



Manage Recruiting **Scope Statement**

Purpose: The scoping statement is intended only to provide a brief overview of triggering events, outcomes of the business area process, identification of impacted processes and scope. The details behind the scope statement will be communicated via the presentation of the OV-5a Operational Activity Decomposition Tree and OV-6c Business Process models.

Business Area Name: Manage Recruiting

Assumptions: None

Scope: This activity is associated with managing the recruitment process for candidates who apply to join the Armed Forces. This activity is also associated with developing a recruitment plan, identifying recruitment candidates, and making service accession decisions on disqualifying conditions to determine whether the condition can be waived or an exception to policy can be granted.

HRM Capability: Manage Recruiting and Accession

Trigger Events: The Manage Recruiting process starts when Workforce Analysis Information is received to develop the Recruitment Plan. This process may also start with the receipt of a notification identifying a disqualifying condition.

Business Area Outcome Information: This business area ends when recruitment candidate information necessary to start the accession process is obtained or the recruitment candidate elects to discontinue the recruitment process. This business area may also end when an applicant receives an approval for a disqualifying condition or disapproval for a waiver or exception to policy request.

Business Areas interfacing with the Manage Recruiting activity include (but are not limited to):

Manage Accession - This activity is associated with receiving the Recruitment Candidate Information necessary for accession processing.

Manage Human Resources Information – This activity is used to show that the profile (human resource record) is being updated and consolidated in other business areas to reflect the current state of the profile.

Perform Workforce Analysis - This activity is used to provide the initial information to develop the Recruitment Plan.