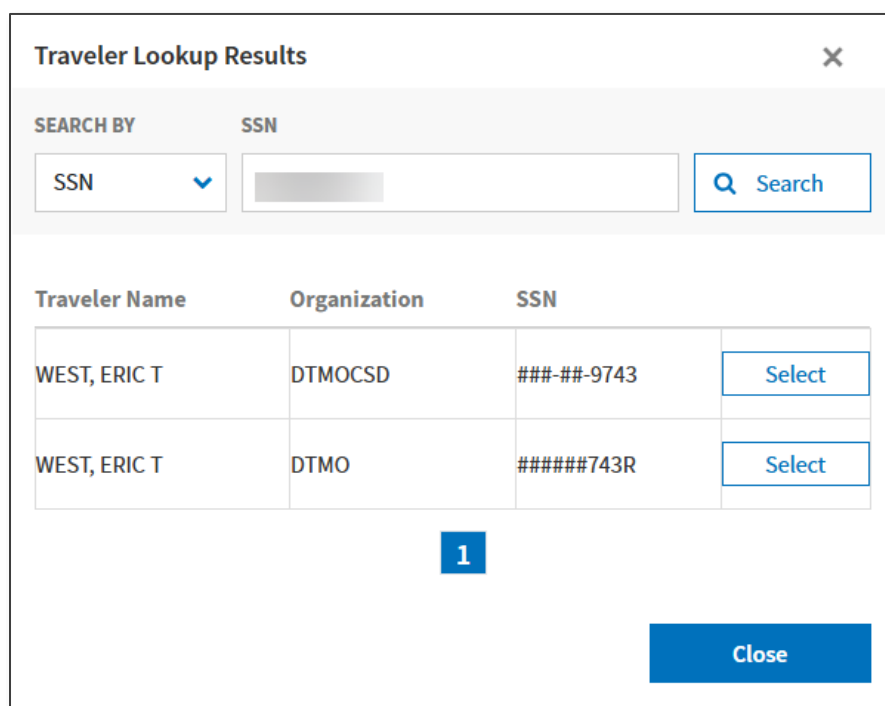


**Read-Only Trip Lookup**  
Search for a traveler to view their trip documents.

SEARCH BY: Name (dropdown) | FIRST NAME: First Name (text input) | LAST NAME: Last Name (text input) | Search (button)

Figure 12-3: Read-Only Trip Lookup Screen

- Select the **SEARCH BY** drop-down menu to identify how to search for the individual:
  - Name.** Enter a full or partial last (required) and first (optional) name.
  - TA Number.** Enter the document's six-digit Travel Authorization (TA) Number.
  - SSN.** Enter the traveler's Social Security number (SSN).
- Select **Search**. The **Traveler Lookup Results** screen refreshes with the search results displayed on the bottom (Figure 12-4). If you searched by traveler name, it may display multiple names, but if you searched by **TA Number** or **SSN**, the results display one name.



**Traveler Lookup Results** (Close button)

SEARCH BY: SSN (dropdown) | SSN: [Redacted] | Search (button)

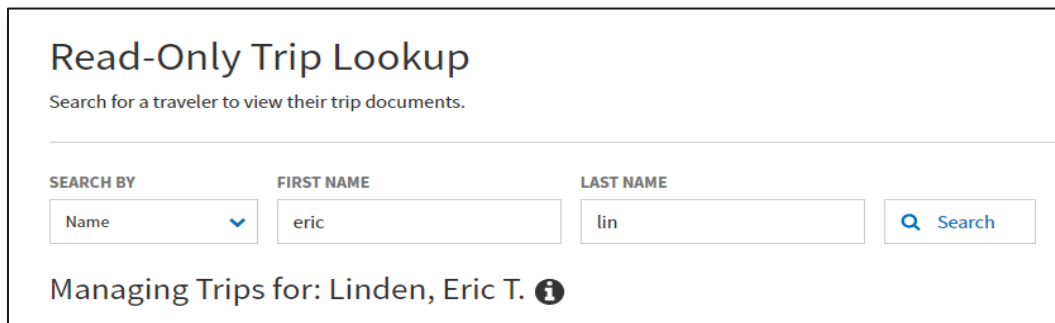
Traveler Name	Organization	SSN	
WEST, ERIC T	DTMOCS	###-##-9743	Select
WEST, ERIC T	DTMO	#####743R	Select

1 (blue box)

Close (button)

Figure 12-4: Traveler Lookup Results Screen

- Choose **Select** for the traveler whose document you want to review (Figure 12-4).
- The **Read-Only Trip Lookup** window displays (Figure 12-5).



**Read-Only Trip Lookup**  
Search for a traveler to view their trip documents.

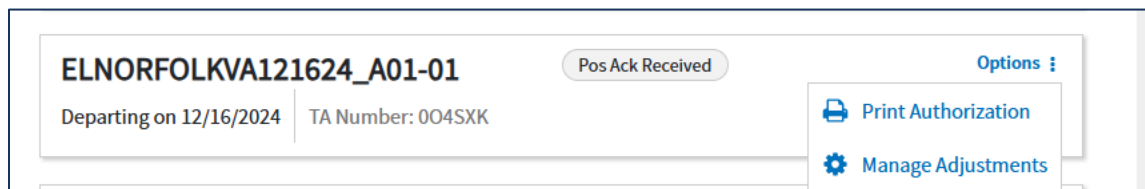
SEARCH BY FIRST NAME LAST NAME

Name eric lin Search

Managing Trips for: Linden, Eric T. ⓘ

Figure 12-5: Read-Only Trip Lookup Screen

6. Under **Managing Trips for:** (traveler name), the document types (with totals) defaulting to **Authorizations** first (Figure 12-6). If you need to access a different document type (Vouchers, Local Vouchers, or Group Authorizations), select it (left side) and the document listing (right side) refreshes.



**ELNORFOLKVA121624\_A01-01** Pos Ack Received Options ⋮

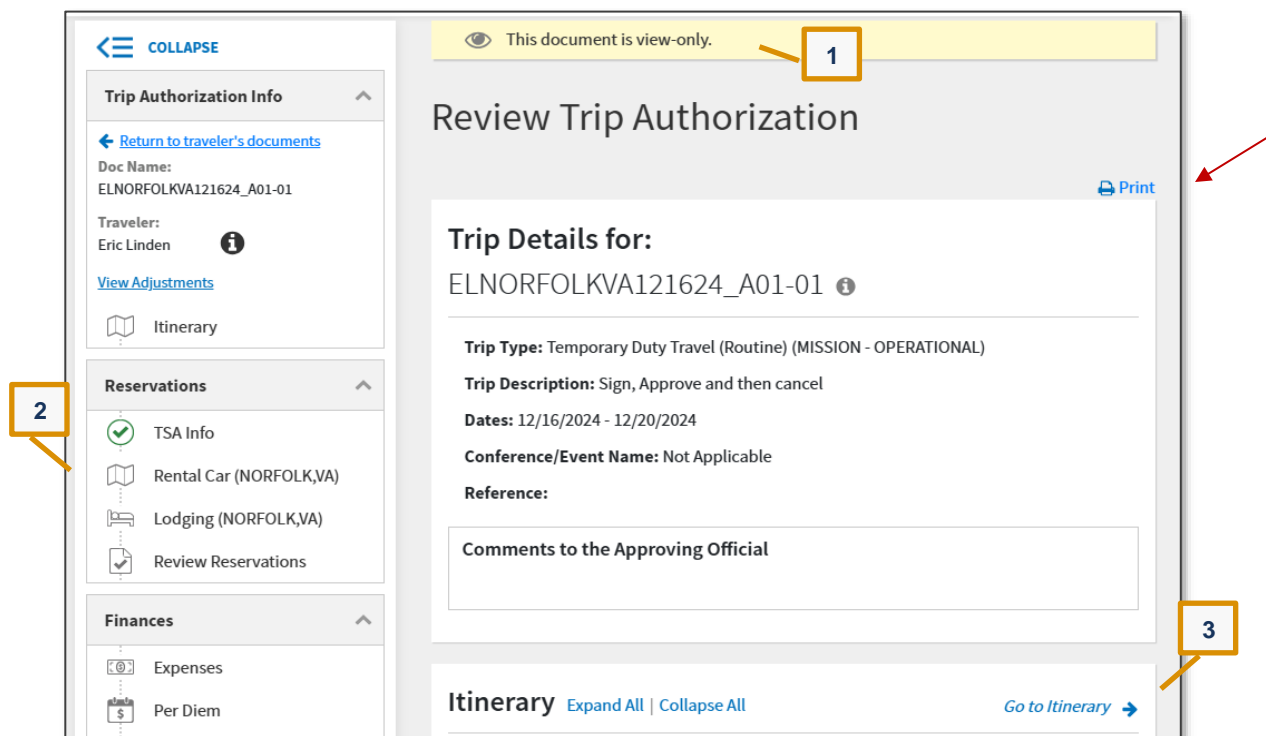
Departing on 12/16/2024 TA Number: 004SXX

Print Authorization

Manage Adjustments

Figure 12-6: Authorizations Listing Screen

7. Locate a document then select **View** to access a trip (Figure 12-6). The **Review Trip Authorization** page displays (Figure 12-7). **Note:** DTS displays a message, “This document is view-only” (Figure 12-7, Indicator 1).



⏮ COLLAPSE

**Trip Authorization Info**

Return to traveler's documents

Doc Name: ELNORFOLKVA121624\_A01-01

Traveler: Eric Linden ⓘ

View Adjustments

Itinerary

**Reservations**

TSA Info

Rental Car (NORFOLK,VA)

Lodging (NORFOLK,VA)

Review Reservations

**Finances**

Expenses

Per Diem

This document is view-only. 1

**Review Trip Authorization** Print

**Trip Details for:** ELNORFOLKVA121624\_A01-01 ⓘ

**Trip Type:** Temporary Duty Travel (Routine) (MISSION - OPERATIONAL)

**Trip Description:** Sign, Approve and then cancel

**Dates:** 12/16/2024 - 12/20/2024

**Conference/Event Name:** Not Applicable

**Reference:**

Comments to the Approving Official

**Itinerary** Expand All Collapse All Go to Itinerary → 3

2

Figure 12-7: Review Trip Authorization Screen



8. Use the **Progress Bar** (left side of the page) to access modules within the document (Figure 12-7, Indicator 2) or use the **Go To short cut** (Figure 12-7, Indicator 3) to view trip details.
9. You can print the current version within the document on the **Review Trip Authorization** page; however, there other print choices. On the DTS **Dashboard**, from the document listing, select **Options** (3-dot) icon a screen displays the selections (Figure 12-8). **Note:** The DTS **Default** is the only print version available. There are no other form versions for printing (i.e., DD 1610, DD 1351-2, OF 1164) required from DTS.

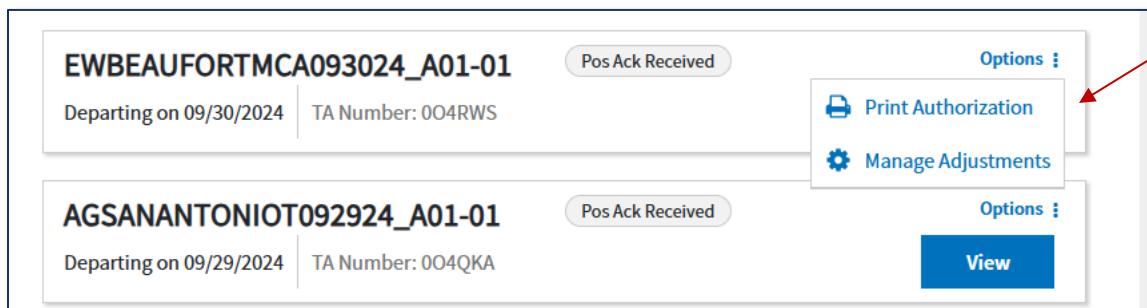



Figure 12-8: Options


Choose your printing preference:

- **Print Authorization.** Prints the current version of the document (this option is visible in Figure 12-8).
- **Manage Adjustments.** There are different stamping actions on a document from **CREATED** to **ARCHIVE**. After a document is **SIGNED** and additions or removals occur in the same version these are referred to as adjustments. Select **Manage Adjustments** and it opens the **View Adjustments** screen (Figure 12-9), which allows you to:
  - **View and Print.** The original document and document adjustments.
  - **Print List.** Prints the stamping history of the document.
  - **Print All Documents.** All document versions print.

## View Adjustments

×

 Print List

 Print All Documents

CURRENT	ADJUSTER	LEVEL	AMENDMENT	CREATE TIMESTAMP	APPROVED ON	
	Eric T Linden	3	A01-01	11/12/24 at 15:15	11/12/24	<div>View Print</div>

Adjustment

ADJUSTER	LEVEL	AMENDMENT	CREATE TIMESTAMP	APPROVED ON	
Helen D West	2	A01	11/12/24 at 14:47	11/12/24	<div>View Print</div>

Original

ADJUSTER	LEVEL	AMENDMENT	CREATE TIMESTAMP	APPROVED ON	
Eric T Linden	1	A01	11/12/24 at 14:41		<div>View Print</div>

Close

Figure 12-9: Adjustments Screen

## Chapter 3: Administrating ROA

ROA Administrators access the **ROA Administration** through the **DTA Maintenance Tool** following the steps below:

1. On the DTS **Dashboard** (Figure 12-10), hover over **Administration** on the **Menu Bar**, then select **DTA Maintenance Tool** from the drop-down list. The **DTA Maintenance Tool Home** screen (Figure 12-11) opens.

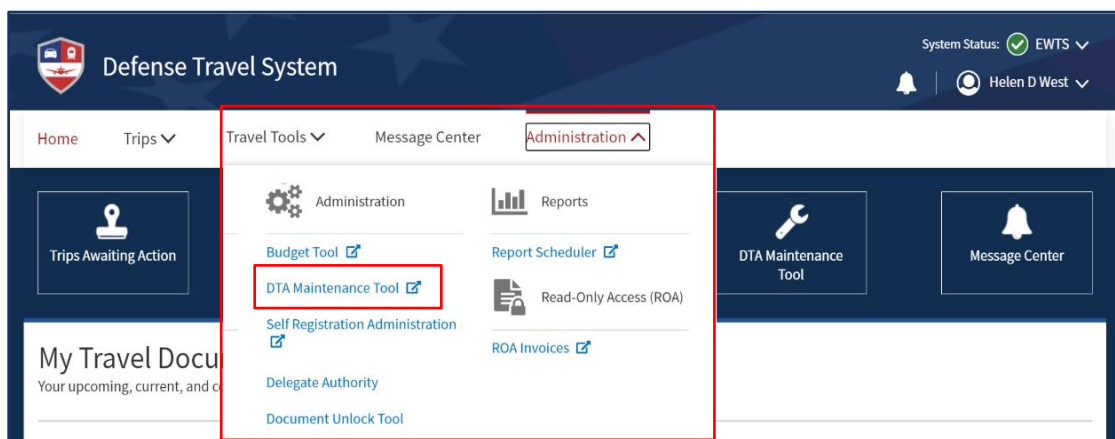


Figure 12-10: DTS Dashboard – Maintenance Menu

2. On the **DTA Maintenance Tool Home** page use the drop down to select **ROA Administration** (Figure 12-11) and then the ROA main page opens.

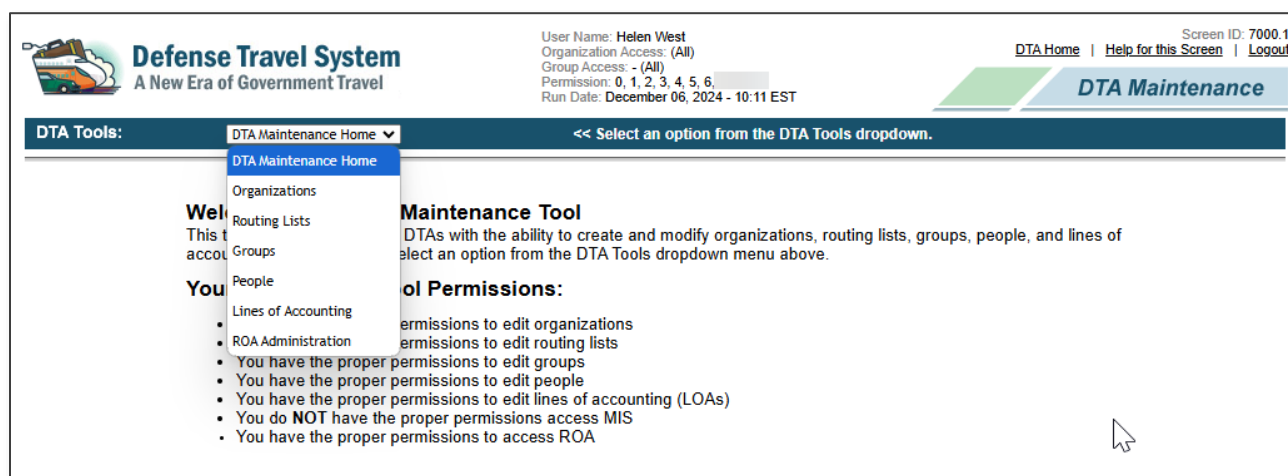


Figure 12-11: DTA Maintenance Tool Home Screen

3. Select **ROA Administration** from the **DTA Tools** drop-down list (Figure 12-11). The **Search Existing ROA User** screen (Figure 12-12) opens. The **DTA Tools Bar** displays **Search Existing Roa User** or **Create New ROA User** options. Below describes how the options work.

DTA Tools:

ROA Administration

Search Existing Roa User | Create New Roa User

Search Existing Roa User

Required

SSN : \*

OR

Last Name : \*

First Name :

Search

Figure 12-12: Search Existing ROA User Screen

3.1 Update ROA Users and Administrators

Before you can update someone’s ROA profile, you must first locate the person. Here’s how:

- 1. On the **Search Existing Roa User** screen (Figure 12-12), enter the person’s Social Security Number (SSN) or name (at least part of the **Last Name** is required; full or partial **First Name** is optional).
- 2. Select **Search**. The **Existing ROA User** (Search Results) screen (Figure 12-13) opens. Your options are **Update** and **Remove** the person’s ROA profile.

Existing ROA User (Search Results)

SSN :  
Last Name : west  
First Name :

<div>Update</div> <div>Remove</div>	Name West, : Chris	SSN : XXXXX9741	Organization : DTMOCS
<div>Update</div> <div>Remove</div>	Name West, : Helen	SSN : XXXXX9740	Organization : DTMOCS

Figure 12-13: Existing ROA User (Search Results) Screen

3.1.1 Update a Person’s ROA

- 1. On the **Existing ROA User (Search Results)** screen (Figure 12-13), select **Update** next to the person’s profile you need to change. The **Update ROA User (User Only)** screen (Figure 12-14) opens.

**Update ROA User (User Only)** \* Required

**Common Data**

SSN : XXXXX9740

First Name : Helen

Middle Initial :

Last Name : West

Organization Name : DTMOCSD

User Access : Administrator ▼

Organization Access : DTMOCSD ▲  
(includes sub-orgs) ▼

Select Organizations

Save Changes Cancel

*Figure 12-14: Update ROA User (User Only) Screen*

2. The **User Access** field displays the person's assigned **ROA** role. Change it if you need to or keep the current access.
3. If you need to update the organizations that the person has access to, then choose **Select Organizations**. The **Edit ROA User Organization Access** screen opens (Figure 12-15) opens. (If you don't need to do this, skip ahead to step 6).

**Edit ROA User Organization Access**

Available Organization

Selected Organization

DTMOCSD ▲

Please enter four or more characters to display list of available organizations.

Add >>

Remove

Selection of an Organization automatically includes Sub-Organizations. Additionally, new Sub-Organizations created at a later date will be automatically granted. If you assign an Organization from the list of available Organizations on the left, all Sub-Organizations will be implicitly granted to the user. Sub-Organizations selected on the right side will be removed when Organization selections are saved if the parent Organization was also selected.

Save And Continue Cancel

*Figure 12-15: Edit ROA User Organization Access Screen*

4. Update the **Selected Organization** list.

- Enter the name of an organization to which the individual needs ROA access in the text field on the left, then select **Add >>**. The organization appears in the right column. Add all the organizations the person needs to access. **Note:** Giving a person **ROA** to an organization also gives that person **ROA** to all its subordinate organizations.
  - To remove **ROA**, select an organization in the right column and select **<< Remove**.
5. Select **Save and Continue**. The **Update ROA User (User Only)** screen (Figure 12-14) opens.
  6. Select **Save Changes**. The **Existing ROA User (Search Results)** screen (Figure 12-13) opens.

3.1.2 Remove a Person’s ROA

**Note:** Removing a person’s **ROA** only deletes the person’s **ROA** profile. It does not delete the person’s DTS permanent profile.

To remove a person’s **ROA**:

1. On the **Existing ROA User (Search Results)** screen (Figure 12-16), select Remove next to the person whose ROA profile you need to delete.

Existing ROA User (Search Results)

SSN :

Last Name : west

First Name :

<div>Update</div> <div>Remove</div>	Name West, : Chris	SSN : XXXXX9741	Organization : DTMOCS
<div>Update</div> <div>Remove</div>	Name West, : Helen	SSN : XXXXX9740	Organization : DTMOCS

Figure 12-16: Existing ROA User (Search Results) Screen

2. The **Delete ROA User** screen (Figure 12-17) opens.

Delete Roa User

Common Data

SSN : XXXXX9741

First Name : Chris

Middle Initial :

Last Name : West

Organization Name : DTMOCS

Organization Access : DTMOCS (includes sub-orgs)

Delete

Cancel

Figure 12-17: Delete ROA User Screen

3. Select **Delete**. The **Existing ROA User (Search Results)** screen (Figure 12-18) opens. DTS removes the person from ROA. **Note:** The example from Chris West is not no longer on the list.

Existing ROA User (Search Results)				
SSN :				
Last Name : <span style="color: red;">west</span>				
First Name :				
<a href="#">Update</a>	Name	West,	SSN : XXXXX9740	Organization : DTMOCS
<a href="#">Remove</a>		: Helen		

Figure 12-18: Existing ROA User (Search Results) Screen

### 3.2 Give ROA

To give a person ROA:

1. From any screen in the **ROA Administration** module, select **Create New Roa User** on the dark blue **Navigation Bar**. The **Search New Roa User** screen opens (Figure 12-19) opens.

Search New Roa User		Required
SSN : *	<input type="text"/>	
OR		
Last Name : *	<input type="text"/>	
First Name :	<input type="text"/>	
<a href="#">Search</a>		

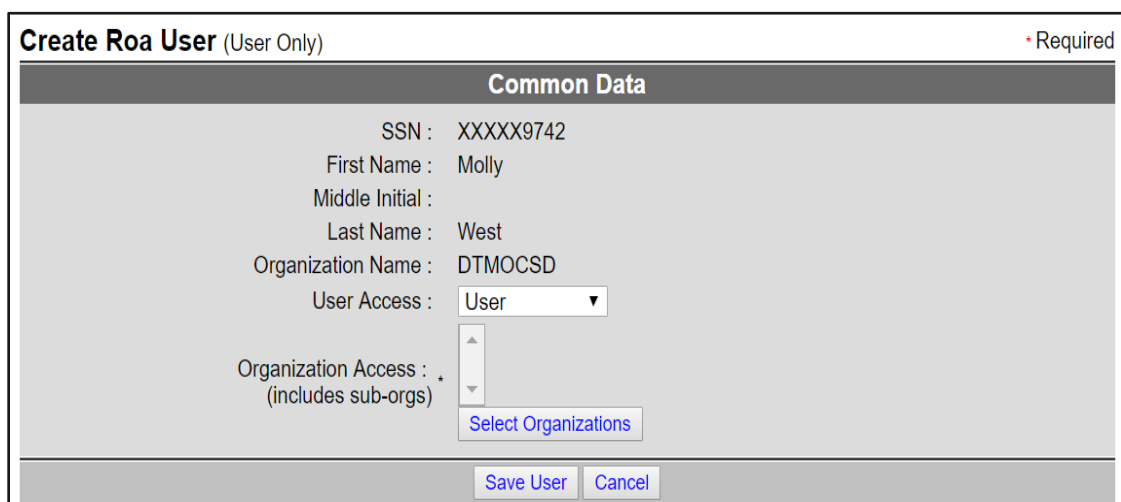
Figure 12-19: Search New ROA User Screen

2. Enter the person's Social Security Number (**SSN**) or name (at least part of the Last Name is required, full or partial First Name is optional).
3. Select **Search**. The **New ROA User (Search Results)** screen (Figure 12-20) opens. A listing of people who matched your search criteria displays.

New ROA User (Search Results)				
SSN :				
Last Name : <span style="color: red;">west</span>				
First Name :				
<a href="#">Create</a>	Name	West,	SSN : XXXXX7347	Organization : DMMARINE
		: Chris		
<a href="#">Create</a>	Name	West,	SSN : XXXXX9742	Organization : DTMOCS
		: Molly		

Figure 12-20: New ROA User (Search Results) Screen

4. Select **Create** next to the person you want to give the **ROA** capability. The **Create Roa User (User Only)** screen (Figure 12-21) opens.



**Create Roa User (User Only)** \* Required

**Common Data**

SSN : XXXXX9742

First Name : Molly

Middle Initial :

Last Name : West

Organization Name : DTMOCSO

User Access : User ▼

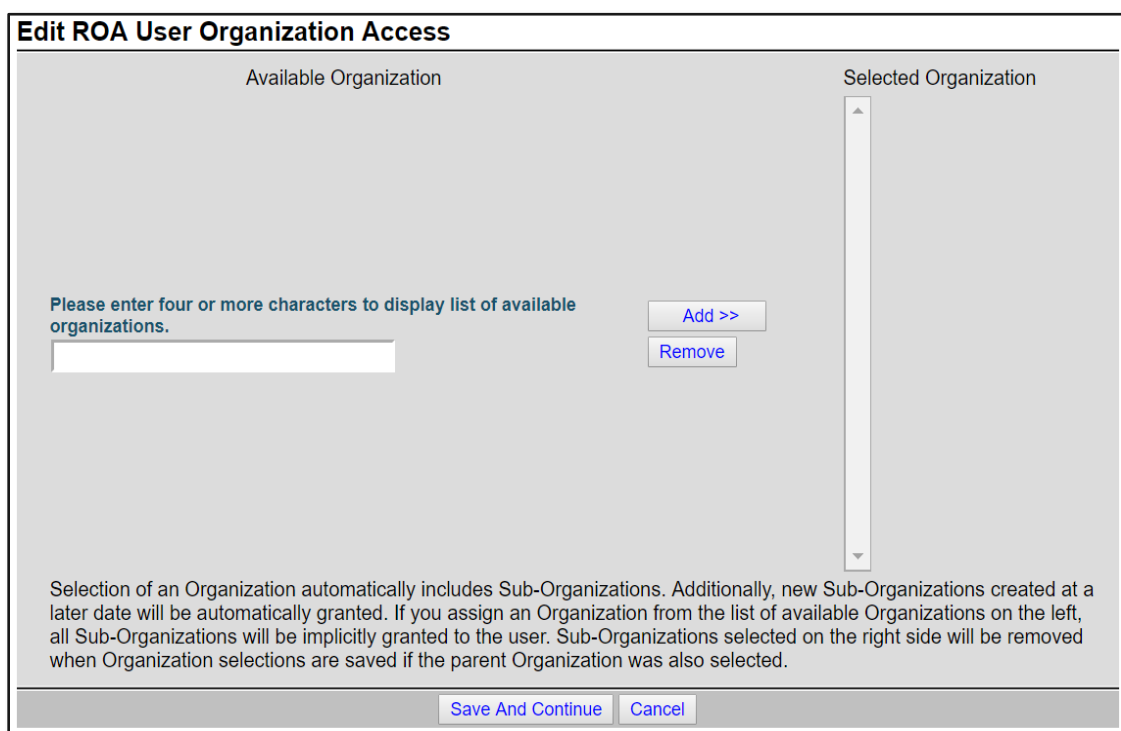
Organization Access : \*  
(includes sub-orgs)

Select Organizations

Save User Cancel

*Figure 12-21: Create ROA User (User Only) Screen*

5. (Optional) The **User Access** field displays User by default. You are assigning this **ROA** role this person. Change it to Administrator if you need to or leave User.
6. Choose **Select Organizations**. The **Edit ROA User Organization Access** screen (Figure 12-22) opens.



**Edit ROA User Organization Access**

Available Organization

Selected Organization

Please enter four or more characters to display list of available organizations.

Add >>

Remove

Selection of an Organization automatically includes Sub-Organizations. Additionally, new Sub-Organizations created at a later date will be automatically granted. If you assign an Organization from the list of available Organizations on the left, all Sub-Organizations will be implicitly granted to the user. Sub-Organizations selected on the right side will be removed when Organization selections are saved if the parent Organization was also selected.

Save And Continue Cancel

*Figure 12-22: Edit ROA User Organization Access Screen*

7. Update the **Selected Organization** list.
  - Enter the name of an organization to grant **ROA** in the text field on the left, then select **Add >>**. The organization appears in the right column. Repeat until you've added all the organizations for the



person. **Note:** Giving a person ROA to an organization also gives that person ROA to all its subordinate organizations.

- To remove **ROA**, select an organization in the right column and select << **Remove**.
8. Select **Save and Continue**. The **Create Roa User (User Only)** screen (Figure 12-21) opens.
  9. Select **Save User**. The **New ROA User (Search Results)** screen (Figure 12-20) opens. The person you just updated is no longer on the listing.
  10. Select **Search Existing ROA User** (Figure 12-19). Enter the **SSN** or the **last name** and **Search**. The **Existing ROA User (Search Results)** displays the newly added person to ROA (Figure 12-18).

## Appendix A: Additional Resources

This appendix contains the full DTA Manual, Chapters and Appendices which DTAs may find useful when managing travel for their organization.

DTA MANUAL	
CHAPTER	URL
Chapter 1: DTS Overview	<a href="https://media.defense.gov/2022/May/11/2002994773/-1/-1/0/DTA_1.PDF">https://media.defense.gov/2022/May/11/2002994773/-1/-1/0/DTA_1.PDF</a>
Chapter 2: DTS Access	<a href="https://media.defense.gov/2022/May/11/2002994797/-1/-1/0/DTA_2.PDF">https://media.defense.gov/2022/May/11/2002994797/-1/-1/0/DTA_2.PDF</a>
Chapter 3: DTS Site Setup	<a href="https://media.defense.gov/2022/May/11/2002994799/-1/-1/0/DTA_3.PDF">https://media.defense.gov/2022/May/11/2002994799/-1/-1/0/DTA_3.PDF</a>
Chapter 4: Organizations	<a href="https://media.defense.gov/2022/May/11/2002994824/-1/-1/0/DTA_4.PDF">https://media.defense.gov/2022/May/11/2002994824/-1/-1/0/DTA_4.PDF</a>
Chapter 5: Routing Lists	<a href="https://media.defense.gov/2022/May/11/2002994853/-1/-1/0/DTA_5.PDF">https://media.defense.gov/2022/May/11/2002994853/-1/-1/0/DTA_5.PDF</a>
Chapter 6: Groups	<a href="https://media.defense.gov/2022/May/11/2002994838/-1/-1/0/DTA_6.PDF">https://media.defense.gov/2022/May/11/2002994838/-1/-1/0/DTA_6.PDF</a>
Chapter 7: People	<a href="https://media.defense.gov/2022/May/11/2002994837/-1/-1/0/DTA_7.PDF">https://media.defense.gov/2022/May/11/2002994837/-1/-1/0/DTA_7.PDF</a>
Chapter 8: LOAs	<a href="https://media.defense.gov/2022/May/11/2002994836/-1/-1/0/DTA_8.PDF">https://media.defense.gov/2022/May/11/2002994836/-1/-1/0/DTA_8.PDF</a>
Chapter 9: Budgets	<a href="https://media.defense.gov/2022/May/11/2002994835/-1/-1/0/DTA_9.PDF">https://media.defense.gov/2022/May/11/2002994835/-1/-1/0/DTA_9.PDF</a>
Chapter 10: Reports	<a href="https://media.defense.gov/2022/May/11/2002994832/-1/-1/0/DTA_10.PDF">https://media.defense.gov/2022/May/11/2002994832/-1/-1/0/DTA_10.PDF</a>
Chapter 11: MIS Administration	<a href="https://media.defense.gov/2022/May/11/2002994834/-1/-1/0/DTA_11.PDF">https://media.defense.gov/2022/May/11/2002994834/-1/-1/0/DTA_11.PDF</a>
Chapter 12: ROA Administration	<a href="https://media.defense.gov/2022/May/11/2002994833/-1/-1/0/DTA_12.PDF">https://media.defense.gov/2022/May/11/2002994833/-1/-1/0/DTA_12.PDF</a>

DTA MANUAL	
APPENDIX	URL
Appendix A: Self-Registration	<a href="https://media.defense.gov/2021/Nov/15/2002893136/-1/-1/0/DTA_APP_A.PDF">https://media.defense.gov/2021/Nov/15/2002893136/-1/-1/0/DTA_APP_A.PDF</a>

DTA MANUAL	
APPENDIX	URL
Appendix B: Acronyms	<a href="https://media.defense.gov/2021/Nov/15/2002893141/-1/-1/0/DTA_APP_B.PDF">https://media.defense.gov/2021/Nov/15/2002893141/-1/-1/0/DTA_APP_B.PDF</a>
Appendix C: Definitions	<a href="https://media.defense.gov/2021/Nov/15/2002893143/-1/-1/0/DTA_APP_C.PDF">https://media.defense.gov/2021/Nov/15/2002893143/-1/-1/0/DTA_APP_C.PDF</a>
Appendix E: Emails	<a href="https://media.defense.gov/2021/Nov/15/2002893222/-1/-1/0/DTA_APP_E.PDF">https://media.defense.gov/2021/Nov/15/2002893222/-1/-1/0/DTA_APP_E.PDF</a>
Appendix F: Import / Export Module	<a href="https://media.defense.gov/2021/Nov/15/2002893234/-1/-1/0/DTA_APP_F.PDF">https://media.defense.gov/2021/Nov/15/2002893234/-1/-1/0/DTA_APP_F.PDF</a>
Appendix G: Error Codes	<a href="https://media.defense.gov/2021/Nov/15/2002893232/-1/-1/0/DTA_APP_G.PDF">https://media.defense.gov/2021/Nov/15/2002893232/-1/-1/0/DTA_APP_G.PDF</a>
Appendix J: Help Process	<a href="https://media.defense.gov/2021/Nov/15/2002893231/-1/-1/0/DTA_APP_J.PDF">https://media.defense.gov/2021/Nov/15/2002893231/-1/-1/0/DTA_APP_J.PDF</a>
Appendix K: DTS Tables	<a href="https://media.defense.gov/2021/Nov/15/2002893230/-1/-1/0/DTA_APP_K.PDF">https://media.defense.gov/2021/Nov/15/2002893230/-1/-1/0/DTA_APP_K.PDF</a>
Appendix L: Reorganizations	<a href="https://media.defense.gov/2021/Nov/15/2002893229/-1/-1/0/DTA_APP_L.PDF">https://media.defense.gov/2021/Nov/15/2002893229/-1/-1/0/DTA_APP_L.PDF</a>
Appendix M: Ranks and Grades	<a href="https://media.defense.gov/2021/Nov/15/2002893228/-1/-1/0/DTA_APP_M.PDF">https://media.defense.gov/2021/Nov/15/2002893228/-1/-1/0/DTA_APP_M.PDF</a>
Appendix N: Country Codes	<a href="https://media.defense.gov/2021/Nov/15/2002893227/-1/-1/0/DTA_APP_N.PDF">https://media.defense.gov/2021/Nov/15/2002893227/-1/-1/0/DTA_APP_N.PDF</a>
Appendix Q: Org Naming Sequence	<a href="https://media.defense.gov/2021/Nov/15/2002893226/-1/-1/0/DTA_APP_Q.PDF">https://media.defense.gov/2021/Nov/15/2002893226/-1/-1/0/DTA_APP_Q.PDF</a>
Appendix R: LOA Formats	<a href="https://media.defense.gov/2021/Nov/15/2002893225/-1/-1/0/DTA_APP_R.PDF">https://media.defense.gov/2021/Nov/15/2002893225/-1/-1/0/DTA_APP_R.PDF</a>