



Deliver Morale, Welfare and Recreation Program 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 business process model (OV-6c).

Business Area Name: Deliver Morale, Welfare and Recreation Program

Scope: This activity is associated with delivering Morale, Welfare and Recreation (MWR) programs (e.g., exchange programs, chaplaincy programs, and childcare). This includes administering personnel accounts for MWR (e.g., managing program usage to include verifying that requester(s) are eligible for a program and making decisions about special usage circumstances, managing requests to leave a program and closeout of program accounts, consolidating and reporting information about MWR program usage).

Lines of Business: Quality of Life (QoL)/MWR, Benefits Management, Human Resource Information, Separation and Retirement

Trigger Events: *Deliver Morale, Welfare and Recreation Program* is initiated upon receipt of a request from a requester(s) (i.e., Member, Employee, Non-Department of Defense (DoD) HRM Customer, unit) to use or leave an MWR program, an MWR program is discontinued, or a Member retirement/separation/transfer requires action (e.g., retirement, separation, and transfer checklist action items).

Business Area Outcome Information: The business area process ends when information about updated MWR program usage has been reported.

Business Area(s) Interfacing with this *Deliver Morale, Welfare and Recreation Program* include (but are not limited to):

Human Resource Information- This process 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.

Quality of Life Program Management –This activity is associated with managing QoL programs on military installations, on property controlled by a Military Department (MILDEP) or furnished by a DoD contractor. This activity includes identifying, developing, maintaining and assessing QoL programs. Deliver MWR Program will send program evaluation information to QoL program management.

Separation and Retirement - This activity is associated with discharging, dismissing, retiring and resigning DoD members and employees. Deliver MWR Program will receive a list of actions that must be completed prior to a Member retiring or separating.

Financial Management (FM) - This external activity is associated with providing accurate and reliable financial information in support of the Planning, Programming, Budgeting, and Execution (PPBE) process to ensure adequate financial resources for warfighter mission requirements. Deliver MWR Program will provide information relating to the disposition of benefit-related debts to FM when required in order to close out an individual's account. This area contains military input only at this time. It will be updated as civilian input is obtained.