



ACCOUNT SETUP

Range Facility Management Support System (RFMSS)



What is RFMSS?

The Range Facility Management Support system is a web based application that serves several functions for Ranges, Training Area's, and Facilities aboard Military Installations.

- -All must schedule their training events through RFMSS.
- -Personnel requesting Ranges/Facilities in RFMSS must ensure the range was approved prior to the training date.
- -Your Organization must have a unit account in RFMSS in order to request a user RFMSS account.



REQUESTING A RFMSS ACCOUNT

- Access the following website (Please Note: Your Organization must have a current unit name in RFMSS).
 - <https://rfmss.devens.army.mil/devens/Pages/Default.aspx?p= 2383>
- Some computers may restrict access to the RFMSS website. This can usually be resolved by contacting your IT Representatives.
- RFMSS is accessible from any computer including personnel PC's.

1. Locate the Fort Devens Website

You can access this website either with Internet Explorer 7 or above or Fire Fox.

FORT DEVENS

Home | About Us | Installation Command | Mission | Range Control | Logistics | Training SPT Request | DPW Service Request | Mission Partners

Army Community Services
Virtual Career Library
Fort Devens Staff
Training at Fort Devens
Support Services
Information for Newly Arrived
Community
Photos
Telecom Request Form
Garrison Copier Request Form
Chaplain Services
US Army Community Covenant
Army Family Covenant
Army Community Covenant
Inclement Weather Alert
Phone Bank
Resources for Veterans
AAFES
DOD
AKO
DISA
ICC
Sustainable Fort Devens
EMS Files on AKO
Driving Directions
Contact Us
Site Disclaimer
Site Map

WELCOME TO FORT DEVENS

2014 AER FUN RUN

2014 AER Fun Run
View the Photos

Assistant Secretary of Defense
Views Advancements in BCIL

Report Suspicious Behavior
Fort Devens Police 970-796-3333

Fort Devens Recipient
Vietnam Memorial Artwork

Commonwealth's Military Asset
And Security Strategy Task Force

Welcome

On behalf of the entire staff, welcome to Fort Devens. Fort Devens provides quality facilities and training support for both military and inter-agency organizations.
[Read More](#)

Mission

Fort Devens provides operational, training and logistic resources to tenant, transient training and stationed units and area customers;
[Read More](#)

iSalute

We all need to be vigilant. Report suspicious activity on iSalute.
[Learn more](#)

Fort Devens Noise Report

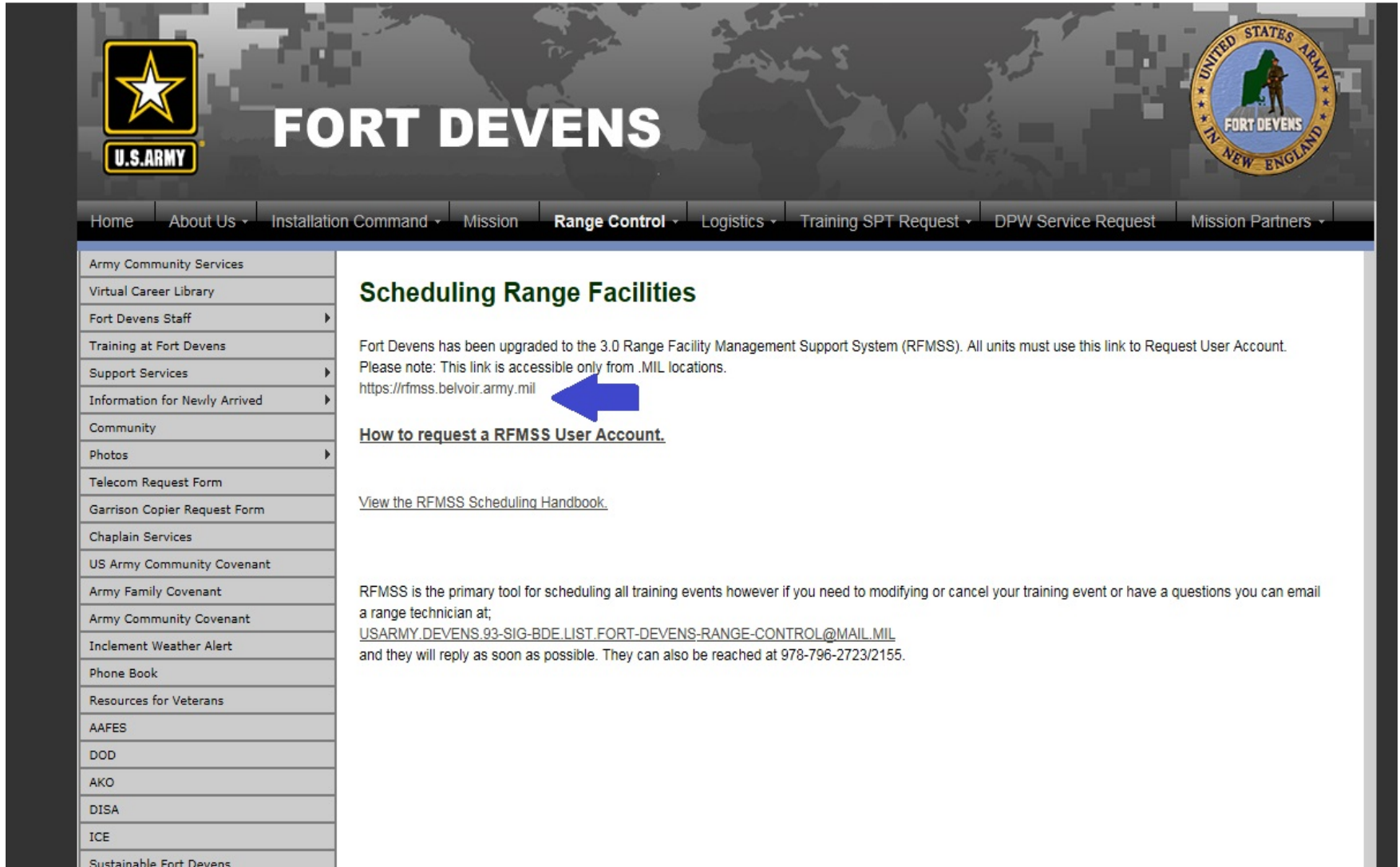
Report Suspicious Behavior

Army Safety Center

2. Access RFMSS from Range Control Tab.

The screenshot shows the Fort Devens website interface. At the top left is the U.S. Army logo. The main header reads "FORT DEVENS" with a world map background. On the right is the Fort Devens seal. Below the header is a navigation bar with tabs: Home, About Us, Installation Command, Mission, Range Control, Logistics, Training SPT Request, DPW Service Request, and Mission Partners. The "Range Control" tab is active, and its dropdown menu is open, showing options: Range Information Papers, Range New Additions, Range FAQs, Range Good to Know, Range Control Publications, Range Safety, Toolbox - Range and Weapons Safety, RFMSS (highlighted), Integrated Training Area Management, and Range Complex Map through AKO. Below the navigation bar is a "WELCOME TO" banner with a photo of a person in a red shirt. To the right of the banner are social media icons for ICE, AKO, flickr, and Facebook. Further right are links for "Report Suspicious Behavior", "Fort Devens Recipient Vietnam Memorial Artwork", "Commonwealth's Military Asset And Security Strategy Task Force", "Fort Devens Virtual Career Library", and "American Legion Post 183 Awards Ceremony". At the bottom of the page are three columns: "Welcome" with a photo of a soldier and text about staff support; "Mission" with the Fort Devens seal and text about operational resources; and "ISalute" with a graphic and text about reporting suspicious activity. A footer at the bottom left contains the URL: www.devens.army.mil/Devens_Staff/Training/rfms.htm.

3. Select Fort Belvoir Site



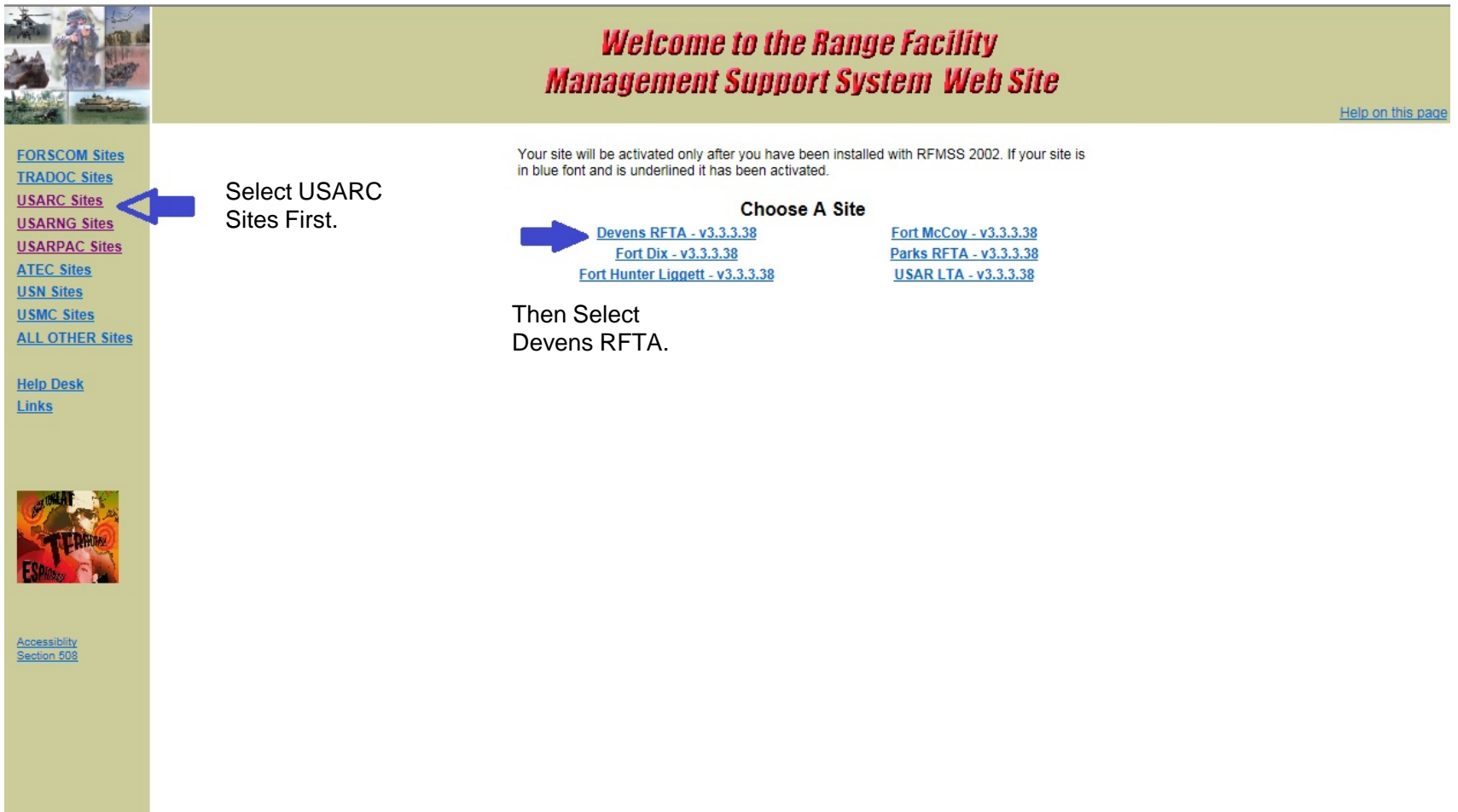
The screenshot shows the Fort Devens website interface. At the top left is the U.S. Army logo. In the center, the text 'FORT DEVENS' is displayed in large white letters. To the right is the Fort Devens seal. Below the header is a navigation menu with items: Home, About Us, Installation Command, Mission, Range Control, Logistics, Training SPT Request, DPW Service Request, and Mission Partners. A left-hand sidebar contains a list of links such as 'Army Community Services', 'Virtual Career Library', and 'Fort Devens Staff'. The main content area is titled 'Scheduling Range Facilities' and contains the following text:

Fort Devens has been upgraded to the 3.0 Range Facility Management Support System (RFMSS). All units must use this link to Request User Account. Please note: This link is accessible only from .MIL locations.
<https://rfmss.belvoir.army.mil>

A blue arrow points to the URL above. Below the URL is the heading **How to request a RFMSS User Account.** and a link [View the RFMSS Scheduling Handbook.](#)

RFMSS is the primary tool for scheduling all training events however if you need to modifying or cancel your training event or have a questions you can email a range technician at: USARMY.DEVENS.93-SIG-BDE.LIST.FORT-DEVENS-RANGE-CONTROL@MAIL.MIL and they will reply as soon as possible. They can also be reached at 978-796-2723/2155.

4. Select appropriate sites.



Welcome to the Range Facility Management Support System Web Site

[Help on this page](#)

Your site will be activated only after you have been installed with RFMSS 2002. If your site is in blue font and is underlined it has been activated.

Choose A Site

[Devens RFTA - v3.3.3.38](#)
[Fort Dix - v3.3.3.38](#)
[Fort Hunter Liggett - v3.3.3.38](#)

[Fort McCoy - v3.3.3.38](#)
[Parks RFTA - v3.3.3.38](#)
[USAR LTA - v3.3.3.38](#)

Select USARC Sites First.

[FORSCOM Sites](#)
[TRADOC Sites](#)
[USARC Sites](#)
[USARNG Sites](#)
[USARPAC Sites](#)
[ATEC Sites](#)
[USN Sites](#)
[USMC Sites](#)
[ALL OTHER Sites](#)

[Help Desk](#)
[Links](#)

[Accessibility Section 508](#)

The screenshot shows a web page with a green header and a light green sidebar. The main content area has a heading "Welcome to the Range Facility Management Support System Web Site" in red, italicized font. Below the heading is a paragraph of text and a section titled "Choose A Site" with a list of site names and version numbers. A blue arrow points from the text "Select USARC Sites First." to the "USARC Sites" link in the sidebar. Another blue arrow points from the text "Then Select Devens RFTA." to the "Devens RFTA - v3.3.3.38" link in the "Choose A Site" section. The "Devens RFTA" link is underlined and in blue font, while the others are not underlined and in black font.

5. Request New Account

RFMSS™
Range Facility Management Support System

Home | Scheduling | Operations | Administration | Reports | Library

Login

Database: Fort Devens ▼

Login to RFMSS

Username:
Password:

CAC Login to RFMSS

[Request New Account](#) ←
[Forgot Password?](#)
[Two Week Calendar \(Read Only\)](#)
[Contact Help Desk](#)

[Locate other RFMSS Training Installations \(RTVS\)](#)



[Accessibility/Section 508](#)



Range Facility Management Support System (RFMSS)

Providing Training Support to the War Fighter through Automation

PEE EIS

RFMSS Version 3.3.3.38

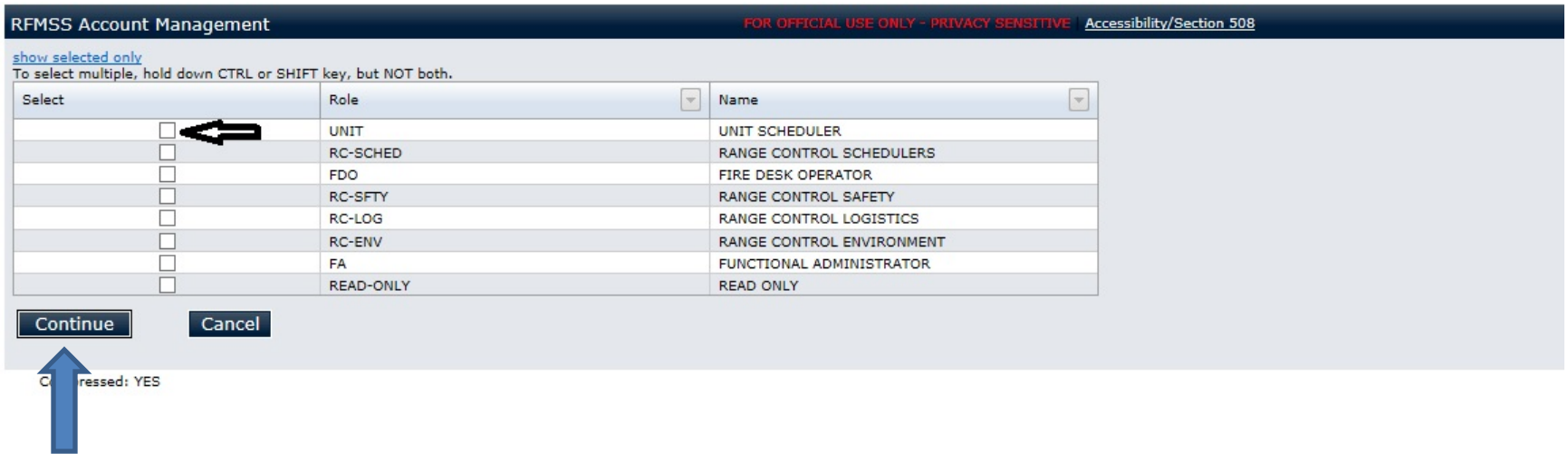
6. Select UNIT only and Continue

RFMSS Account Management FOR OFFICIAL USE ONLY - PRIVACY SENSITIVE [Accessibility/Section 508](#)

[show selected only](#)
To select multiple, hold down CTRL or SHIFT key, but NOT both.

Select	Role	Name
<input type="checkbox"/>	UNIT	UNIT SCHEDULER
<input type="checkbox"/>	RC-SCHED	RANGE CONTROL SCHEDULERS
<input type="checkbox"/>	FDO	FIRE DESK OPERATOR
<input type="checkbox"/>	RC-SFTY	RANGE CONTROL SAFETY
<input type="checkbox"/>	RC-LOG	RANGE CONTROL LOGISTICS
<input type="checkbox"/>	RC-ENV	RANGE CONTROL ENVIRONMENT
<input type="checkbox"/>	FA	FUNCTIONAL ADMINISTRATOR
<input type="checkbox"/>	READ-ONLY	READ ONLY

Pressed: YES



Role Name
 UNIT UNIT SCHEDULER

Edit Roles

Unit*  
 Last Name* First Name*
 Official Email* Middle Name
 Phone Number* Rank
 Purpose for Account*

[Enable My CAC](#)

Username*
 Password* Confirm Password*
 Challenge Question*
 Answer* Confirm Answer*

Email Notification Type Selection

[show selected only](#)

To select multiple, hold down CTRL or SHIFT key, but NOT both.

Select	Recipient	Email Notification Type	Enabled for these Installations
<input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input checked="" type="checkbox"/>	USER ASSOCIATED WITH ACCOUNT	NOTIFICATIONS SENT TO THE USER REGARDING ACCOUNT CHANGES TO INCLUDE INITIAL REQUESTS, APPROVALS, DISAPPROVALS AND LOCKED OR UNLOCKED ACCOUNTS.	ALL
<input checked="" type="checkbox"/>	UNIT ON REQUEST	NOTIFICATIONS FOR WHEN AN ACTIVITY IS SUBMITTED (AS HOLD OR NOT), CANCELED, DISAPPROVED, DELETED, MODIFIED (INCLUDING COMMUNICATION), PROMOTED TO NEXT LEVEL OR HOLD TO REQUEST.	NONE
<input checked="" type="checkbox"/>	CHAIN OF COMMAND FOR UNIT ON REQUEST	NOTIFICATIONS FOR WHEN AN ACTIVITY IS SUBMITTED (AS HOLD OR NOT), CANCELED, DISAPPROVED, DELETED, MODIFIED (INCLUDING COMMUNICATION), PROMOTED TO NEXT LEVEL OR HOLD TO REQUEST.	NONE
<input checked="" type="checkbox"/>	CHAIN OF COMMAND FOR UNIT ON REQUEST	NOTIFICATIONS FOR WHEN AN ACTIVITY REACHES A USERS QUEUE FOR APPROVAL (VIA SUBMIT, MODIFY REINITIATE OR APPROVE).	NONE
<input checked="" type="checkbox"/>	UNIT ON CO-USE REQUEST	NOTIFICATIONS FOR CO-USE REQUEST SUBMISSIONS, MODIFICATIONS, DELETIONS AND COMMENTS.	NONE
<input checked="" type="checkbox"/>	CHAIN OF COMMAND FOR CO-USE UNITS	NOTIFICATIONS FOR CO-USE REQUEST SUBMISSIONS, MODIFICATIONS, DELETIONS AND COMMENTS.	NONE

1. Hit the magnify glass to search for Unit.
2. Fill out all appropriate fields.
3. Username should be Last name, 1st initial.
4. Password must be 16 characters long and include two lower case, two upper case, two special characters, and two numbers.
5. Hit save. Your account could take up to 24 hours to be approved.

Save **Cancel**

Questions

- Please contact the Fort Devens RFMSS Functional administrator for any questions.

RFMSS FA

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