Rating Chain Tool

User's Guide

Version 4.2

Fort Knox, KY
19 SEPTEMBER 2017

THIS USER'S GUIDE WILL UPDATE AS THE RATING CHAIN TOOL CONTINUES TO DEVELOP, WITH ENHANCEMENTS AND FEATURES ADDED. PLEASE ENSURE YOU REFER TO AND USE THE LATEST VERSION OF THE USER'S GUIDE FOR THE MOST UP TO DATE INFORMATION.

PLEASE SEND FEEDBACK AND/OR RECOMMENDATIONS TO HRC, EVALUATIONS POLICY OFFICE AT THE FOLLOWING EMAIL ADDRESS: usarmy.knox.hrc.mbx.tagd-eval-policy@mail.mil. ENTER "RATING CHAIN TOOL FEEDBACK" WITHIN THE SUBJECT LINE WHEN SENDING AN EMAIL.

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Accessing the Rating Chain Tool

Users will access the Rating Chain Tool through the EES site.
Users must use the https://evaluations.hrc.army.mil/ web address to access the EES site.
Users must possess a valid DOD CAC.
Users will select their Digital Certificate and select *"OK."*

Note: Rating Chains created within the EES production site will be maintained as a record against the UIC. Once initiated, rating chains are unable to be deleted. It is encouraged to access and use the manage rating chain tool within the EES TRAINING site for experimental purposes. To access the EES TRAINING site use the following web address: https://evalentry.hrc.army.mil/.
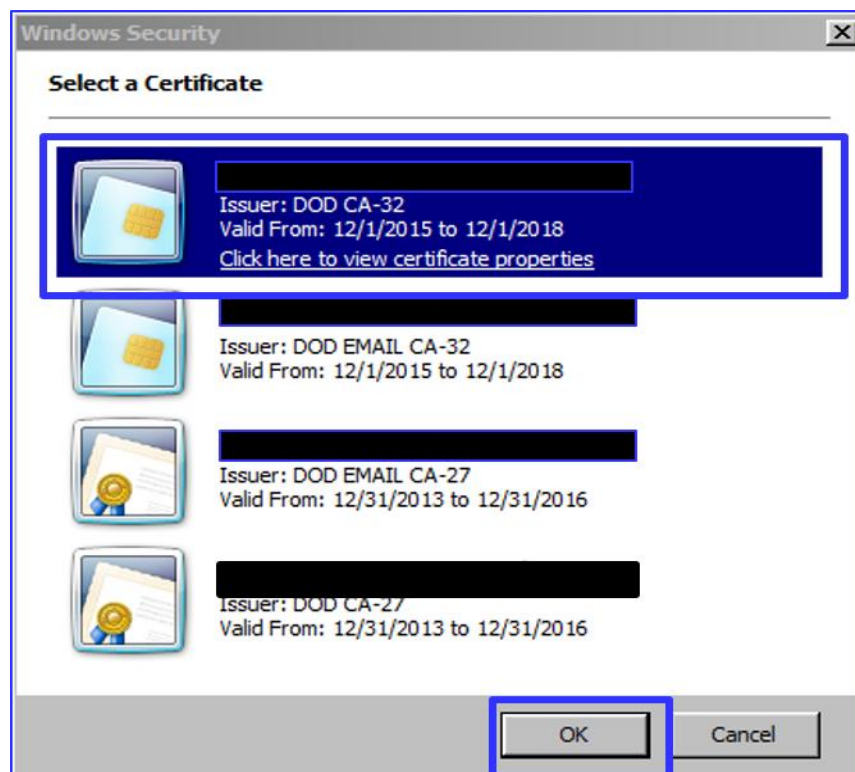
After users select the appropriate CAC card certificate, the web address will take users to the *"Terms of Use"* page. Users will select *"I agree to the terms of the User Agreement"* and select *"Accept Terms."*

Terms of Use

You are accessing a U.S. government (USG) information system (IS) that is provided for USG-authorized use only. By using this IS (which includes any device attached to this IS), you conse...

- The USG routinely intercepts and monitors communications on this IS for purposes including, but not limited to, penetration testing, COMSEC monitoring, network operations and defense, personn...
- At any time, the USG may inspect and seize data stored on this IS.
- Communications using, or data stored on, this IS are not private, are subject to routine monitoring, interception, and search, and may be disclosed or used for any USG authorized purpose.
- This IS includes security measures (e.g., authentication and access controls) to protect USG interests--not for your personal benefit or privacy.
- Notwithstanding the above, using this IS does not constitute consent to PM, LE or CI investigative searching or monitoring of the content of privileged communications, or work product, related to p... Agreement for details.
- This system contains Privacy Act information, which is covered by the Privacy Act of 1974, as amended, 5 U.S.C. Section 552a, and it must be protected from unauthorized access or use. For Offi...

☐ I agree to the terms of the User Agreement.

Accept Terms   **Cancel**

Evaluation Entry System
U.S. Army Human Resources Command

Main Menu ▾   Profiles ▾   New OER Training ▾   New NCOER Training ▾

The system will be down on scheduled maintenance days shown in the EES Maintenance Schedule

Need IT Assistance?

📞 502-613-7777

✉ usarmy.knox.hrc.mbx.it-help-desk@mail.mil

▤ IT FAQ

Need Policy Assistance?

📞 502-613-9019

✉ usarmy.knox.hrc.mbx.tagd-eval-policy@mail.mil

▤ OER POLICY FAQ

▤ NCOER POLICY FAQ

Evaluation Tools

🔧 Training Tools

📁 Appeals and Corrections

▤ Evaluation Entry System Users Guide

Welcome to the HRC Evaluations Entry System
Please select an option below:

OER	NCOER	TOOLS
Create OER Support Form	Create NCOER Support Form	View Profiles where I am a delegate
Edit OER Support Form	Edit NCOER Support Form	View my Rater and Senior Rater Profile
		Signature Removal
Create New OER	Create New NCOER	Support Form Signature Removal
Continue/View Active OERs	Continue/View Active NCOERs	Request ERS Access
	Upload DA Form 2166-8 .pdf-f NCOER	Status & Management Tools: Evaluation Reports System (ERS)
		Manage Delegates
		Counseling Management Report Tool
		Manage Rating Chain
		View Forms

Click "Manage Rating Chain"

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Initial Creation of a Rating Chain

Evaluation Entry System
U.S. Army Human Resources Command

Main Menu ▾   Profiles ▾   New OER Training ▾   Logged In:

UIC LOOKUP

🔍 Enter UIC   Search

Type in the UIC of the unit you desire to view or edit, then click "Search"

UIC must contain letters/numbers and be exactly six (6) characters long.

UIC LOOKUP

🔍 <XXXXX>   ✕

An associated rating chain for the entered UIC was not found.

➕ Initiate

If a rating chain has yet to be established using the Rating Chain Tool, the user will see the message "An associated rating chain for the entered UIC was not found."

When the user clicks "Initiate", the *Military* personnel assigned to that UIC are auto-populated form TAPDB to create a shell to assist the user.

Evaluation Entry
U.S. Army Human

Main Menu ▾   Profiles ▾   New OER Training

UIC LOOKUP

🔍 Enter UIC   SEARCH

There can only be one (1) "Draft" version at any time. If there is no current "Draft" version, the user can initiate a new "Draft". The new "Draft" will be a copy of the last approved rating chain within the Rating Chain Tool.

An associated draft rating chain for the entered UIC ANTAN2 was not found.

➕ INITIATE

Chain ID	Status	Modified Date	Verifier	Approver	Actions		
185	Completed	Edited by testuser91004.1999991004 20170810 09:53:45 EST	SGM, testuser Bills 20170808	SGM, testuser Bills 20170810	📄 VIEW	EDIT ✔ SIGN	

Editing/Signing/Viewing a Rating Chain

Type in the UIC of the unit you desire to view or edit, then click "Search"

Displays the name Verifying and Approving officials.

Allows the user to edit the current "draft" version of the rating chain.

Displays the Rating Chain ID# and the current status of the rating chain

Displays the name of the user and date/time that the rating chain was last modified.

Allows the user to view approved rating chains.

Allows the "Verifying" and "Approving" Officials the ability to electronically sign/approve the current draft version of the rating chain.

UIC LOOKUP

Q <XXXXX>   X

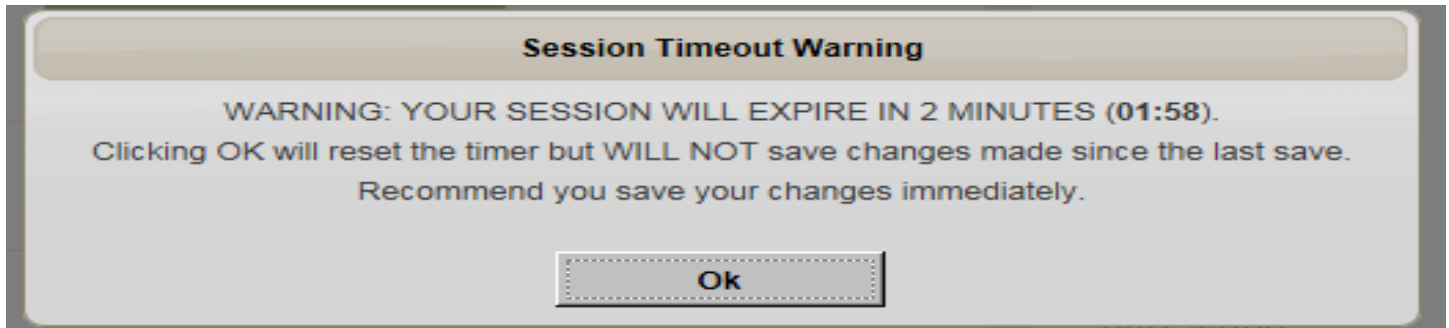| UIC	Modified Date	Actions		
<UIC ##>	Edited by <Username> 01-Mar-2017, 12:34	View	Edit	Sign
<UIC ##>	Approved by <Username> 01-Sep-2016, 12:00	View		
<UIC ##>	Approved by <Username> 01-Sep-2016, 12:00	View		

Draft and previously approved rating chains for this UIC entered into the Rating Chain Tool will be displayed.

Approved versions of the rating chain can only be accessed in a view-only format.

UIC LOOKUP

Q <XXXXX>   X

UIC	Modified Date	Actions
<UIC ##>	Certified by <Username> 01-Mar-2017, 12:34	Sign
<UIC ##>	Approved by <Username> 01-Sep-2016, 12:00	View
<UIC ##>	Approved by <Username> 01-Sep-2016, 12:00	View

Once the commander has signed a rating chain, the rating chain can no longer be edited until the verifying signature is removed. The rating chain will remain in a "Verified" status pending the signature of the approver.

The user will time out after 10 minutes of no use/inactivity. All changes will be lost if the users fails to save prior to exiting or being timed out of the system.

Session Timeout Warning

WARNING: YOUR SESSION WILL EXPIRE IN 2 MINUTES (01:58).
Clicking OK will reset the timer but WILL NOT save changes made since the last save.
Recommend you save your changes immediately.

Ok

Users get a 2-minute warning prior to being timed out. By clicking "OK", the timer resets, but changes will not be saved.

The user must assign the "Verifying Official" (commander, commandant, or organizational leader) and "Approving Official" (the next higher commander, commandant, or organizational leader).

<UIC ##> RATING CHAIN — Last Modified: <User Name>, <Rank>, DD-MMM-YYYY, <Time>

View All (154 Soldiers)

⊕ Add Soldier

DRAG TO ASSIGN RATING OFFICIAL

Current Unit   Others   🔍 Search

Verifying Official   Approving Official

☑ Assign Verifying Official   ☑ Assign Approving Official

Soldier Name	Rater	Intermediate Rater	Senior Rater	Supplementary Reviewer
<Rank>, <Last Name>, First, MI>	+👤 Assign	+👤 Assign	+👤 Assign	+👤 Assign
<Rank>, <Last Name>, First, MI>	+👤 Assign	+👤 Assign	+👤 Assign	+👤 Assign
<Rank>, <Last Name>, First, MI>	+👤 Assign	+👤 Assign	+👤 Assign	+👤 Assign
<Rank>, <Last Name>, First, MI>	+👤 Assign	+👤 Assign	+👤 Assign	+👤 Assign
<Rank>, <Last Name>, First, MI>	+👤 Assign	+👤 Assign	+👤 Assign	+👤 Assign
<Rank>, <Last Name>, First, MI>	+👤 Assign	+👤 Assign	+👤 Assign	👤 Assign
<Rank>, <Last Name>, First, MI>	+👤 Assign	+👤 Assign	+👤 Assign	👤 Assign

<Rank> <Last, First, MI> (right column listing, repeated)

Save

A by name listing of all Soldiers assigned to the UIC pulled from TAPDB.

The user must click "Save" in order to save any changes.

The "Current Unit" tab is a by name listing of all Soldiers assigned to the UIC pulled from TAPDB to be used for designating as a rating official. This listing is updated every time the rating chain is accessed.

The Rated Soldier listing is only pulled from TAPDB upon initiation. Soldiers added after initiation must be added manually.

Designating the Verifying and Approving Officials

A rating chain is established by the commander, commandant, or leader of an organization ("Verifying Official") and approved by the next higher commander, commandant, or organizational leader for two-star level commands (or equivalent organizations) and below ("Approving Official").

The "Verifying" and "Approving" Officials can be added with same "drag and drop" functionality as designating rating officials.

"Drag" to appropriate role.

Click on the appropriate individual.

The "Verifying" and "Approving" Officials can be manually added clicking on the "Assign Verifying/Approving Official".

Search can be conducted using the official's DOD ID# and first two (2) or the official's information can be manually enter in case where a DOD ID# doesn't exist or is unknown.

ANTAN9 RATING CHAIN

View All (1 Soldiers) ⌄   🔍   ⊕ ADD SOLDIER

Verifier		Approver	
SGM, testuser Bills, X,	☰ VERIFIER OPTIONS	SGT, TEST BILL, M,	

Soldier Name	Rater	Intermediate Rater	Senior Rater	Supplementary Reviewer
RANK, LAST, FIRST, M, SUF Effective:	SFC, last first, m, suf Effective: 20170808	COL, SAMPLE DANNY, W, JR Effective: 20170809	+👤 ASSIGN	+👤 ASSIGN

Individuals who are manually added without a DOD ID# will appear in amber and will have no options within the Rating Chain Tool.

ANTAN9 RATING CHAIN

View All (1 Soldiers) ⌄   🔍   ⊕ ADD SOLDIER

Verifier		Approver	
sgm, LAST FIRST, M, SUF		SGT, TEST BILL, M,	✔ COMPLETE

Soldier Name	Rater	Intermediate Rater	Senior Rater	Supplementary Reviewer
RANK, LAST, FIRST, M, SUF Effective:	SFC, last first, m, suf Effective: 20170808	COL, SAMPLE DANNY, W, JR Effective: 20170809	+👤 ASSIGN	+👤 ASSIGN

If both officials are manually added without a DOD ID# the only option available will be to "Complete" the rating scheme. Upon the user clicking "Complete", the rating scheme will become "Finalized" as a rating scheme within the Rating Chain Tool. "Finalized" = completed for manual signature, maintained at the unit level.

ANTANP RATING CHAIN

View All (1 Soldiers) ⌄   🔍   ⊕ ADD SOLDIER

DRAG TO ASSIGN RATING OFFICIAL

CURRENT UIC   OTHERS   SEARCH

No results found for supplied UIC.

Verifier		Approver	
SGT, TEST BILL, ,		SGT, LAST FIRST, ,	

Soldier Name	Rater	Intermediate Rater
RANK, LAST, FIRST, M, SUF Effective:	+👤 ASSIGN	+👤 ASSIGN

⊕ COMPLETE

By selecting, you are indicating this rating scheme is complete for manual signature by the approving official. You are acknowledging this rating scheme identifies the names of rated Soldiers, with effective dates for each rating official, that is, the date the rating official assumed his or her role as the rating official for the rated Soldier, and this manually signed rating scheme is maintained locally, published and accessible to each rated Soldier and each member of the rating chain. By selecting, you are indicating this rating scheme is complete for manual signature by the approving official. You are acknowledging this rating scheme identifies the names of rated Soldiers, with effective dates for each rating official, that is, the date the rating official assumed his or her role as the rating official for the rated Soldier, and this manually signed rating scheme is maintained locally, published and accessible to each rated Soldier and each member of the rating chain. Upon confirmation, edits to this rating chain will not be permissible. Do you wish to proceed?

OK   Cancel

The user must confirm that the rating scheme is accurate and that future edits to the rating scheme will not be permitted.

Sorting/Searching a Rating Scheme

View All (42 Soldiers) ▾ 🔍   ⊕ ADD RATED SOLDIER

View All (42 Soldiers)			
COL (2 Soldiers)	Verifier		
LTC (1 Soldiers)	ERIFYING OFFICI		
MAJ (5 Soldiers)			

Rater	Intermediate Rater	Senior Rater	Supplementary Reviewer
+👤 ASSIGN	+👤 ASSIGN	+👤 ASSIGN	+👤 ASSIGN
+👤 ASSIGN	+👤 ASSIGN	+👤 ASSIGN	+👤 ASSIGN

CPT (2 Soldiers)

CW4 (1 Soldiers)

The rating scheme can be filtered by rank, by clicking on the drop-down arrow. Then click on the desired rank.

View All (42 Soldiers) ▾ 🔍 mo   ⊕ ADD RATED SOLDIER

Verifier	Approver
☑ ASSIGN VERIFYING OF	

The rating scheme can be searched alphabetically by typing in the search box.

Soldier Name	Rater				...viewer
SFC, MOORE ████ W, Effective:	+👤 ASSIGN	N/A		+👤 ASSIGN	+👤 ASSIGN
SSG, MOSS, ████ Effective:	+👤 ASSIGN	N/A		+👤 ASSIGN	+👤 ASSIGN

Adding a Rated Soldier

<UIC ##> RATING CHAIN		Last Modified: <User Name>, <Rank>, DD-MMM-YYYY, <Time>
View All (154 Soldiers) ⌄	⊕ Add Soldier	**DRAG TO ASSIGN RATING OFFICIAL**
Verifying Official	Approving Official	**Current Unit** Others 🔍 Search
☑ Assign Verifying Official	☑ Assign Approving Official	<Rank> <Last, First, MI>

Click "Add Soldier", to manually add a Rated Soldier to the rating scheme.

⊕ ADD SOLDIER

Search

DOD ID

First 2 Letters of Last Name

Enter the Rated Soldier's DOD ID# and the first two (2) letters of the Soldier's last name.

🔍 Search

Click "Search"

Cancel

⊕ ADD SOLDIER

Search

<Last Name>, <First Name>, <MI>
<Rank>
<DOR>
<UIC>

The data entered validates against DMDC and ITAP. The information returned is from ITAP.

Add

Cancel

ADD SOLDIER

Search

⚠ Individual Not Found. Please check the DODID and first two letters of the last name.

> **If the information entered _does not_ match the Soldier's data in DMDC, the user will see the error message "Individual Not Found".**

Cancel

Verifier		Approver
SGM, testuser Bills, X,	☰ VERIFIER OPTIONS	SGT, LAST FIRST, ,

Soldier Name	Rater	Intermediate Rater
RANK, LAST, FIRST, M, SUF Effective:	+👤 ASSIGN	+👤 ASSIGN

ADD RATED SOLDIER

Search
testuser,Bills,X
SGM
test.user.91004@us.army.mil

Effective Date
📅
Effective date is required.

ADD   Cancel

ANTANE RATING CHAIN

View All (1 Soldiers) ⌄   🔍   ⊕ ADD SOLDIER

DRAG TO ASSIGN RATING OFFICIAL

Verifier	Approver
☑ ASSIGN VERIFYING OFFICIAL	☑ ASSIGN APPROVING OFFICIAL

Soldier Name	Rater	Intermediate Rater	Senior Rater	Supplementary Reviewer
RANK, LAST, FIRST, M, SUF Effective:	+👤 ASSIGN	+👤 ASSIGN	+👤 ASSIGN	+👤 ASSIGN

> **An Effective Date must be established for all Rated Soldiers, Rating Officials, and Verifying/Approving Officials. The user is notified if he/she tries to proceed without establishing an effective date.**

Effective Date is required

SAVE

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Removing a Rated Soldier

A Rated Soldier can be removed by hovering the mouse pointer over the Rated Soldier and then clicking the "X".

Adding and Assigning Rating Officials

"Search" allows for the addition of rating officials assigned outside of the UIC _to include foreign and civilian rating officials with a valid DOD ID#._ Once these rating officials have been added to the rating scheme, they will then appear under the "Others" tab.

Rating officials can be assigned through a simple "drag and drop".

Click on the desired rating official.

"Drag" to the desired role.

Click "Save" frequently to ensure changes are not lost.

The "Verifying" and "Approving" Officials can be added with same "drag and drop" functionality.

The rating official can also be added by clicking on "Assign" within the rating official role.

The user can either search by DOD ID# and first two letters of last name or the rating official's information can be entered manually.

Add Rating Official

Add Manually

Last Name

Last name is required.

First Name

First name is required.

Middle Initial

Suffix

Rank

Rank is required.

SSN

The entered SSN is invalid.

Email

Email is required and must end with .gov or .mil

ADD   Cancel

The following are required fields for manual entry:
- Last Name
- First Name
- Rank
- Email

Add Rating Official

Add Manually

LAST

FIRST

Middle Initial

Suffix

SGT

123456780

m@mail.mil   ×

ADD   Cancel

Once all required data has been enter, click "ADD"
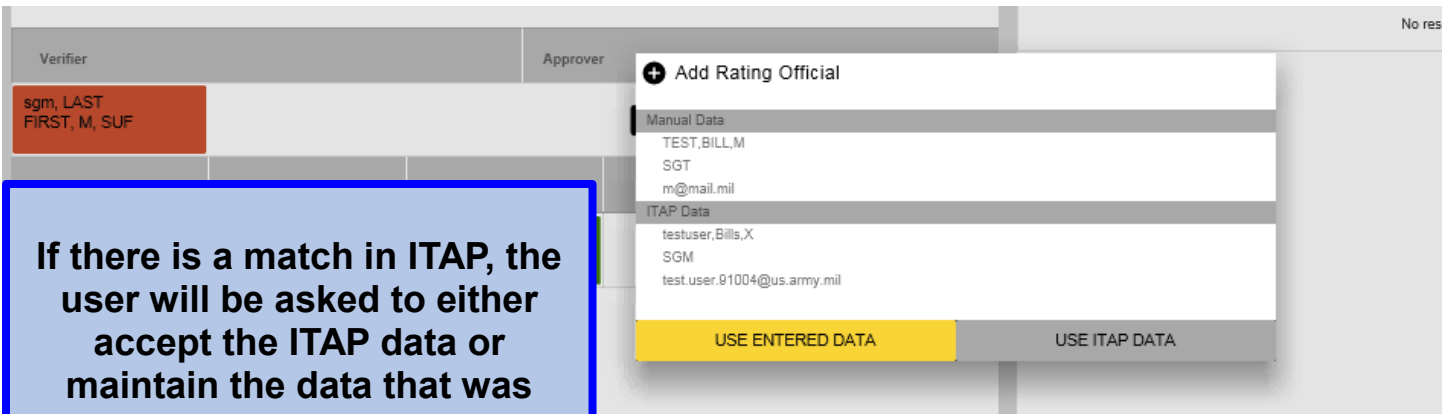
If there is a match in ITAP, the user will be asked to either accept the ITAP data or maintain the data that was manually entered.

Add Rating Official

Manual Data
TEST,BILL,M
SGT
m@mail.mil

ITAP Data
testuser,Bills,X
SGM
test.user.91004@us.army.mil

USE ENTERED DATA   USE ITAP DATA

It may be necessary to keep the manually entered information in cases of civilian rating officials. The ITAP data may include previous military rank, so the manual entry will allow the rank to be changed to reflect current civilian position.

Click on the calendar icon to designate the date the rating official assumed the role.

Future effective dates are not allowed. Effective date will default to the current date, but can be set to any date in the past.
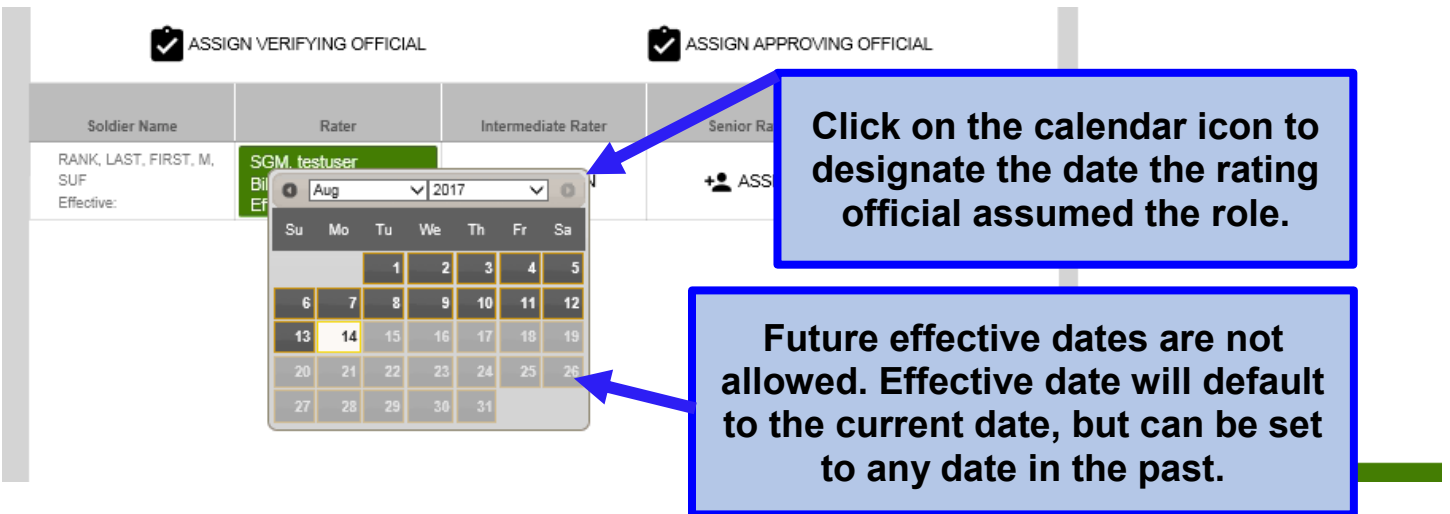
To edit the rating chain, hover the mouse over the Rated Soldier or Rating Official. Icons will appear to allow the user the ability to Edit the effective date or remove Soldier.
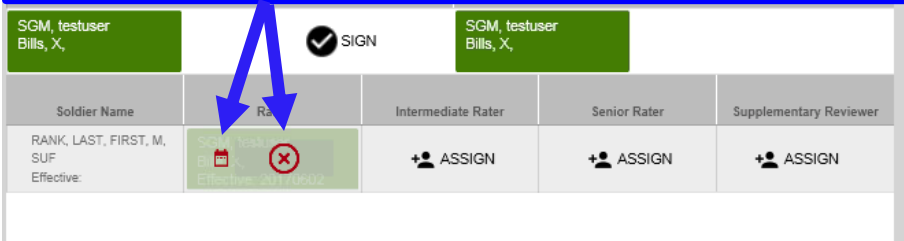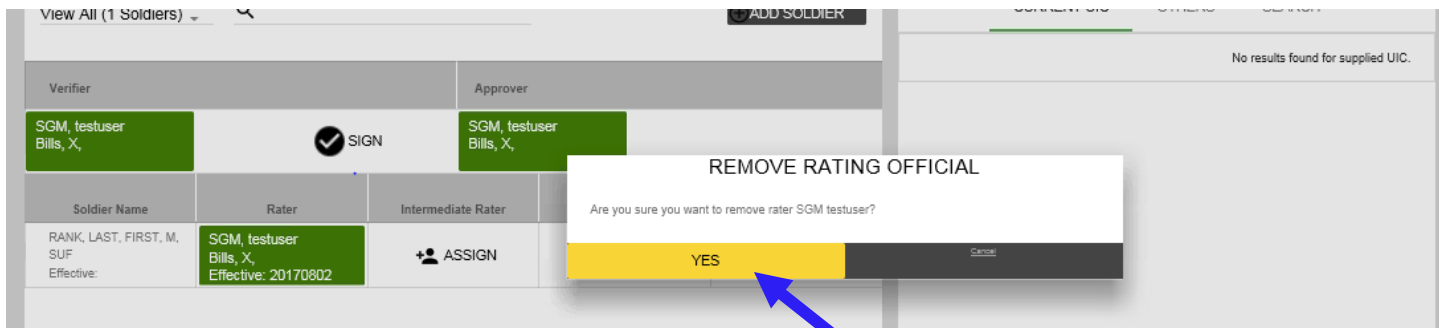
Prior to removal of a Rated Soldier or Rating Official, the user must confirm the action.

Applying Verifying and Approving Signatures

The "Verifying Official" cannot sign until an "Approving Official" has been designated.
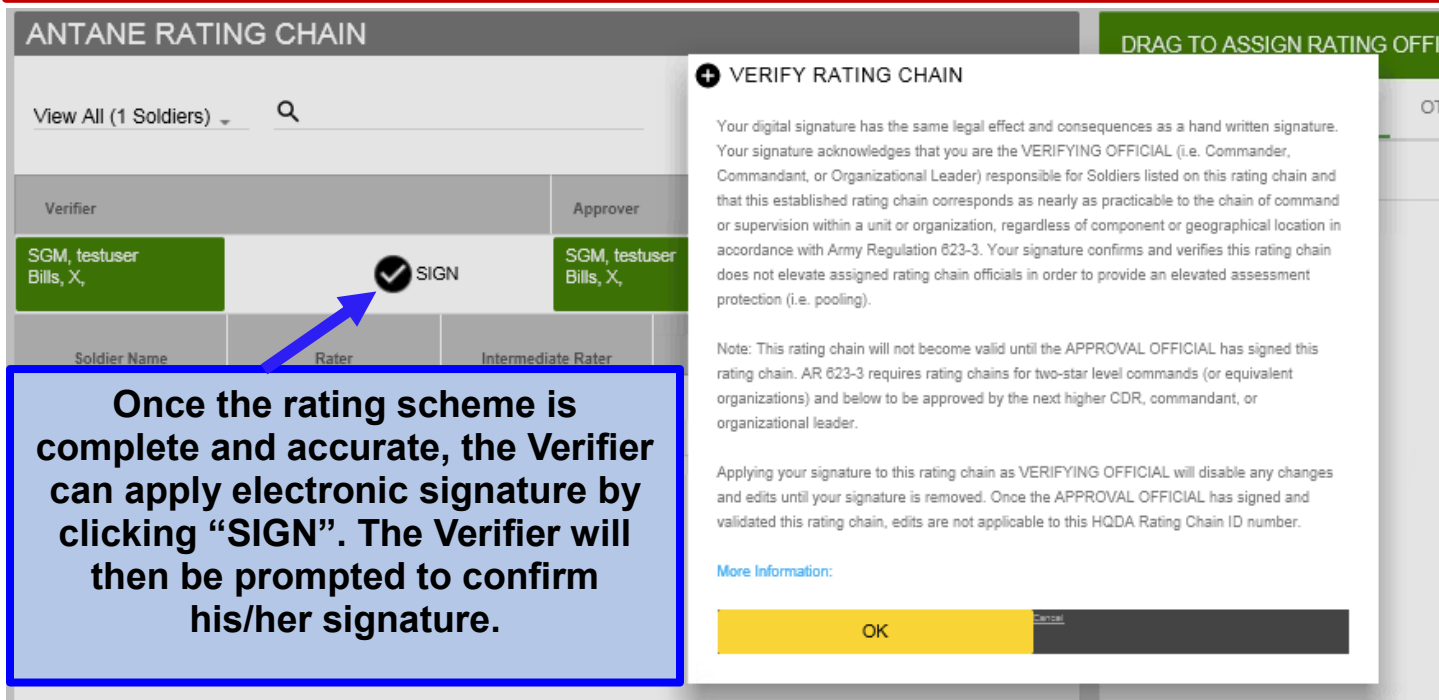
Once the rating scheme is complete and accurate, the Verifier can apply electronic signature by clicking "SIGN". The Verifier will then be prompted to confirm his/her signature.

Once the "Verifying Official" has signed the rating chain, the rating chain is locked and cannot be edited. In order to make changes, the "Verifying Official's" signature must be removed. This can be done by hovering the mouse over the signature and clicking on the "X" to remove signature. The signature can only be removed by the "Verifying Official" or his/her delegates who have signature removal authority for evaluations in EES.

ANTANE RATING CHAIN

View All (1 Soldiers)　🔍　　　　　　　　　　　　⊕ ADD SOLDIER

Verifier		Approver	
SGM, testuser Bills, X,	testuser91004.1999991004	SGM, testuser Bills, X,	☰ APPROVER OPTIONS

Soldier Name	Rater	Intermediate Rater	Senior Rater	Supplementary Reviewer
RANK, LAST, FIRST, M, SUF Effective:	SGM, testuser Bills, X, Effective: 20170802	+👤 ASSIGN	+👤 ASSIGN	+👤 ASSIGN

DRAG TO ASSIGN RATING OFFICIAL

CURRENT UIC　　OTHERS　　SEARCH

No results found for supplied UIC.

Once the "Verifying Official" has signed the rating chain, the "Approving Official" can access the various options by clicking on "Approver Options".

APPROVER OPTIONS

☑ SIGN

⊗ REJECT

RETURN

Cancel

By clicking "Sign" the rating scheme will become "Complete" and become an official rating scheme.

By clicking "Reject", the rating scheme will be an invalid rating scheme. The rating scheme will no longer be accessible for modifications or changes.

By clicking "Return", the rating scheme is returned back to the Verifier for edits.

This rating chain will not become valid until the correct "Approving Official" has signed this rating chain IAW AR 623-3. AR 623-3 requires rating chains for two-star level commands (or equivalent organizations) and below to be approved by the next higher CDR, commandant, or organizational leader.

Once an "Approving Official" has authenticated this rating chain with signature, edits are not applicable to this HQDA Rating Chain ID number and the rating chain becomes valid.

Verifier			Approver
SGM, testuser Bills, X,	testuser91004.1999991004		SGM, testuser Bills, X,

⊕ RETURN

Add Comment

RETURN	Cancel

| Soldier Name	Rater	Intermediate Rater
RANK, LAST, FIRST, M, SUF Effective:	+👤 ASSIGN	+👤 ASSIGN

After the Approver clicks "Return", the Approver will be prompted to provide comments as to why the rating scheme was returned back to the Verifier for edits.

View All (1 Soldiers) ⌄   🔍 _____

⊕ ADD SOLDIER

CURRENT UIC   OT

Verifier			Approver	
SGM, testuser Bills, X, ⊗	testuser91004.19⊗91004		SGM, testuser Bills, X,	≣ APPROVER OPTIONS

Soldier Name	Rater	Intermediate Rater	Senior Rater	Supplementary Reviewer
RANK, LAST, FIRST, M, SUF Effective:	SGM, testuser Bills, X, Effective: 20170802	+👤 ASSIGN	+👤 ASSIGN	+👤 ASSIGN

The Verifier must remove his/her signature from the rating scheme to make any edits. This can be done by hovering the mouse over the signature and clicking on the "X" to remove signature. The signature can only be removed by the "Verifying Official" or his/her delegates who have signature removal authority for evaluations in EES.
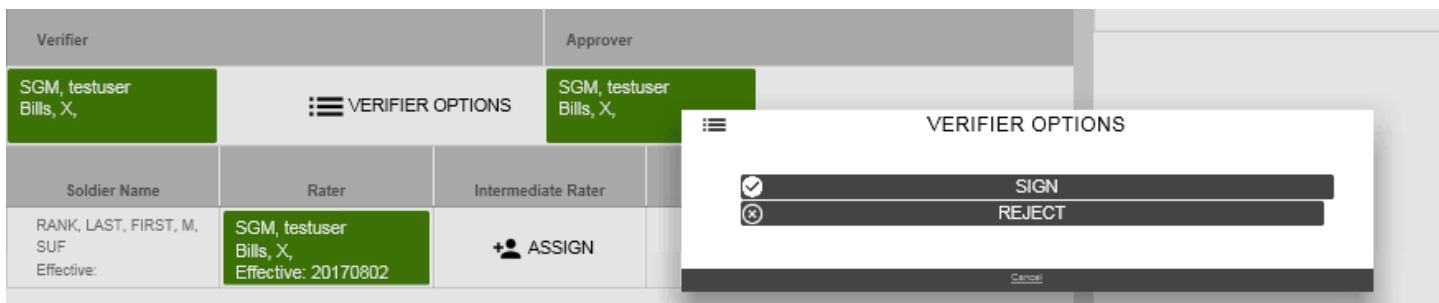
After the Verifier's signature has been removed, edits can be made and then re-signed by the Verifier. The Verifier also has the option to "Reject" the rating scheme as invalid.

By clicking "Reject", the rating scheme is deemed as an invalid rating scheme. The rating scheme will no longer be accessible for modifications or changes.
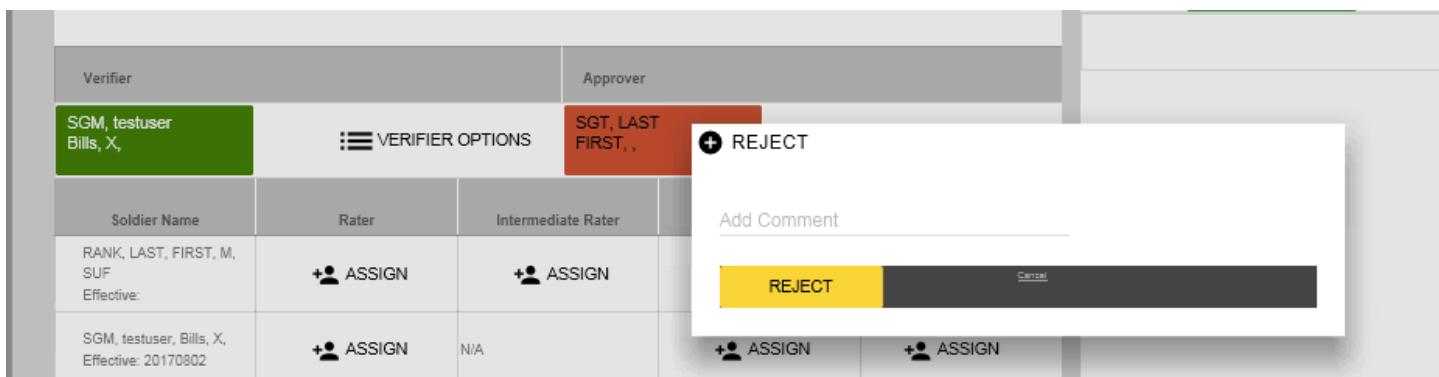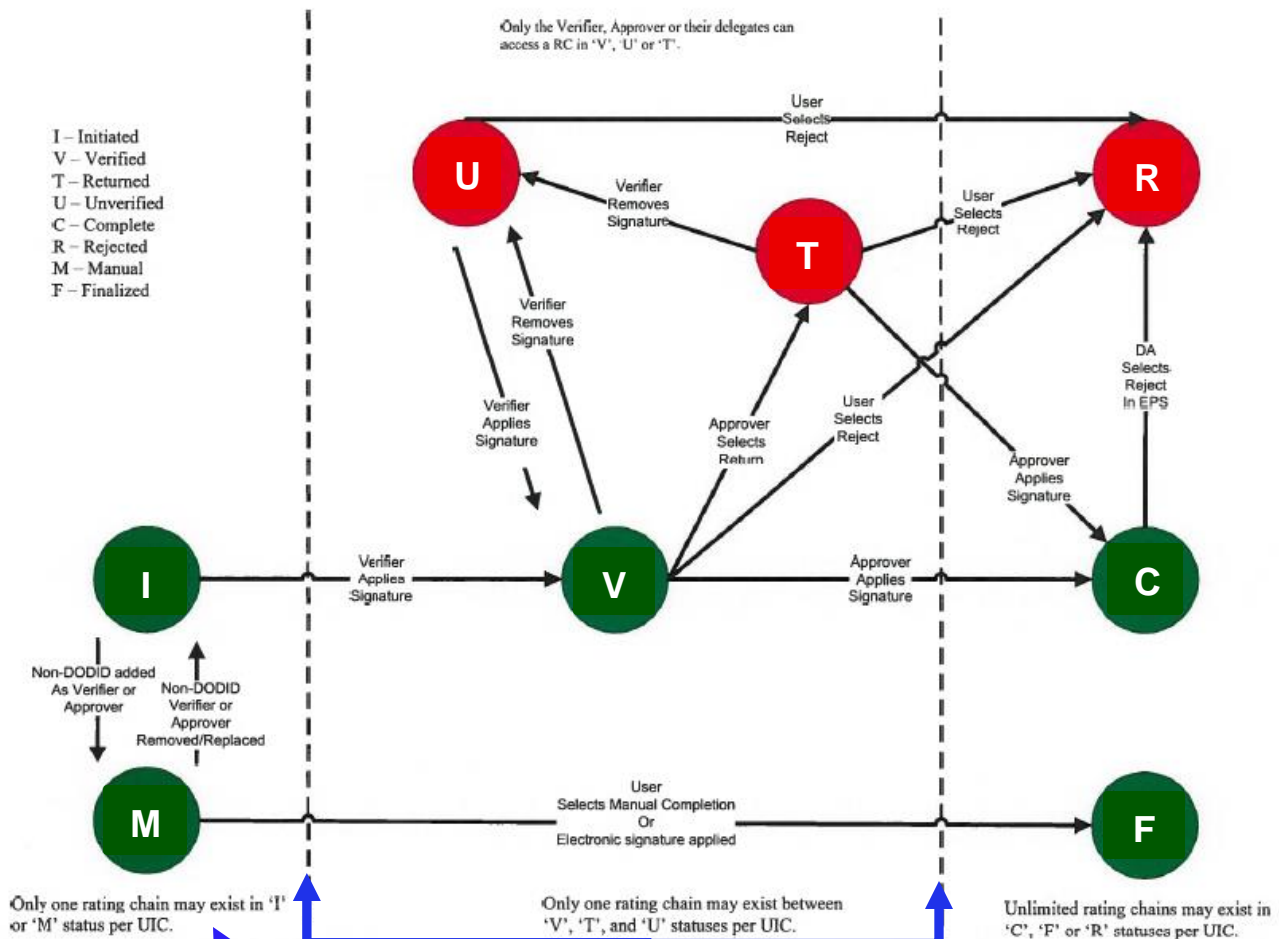

If either the Verifier or Approver elect to "Reject" the rating scheme, he/she will be prompted to provide comments as to why the rating scheme is being rejected.

Rating Chain Processing Flow

Only the Verifier, Approver or their delegates can access a RC in 'V', 'U' or 'T'.

I – Initiated
'V' – Verified
T – Returned
U – Unverified
'C – Complete
R – Rejected
M – Manual
F – Finalized

U

R

T

User Selects Reject

Verifier Removes Signature

User Selects Reject

Verifier Removes Signature

Verifier Applies Signature

Approver Selects Return

User Selects Reject

DA Selects Reject In EPS

I

V

C

Verifier Applies Signature

Approver Applies Signature

Approver Applies Signature

Non-DODID added As Verifier or Approver

Non-DODID Verifier or Approver Removed/Replaced

M

User Selects Manual Completion Or Electronic signature applied

F

'Only one rating chain may exist in 'I' or 'M' status per UIC.

'Only one rating chain may exist between 'V', 'T', and 'U' statuses per UIC.

Unlimited rating chains may exist in 'C', 'F' or 'R' statuses per UIC.

Only one (1) rating scheme can be in "Draft" at any given time.

Once the Verifier signs a rating scheme, a new rating scheme cannot be signed until the previous rating scheme is signed by the Approver or "Rejected"

There can be an infinite number of completed rating schemes.

Verifier		Approver	
SGM, testuser Bills, X,	✓ SIGN	SGM, testuser Bills, X,	
Soldier Name	Rater	Intermediate Rater	
RANK, LAST, FIRST, M, SUF Effective:	+👤 ASSIGN	+👤 ASSIGN	

ACTION NOT ALLOWED

A rating chain is already in process for this UIC. The in process rating chain must be completed before current rating chain can be signed.

OK

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Troubleshooting

- The Rating Chain Tool is not displaying and/or functioning properly
    1. Must use Microsoft Internet Explorer 9 or greater.
    2. Compatibility Mode must be turned **off**.

- The imported data is incorrect
    1. Data is pulled from iTAP, so you should contact the data source to update the information.
    2. For retirees, dual status, and others the information will have to be entered manually.

- The Rating Chain is locked by another user
    1. Only one user can access a rating chain for EDIT/SIGN at a time.
    2. The system will unlock the rating chain 10 minutes after the previous user's last action.

- Rating Officials added from outside the UIC are not added to the "OTHERS" tab
    1. The "OTHERS" tab will update by refreshing the browser.
    2. Rating officials not in the parent UIC will remain in the "Others" tab as long as they remain in the rating chain. Once removed completely from the rating chain, they will no longer appear in the "OTHERS" tab.

- Exiting and unable to immediately re-access The Rating Chain
    1. The system will unlock the rating chain 10 minutes after the previous user's last action.
    2. Wait for 10 minutes and then attempt to access the rating chain (out of our control - DISA security element).