



Manage Personnel Promotion **Scope Statement**

Purpose: This 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 OV5 Node Tree and IDEF0 models.

Business Area Name: Manage Personnel Promotion

Scope: This activity is associated with supporting the management of the promotion eligibility, selecting promotions, managing promotion appeal, and executing the promotion for officer members. This activity also includes using promotion criteria and a promotion appeal package to make a decision to promote personnel.

Lines of Business: Manage Personnel and Pay

Trigger Events: *Manage Personnel Promotion* is triggered by notification of promotion eligibility requirements including Member composite score, test date, time in service, and time in grade.

Business Area Outcome Information: This business area completes when a promotion order is executed, the Personnel Grade Change Profile Information is updated with the promotion results, and the appropriate notifications are sent. This business area may also terminate when a Member chooses not to accept a promotion, is denied the promotion, or is no longer eligible for a promotion.

Business Area(s) Interfacing with this *Manage Personnel Promotion* Activity are:

Manage Human Resource Information – This activity is associated with managing Human Resources Information (i.e., Human Resources Profiles and Human Resources Record).

Perform Workforce Analysis – This activity is associated with establishing promotion criteria, which includes information that is needed to determine if a Member has satisfied the requirements for a promotion. The information may include (but not be limited to) composite score, test date, time in service, time in grade, and Service cutoff scores.