

Perform Human Resources Management Operational Information Exchange Matrix (OV-3)

Need Line	Information Exchange Name	Information Exchange Description	Source Operational Node	Source Activity	Destination Operational Node	Destination Activity	Media	Privacy Act Protected	Frequency
Human Resources Specialist - Human Resources Specialist Exchange	Accession Agreement Requirement	This includes agreement requirements established during the recruiting and accession process. This may include (but not be limited to) incentives, bonuses, benefits, and terms of agreement.	Human Resources Specialist	Manage Human Resource Profile	Human Resources Specialist	Manage Personnel and Pay	Electronic	No	As Required
Human Resources Specialist - Human Resources Customer Exchange	Accession Notification	This includes a series of notifications sent between the Accession Specialist, the Candidate, and the higher echelon Member concerning the completeness of the information contained within the Candidate's profile. The information can be deemed complete, incorrect, or falsified, and the parties must resolve the information matter before the next steps toward accession can occur.	Human Resources Specialist	Manage Personnel and Pay	Human Resources Customer	Process Individual Information	Electronic/Paper	No	As Required
Human Resources Specialist - Human Resources Customer Exchange	Accession Notification	This includes a series of notifications sent between the Accession Specialist, the Candidate, and the higher echelon Member concerning the completeness of the information contained within the Candidate's profile. The information can be deemed complete, incorrect, or falsified, and the parties must resolve the information matter before the next steps toward accession can occur.	Human Resources Specialist	Manage Personnel and Pay	Human Resources Customer	Process Individual Information	Electronic/Paper	No	As Required
Human Resources Specialist - Human Resources Customer Exchange	Adverse Action Notification	This includes the notification of an adverse action being charged, adverse action decision, or any other disciplinary actions needed to be taken.	Human Resources Specialist	Manage Personnel and Pay	Human Resources Customer	Process Individual Information	Electronic/Paper	No	As Required
Human Resources Specialist - Human Resources Specialist Exchange	Adverse Action Notification	This includes the notification of an adverse action being charged, adverse action decision, or any other disciplinary actions needed to be taken.	Human Resources Specialist	Manage Personnel and Pay	Human Resources Specialist	Manage Human Resources Organizational Infrastructure Support	Electronic/Paper	No	As Required
Multiple Core Business Mission - Force Manager Exchange	Aggregated Spend Information	Collected and consolidated historical spend data that includes what is purchased and from whom it is purchased that is used to identify strategic sourcing opportunities. Spend information includes post-award data such as total obligated amount per fiscal year, socio-economic information, or supplier concentration.	Multiple Core Business Mission	External	Force Manager	Manage Organization	Electronic	No	As Required
Multiple Core Business Mission - Human Resources Specialist Exchange	Aggregated Spend Information	Collected and consolidated historical spend data that includes what is purchased and from whom it is purchased that is used to identify strategic sourcing opportunities. Spend information includes post-award data such as total obligated amount per fiscal year, socio-economic information, or supplier concentration.	Multiple Core Business Mission	External	Human Resources Specialist	Manage Benefits	Electronic	No	As Required
Multiple Core Business Mission - Human Resources Specialist Exchange	Aggregated Spend Information	Collected and consolidated historical spend data that includes what is purchased and from whom it is purchased that is used to identify strategic sourcing opportunities. Spend information includes post-award data such as total obligated amount per fiscal year, socio-economic information, or supplier concentration.	Multiple Core Business Mission	External	Human Resources Specialist	Manage Travel	Electronic	No	As Required
Multiple Core Business Mission - Human Resources Specialist Exchange	Aggregated Spend Information	Collected and consolidated historical spend data that includes what is purchased and from whom it is purchased that is used to identify strategic sourcing opportunities. Spend information includes post-award data such as total obligated amount per fiscal year, socio-economic information, or supplier concentration.	Multiple Core Business Mission	External	Human Resources Specialist	Manage Personnel and Pay	Electronic	No	As Required
Human Resources Customer - Force Manager Exchange	Agreement or Contract Information to Supplier	This parent ICOM represents a combination of the information provided by the following children ICOMs: Approved Request for Proposal, Awarded Agreement, Contract or Order Information, Draft Agreement, Draft Contract or Order Information, Pre Solicitation Notice, Public Draft Request for Proposal, and Sourcing Planning Information Request.	Human Resources Customer	Manage Acquisition Business Functional Areas	Force Manager	Manage Organization	Electronic	No	As Required
Human Resources Customer - Human Resources Specialist Exchange	Agreement or Contract Information to Supplier	This parent ICOM represents a combination of the information provided by the following children ICOMs: Approved Request for Proposal, Awarded Agreement, Contract or Order Information, Draft Agreement, Draft Contract or Order Information, Pre Solicitation Notice, Public Draft Request for Proposal, and Sourcing Planning Information Request.	Human Resources Customer	Manage Acquisition Business Functional Areas	Human Resources Specialist	Manage Personnel and Pay Manage Benefits Manage Travel	Electronic	No	As Required
Financial Management (FM) - Force Manager Exchange	Analytical Results	The collection of one or more of the following: forecast, comparative analysis, trend analysis. A forecast might represent a prediction of future financial needs or trends based on analysis of available historical cost information and planned changes in capabilities. A comparative analysis might represent a comparison of how similar budget programs or business activities are executed by multiple organizations from a cost and performance management perspective. A trend analysis might represent how a single budget program or business activity has performed over multiple reporting periods. These analytical results will support many types of business decision making, to include planning, future years budget formulation, and other resource tradeoffs.	Financial Management (FM)	External	Force Manager	Manage Organization	Electronic	No	As Required

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Financial Management (FM) - Human Resources Specialist Exchange	Analytical Results	The collection of one or more of the following: forecast, comparative analysis, trend analysis. A forecast might represent a prediction of future financial needs or trends based on analysis of available historical cost information and planned changes in capabilities. A comparative analysis might represent a comparison of how similar budget programs or business activities are executed by multiple organizations from a cost and performance management perspective. A trend analysis might represent how a single budget program or business activity has performed over multiple reporting periods. These analytical results will support many types of business decision making, to include planning, future years budget formulation, and other resource tradeoffs.	Financial Management (FM)	External	Human Resources Specialist	Manage Personnel and Pay	Electronic	No	As Required
Financial Management (FM) - Human Resources Specialist Exchange	Analytical Results	The collection of one or more of the following: forecast, comparative analysis, trend analysis. A forecast might represent a prediction of future financial needs or trends based on analysis of available historical cost information and planned changes in capabilities. A comparative analysis might represent a comparison of how similar budget programs or business activities are executed by multiple organizations from a cost and performance management perspective. A trend analysis might represent how a single budget program or business activity has performed over multiple reporting periods. These analytical results will support many types of business decision making, to include planning, future years budget formulation, and other resource tradeoffs.	Financial Management (FM)	External	Human Resources Specialist	Manage Benefits	Electronic	No	As Required
Materiel Supply and Service Management (MSSM) - Human Resources Specialist Exchange	Arrival Information	Acknowledgement of the arrival or delivery of cargo and passengers at a destination.	Materiel Supply and Service Management (MSSM)	External	Human Resources Specialist	Manage Travel	Electronic	No	As Required
Human Resources Customer - Force Manager Exchange	Asset Information	This parent ICOM represents a combination of the information provided by the following children ICOMs: Updated Asset Information, Updated Asset Valuation Information, Property Expense, and Depreciation and Amortization Information.	Human Resources Customer	External	Force Manager	Manage Organization	Electronic	No	As Required
Human Resources Customer - Human Resources Specialist Exchange	Asset Information	This parent ICOM represents a combination of the information provided by the following children ICOMs: Updated Asset Information, Updated Asset Valuation Information, Property Expense, and Depreciation and Amortization Information.	Human Resources Customer	External	Human Resources Specialist	Manage Personnel and Pay	Electronic	No	As Required
Human Resources Specialist - Human Resources Specialist Exchange	Assignment Draft Order	This includes information pertaining to a draft assignment order based on order requirements. The information may include (but not be limited to) draft order date, order effective date, order type, and order action. The information contained in this ICOM will be the basis for a financial commitment of funds in the Financial Visibility Business Area.	Human Resources Specialist	Manage Personnel and Pay	Human Resources Specialist	Manage Travel	Electronic	No	As Required
Human Resources Specialist - Force Manager Exchange	Assignment Final Order	This includes the information needed to document an approved order for a personnel action. The information may include (but not be limited to) approved order date and status, order number, order effective date, and order type. The information contained in this ICOM will be the basis for a financial obligation (a financial decommitment in the case of an order to cancel) of funds in the Financial Visibility Business Area. The information will also contain personnel requisition details that will be used to update or modify the Manage Personnel Distribution.	Human Resources Specialist	Manage Personnel and Pay	Force Manager	Manage Organization	Electronic	No	As Required
Human Resources Specialist - Human Resources Customer Exchange	Assignment Final Order	This includes the information needed to document an approved order for a personnel action. The information may include (but not be limited to) approved order date and status, order number, order effective date, and order type. The information contained in this ICOM will be the basis for a financial obligation (a financial decommitment in the case of an order to cancel) of funds in the Financial Visibility Business Area. The information will also contain personnel requisition details that will be used to update or modify the Manage Personnel Distribution.	Human Resources Specialist	Manage Personnel and Pay	Human Resources Customer	Process Individual Information	Electronic	No	As Required
Human Resources Specialist - Human Resources Specialist Exchange	Assignment Final Order	This includes the information needed to document an approved order for a personnel action. The information may include (but not be limited to) approved order date and status, order number, order effective date, and order type. The information contained in this ICOM will be the basis for a financial obligation (a financial decommitment in the case of an order to cancel) of funds in the Financial Visibility Business Area. The information will also contain personnel requisition details that will be used to update or modify the Manage Personnel Distribution.	Human Resources Specialist	Manage Personnel and Pay	Human Resources Specialist	Manage Travel	Electronic	No	As Required

Need Line	Information Exchange Name	Information Exchange Description	Source Operational Node	Source Activity	Destination Operational Node	Destination Activity	Media	Privacy Act Protected	Frequency
Family Support Manager - Human Resources Specialist Exchange	Benefit Administration Information	This is information required by external organizations such as Veterans Affairs (VA) or Office of Personnel Management (OPM) to control participation in programs supporting Department of Defense Human Resources.	Family Support Manager	Manage Benefits	Human Resources Specialist	Manage InterAgency Support	Electronic	No	As Required
Human Resources Specialist - Human Resources Specialist Exchange	Benefit Administration Information	This is information required by external organizations such as Veterans Affairs (VA) or Office of Personnel Management (OPM) to control participation in programs supporting Department of Defense Human Resources.	Human Resources Specialist	Manage Benefits	Human Resources Specialist	Manage InterAgency Support	Electronic	No	As Required
Medical Administrator - Human Resources Specialist Exchange	Benefit Administration Information	This is information required by external organizations such as Veterans Affairs (VA) or Office of Personnel Management (OPM) to control participation in programs supporting Department of Defense Human Resources.	Medical Administrator	Manage Benefits	Human Resources Specialist	Manage InterAgency Support	Electronic	No	As Required
Family Support Manager - Financial Management (FM) Exchange	Benefit Debt Disposition	This is an overall flow of benefit debt disposition for individual debt closeouts. It is information detailing a final bill generated by Human Resources Management for goods or services that are sent to the appropriate party for payment. The final bill will capture all costs such as interest and penalties.	Family Support Manager	Manage Benefits	Financial Management (FM)	Manage Accounts Receivable Balance	Electronic	No	As Required
Medical Administrator - Financial Management (FM) Exchange	Benefit Debt Disposition	This is an overall flow of benefit debt disposition for individual debt closeouts. It is information detailing a final bill generated by Human Resources Management for goods or services that are sent to the appropriate party for payment. The final bill will capture all costs such as interest and penalties.	Medical Administrator	Manage Benefits	Financial Management (FM)	Manage Accounts Receivable Balance	Electronic	No	As Required
Human Resources Customer - Human Resources Specialist Exchange	Benefit Information	This is data on a person, or related general population information, regarding benefit enrollment, costs, and benefit program availability.	Human Resources Customer	Process Individual Information	Human Resources Specialist	Manage Benefits	Electronic	No	As Required
Human Resources Specialist - Multiple Core Business Mission Exchange	Benefit Procurement Request	This is a requirement that defines the need for a benefit program, goods, or services. It may be an unfunded or funded requirement.	Human Resources Specialist	Manage Benefits	Multiple Core Business Mission	Manage Request and Sourcing Strategy	Electronic	No	As Required
Multiple Core Business Mission - Force Manager Exchange	Buyer Materiel and Maintenance and Service Status	This is the information that provides the recipient of a shipment or service with data for both receipt planning and entitlement such as: inspection and acceptance data, discrepancy reports, service acknowledgement, schedule updates, shipment information, real property placed in service, and services progress status. This must include information necessary for asset valuation (capitalized versus expense determination) and documentation of service rendered or deliverable received to fulfill the terms and conditions of the contract or intragovernmental order.	Multiple Core Business Mission	Manage Receipt and Acceptance	Force Manager	Manage Organization	Electronic	No	As Required
Multiple Core Business Mission - Human Resources Specialist Exchange	Buyer Materiel and Maintenance and Service Status	This is the information that provides the recipient of a shipment or service with data for both receipt planning and entitlement such as: inspection and acceptance data, discrepancy reports, service acknowledgement, schedule updates, shipment information, real property placed in service, and services progress status. This must include information necessary for asset valuation (capitalized versus expense determination) and documentation of service rendered or deliverable received to fulfill the terms and conditions of the contract or intragovernmental order.	Multiple Core Business Mission	Manage Receipt and Acceptance	Human Resources Specialist	Manage Personnel and Pay Manage Benefits Manage Travel	Electronic	No	As Required
Human Resources Specialist - Human Resources Specialist Exchange	Candidate Accession Certified Information	This includes the initial information collected from the Candidate (e.g., military members, civilian employees, volunteers, coalition force members, family members, specified contractors, and persons specified in treaties and other agreements). This information may include (but not be limited to) information needed to complete a basic set of information required based on the accession type such as, name and aliases, phone numbers, address, social security number (SSN), degree (if applicable), citizenship documentation (if necessary), correctional records (if applicable), and previous employment contact information.	Human Resources Specialist	Manage Human Resource Profile	Human Resources Specialist	Manage Personnel and Pay	Electronic	No	As Required
Human Resources Customer - Human Resources Specialist Exchange	Career Path Action Request	This includes information associated with personnel submitting a request for the generation of a tailored individual Career Path Plan. The information may include (but not be limited to) requestor and individual personal information (e.g., name, ID number, organization) and the requested completion date for the career plan.	Human Resources Customer	Process Individual Information	Human Resources Specialist	Manage Personnel and Pay	Electronic	No	As Required
Human Resources Customer - Human Resources Specialist Exchange	Career Path Information	This includes information associated with a person's occupation, or occupation family, and career path. The information may include (but not be limited to) career plan recommended phase points (in terms of years of service) for development actions (e.g., training, education, or distributed learning courses) leading to specified competency levels, recommended credentials, and specified organizational levels (e.g., Major Command Staff Division Chief, Service HQ Action Officer) of assignment.	Human Resources Customer	Process Individual Information	Human Resources Specialist	Manage Personnel and Pay	Electronic	No	As Required
Human Resources Management Approval Authority - Human Resources Specialist Exchange	Certified Absence Information	This includes all absence information that has been certified by a supervisor or other authorized personnel. This can also include all corrected absence information that has been certified.	Human Resources Management Approval Authority	Manage Personnel and Pay	Human Resources Specialist	Manage Personnel and Pay	Electronic	No	As Required

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Human Resources Specialist - Financial Management (FM) Exchange	Certified Absence Information	This includes all absence information that has been certified by a supervisor or other authorized personnel. This can also include all corrected absence information that has been certified.	Human Resources Specialist	Manage Personnel and Pay	Financial Management (FM)	External	Electronic	No	As Required
Human Resources Management Approval Authority - Human Resources Specialist Exchange	Certified Human Resources Management Pay Information	This includes information associated with the record, approved by a designated official, of gross pay earnings and entitlements by category, less deductions (statutory and elective) that results in the net disbursement. This record also reflects active employee debt balance and disbursement information.	Human Resources Management Approval Authority	Manage Personnel and Pay	Human Resources Specialist	Manage Personnel and Pay	Electronic	No	As Required
Human Resources Specialist - Financial Management (FM) Exchange	Certified Human Resources Management Pay Information	This includes information associated with the record, approved by a designated official, of gross pay earnings and entitlements by category, less deductions (statutory and elective) that results in the net disbursement. This record also reflects active employee debt balance and disbursement information.	Human Resources Specialist	Manage Personnel and Pay	Financial Management (FM)	External	Electronic	No	As Required
Human Resources Management Approval Authority - Human Resources Specialist Exchange	Certified Labor Information	This includes all labor information (e.g., specific tasks, duty participation, projects and/or programs) that has been certified by a supervisor or other authorized personnel. This can also include corrected labor information that has been certified.	Human Resources Management Approval Authority	Manage Personnel and Pay	Human Resources Specialist	Manage Personnel and Pay	Electronic	No	As Required
Human Resources Specialist - Financial Management (FM) Exchange	Certified Labor Information	This includes all labor information (e.g., specific tasks, duty participation, projects and/or programs) that has been certified by a supervisor or other authorized personnel. This can also include corrected labor information that has been certified.	Human Resources Specialist	Manage Personnel and Pay	Financial Management (FM)	External	Electronic	No	As Required
Human Resources Management Approval Authority - Human Resources Specialist Exchange	Certified Reimbursement Information	This includes information that is certified and related to reimbursement of expenses incurred or expenses expected to be incurred. This may include (but not be limited to) expense type, expense date, and expense amount.	Human Resources Management Approval Authority	Manage Personnel and Pay	Human Resources Specialist	Manage Personnel and Pay	Electronic	No	As Required
Human Resources Specialist - Financial Management (FM) Exchange	Certified Reimbursement Information	This includes information that is certified and related to reimbursement of expenses incurred or expenses expected to be incurred. This may include (but not be limited to) expense type, expense date, and expense amount.	Human Resources Specialist	Manage Personnel and Pay	Financial Management (FM)	External	Electronic	No	As Required
Human Resources Management Approval Authority - Human Resources Specialist Exchange	Certified Time Worked Information	This includes time worked information that has been verified, approved, and signed (manually or electronically) by an employee's supervisor, or other authorized personnel. This can also include corrected time worked information that has been certified.	Human Resources Management Approval Authority	Manage Personnel and Pay	Human Resources Specialist	Manage Personnel and Pay	Electronic	No	As Required
Human Resources Specialist - Financial Management (FM) Exchange	Certified Time Worked Information	This includes time worked information that has been verified, approved, and signed (manually or electronically) by an employee's supervisor, or other authorized personnel. This can also include corrected time worked information that has been certified.	Human Resources Specialist	Manage Personnel and Pay	Financial Management (FM)	External	Electronic	No	As Required
Human Resources Customer - Human Resources Specialist Exchange	Classification Action Request	This includes information associated with personnel submitting a request for the determination of a person's specific Department of Defense (DoD) occupation (can also be a revocation or addition). The information may include (but not be limited to) requestor and individual personal information (e.g., name, ID number, organization), rationale (can include information related to disqualification from a current occupation linkage because of medical or other factors) for the proposed classification action, and the requested completion date.	Human Resources Customer	Process Individual Information	Human Resources Specialist	Manage Personnel and Pay	Electronic	No	As Required
Human Resources Customer - Human Resources Specialist Exchange	Classification Action Request	This includes information associated with personnel submitting a request for the determination of a person's specific Department of Defense (DoD) occupation (can also be a revocation or addition). The information may include (but not be limited to) requestor and individual personal information (e.g., name, ID number, organization), rationale (can include information related to disqualification from a current occupation linkage because of medical or other factors) for the proposed classification action, and the requested completion date.	Human Resources Customer	Process Individual Information	Human Resources Specialist	Manage Personnel and Pay	Electronic	No	As Required
Financial Management (FM) - Human Resources Specialist Exchange	Collection Information	This includes information associated with collections which have been processed to include payments to offset an individual's government indebtedness, intergovernmental collections made via the Intra-governmental Payment and Collection (IPAC) system and commercial collections processed via deposit of funds to an established Treasury General Account at a commercial depository, which have been processed. This collection information encompasses the associated cash collection voucher, as well as the collection of debt and resolution of administrative offsets.	Financial Management (FM)	Manage Collections	Human Resources Specialist	Manage Personnel and Pay	Electronic	No	As Required
Multiple Core Business Mission - Force Manager Exchange	Commitment Modification Request	A request to either increase or decrease the commitment amount needed to fulfill the requirement.	Multiple Core Business Mission	Establish Sourcing Vehicle Monitor Sourcing Executor	Force Manager	Manage Organization	Electronic	No	As Required
Multiple Core Business Mission - Human Resources Specialist Exchange	Commitment Modification Request	A request to either increase or decrease the commitment amount needed to fulfill the requirement.	Multiple Core Business Mission	Establish Sourcing Vehicle Monitor Sourcing Execution	Human Resources Specialist	Manage Personnel and Pay Manage Benefits Manage Travel	Electronic	No	As Required

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Force Manager - Financial Management (FM) Exchange	Commitment Request	This is a request for a commitment or decommitment that has been approved based on the existence of available funding. This commitment/decommitment is an administrative reservation/dereservation of funds for a procurement request, order, directive, or equivalent instrument. This also identifies commitments that have been rejected due to insufficient funding or management discretion.	Force Manager	Manage Organization	Financial Management (FM)	External	Electronic	No	As Required
Human Resources Specialist - Financial Management (FM) Exchange	Commitment Request	This is a request for a commitment or decommitment that has been approved based on the existence of available funding. This commitment/decommitment is an administrative reservation/dereservation of funds for a procurement request, order, directive, or equivalent instrument. This also identifies commitments that have been rejected due to insufficient funding or management discretion.	Human Resources Specialist	Manage Personnel and Pay Manage Benefits Manage Travel Manage Organization	Financial Management (FM)	External	Electronic	No	As Required
Human Resources Customer - Human Resources Specialist Exchange	Congressional Input Information	This parent ICOM represents a combination of the information provided by the following children ICOMs: Congressional and Federal Inquiry, Conference Report, Congressional Action, Congressional Enactment, Congressional Feedback, Congressional Inquiry, General Provision, House Appropriation Committee Report, Official Congressional Position, Appropriation Act, Project Approval Response, Supplemental Appropriation Act, Strength Authorization Information, and Senate Appropriation Committee Report.	Human Resources Customer	External	Human Resources Specialist	Manage Organization	Electronic	No	As Required
Multiple Core Business Mission - Force Manager Exchange	Contract or Order Execution Information	This parent ICOM represents a combination of the information provided by the following children ICOMs: Intragovernmental Order Closure Information, Performance Evidence, and Contract or Order Closure Information.	Multiple Core Business Mission	Establish Sourcing Vehicle	Force Manager	Manage Organization	Electronic	No	As Required
Family Support Manager - Human Resources Customer Exchange	Cost Performance Information Request	The form used by internal or external customers to request cost/performance information. Request includes in as much detail as possible: purpose, objective, originating organization, description of request, priority, deadline, one-time or recurring, specific exceptions or considerations, and output parameters (format, delivery instructions, frequency).	Family Support Manager	Manage Benefits	Human Resources Customer	External	Electronic	No	As Required
Human Resources Specialist - Human Resources Customer Exchange	Cost Performance Information Request	The form used by internal or external customers to request cost/performance information. Request includes in as much detail as possible: purpose, objective, originating organization, description of request, priority, deadline, one-time or recurring, specific exceptions or considerations, and output parameters (format, delivery instructions, frequency).	Human Resources Specialist	Manage Personnel and Pay Manage Benefits	Human Resources Customer	External	Electronic	No	As Required
Medical Administrator - Human Resources Customer Exchange	Cost Performance Information Request	The form used by internal or external customers to request cost/performance information. Request includes in as much detail as possible: purpose, objective, originating organization, description of request, priority, deadline, one-time or recurring, specific exceptions or considerations, and output parameters (format, delivery instructions, frequency).	Medical Administrator	Manage Benefits	Human Resources Customer	External	Electronic	No	As Required
Legal Services Professional - Human Resources Specialist Exchange	Court-Martial Proceeding Information	This includes detailed results of a Member's court-martial. This may include (but not be limited to) evidence gathered from the investigation, court-martial proceeding outcome (guilt or innocence), charges preferred if applicable, validated punishment, and appeals information.	Legal Services Professional	Manage Human Resources Organizational Infrastructure Support	Human Resources Specialist	Manage Personnel and Pay	Electronic	No	As Required
Human Resources Management Approval Authority - Legal Services Professional Exchange	Court-Martial Referral Information	This includes the referral by a Commander to court-martial when an adverse action is deemed severe enough, or should a Member decide to exercise their right for court-martial.	Human Resources Management Approval Authority	Manage Human Resources Organizational Infrastructure Support	Legal Services Professional	Manage Human Resources Organizational Infrastructure Support	Electronic	No	As Required
Human Resources Specialist - Human Resources Customer Exchange	Customer Communication	This includes the flow of narratives from management to all DoD supported personnel. This may include direct communications (e.g., newsletters, e-mail and web pages, bulletin boards, commander's calls, rosters), official surveys, as well as managing publications and postal support.	Human Resources Specialist	Manage Human Resources Organizational Infrastructure Support	Human Resources Customer	Process Individual Information	Electronic	No	As Required
Human Resources Specialist - Human Resources Customer Exchange	Customer Communication	This includes the flow of narratives from management to all DoD supported personnel. This may include direct communications (e.g., newsletters, e-mail and web pages, bulletin boards, commander's calls, rosters), official surveys, as well as managing publications and postal support.	Human Resources Specialist	Manage Human Resources Organizational Infrastructure Support	Human Resources Customer	Process Individual Information	Electronic	No	As Required
Human Resources Specialist - Human Resources Customer Exchange	Debt Correspondence	This is a variety of debt related correspondence going to external entities. Examples of documents include: responses to inquiries, responses to US bankruptcy court requests, and schedule of payments.	Human Resources Specialist	Manage Travel	Human Resources Customer	Process Vendor or Customer Information	Electronic	No	As Required
Medical Administrator - Human Resources Customer Exchange	Debt Correspondence	This is a variety of debt related correspondence going to external entities. Examples of documents include: responses to inquiries, responses to US bankruptcy court requests, and schedule of payments.	Medical Administrator	Manage Benefits	Human Resources Customer	Process Vendor or Customer Information	Electronic	No	As Required

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Human Resources Customer - Human Resources Specialist Exchange	Debtor Response	This is the debtor's response to a demand letter or notice of administrative offset. This may request the debt be satisfied through installment payments or via salary offset. The request may also request an installment payment schedule, waiver, debt determination consideration or administrative hearing within the Component	Human Resources Customer	Process Individual Information Process Vendor or Customer Information	Human Resources Specialist	Manage Travel	Electronic	No	As Required
Human Resources Customer - Medical Administrator Exchange	Debtor Response	This is the debtor's response to a demand letter or notice of administrative offset. This may request the debt be satisfied through installment payments or via salary offset. The request may also request an installment payment schedule, waiver, debt determination consideration or administrative hearing within the Component	Human Resources Customer	Process Individual Information Process Vendor or Customer Information	Medical Administrator	Manage Benefits	Electronic	No	As Required
Human Resources Specialist - Human Resources Customer Exchange	Deduction Update Notification	This includes information associated with a notification that alerts an employee/Member that there has been an initiation or change to amount or terms of a deduction or reduction of pay. This includes effective date of the change, reason for the change, new deduction or reduction amount	Human Resources Specialist	Manage Personnel and Pay	Human Resources Customer	Process Individual Information	Electronic/Paper	No	As Required
Financial Management (FM) - Human Resources Specialist Exchange	Department of Defense Fund Balance	The Department of Defense Fund Balance is the authoritative source for all funds information, including execution transactions and funds availability. A Department of Defense Fund Balance is based on the general ledger data and provides the current balance of funds available for use associated with a specific budget program or any subdivision of a budget program. This information also contains funds availability within a particular program by comparing the fund request with fund balance of the activity providing the goods or services to ensure that the seller has the funding authority to incur the costs that will be associated with providing the buyer's request. In addition, the Department of Defense Fund Balance includes funding originally appropriated, apportioned, allotted, or otherwise distributed and any subsequent execution activity that has occurred, including commitments, obligations, and expenditure activity. This information is also comprised of many views of financial information at various levels of detail	Financial Management (FM)	Post to General Ledger	Human Resources Specialist	Manage Personnel and Pay Manage Benefits Manage Travel	Electronic	No	As Required
Real Property and Installations Lifecycle Management (RPILM) - Human Resources Specialist Exchange	Deployed ESOH Solution	This result of the assessment action outlines the actual solution that has been implemented. This may include any details of variances in the actual implementation from the planned implementation, and any requirements for future monitoring or action.	Real Property and Installations Lifecycle Management (RPILM)	External	Human Resources Specialist	Manage Human Resources Organizational Infrastructure Support	Electronic	No	As Required
Materiel Supply and Service Management (MSSM) (MSSM) - Human Resources Specialist Exchange	Deployment Information	Final passenger list and associated materiel and equipment related to a force movement. Includes updated and validated Unit Deployment List (UDL) and Unit Equipment List (UEL).	Materiel Supply and Service Management (MSSM) (MSSM)	Assemble and Marshal Forces	Human Resources Specialist	Manage Travel	Electronic	No	As Required
Human Resources Customer - Force Manager Exchange	DoD Information from OMB	This parent ICOM represents a combination of the information provided by the following children ICOMs: Transfer Requirements, Transfer Request Response, Program Objective Memorandum, Deferral Proposal, OMB Bulletin, OMB Decision, OMB Feedback, OMB Passback, Reprogramming Request Response, and Rescission Proposal.	Human Resources Customer	External	Force Manager	Manage Organization	Electronic	No	As Required
Human Resources Customer - Force Manager Exchange	DoD Output to Federal Government	This parent ICOM represents a combination of the information provided by the following children ICOMs: Foreign Military Sales Expenditure Authority Request, Consolidated Appeal Material, Future Years Defense Program, Prepared Testimony, Reprogramming Package, and Updated Detail Justification Material.	Human Resources Customer	External	Force Manager	Manage Organization	Electronic	No	As Required
Human Resources Specialist - Human Resources Customer Exchange	Earnings Update Notification	This includes information used to notify an employee/Member that they are no longer eligible or that they have become eligible.	Human Resources Specialist	Manage Personnel and Pay	Human Resources Customer	Process Individual Information	Electronic/Paper	No	As Required
Real Property and Installations Lifecycle Management (RPILM) - Human Resources Specialist Exchange	ESOH Control Requirement	This is the required set of operational controls implemented by a mission activity to comply with environment, safety, and occupational health legal, regulatory, policy and performance requirements. The controls take the form of terms and conditions established by agreement between stakeholders such as the owner or operator of the mission activity; supporting environment, safety, and occupational health organizations; permitting agencies; and the public. A documented terms and conditions agreement might be a: process authorization, permit, license, exemption, explosives safety site plan and management decision or operating exception. Environment, safety, and occupational health controls influence the doctrine, organization, training, materiel, leadership and education, personnel and facilities (DOTMLPF) of mission activities. They may also define standard operating procedures, specify safety requirements, detail experience levels and training requirements, prescribe monitoring and reporting requirements, or specify other required activities.	Real Property and Installations Lifecycle Management (RPILM)	Develop ESOH Control Agreement	Human Resources Specialist	Manage Human Resources Organizational Infrastructure Support	Electronic	No	As Required

Need Line	Information Exchange Name	Information Exchange Description	Source Operational Node	Source Activity	Destination Operational Node	Destination Activity	Media	Privacy Act Protected	Frequency
Human Resources Customer - Human Resources Specialist Exchange	ESOH Information	This parent ICOM represents a combination of the information provided by the following children ICOMs: Environmental Liabilities Cost Information, Characterized ESOH Issue, and Product Hazard Information Master.	Human Resources Customer	External	Human Resources Specialist	Manage Human Resources Organizational Infrastructure Support	Electronic	No	As Required
Real Property and Installations Lifecycle Management (RPILM) - Human Resources Specialist Exchange	ESOH Issue Description	This is a narrative that details the problem, issue, or concern. Example components include: statement of understanding, process parameters, issue location, work function, identified hazard, and ESOH issue profile. This output also feeds the environmental inventory	Real Property and Installations Lifecycle Management (RPILM)	Perform ESOH Aspect Assessment	Human Resources Specialist	Manage Human Resources Organizational Infrastructure Support	Electronic	No	As Required
Force Manager - Real Property and Installations Lifecycle Management (RPILM) Exchange	Evidence of Goods Tendered and Services Rendered	Information from government suppliers that documents the rendering of services or tendering of goods including, but not limited to, data for billing, collection and shipment planning, and product hazard or material safety information as appropriate.	Force Manager	Manage Organization	Real Property and Installations Lifecycle Management (RPILM)	External	Electronic	No	As Required
Human Resources Specialist - Real Property and Installations Lifecycle Management (RPILM) Exchange	Evidence of Goods Tendered and Services Rendered	Information from government suppliers that documents the rendering of services or tendering of goods including, but not limited to, data for billing, collection and shipment planning, and product hazard or material safety information as appropriate.	Human Resources Specialist	Manage Personnel and Pay Manage Benefits Manage Human Resources Organizational Infrastructure Support	Real Property and Installations Lifecycle Management (RPILM)	External	Electronic	No	As Required
Law Enforcement Professional - Human Resources Specialist Exchange	Federal Bureau of Investigation Deserter Information	This includes information in the Federal Bureau of Investigation's (FBI) National Crime Information Center (NCIC) database. The NCIC is a computerized index of criminal justice information (e.g., criminal record history information, fugitives, stolen properties, missing persons) that is available to Federal, state, local law enforcement and other criminal justice agencies. The information in this database includes identification details of a person (e.g., name, sex, race, date of birth, Social Security Number, and driver's license number).	Law Enforcement Professional	Manage Human Resources Organizational Infrastructure Support	Human Resources Specialist	Manage InterAgency Support	Electronic	No	As Required
Financial Management (FM) - Human Resources Specialist Exchange	Financial Execution Information	This parent ICOM represents a combination of the information provided by the following children ICOM: Collection Information, Disbursing Information, Notification of Collection, Notification of Disbursement, and Financial Position.	Financial Management (FM)	Administer Financial Assets and Liabilities	Human Resources Specialist	Manage Personnel and Pay	Electronic	No	As Required
Human Resources Specialist - Materiel Supply and Service Management (MSSM) Exchange	Force List	A deployment equipment list or a unit deployment list or similar list; or a list of forces required by an operations plan, including assigned forces, augmentation forces, and other forces to be employed in support of the plan	Human Resources Specialist	Manage Travel	Materiel Supply and Service Management (MSSM)	External	Electronic	No	As Required
Force Manager - Human Resources Customer Exchange	Force Structure Planning Objective	Includes projections of strength ceilings, projected military, civilian and contractor force components and occupational skill sets.	Force Manager	Manage Organization	Human Resources Customer	External	Electronic	No	As Required
Force Manager - Human Resources Specialist Exchange	Force Structure Update Information	This includes the updated position information depicted within the organizational structure, and related subdivisions of the Total Force.	Force Manager	Manage Organization	Human Resources Specialist	Manage Personnel and Pay	Electronic	No	As Required
Force Manager - Human Resources Specialist Exchange	Funded Position Identification	This includes an extraction of selected detailed force structure attributes that identifies which billets (e.g., slots) can have human resources assignments within available budget allocations.	Force Manager	Manage Organization	Human Resources Specialist	Manage Personnel and Pay	Electronic	No	As Required
Human Resources Specialist - Real Property and Installations Lifecycle Management (RPILM) Exchange	Hazardous Process Description	A mission activity that potentially poses hazards described to the level of granularity necessary to define effective ESOH controls.	Human Resources Specialist	Manage Human Resources Organizational Infrastructure Support	Real Property and Installations Lifecycle Management (RPILM)	Perform ESOH Aspect Identification	Electronic	No	As Required
Human Resources Specialist - Human Resources Customer Exchange	Housing Entitlement Notification	This is a person's validated requirement for DoD housing with mission impact information to be utilized in priority determinations.	Human Resources Specialist	Manage Benefits	Human Resources Customer	External	Electronic/Paper	No	As Required
Medical Administrator - Human Resources Customer Exchange	Housing Entitlement Notification	This is a person's validated requirement for DoD housing with mission impact information to be utilized in priority determinations.	Medical Administrator	Manage Benefits	Human Resources Customer	External	Electronic/Paper	No	As Required
Human Resources Specialist - Human Resources Customer Exchange	Human Resource Information	This includes an extraction of selected data related to a human resources application and human resource information request.	Human Resources Specialist	Update Human Resource Profile	Human Resources Customer	External	Electronic/Paper	No	Electronic/Paper
Human Resources Specialist - Human Resources Specialist Exchange	Human Resource Information Request	This includes a request from components external to Human Resources Management to an extraction of selected data related to a human resources application and human resource information. The information may include (but not limited to) requestor's name, request date, and requested human resource information.	Human Resources Specialist	Manage InterAgency Support	Human Resources Specialist	Update Human Resource Profile	Electronic/Paper	No	Electronic/Paper
Human Resources Specialist - Human Resources Specialist Exchange	Human Resource Profile Disposition Information	This includes captured personal, professional, and pay information related to the processes of administering manpower and staffing, human resources, personnel development, benefits, and pay to be archived. This information may include (but not be limited to) archive date, disposition status, and retention period	Human Resources Specialist	Manage InterAgency Support	Human Resources Specialist	Manage InterAgency Support	Electronic/Paper	No	Electronic/Paper
Human Resources Specialist - Family Support Manager Exchange	Human Resource Profile Information	This includes captured personal, professional, and pay information related to the processes of administering manpower and staffing, human resources, personnel development, benefits, and pay. Information in the Human Resource Profile is for limited access for authorized personnel only.	Human Resources Specialist	Manage Human Resource Profile	Family Support Manager	Manage Benefits	Electronic	No	As Required

Need Line	Information Exchange Name	Information Exchange Description	Source Operational Node	Source Activity	Destination Operational Node	Destination Activity	Media	Privacy Act Protected	Frequency
Medical Administrator - Human Resources Specialist Exchange	Human Resource Profile Update Information	This includes updated personal, professional, and pay information related to the processes of administering manpower and staffing, human resources, personnel development, benefits, and pay. Information in the Human Resource Profile is for limited access for authorized personnel only.	Medical Administrator	Manage Benefits	Human Resources Specialist	Manage Human Resource Profile	Electronic	No	As Required
Human Resources Specialist - Family Support Manager Exchange	Human Resources Debt Disposition	This is an overall flow of debt disposition for individual debt closeouts. It is information detailing a final bill generated by Human Resources Management for goods or services that are sent to the appropriate party for payment. The final bill will capture all costs such as interest and penalties.	Human Resources Specialist	Manage Personnel and Pay	Family Support Manager	Manage Benefits	Electronic	No	As Required
Human Resources Specialist - Human Resources Specialist Exchange	Human Resources Debt Disposition	This is an overall flow of debt disposition for individual debt closeouts. It is information detailing a final bill generated by Human Resources Management for goods or services that are sent to the appropriate party for payment. The final bill will capture all costs such as interest and penalties.	Human Resources Specialist	Manage Personnel and Pay	Human Resources Specialist	Manage Travel Manage Human Resource Organizational Infrastructure Support	Electronic	No	As Required
Human Resources Specialist - Medical Administrator Exchange	Human Resources Debt Disposition	This is an overall flow of debt disposition for individual debt closeouts. It is information detailing a final bill generated by Human Resources Management for goods or services that are sent to the appropriate party for payment. The final bill will capture all costs such as interest and penalties.	Human Resources Specialist	Manage Personnel and Pay	Medical Administrator	Manage Benefits	Electronic	No	As Required
Human Resources Specialist - Human Resources Customer Exchange	Human Resources ESOH Information	This parent ICOM represents a combination of the information provided by the following children ICOMs: Occupational Safety Analysis Information, Research Information, and Workforce Occupational Safety Issue Communication.	Human Resources Specialist	Manage Human Resources Organizational Infrastructure Support	Human Resources Customer	External	Electronic	No	As Required
Human Resources Specialist - Financial Management (FM) Exchange	Human Resources Financial Information	This parent ICOM represents a combination of the information provided by the following children ICOMs: Request for Administrative Offset, Individual Travel Authorization, Certified Human Resources Management Pay Information, Separated or Terminated or Transferred Individual Debt Information, Obligation Request, and Sales Reimbursement Information.	Human Resources Specialist	Manage Personnel and Pay	Financial Management (FM)	Administer Financial Assets and Liabilities	Electronic	No	As Required
Human Resources Customer - Human Resources Specialist Exchange	Inapprehensible Unauthorized Absence Report	This includes a report of the facts concerning unauthorized absence personnel who may not be apprehended. This may include (but not be limited to) a report concerning Absent without Leave (AWOL), deserter, deserter dropped from the roll, or confined by civil or military authorities whether domestic or foreign personnel who cannot be located or who have been located but cannot be apprehended due to political or other reasons.	Human Resources Customer	Process Warfighter Information	Human Resources Specialist	Manage Personnel and Pay	Electronic	No	As Required
Human Resources Specialist - Human Resources Customer Exchange	Indebtedness Due Process Notification	This includes information associated with a notification that alerts a member that there has been a government indebtedness initiated against their pay and providing them with their rights in regard to the collection action. This may include (but not be limited to) effective date of the indebtedness, reason for the indebtedness, period of indebtedness, total amount of the indebtedness, and request for a members desired repayment schedule. This notification will be the basis for a receivable being created by Financial Visibility.	Human Resources Specialist	Manage Personnel and Pay	Human Resources Customer	Process Individual Information	Electronic/Paper	No	As Required
Human Resources Customer - Human Resources Specialist Exchange	Individual Bankruptcy Action	This includes information associated with a court ordered bankruptcy that has to be adjudicated by the appropriate Approval Authority and is now being administered. This information includes bankruptcy action type, the effective date of the bankruptcy action, total amount to be collected from an employee/Member's pay, and periodic amount to be collected from each pay check.	Human Resources Customer	External	Human Resources Specialist	Manage Personnel and Pay	Electronic	No	As Required
Human Resources Customer - Human Resources Specialist Exchange	Individual Garnishment Action	This includes information associated with a court ordered garnishment that has to be adjudicated by the appropriate Approval Authority and is now being administered. This information includes garnishment action type, the effective date of the garnishment action, total amount to be collected from an employee/Member's pay, and periodic amount to be collected.	Human Resources Customer	External	Human Resources Specialist	Manage Personnel and Pay	Electronic	No	As Required
Human Resources Customer - Human Resources Specialist Exchange	Individual Human Resource Information	This includes information used as an input into Human Resources Management activities from a person. This may include (but not be limited to) travel voucher information, family member information update, and individual development information.	Human Resources Customer	Process Individual Information	Human Resources Specialist	Manage Personnel and Pay Manage Benefits Manage Travel	Electronic	No	As Required

Need Line	Information Exchange Name	Information Exchange Description	Source Operational Node	Source Activity	Destination Operational Node	Destination Activity	Media	Privacy Act Protected	Frequency
Human Resources Customer - Human Resources Specialist Exchange	Individual Human Resource Personal Data	This includes personal information representing an input into a Human Resources Management Profile from a person whose information is stored within that profile. The information may include (but not be limited to) specific information that has only the person as a source and can only be subjected to very general edits (e.g., local address, email address, local phone number, allotment start / modification, savings bond start / modification, casualty notification information update, documentation that an individual is a military dependent for the purpose of receiving military medical care) needed to support DoD missions.	Human Resources Customer	Process Individual Information	Human Resources Specialist	Manage Human Resources Organizational Infrastructure Support	Electronic	No	As Required
Human Resources Specialist - Human Resources Customer Exchange	Individual Information from DoD	This parent ICOM represents a combination of the information provided by the following children ICOMs: Candidate Non-Selection Information, Candidate Selection Notification, and Demotion Order Notification.	Human Resources Specialist	Manage Personnel and Pay	Human Resources Customer	External	Electronic	No	As Required
Human Resources Specialist - Financial Management (FM) Exchange	Individual In-Service Indebtedness Disposition	This includes information associated with the final disposition for individual in-service debt. It serves as a notification that an individual indebtedness has been waived, remitted, or canceled by the appropriate Approval Authority.	Human Resources Specialist	Manage Personnel and Pay	Financial Management (FM)	Administer Financial Assets and Liabilities	Electronic	No	As Required
Financial Management (FM) - Human Resources Specialist Exchange	Individual In-Service Indebtedness Information	This includes information associated with an individual in-service indebtedness. It includes information required to support a collection action against an employee/Member's pay. The type of indebtedness that are a source for action include, but are not limited to, damage to government property, over weight shipment of household goods. The information included in the indebtedness source documents may include (but not be limited to) the payee or originator of the collection action, dollar amount to be collected, period of indebtedness, and reason for indebtedness.	Financial Management (FM)	Administer Financial Assets and Liabilities	Human Resources Specialist	Manage Personnel and Pay	Electronic	No	As Required
Human Resources Specialist - Financial Management (FM) Exchange	Individual In-Service Indebtedness Notification	This includes information associated with the facts supporting a collection action that has been initiated against an employee/Member's pay based on a substantiated indebtedness action. This notification may include (but not be limited to) the type of indebtedness initiated, reason for the indebtedness, period of indebtedness, the total amount of indebtedness, and a request for an indebtedness repayment schedule.	Human Resources Specialist	Manage Personnel and Pay	Financial Management (FM)	Administer Financial Assets and Liabilities	Electronic/Paper	No	As Required
Human Resources Specialist - Financial Management (FM) Exchange	Individual Travel Authorization	This includes the authorization for physical relocation and related funds obligation of a person in support of DoD business and/or operations. The information contained in this ICOM will be the basis for a financial obligation of funds in the Financial Visibility Business Area	Human Resources Specialist	Manage Travel	Financial Management (FM)	Manage Execution Fund Account	Electronic	No	As Required
Human Resources Management Approval Authority - Law Enforcement Professional Exchange	Initial Investigation Report	This includes the initial documentation of information related to an initial investigation.	Human Resources Management Approval Authority	Manage Personnel and Pay	Law Enforcement Professional	Manage Human Resources Organizational Infrastructure Support	Electronic	No	As Required
Human Resources Customer - Human Resources Specialist Exchange	Initial Report of Offense	This includes a documentation of the offense(s) committed by the accused Member. This may include (but not be limited to) police reports, performance evaluations, disciplinary actions, non-judicial punishments, court-martial information, or unauthorized absence offenses	Human Resources Customer	External	Human Resources Specialist	Manage Personnel and Pay	Electronic	No	As Required
Human Resources Specialist - Human Resources Customer Exchange	In-Processing Arrival Notification	This includes a notification that captures the notification information to reflect the details of the arrival of an individual to a new temporary or permanent duty station. This notification may include (but not be limited to) any changes made to assignment orders.	Human Resources Specialist	Manage Personnel and Pay	Human Resources Customer	Process Individual Information	Electronic/Paper	No	As Required
Human Resources Customer - Human Resources Specialist Exchange	Investigating Officer Report	This includes information summarizing an investigating officer's findings during a tasked examination of facts and circumstances related to a correction of military records request. The information may include (but not be limited to) investigating officer personal information (e.g., name, ID number, organization), general nature of the findings (e.g., favorable, unfavorable), report summary narrative, report details (e.g., facts related to correction requested, notations on perceived problems or injustices, and suggestions on potential improvements), and date of report.	Human Resources Customer	Process Individual Information	Human Resources Specialist	Manage Human Resources Organizational Infrastructure Support	Electronic	No	As Required
Human Resources Specialist - Human Resources Customer Exchange	Investigating Officer Request	Request for appointment of an investigating officer IAW installation host procedures. Request can be made to the chief of a central installation authority or to a individual installation unit commander who is next on an installation rotation schedule for appointment of an investigating officer. The information may include (but not be limited to) requestor personal information (e.g., name, official title, organization), required attributes of the investigating officer (e.g., field grade vs. company grade military officer or civilian equivalent, competencies required), narrative nature of the investigation, and required time parameters for the investigation.	Human Resources Specialist	Manage Human Resources Organizational Infrastructure Support	Human Resources Customer	Process Individual Information	Electronic	No	As Required

Need Line	Information Exchange Name	Information Exchange Description	Source Operational Node	Source Activity	Destination Operational Node	Destination Activity	Media	Privacy Act Protected	Frequency
Human Resources Specialist - Human Resources Customer Exchange	Involuntary Separation Nonconcurrency	This includes information associated with an official determination that the request for involuntary separation is invalid, inaccurate, or otherwise has been erroneously submitted. This may include (but not be limited to) the areas of the request that were invalid and the date of nonconcurrency.	Human Resources Specialist	Manage Personnel and Pay	Human Resources Customer	Process Individual Information	Electronic	No	As Required
Human Resources Specialist - Human Resources Customer Exchange	Involuntary Separation Notification	This includes information associated with a notification that an involuntary separation has been initiated against a Member. This may include (but not be limited to) current Service or component, proof of eligibility for a specific involuntary separation action, cause for separation, and justification for involuntary separation.	Human Resources Specialist	Manage Personnel and Pay	Human Resources Customer	Process Individual Information	Electronic/Paper	No	As Required
Human Resources Specialist - Human Resources Customer Exchange	Labor Rights Issue Analysis Summary	This includes summary information associated with the responses, following analysis, to civilian direct hire employees (e.g., civil service, Non Appropriated Fund (NAF) employees) labor rights issue requests. This information may be utilized by the chain of command for general analysis of labor agreements, morale and other issues. The information may include (but not be limited to) summary of submitter's personal information (e.g., number of anonymous notations, number of submissions with submitter name, list of cited organizations), summary of general legal basis of the feedback (e.g., citation of specific civilian employee labor rights guaranteed by the Federal government such as Fair Labor Standards Act, Family Medical Leave Act, Occupational Health and Safety Act), summary of narrative feedback details, dates of feedback vs. dates of replies, summary of related feedback inputs received, summary of analysis narratives, summary of evaluation results narratives, summary of narratives for pending related procedural adjustments or other actions, narrative summary of implementation details).	Human Resources Specialist	Manage Human Resources Organizational Infrastructure Support	Human Resources Customer	Process Individual Information	Electronic	No	As Required
Human Resources Customer - Human Resources Specialist Exchange	Labor Rights Issue Request	This includes information associated with a civilian direct hire employee (e.g., civil service, Non Appropriated Fund (NAF) employees) submitting a request for resolution of a Labor Rights Management issue. Labor Rights Management refers to those actions undertaken to ensure that employees and employers are aware of and comply with all statutes and regulations concerning labor rights, including those pertaining to wages, benefits, safety and health, whistleblower, and non-discrimination policies. The information may include (but not be limited to) requestor and individual personal information (e.g., name, ID number, organization), union labor agreement authorized comments, summary of general legal basis of the feedback (e.g., citation of specific civilian employee labor rights guaranteed by the Federal government such as Fair Labor Standards Act, Family Medical Leave Act, Occupational Health and Safety Act), narrative request details, and date of request.	Human Resources Customer	Process Individual Information	Human Resources Specialist	Manage Human Resources Organizational Infrastructure Support	Electronic	No	As Required
Human Resources Specialist - Human Resources Customer Exchange	Labor Rights Issue Response	This includes information associated with the response to a civilian direct hire employee's (e.g. civil service, Non Appropriated Fund (NAF) employees) request for resolution of a labor rights issue. This information may be utilized by the chain of command for general analysis of labor agreements, morale and other issues. The information may include (but not be limited to) requestor and individual personal information (e.g., name, ID number, organization), union labor agreement authorized comments, summary of general legal basis of the feedback (e.g., citation of specific civilian employee labor rights guaranteed by the Federal government such as Fair Labor Standards Act, Family Medical Leave Act, Occupational Health and Safety Act), narrative request details, date of request, analysis narratives, summary of evaluation results narratives, narrative for pending related procedural adjustments or other actions, narrative summary of implementation details).	Human Resources Specialist	Manage Human Resources Organizational Infrastructure Support	Human Resources Customer	Process Individual Information	Electronic	No	As Required

Need Line	Information Exchange Name	Information Exchange Description	Source Operational Node	Source Activity	Destination Operational Node	Destination Activity	Media	Privacy Act Protected	Frequency
Human Resources Specialist - Human Resources Customer Exchange	Labor Rights Issue Response	This includes information associated with the response to a civilian direct hire employee's (e.g. civil service, Non Appropriated Fund (NAF) employees) request for resolution of a labor rights issue. This information may be utilized by the chain of command for general analysis of labor agreements, morale and other issues. The information may include (but not be limited to) requestor and individual personal information (e.g., name, ID number, organization), union labor agreement authorized comments, summary of general legal basis of the feedback (e.g., citation of specific civilian employee labor rights guaranteed by the Federal government such as Fair Labor Standards Act, Family Medical Leave Act, Occupational Health and Safety Act), narrative request details, date of request, analysis narratives, summary of evaluation results narratives, narrative for pending related procedural adjustments or other actions, narrative summary of implementation details).	Human Resources Specialist	Manage Human Resources Organizational Infrastructure Support	Human Resources Customer	Process Individual Information	Electronic	No	As Required
Human Resources Specialist - Human Resources Customer Exchange	Mandatory Retirement Projection Notification	This includes a notification to the Member that he or she has been identified as involuntary retirement eligible and has been given the option to voluntarily retire. These reasons may include (but not be limited to) being passed over twice for promotion, medical (e.g., temporary/permanent disability), and years of service and age. If the Member does not choose to voluntarily retire, he or she will be involuntarily separated.	Human Resources Specialist	Manage Personnel and Pay	Human Resources Customer	Process Individual Information	Electronic/Paper	No	As Required
Human Resources Customer - Force Manager Exchange	Manpower Change Request	This includes a change request from the bottom-up to change organization structure, position or Manpower information.	Human Resources Customer	External	Force Manager	Manage Organization	Electronic	No	As Required
Human Resources Customer - Force Manager Exchange	Manpower Directive	A Manpower directive is an official directive received to change the force structure. This includes both changes to the organizations structure as well as position attributes. A Manpower directive can include an increase or decrease in manpower. This change is requested from the top-down	Human Resources Customer	Process Warfighter Information	Force Manager	Manage Organization	Electronic	No	As Required
Force Manager - Human Resources Customer Exchange	Manpower Information	This parent ICOM represents a combination of the information provided by the following children ICOMs: Manpower Budget Requirement, Manpower Input to Program Decision Memorandum, Manpower Input to Program Objective Memorandum, and Manpower Reclama.	Force Manager	Manage Organization	Human Resources Customer	External	Electronic	No	As Required
Human Resources Customer - Force Manager Exchange	Manpower Information Request	A Manpower information request is any request for manpower data for reporting purposes.	Human Resources Customer	Process Warfighter Information	Force Manager	Manage Organization	Electronic	No	As Required
Force Manager - Human Resources Customer Exchange	Manpower Report	This includes both pre-defined automatically generated reports as well as ad-hoc reports. An example of such an aggregate report is the Defense Manpower Requirements Report (DMRR) input to DoD Performance and Accountability Report (PAR) input to the Annual Defense Report.	Force Manager	Manage Organization	Human Resources Customer	Process Warfighter Information	Electronic	No	As Required
Multiple Core Business Mission - Force Manager Exchange	Market Information	Information gathered based on market research with the intent of developing or improving a strategic sourcing strategy. May include, but is not limited to, information on suppliers, pricing, volumes, quality of goods, and services.	Multiple Core Business Mission	Manage Request and Sourcing Strategy	Force Manager	Manage Organization	Electronic	No	As Required
Multiple Core Business Mission - Human Resources Specialist Exchange	Market Information	Information gathered based on market research with the intent of developing or improving a strategic sourcing strategy. May include, but is not limited to, information on suppliers, pricing, volumes, quality of goods, and services.	Multiple Core Business Mission	Manage Request and Sourcing Strategy	Human Resources Specialist	Manage Personnel and Pay Manage Benefits Manage Travel	Electronic	No	As Required
Medical Administrator - Human Resources Specialist Exchange	Medical Evaluation Board Findings	This includes information from Medical Evaluation Board (MEB) findings which document the medical status and duty limitations of Members referred into the Disability Evaluation System (DES). This may include (but not be limited to) a referral to Physical Evaluation Board (PEB), recommendations on whether a Member is fit or unfit to return to temporary/permanent duty, and Temporary Disability Retirement List (TDRL) information (e.g., separation information, disability benefit information, and retired pay information.)	Medical Administrator	Manage Benefits	Human Resources Specialist	Manage Personnel and Pay	Electronic	No	As Required
Human Resources Specialist - Materiel Supply and Service Management (MSSM) Exchange	Military Lift Request	Military Transportation resources scheduling inquiry for personnel movement (may include cargo specifications) within mission guidelines.	Human Resources Specialist	Manage Travel	Materiel Supply and Service Management (MSSM)	External	Electronic	No	As Required
Human Resources Customer - Human Resources Specialist Exchange	Military Record Correction Request	This includes information associated with a person submitting a request to the Secretary of a military department to correct an error within, or remove an injustice from, a military record. Corrections will be made under the procedures established by the Secretary concerned. The information may include (but not be limited to) requestor and individual personal information (e.g., name, ID number, organization), narrative request details, and date of request.	Human Resources Customer	Process Individual Information	Human Resources Specialist	Manage Human Resources Organizational Infrastructure Support	Electronic	No	As Required

Need Line	Information Exchange Name	Information Exchange Description	Source Operational Node	Source Activity	Destination Operational Node	Destination Activity	Media	Privacy Act Protected	Frequency
Human Resources Customer - Human Resources Specialist Exchange	Military Record Correction Request	This includes information associated with a person submitting a request to the Secretary of a military department to correct an error within, or remove an injustice from, a military record. Corrections will be made under the procedures established by the Secretary concerned. The information may include (but not be limited to) requestor and individual personal information (e.g., name, ID number, organization), narrative request details, and date of request.	Human Resources Customer	Process Individual Information	Human Resources Specialist	Manage Human Resources Organizational Infrastructure Support	Electronic	No	As Required
Human Resources Specialist - Human Resources Customer Exchange	Negotiated Labor Agreement	This includes information contained in a binding legal agreement's documentation of the relationship between DoD and a represented group (Federal Labor Management Relations Program for all DoD civilian employees except those that the President has excluded from coverage by Executive Order) of direct hire employees (e.g., civil service, Non Appropriated Fund (NAF) employees). Relationships with unions representing non-U.S. citizens employed at DoD activities must remain consistent with pertinent intergovernmental agreements, local practices, customs, and DoD instructions. Relationships with unions representing non-U.S. citizens employed at DoD activities must be kept consistent with pertinent intergovernmental agreements, local practices, customs, and DoD instructions. The Defense Civilian Personnel Management Service (CPMS) must review and approve agreements pursuant to Title 5 Section 7114. The information may include (but not be limited to) signatory personal information (e.g., name, official title, organization), agreement narrative, date of final ratification.	Human Resources Specialist	Manage Human Resources Organizational Infrastructure Support	Human Resources Customer	Process Individual Information	Electronic	No	As Required
Human Resources Specialist - Human Resources Specialist Exchange	Negotiated Labor Agreement	This includes information contained in a binding legal agreement's documentation of the relationship between DoD and a represented group (Federal Labor Management Relations Program for all DoD civilian employees except those that the President has excluded from coverage by Executive Order) of direct hire employees (e.g., civil service, Non Appropriated Fund (NAF) employees). Relationships with unions representing non-U.S. citizens employed at DoD activities must remain consistent with pertinent intergovernmental agreements, local practices, customs, and DoD instructions. Relationships with unions representing non-U.S. citizens employed at DoD activities must be kept consistent with pertinent intergovernmental agreements, local practices, customs, and DoD instructions. The Defense Civilian Personnel Management Service (CPMS) must review and approve agreements pursuant to Title 5 Section 7114. The information may include (but not be limited to) signatory personal information (e.g., name, official title, organization), agreement narrative, date of final ratification.	Human Resources Specialist	Manage Human Resources Organizational Infrastructure Support	Human Resources Specialist	Manage Human Resources Organizational Infrastructure Support	Electronic	No	As Required
Human Resources Customer - Human Resources Specialist Exchange	Noncombatant Evacuation Operations Departure Confirmation Information	This includes the actual departure confirmation of the Noncombatant Evacuation Operations (NEO) Evacuee. This information may include (but not be limited to) NEO evacuee name, actual departure date/time, and actual departure place.	Human Resources Customer	Process Warfighter Information	Human Resources Specialist	Manage Travel	Electronic	No	As Required
Human Resources Specialist - Human Resources Customer Exchange	Noncombatant Evacuation Operations Evacuee Arrival Notification	This includes the notification of Noncombatant Evacuation Operations (NEO) Evacuee's arrival at the destination point, which is sent to the appropriate parties. This information may include (but not be limited to) NEO evacuee name, arrival date/time, and arrival location.	Human Resources Specialist	Manage Travel	Human Resources Customer	Process Individual Information	Electronic/Paper	No	As Required
Human Resources Specialist - Human Resources Customer Exchange	Noncombatant Evacuation Operations Evacuee Travel Notification	This includes the notification of Noncombatant Evacuation Operations (NEO) Evacuee's departure and arrival schedule information, which is sent to the appropriate parties. This information may include (but not be limited to) NEO evacuee name, departure date/time, departure location, arrival date/time, and arrival location.	Human Resources Specialist	Manage Travel	Human Resources Customer	Process Individual Information	Electronic/Paper	No	As Required
Human Resources Specialist - Human Resources Customer Exchange	Noncombatant Evacuation Operations Evacuee Travel Notification	This includes the notification of Noncombatant Evacuation Operations (NEO) Evacuee's departure and arrival schedule information, which is sent to the appropriate parties. This information may include (but not be limited to) NEO evacuee name, departure date/time, departure location, arrival date/time, and arrival location.	Human Resources Specialist	Manage Travel	Human Resources Customer	External	Electronic/Paper	No	As Required
Human Resources Customer - Human Resources Specialist Exchange	Noncombatant Evacuation Operations Information	This includes Noncombatant Evacuation Operations (NEO) information that is associated with determining and tracking a NEO evacuee. This information may include (but not be limited to) the NEO declaration from the Department of State, NEO evacuee qualification criteria, and a list of NEO evacuees.	Human Resources Customer	Process Warfighter Information	Human Resources Specialist	Manage Travel	Electronic	No	As Required
Human Resources Specialist - Human Resources Customer Exchange	Non-validated Personnel Requisition	This includes a disapproved personnel requirement request. This information may include (but not be limited to) decision date, decision reason, request date, request quantity, occupational code, and unit identification code (UIC).	Human Resources Specialist	Provide Personnel Requirement Request Decision	Human Resources Customer	Process Warfighter Information	Electronic/Paper	No	As Required

Need Line	Information Exchange Name	Information Exchange Description	Source Operational Node	Source Activity	Destination Operational Node	Destination Activity	Media	Privacy Act Protected	Frequency
Financial Management (FM) - Human Resources Specialist Exchange	Notification of Insufficient Funds	This includes information associated with a notification that funds are not available for the commitment or obligation request.	Financial Management (FM)	Manage Execution Fund Account	Human Resources Specialist	Manage Personnel and Pay Manage Benefits	Electronic/Paper	No	As Required
Human Resources Specialist - Real Property and Installations Lifecycle Management (RPILM) Exchange	Occupational Safety Analysis Information	Information from Workforce Occupational Safety Analysis supporting determination of Human Resources Management actions such as formulation of force structure and development of personnel.	Human Resources Specialist	Manage Human Resources Organizational Infrastructure Support	Real Property and Installations Lifecycle Management (RPILM)	Assess ESOH Risk Perform ESOH Aspect Assessment Perform ESOH Aspect Identification	Electronic	No	As Required
Human Resources Customer - Human Resources Specialist Exchange	Operational Experience Information	This includes information representing an input into Human Resources Management, from the Warfighter, of a person's operational experience. Monthly operational duty (e.g., operational flying duty, operational submarine duty) experience is expressed in terms of hours, fractions of an hour, or minutes specified in standards for operational experience competencies. This information is used to determine years of operational duties required in the computation of pay entitlements (e.g., gates for comparison against years of service specified for minimum periods of operational aviation or submarine duty) authorized by law.	Human Resources Customer	External	Human Resources Specialist	Manage Personnel and Pay	Electronic	No	As Required
Materiel Supply and Service Management (MSSM) (MSSM) - Human Resources Specialist Exchange	Order Status Information	This is current information containing details about an order of a shipment.	Materiel Supply and Service Management (MSSM) (MSSM)	Identify and Reserve Supply Chain Resources	Human Resources Specialist	Manage Travel	Electronic	No	As Required
Human Resources Customer - Human Resources Specialist Exchange	Other Candidate Information	This includes information required from the Candidate for proper accounting of other personal biographical information (e.g., family data, marital status, and preference of religion).	Human Resources Customer	Process Individual Information	Human Resources Specialist	Manage Personnel and Pay	Electronic	No	As Required
Human Resources Specialist - Human Resources Customer Exchange	Out-Processing Departure Notification	This includes a notification that captures the notification information to reflect the details of the departure of an individual from a duty station en route for a new temporary or permanent duty station. This notification may also include any changes made to assignment orders.	Human Resources Specialist	Manage Personnel and Pay	Human Resources Customer	Process Individual Information	Electronic/Paper	No	As Required
Human Resources Specialist - Human Resources Customer Exchange	Pay Statement Information	This includes information associated with payroll and tax withholding information. This may include (but not be limited to) leave and earnings statement (LES), personal statement of military compensation, W-2 statement of wage, and payroll disbursement history.	Human Resources Specialist	Manage Personnel and Pay	Human Resources Customer	Process Individual Information	Electronic	No	As Required
Force Manager - Multiple Core Business Mission Exchange	Performance Information	This is the flow of actual performance data back into the control system so that actual performance can be compared with planned performance.	Force Manager	Manage Organization	Multiple Core Business Mission	External	Electronic	No	As Required
Human Resources Specialist - Multiple Core Business Mission Exchange	Performance Information	This is the flow of actual performance data back into the control system so that actual performance can be compared with planned performance.	Human Resources Specialist	Manage Personnel and Pay Manage Benefits	Multiple Core Business Mission	External	Electronic	No	As Required
Human Resources Specialist - Human Resources Specialist Exchange	Performance Report Shell	This includes a blank performance report form that contains the information on the individual being rated. This may include (but not be limited to) name, SSN, rank, period of performance, rating scheme, and reason for evaluation.	Human Resources Specialist	Manage Human Resource Profile	Human Resources Specialist	Manage Personnel and Pay	Electronic	No	As Required
Human Resources Specialist - Human Resources Customer Exchange	Personnel Action Decision Notification	This includes the notification information to reflect the details of a decision made by an Approval Authority on a personnel action. The information may include (but not be limited to) decision recipient, notification date, personnel action identifier, and personnel action status.	Human Resources Specialist	Manage Personnel and Pay Manage Benefits Manage Travel Manage Human Resources Organizational Infrastructure Support	Human Resources Customer	Process Individual Information	Electronic/Paper	No	As Required
Human Resources Specialist - Human Resources Customer Exchange	Personnel Action Decision Notification	This includes the notification information to reflect the details of a decision made by an Approval Authority on a personnel action. The information may include (but not be limited to) decision recipient, notification date, personnel action identifier, and personnel action status.	Human Resources Specialist	Manage Human Resources Organizational Infrastructure Support	Human Resources Customer	Process Individual Information	Electronic/Paper	No	As Required
Human Resources Customer - Human Resources Specialist Exchange	Personnel Classification Determination Request	This includes information associated with personnel submitting a request for determination of a person's appropriate occupation family and occupation to be updated in the person's profile. The information may include (but not be limited to) requestor personal information (e.g., name, ID number, organization), Universal Joint Task List (UJTL) related item (e.g., Strategic Theater 1.1.2.6 Coordinate Joint Personnel Training and Tracking Activities, Strategic Theater 4.2.4 Establish and Coordinate Training of Joint and Combined Forces, narrative on exercise or combat operations related deficiency or problem, occupation identification information, job family information, eligibility specifications, service unique information (e.g., Air Force Specialty Code and Special Experience Identifiers, Army Military Occupation Specialty, Civilian Occupational Series) and related competencies. This request can be based on personnel plan implementations needed to rebalance DoD human resources against evolving DoD mission requirements.	Human Resources Customer	Process Individual Information	Human Resources Specialist	Manage Personnel and Pay	Electronic	No	As Required

Need Line	Information Exchange Name	Information Exchange Description	Source Operational Node	Source Activity	Destination Operational Node	Destination Activity	Media	Privacy Act Protected	Frequency
Human Resources Management Approval Authority - Human Resources Customer Exchange	Personnel Classification Proposal Assessment	This includes information associated with the response to a perceived deficiency of, or proposal for a modification to, Department of Defense (DoD) occupations identified for a person.. This includes, but is not limited to, requestor personal information (e.g., name, ID number, organization), related assessment inputs received, analysis summary, and evaluation results.	Human Resources Management Approval Authority	Manage Personnel and Pay	Human Resources Customer	Process Individual Information	Electronic	No	As Required
Human Resources Specialist - Human Resources Customer Exchange	Personnel Development Catalog Information	This includes bundled catalog information for personnel development (e.g., personnel classification catalog information, credential catalog information, individual training catalog information).	Human Resources Specialist	Manage Personnel and Pay	Human Resources Customer	Process Individual Information	Electronic	No	As Required
Human Resources Customer - Human Resources Specialist Exchange	Personnel Development Deficiency	This includes bundled deficiency information for personnel development (e.g., personnel classification deficiency, credential deficiency, individual training deficiency)	Human Resources Customer	Process Individual Information	Human Resources Specialist	Manage Personnel and Pay	Electronic	No	As Required
Human Resources Customer - Human Resources Specialist Exchange	Personnel Development Proposal	This includes bundled proposal information for personnel development (e.g., personnel classification proposal, credential proposal, individual training proposal)	Human Resources Customer	Process Individual Information	Human Resources Specialist	Manage Personnel and Pay	Electronic	No	As Required
Human Resources Specialist - Human Resources Customer Exchange	Personnel Development Resource Attendance Notification	This includes the notification information reflecting the details of a decision made by a Personnel Development Approval Authority on a personnel development action. The information will include documentation of an individual's rights associated with the decision (e.g., right to appeal). The information may include (but not be limited to) development action identifier, action status and related decision date and time.	Human Resources Specialist	Manage Personnel and Pay	Human Resources Customer	Process Individual Information	Electronic/Paper	No	As Required
Human Resources Specialist - Human Resources Customer Exchange	Personnel Development Resource Master Schedule	This includes repository information associated with all Department of Defense (DoD) management of all training, education, distributed learning, and competency testing resources (e.g., course and testing seats, facilities, and equipment within a facility). The information may include (but not be limited to) specific course or test session information (e.g., location, seats still available, simulation equipment utilization, test identification information, test version identification) and records of management approvals of individual development actions and related assignment travel actions and expense authorizations.	Human Resources Specialist	Manage Personnel and Pay	Human Resources Customer	Process Individual Information	Electronic	No	As Required
Human Resources Customer - Human Resources Specialist Exchange	Personnel Development Scheduling Request	This includes information related to a request for a personnel development action for an individual to be scheduled to utilize personnel development resources. The information may include (but not be limited to) requestor and individual personal information (e.g., name, ID number, organization), development resources requested (e.g., requested scheduling dates, training course, education course, testing resource), reason for request (e.g., classification requirements, cross training requirements, career path requirement), proposed funding source (e.g., acquisition program, central service fund, organization fund).	Human Resources Customer	Process Individual Information	Human Resources Specialist	Manage Personnel and Pay	Electronic	No	As Required
Human Resources Specialist - Human Resources Customer Exchange	Personnel Distribution Plan	This includes a plan for the distribution of personnel resources against mission priorities. This information may include (but not be limited to) manpower levels, timelines for manning levels, manning priorities, and aggregated distribution plans.	Human Resources Specialist	Develop Personnel Distribution Plan	Human Resources Customer	Process Warfighter Information	Electronic/Paper	No	As Required
Force Manager - Human Resources Specialist Exchange	Personnel Distribution Requirement	This includes information needed to analyze manpower requirements, plans, and military personnel information that results in a plan for the distribution of personnel resources. This may include (but not be limited to) personnel distribution plans, personnel requisitions, and manning statistics.	Force Manager	Manage Organization	Human Resources Specialist	Manage Personnel and Pay	Electronic	No	As Required
Force Manager - Human Resources Specialist Exchange	Personnel Distribution Requirement Change Information	This includes the operational adjustments to redistribute forces in order to reflect current mission priorities and support warfighter actions. This information will be used to adjust the personnel distribution in the assignments process. This may include (but not be limited to) adjusted personnel distribution plans and related personnel requisitions.	Force Manager	Manage Organization	Human Resources Specialist	Manage Personnel and Pay	Electronic	No	As Required
Human Resources Specialist - Financial Management (FM) Exchange	Personnel Order Requirement	This includes information related to an official requirement to generate an order. The information may include (but not be limited to) personnel action status, personnel action start date, and personnel action identifier.	Human Resources Specialist	Manage Personnel and Pay	Financial Management (FM)	Manage Execution Fund Account	Electronic	No	As Required
Force Manager - Human Resources Specialist Exchange	Personnel Plan	This includes the personnel plans (e.g., promotion, accession, retention, development, occupation) that will aid in personnel projections for future budget years.	Force Manager	Manage Organization	Human Resources Specialist	Manage Personnel and Pay	Electronic	No	As Required
Human Resources Management Approval Authority - Human Resources Customer Exchange	Personnel Plan Assessment	This includes the personnel plans assessment feedback (e.g., promotion, accession, retention, development, occupation) that will aid in calculating the personnel projections for future budget years and related plan adjustments.	Human Resources Management Approval Authority	Manage Personnel and Pay	Human Resources Customer	Process Individual Information	Electronic	No	As Required

Need Line	Information Exchange Name	Information Exchange Description	Source Operational Node	Source Activity	Destination Operational Node	Destination Activity	Media	Privacy Act Protected	Frequency
Human Resources Specialist - Human Resources Customer Exchange	Personnel Requirement Request Response	This includes any over or under requisitioning. This information may include (but not be limited to) requestor name, request date, requested quantity, discrepancy information, occupational code, unit identification code (UIC), current authorization information, and current gain and loss information.	Human Resources Specialist	Coordinate Personnel Distribution Plan Implementation	Human Resources Customer	Process Warfighter Information	Electronic/Paper	No	As Required
Multiple Core Business Mission - Force Manager Exchange	Procurement Change Request	A request for modification to a sourced procurement.	Multiple Core Business Mission	Monitor Sourcing Execution	Force Manager	Manage Organization	Electronic	No	As Required
Multiple Core Business Mission - Human Resources Specialist Exchange	Procurement Change Request	A request for modification to a sourced procurement.	Multiple Core Business Mission	Monitor Sourcing Execution	Human Resources Specialist	Manage Personnel and Pay Manage Benefits Manage Travel	Electronic	No	As Required
Force Manager - Human Resources Customer Exchange	Procurement Request	Document which describes the required supplies or services so that a procurement can be initiated. Some procuring activities actually refer to the document by this title, others use different titles such as Procurement Directive. Combined with specifications, the Statement of Work (SOW) and Contract Data Requirements List (CDRL), it is called the PR Package, a basis for solicitation.	Force Manager	Manage Organization Manage Personnel and Pay	Human Resources Customer	External	Electronic	No	As Required
Human Resources Customer - Force Manager Exchange	Program and Budget Output Information	This parent ICOM represents a combination of the information provided by the following children ICOMs: Unapproved Transfer Request, OSD Transfer Decision, OMB Transfer Decision, Impact Statement, Report of Programs, Baseline Report, Base for Reprogramming Action, Work Schedule, Unapproved Reprogramming Requirement, Unapproved Reprogramming Request, Unapproved Additional Temporary Requirement, Technical Programming Guidance, Rebaseline Report, Program Decision Memorandum, Program Budget Decision, Other Budget Decision, Notification of Adjustment, Joint Programming Guidance, Fiscal Guidance, Draft Reconciled Report, Draft Budget Decision, Draft Baseline Report, Continuing Resolution Amount, Continuing Resolution Act Estimate Request, Congressional Tracking Report, Budget Planning Memorandum, Appeal Submission Instructions, and Additional Program Information Request.	Human Resources Customer	External	Force Manager	Manage Organization	Electronic	No	As Required
Financial Management (FM) - Force Manager Exchange	Program and Funding Document	This document establishes legal and fiduciary responsibility of funds. This is an OSD released document that reflects OSD's approval of program funding levels. This document is one of the three main sources that must be approved prior to issuing the Budget Authority to the component.	Financial Management (FM)	Allocate Funds	Force Manager	Manage Organization	Electronic	No	As Required
Financial Management (FM) - Human Resources Specialist Exchange	Program and Funding Document	This document establishes legal and fiduciary responsibility of funds. This is an OSD released document that reflects OSD's approval of program funding levels. This document is one of the three main sources that must be approved prior to issuing the Budget Authority to the component.	Financial Management (FM)	Allocate Funds	Human Resources Specialist	Manage Personnel and Pay Manage Benefits	Electronic	No	As Required
Human Resources Customer - Human Resources Specialist Exchange	Proposed Personnel Requirement Request	This includes a request for un-forecasted personnel requirements from appropriate parties. This information may include (but not be limited to) requestor name, request date, justification, request quantity, occupational code, and unit identification code (UIC).	Human Resources Customer	Process Individual Information	Human Resources Specialist	Coordinate Personnel Distribution Plan Implementation	Electronic/Paper	No	As Required
Financial Management (FM) - Force Manager Exchange	Request for Corrective Action	Request to DoD's functional area for recording correcting business event identified during initial Trial Balance analysis.	Financial Management (FM)	Manage Financial Reporting Requirement	Force Manager	Manage Organization	Electronic	No	As Required
Financial Management (FM) - Human Resources Specialist Exchange	Request for Corrective Action	Request to DoD's functional area for recording correcting business event identified during initial Trial Balance analysis.	Financial Management (FM)	Manage Financial Reporting Requirement	Human Resources Specialist	Manage Personnel and Pay Manage Benefits	Electronic	No	As Required
Materiel Supply and Service Management (MSSM) (MSSM) - Human Resources Specialist Exchange	Retirement Checklist Action Completion Information	This includes all necessary information related to the completion of a required action outside the boundaries of retirement activities (e.g., logistics asset management, resolution of MWR debts) in order to successfully complete a retirement. This may include (but not be limited to) action completion date, appropriate dispositions related to the action, or any additional activities and tasks to be completed by the Member.	Materiel Supply and Service Management (MSSM) (MSSM)	Perform Asset Accountability	Human Resources Specialist	Manage Benefits	Electronic	No	As Required
Human Resources Specialist - Materiel Supply and Service Management (MSSM) Exchange	Retirement Checklist Action Requirement	This includes all necessary information related to a requirement for a Member to perform activities outside the boundaries of retirement activities (e.g., logistics) in order to successfully complete a retirement. This may include (but not be limited to) retirement date, transition assistance eligibility, and a retirement medical review requirement.	Human Resources Specialist	Manage Benefits	Materiel Supply and Service Management (MSSM)	Perform Asset Accountability	Electronic	No	As Required
Human Resources Specialist - Human Resources Specialist Exchange	Retirement Documentation	This includes the official documents that record and report the retirement of military personnel. This may include (but not be limited to) information pertaining to the certificate of release from active duty.	Human Resources Specialist	Manage Personnel and Pay	Human Resources Specialist	Manage Human Resource Profile	Electronic	No	As Required
Human Resources Specialist - Human Resources Customer Exchange	Retirement Eligibility Concurrence	This includes the retirement request information along with the retirement eligibility information and any other recommendations and endorsements pertaining to it	Human Resources Specialist	Manage Benefits	Human Resources Customer	Process Individual Information	Electronic	No	As Required

Need Line	Information Exchange Name	Information Exchange Description	Source Operational Node	Source Activity	Destination Operational Node	Destination Activity	Media	Privacy Act Protected	Frequency
Human Resources Specialist - Human Resources Customer Exchange	Retirement Eligibility Nonconurrence	This includes the retirement request information along with the retirement ineligible information along with reasons for denial.	Human Resources Specialist	Manage Benefits	Human Resources Customer	Process Individual Information	Electronic	No	As Required
Human Resources Specialist - Human Resources Customer Exchange	Retirement Final Clearance Notification	This includes all information necessary to convey the final clearance of a retiring Member. This may include (but not be limited to) final retirement date and a Member's current duty station.	Human Resources Specialist	Manage Personnel and Pay	Human Resources Customer	Process Individual Information	Electronic/Paper	No	As Required
Human Resources Specialist - Human Resources Specialist Exchange	Retirement Final Clearance Notification	This includes all information necessary to convey the final clearance of a retiring Member. This may include (but not be limited to) final retirement date and a Member's current duty station.	Human Resources Specialist	Manage Personnel and Pay	Human Resources Specialist	Manage Human Resource Profile	Electronic/Paper	No	As Required
Human Resources Specialist - Force Manager Exchange	Retirement Final Order	This includes the information needed to document an approved order for a personnel action. The information may include (but not be limited to) approved order date and status, order number, order effective date, and order type. The information contained in this ICOM will be the basis for a financial obligation (a financial decommitment in the case of an order to cancel) of funds in the Financial Visibility Business Area.	Human Resources Specialist	Manage Personnel and Pay	Force Manager	Manage Organization	Electronic	No	As Required
Human Resources Specialist - Human Resources Customer Exchange	Retirement Final Order	This includes the information needed to document an approved order for a personnel action. The information may include (but not be limited to) approved order date and status, order number, order effective date, and order type. The information contained in this ICOM will be the basis for a financial obligation (a financial decommitment in the case of an order to cancel) of funds in the Financial Visibility Business Area.	Human Resources Specialist	Manage Personnel and Pay	Human Resources Customer	Process Individual Information	Electronic	No	As Required
Human Resources Specialist - Human Resources Specialist Exchange	Retirement Final Order	This includes the information needed to document an approved order for a personnel action. The information may include (but not be limited to) approved order date and status, order number, order effective date, and order type. The information contained in this ICOM will be the basis for a financial obligation (a financial decommitment in the case of an order to cancel) of funds in the Financial Visibility Business Area.	Human Resources Specialist	Manage Personnel and Pay	Human Resources Specialist	Manage Travel	Electronic	No	As Required
Human Resources Specialist - Human Resources Customer Exchange	Retirement Inquiry Response	This includes the response to the Member's inquiry into their retirement status. This response can answer the questions about the various retirement scenarios, and recommends whether or not to proceed with the retirement process.	Human Resources Specialist	Manage Benefits	Human Resources Customer	Process Individual Information	Electronic	No	As Required
Human Resources Customer - Human Resources Specialist Exchange	Return of Unauthorized Absence Notification	This includes a notification that an unauthorized absence personnel has been returned. This may include (but not be limited to) a notification of Return to Military Control (DD Form 553 Report of Return of Absentee), or a summary of the facts leading the finding of an unauthorized absent Member.	Human Resources Customer	Process Warfighter Information	Human Resources Specialist	Manage Personnel and Pay	Electronic/Paper	No	As Required
Human Resources Specialist - Financial Management (FM) Exchange	Reward or Reimbursement Eligibility Notification	This includes the notification of the eligibility of persons or agencies for a reward or reimbursement for apprehending, detaining, or delivering absentees, or escaped military prisoners to military control.	Human Resources Specialist	Manage Personnel and Pay	Financial Management (FM)	Administer Financial Assets and Liabilities	Electronic/Paper	No	As Required
Human Resources Specialist - Human Resources Customer Exchange	Search and Rescue Assistance Notification	This includes a notification to a law enforcement agency, military force, or search and rescue agency for assistance in finding or rescuing a Member (e.g., a lost hiker or mountain climber). This also includes attempts to establish liaisons in order to find or rescue these personnel more effectively.	Human Resources Specialist	Manage Personnel and Pay	Human Resources Customer	Process Warfighter Information	Electronic/Paper	No	As Required
Real Property and Installations Lifecycle Management (RPILM) - Human Resources Specialist Exchange	Selected ESOH Solution	This is the solution that has been evaluated and has been determined as a course of action to pursue by the ESOH professional.	Real Property and Installations Lifecycle Management (RPILM)	External	Human Resources Specialist	Manage Human Resources Organizational Infrastructure Support	Electronic	No	As Required
Materiel Supply and Service Management (MSSM) (MSSM) - Human Resources Specialist Exchange	Separation Checklist Action Completion Information	This includes all information related to the completion of a required action outside the boundaries of separation activities (e.g., logistics asset management, resolution of morale, welfare, and recreation (MWR) debts) in order to successfully complete a separation. This may include (but not be limited to) action completion date, appropriate dispositions related to the action, and any additional activities and tasks to be completed by the Member.	Materiel Supply and Service Management (MSSM) (MSSM)	Perform Asset Accountability	Human Resources Specialist	Manage Benefits	Electronic	No	As Required
Human Resources Specialist - Materiel Supply and Service Management (MSSM) Exchange	Separation Checklist Action Requirement	This includes all information related to a requirement for an activity outside the boundaries of separation activities (e.g., logistics) to be performed in order to successfully complete a separation. This may include (but not be limited to) separation date, transition assistance eligibility, and a separation medical review requirement.	Human Resources Specialist	Manage Benefits	Materiel Supply and Service Management (MSSM)	Perform Asset Accountability	Electronic	No	As Required
Human Resources Specialist - Human Resources Customer Exchange	Separation Documentation	This includes the official documents that record and report the separation of military personnel from the Service. This may include (but not be limited to) information pertaining to the certificate of release from active duty.	Human Resources Specialist	Manage Personnel and Pay	Human Resources Customer	Process Individual Information	Electronic	No	As Required

Need Line	Information Exchange Name	Information Exchange Description	Source Operational Node	Source Activity	Destination Operational Node	Destination Activity	Media	Privacy Act Protected	Frequency
Human Resources Specialist - Human Resources Specialist Exchange	Separation Draft Order	This includes information pertaining to a draft separation order based on order requirements. The information may include (but not be limited to) draft order date, order effective date, order type, and order action. The information contained in this ICOM will be the basis for a financial commitment of funds in the Financial Visibility Business Area.	Human Resources Specialist	Manage Personnel and Pay	Human Resources Specialist	Manage Travel	Electronic	No	As Required
Human Resources Specialist - Human Resources Customer Exchange	Separation Final Clearance Notification	This includes all information necessary to convey the final clearance of a separating Member from a duty station. This may include (but not be limited to) final clearance date and a Member's current duty station.	Human Resources Specialist	Manage Personnel and Pay	Human Resources Customer	Process Individual Information	Electronic/Paper	No	As Required
Financial Management (FM) - Force Manager Exchange	Strategic Planning Guidance	Strategic Planning Guidance (SPG) is a single fiscally-informed document that replaced the policy/strategy sections of the Defense Planning Guidance. The draft is issued early in the Planning process to provide overall policy and strategy guidance to be used in developing the defense program. SPG provides DoD Components with direction on defense policy, strategy, force and resource planning, and fiscal matters for use in developing their Program Objective Memorandum (POM).	Financial Management (FM)	Perform Executive Level Planning	Force Manager	Manage Organization	Electronic	No	As Required
Financial Management (FM) - Human Resources Specialist Exchange	Strategic Planning Guidance	Strategic Planning Guidance (SPG) is a single fiscally-informed document that replaced the policy/strategy sections of the Defense Planning Guidance. The draft is issued early in the Planning process to provide overall policy and strategy guidance to be used in developing the defense program. SPG provides DoD Components with direction on defense policy, strategy, force and resource planning, and fiscal matters for use in developing their Program Objective Memorandum (POM).	Financial Management (FM)	Perform Executive Level Planning	Human Resources Specialist	Manage Personnel and Pay Manage Benefits	Electronic	No	As Required
Human Resources Customer - Force Manager Exchange	Strength Authorization Information	This is the specification of military manpower strength ceilings within a specified fiscal year, authorized by Congress for each of the armed forces. This includes, but is not limited to, service end strength; specified limitations on the number of members of a reserve component permitted to be on active duty; and Dual Status Military Technician end strength for each reserve component of the Army and Air Force.	Human Resources Customer	Process Congressional Information	Force Manager	Manage Organization	Electronic	No	As Required
Human Resources Specialist - Human Resources Customer Exchange	Time, Absence, and Labor Notification	This includes notifications that it is time to either document or certify Time, Absence, and Labor information, or that documented Time, Absence, and Labor information is invalid and requires adjustment, or if the Time, Absence, and Labor information has been approved and certified	Human Resources Specialist	Manage Personnel and Pay	Human Resources Customer	Process Individual Information	Electronic/Paper	No	As Required
Human Resources Specialist - Human Resources Specialist Exchange	Transfer Draft Order	This includes information associated with the determination of the transfer order type and order action based on order requirements and associated transfer authorization information. The information may include (but not be limited to) order reason, order action, and order detail identifier	Human Resources Specialist	Manage Personnel and Pay	Human Resources Specialist	Manage Travel	Electronic	No	As Required
Human Resources Specialist - Human Resources Customer Exchange	Transfer Eligibility Nonconcurrency	This includes an official determination that the affected Services or components deem the Member ineligible for a transfer. A transfer eligibility nonconcurrency may include (but not be limited to) Member information, date, transfer type, and reasons for ineligibility.	Human Resources Specialist	Manage Personnel and Pay	Human Resources Customer	Process Individual Information	Electronic	No	As Required
Human Resources Specialist - Multiple Core Business Mission Exchange	Transportation Procurement Request	This is the logistics requirement needed to accomplish a transportation obligation for an organization/customer	Human Resources Specialist	Manage Travel	Multiple Core Business Mission	Manage Request and Sourcing Strategy	Electronic	No	As Required
Materiel Supply and Service Management (MSSM) (MSSM) - Human Resources Specialist Exchange	Transportation Schedule	A movement plan for specific cargo or passengers. For example, scheduled intermediate stops, marshaling area information, movement times, specific locations (e.g., origin, destination), mode, etc.	Materiel Supply and Service Management (MSSM) (MSSM)	Determine Route and Carriers	Human Resources Specialist	Manage Travel	Electronic	No	As Required
Human Resources Specialist - Human Resources Specialist Exchange	Travel Requirement	This requirement defines an organization's or person's need for travel, including movement of goods, using the travel card (where authorized). It may be an unfunded or funded requirement.	Human Resources Specialist	Manage Personnel and Pay	Human Resources Specialist	Manage Travel	Electronic	No	As Required
Medical Administrator - Human Resources Specialist Exchange	Travel Requirement	This requirement defines an organization's or person's need for travel, including movement of goods, using the travel card (where authorized). It may be an unfunded or funded requirement.	Medical Administrator	Manage Benefits	Human Resources Specialist	Manage Travel	Electronic	No	As Required
Human Resources Customer - Human Resources Specialist Exchange	Unauthorized Absence Information Request	This includes a request for information on unauthorized absences (e.g., from Congress, Department of Justice).	Human Resources Customer	External	Human Resources Specialist	Manage Personnel and Pay	Electronic	No	As Required
Human Resources Customer - Human Resources Specialist Exchange	Unauthorized Absence Notification	This includes the notification of an unauthorized absence. This notification may include (but not be limited to) the date and duration of the absence, the location that the Member is absent from, and any information concerning the current whereabouts of the unauthorized absent Member	Human Resources Customer	External	Human Resources Specialist	Manage Personnel and Pay	Electronic/Paper	No	As Required
Human Resources Specialist - Human Resources Specialist Exchange	Unauthorized Absence Report	This includes summary information of Members who are or have been absent without leave as well as public deserter information intended to prevent future desertions. This may include (but not be limited to) the Desertion and Unauthorized Absence (AWOL) Semi-Annual Service Report.	Human Resources Specialist	Manage Personnel and Pay	Human Resources Specialist	Manage InterAgency Support	Electronic	No	As Required

Need Line	Information Exchange Name	Information Exchange Description	Source Operational Node	Source Activity	Destination Operational Node	Destination Activity	Media	Privacy Act Protected	Frequency
Human Resources Customer - Human Resources Specialist Exchange	Union Relations Program Request	This includes information contained in a action request related to a union relations program (e.g., Federal Labor Management Relations Program for all DoD civilian employees except those that the President has excluded from coverage by Executive Order, terms of a specific labor agreement). Relationships with unions representing non-U.S. citizens employed at DoD activities must remain consistent with pertinent intergovernmental agreements, local practices, customs, and DoD instructions. Relationships with unions representing non-U.S. citizens employed at DoD activities must be kept consistent with pertinent intergovernmental agreements, local practices, customs, and DoD instructions. The Defense Civilian Personnel Management Service (CPMS) must review and approve agreements pursuant to Title 5 Section 7114. The information may include (but not be limited to) requestor's personal information (e.g., name, official title, organization), narrative request, date of request.	Human Resources Customer	Process Individual Information	Human Resources Specialist	Manage Human Resources Organizational Infrastructure Support	Electronic	No	As Required
Real Property and Installations Lifecycle Management (RPILM) - Family Support Manager Exchange	Updated Asset Information	This is the aggregation of the physical, legal and financial characteristics of an asset (real and personal) under DoD accountability. It includes all information about the state of the asset such as disposed, transferred, excess, obsolete, unserviceable, operation ceased, physical inventory information and all asset valuation information	Real Property and Installations Lifecycle Management (RPILM)	Maintain Asset Information	Family Support Manager	Manage Benefits	Electronic	No	As Required
Real Property and Installations Lifecycle Management (RPILM) - Human Resources Specialist Exchange	Updated Asset Information	This is the aggregation of the physical, legal and financial characteristics of an asset (real and personal) under DoD accountability. It includes all information about the state of the asset such as disposed, transferred, excess, obsolete, unserviceable, operation ceased, physical inventory information and all asset valuation information	Real Property and Installations Lifecycle Management (RPILM)	Maintain Asset Information	Human Resources Specialist	Manage Personnel and Pay Manage Travel Manage Human Resources Organizational Infrastructure Support	Electronic	No	As Required
Human Resources Specialist - Human Resources Customer Exchange	Voluntary Separation Nonconurrence	This includes information associated with an official determination that the losing services and components do not concur with the voluntary separation request. This may include (but not be limited to) justification for ineligibility or areas where the voluntary separation request may have been	Human Resources Specialist	Manage Personnel and Pay	Human Resources Customer	Process Individual Information	Electronic	No	As Required
Force Manager - Human Resources Specialist Exchange	Workforce Analysis Information	This includes the end result information of workforce analysis to be utilized in the projection and allocation of force structure.	Force Manager	Manage Organization	Human Resources Specialist	Manage Personnel and Pay	Electronic	No	As Required
Human Resources Customer - Human Resources Specialist Exchange	Workforce Communication Request	This includes information related to a request for communications to the specified workforce on a HRM issue. Communications are between management, labor and all DoD supported personnel. The information may include (but not be limited to) requestor personal information (e.g., name, official title, organization), type(s) of communications (e.g., newsletters, e-mail and web pages, bulletin boards, official surveys, commander's call presentation materials, rosters, postal support materials), designated workforce specifications (e.g., , occupations, occupation groups), date of request, projected effective date for communication, and narrative description of communication requested.	Human Resources Customer	Process Individual Information	Human Resources Specialist	Manage Human Resources Organizational Infrastructure Support	Electronic	No	As Required
Human Resources Customer - Human Resources Specialist Exchange	Workforce Communication Request	This includes information related to a request for communications to the specified workforce on a HRM issue. Communications are between management, labor and all DoD supported personnel. The information may include (but not be limited to) requestor personal information (e.g., name, official title, organization), type(s) of communications (e.g., newsletters, e-mail and web pages, bulletin boards, official surveys, commander's call presentation materials, rosters, postal support materials), designated workforce specifications	Human Resources Customer	Process Individual Information	Human Resources Specialist	Manage Human Resources Organizational Infrastructure Support	Electronic	No	As Required
Human Resources Specialist - Law Enforcement Professional Exchange	Federal Bureau of Investigation Deserter Update Information	This includes an update to information in the Federal Bureau of Investigation's (FBI) National Crime Information Center (NCIC) database. The NCIC is a computerized index of criminal justice information (e.g., criminal record history information, fugitives, stolen properties, missing persons) that is available to Federal, state, local law enforcement and other criminal justice agencies. The information in this database includes identification details of a person (e.g., name, sex, race, date of birth, Social Security Number, and driver's license number).	Human Resources Specialist	Classify Unauthorized Absence	Law Enforcement Professional	Manage Other Federal Government Support	Electronic	Yes	As Required

Manage Organization Operational Information Exchange Matrix (OV-3)

Need Line	Information Exchange Name	Information Exchange Description	Source Node	Source Sub Operational Node	Source Activity	Destination Node	Destination Sub Operational Node	Destination Activity	Media	Privacy Act Protected	Frequency
Workforce Programmer - Position Manager Exchange	Adjusted Requirement List	Adjusted requirements show the reprogrammed requirements based on the priorities and budget decision	Force Manager	Workforce Programmer	Adjust Manpower Requirements Based on Priority List	Force Manager	Position Manager	Allocate Manpower	Electronic/Paper	No	As Required
Multi CBM - Workforce Analyst Exchange	Aggregated Spend Information	Collected and consolidated historical spend data that includes what is purchased and from whom it is purchased that is used to identify strategic sourcing opportunities. Spend information includes post-award data such as total obligated amount per fiscal year, socio-economic information, or supplier concentration.	Multi CBM	Multi CBM	Monitor Sourcing Executor	Human Resources Specialist	Workforce Analyst	Perform Workforce Analysis	Electronic/Paper	No	As Required
FM - Workforce Analyst Exchange	Analytical Results	The collection of one or more of the following: forecast, comparative analysis, trend analysis. A forecast might represent a prediction of future financial needs or trends based on analysis of available historical cost information and planned changes in capabilities. A comparative analysis might represent a comparison of how similar budget programs or business activities are executed by multiple organizations from a cost and performance management perspective. A trend analysis might represent how a single budget program or business activity has performed over multiple reporting periods. These analytical results will support many types of business decision making, to include planning, future years budget formulation, and other resource tradeoffs	FM	FM	Perform Cost Performance Analysis	Human Resources Specialist	Workforce Analyst	Perform Workforce Analysis	Electronic/Paper	No	As Required
MSSM - Workforce Analyst Exchange	Buyer Materiel and Maintenance and Service Status	This is the information that provides the recipient of a shipment or service with data for both receipt planning and entitlement such as: inspection and acceptance data, discrepancy reports, service acknowledgement, schedule updates, shipment information, real property placed in service, and services progress status. This must include information necessary for asset valuation (capitalized versus expense determination) and documentation of service rendered or deliverable received to fulfill the terms and conditions of the contract or intragovernmental order	MSSM	MSSM	Manage Receipt and Acceptance	Human Resources Specialist	Workforce Analyst	Perform Workforce Analysis	Electronic/Paper	No	As Required
FM - Workforce Analyst Exchange	Commitment Modification Request	This includes a request to either increase or decrease the commitment amount needed to fulfill the requirement	FM	FM	Establish Sourcing Vehicle	Human Resources Specialist	Workforce Analyst	Perform Workforce Analysis	Electronic/Paper	No	As Required
FM - Workforce Analyst Exchange	Commitment Modification Request	This includes a request to either increase or decrease the commitment amount needed to fulfill the requirement	FM	FM	Monitor Sourcing Executor	Human Resources Specialist	Workforce Analyst	Perform Workforce Analysis	Electronic/Paper	No	As Required
Workforce Analyst - FM Exchange	Commitment Request	This includes a request for a commitment or decommitment that has been approved based on the existence of available funding. This commitment/decommitment is an administrative reservation/dereservation of funds for a procurement request, order, directive, or equivalent instrument. This also identifies commitments that have been rejected due to insufficient funding or management discretion.	Human Resources Specialist	Workforce Analyst	Perform Workforce Analysis	FM	FM	Manage Execution Fund Account	Electronic/Paper	No	As Required
MSSM - Workforce Analyst Exchange	Contract or Order Closure Information	All information related to completion of the buyer's final contract or intragovernmental order closeout process including, but not limited to, closeout details and requesting deobligations and decommitments, if necessary. This also includes any adjustments to closure information	MSSM	MSSM	Monitor Sourcing Executor	Human Resources Specialist	Workforce Analyst	Perform Workforce Analysis	Electronic/Paper	No	As Required
MSSM - Workforce Analyst Exchange	Contract or Order Information	A contract that has been awarded to a supplier or an intragovernmental order that has been accepted by the government supplier and subsequently acknowledged by the government buyer that is a mutually binding legal relationship obligating the supplier to furnish the goods or services (including construction) that can be invoiced, and the buyer to provide payment for those goods and services as agreed upon by the contract or order. The contract or order information may contain the original or modified contract or intragovernmental order that has been mutually agreed upon between the buyer and supplier to include warranty, return, and rebate terms and conditions. It also includes all types of commitments that obligate the DoD to an expenditure of appropriated funds and that, except as otherwise authorized, are in writing. In addition to bilateral instruments, contracts include, but are not limited to, awards and notices of awards; job orders or task letters issued under basic ordering agreements; letter contracts; and orders, such as purchase	MSSM	MSSM	Establish Sourcing Vehicle	Human Resources Specialist	Workforce Analyst	Perform Workforce Analysis	Electronic/Paper	No	As Required
Workforce Analyst - FM Exchange	Cost Performance Information Request	The form used by internal or external customers to request cost/performance information. Request includes in as much detail as possible: purpose, objective, originating organization, description of request, priority, deadline, one-time or recurring, specific exceptions or considerations, and output parameters (format, delivery instructions, frequency)	Human Resources Specialist	Workforce Analyst	Perform Workforce Analysis	FM	FM	Perform Cost Performance Analysis	Electronic/Paper	No	As Required

Need Line	Information Exchange Name	Information Exchange Description	Source Node	Source Sub Operational Node	Source Activity	Destination Node	Destination Sub Operational Node	Destination Activity	Media	Privacy Act Protected	Frequency
Workforce Analyst - FM Exchange	Cost Performance Information Request	The form used by internal or external customers to request cost/performance information. Request includes in as much detail as possible: purpose, objective, originating organization, description of request, priority, deadline, one-time or recurring, specific exceptions or considerations, and output parameters (format, delivery instructions, frequency). This includes information from government suppliers that documents the rendering of services or tendering of goods including, but not limited to, data for billing, collection and shipment planning, and product hazard or material safety information as appropriate.	Human Resources Specialist	Workforce Analyst	Perform Workforce Analysis	FM	FM	Define Cost Performance Model	Electronic/Paper	No	As Required
Workforce Analyst - FM Exchange	Evidence of Goods Tendered and Services Rendered	This includes information from government suppliers that documents the rendering of services or tendering of goods including, but not limited to, data for billing, collection and shipment planning, and product hazard or material safety information as appropriate.	Human Resources Specialist	Workforce Analyst	Perform Workforce Analysis	FM	FM	Monitor Sourcing Execution	Electronic/Paper	No	As Required
Workforce Analyst - Workforce Planner Exchange	Force and Simulation Modeling Information	Force and Simulation Modeling Information is used to represent a mission in order to provide guidance on the numbers and kinds of manpower requirements/personnel needed to perform a group of specific functions.	Human Resources Specialist	Workforce Analyst	Perform Workforce Analysis	Force Manager	Workforce Planner	Determine Mission Requirements for Manpower	Electronic/Paper	No	As Required
Position Manager - DoD Military Personnel Exchange	Full Time Support Manpower Report	This display of information includes both pre-defined automatically generated reports as well as ad-hoc reports. These reports contain Reserve position information to include the corresponding funding information	Force Manager	Position Manager	Account for Full Time Support	Human Resources Customer	DoD Military Personnel	Process Warfighter Information	Electronic	No	As Required
Position Manager - Non-DoD Personnel Exchange	Full Time Support Manpower Report	This display of information includes both pre-defined automatically generated reports as well as ad-hoc reports. These reports contain Reserve position information to include the corresponding funding information	Force Manager	Position Manager	Account for Full Time Support	Human Resources Customer	Non-DoD Personnel	Process Warfighter Information	Electronic	No	As Required
Position Manager - Other Human Resources Customer Exchange	Full Time Support Manpower Report	This display of information includes both pre-defined automatically generated reports as well as ad-hoc reports. These reports contain Reserve position information to include the corresponding funding information	Force Manager	Position Manager	Account for Full Time Support	Human Resources Customer	Other Human Resources Customer	Process Warfighter Information	Electronic	No	As Required
Position Manager - Assignment Specialist Exchange	Funded Position Identifier	This includes an extraction of selected, detailed force structure attributes that identifies which billets (e.g., slots) can have human resources assignments within available budget allocations.	Force Manager	Position Manager	Update Manpower Document	Human Resources Specialist	Assignment Specialist	Determine Assignment Action	Electronic/Paper	No	As Required
Position Manager - Recruitment Specialist Exchange	Funded Position Identifier	This includes an extraction of selected, detailed force structure attributes that identifies which billets (e.g., slots) can have human resources assignments within available budget allocations.	Force Manager	Position Manager	Update Manpower Document	Human Resources Specialist	Recruitment Specialist	Determine Placement Criteria	Electronic/Paper	No	As Required
Position Manager - Workforce Analyst Exchange	Funded Position Identifier	This includes an extraction of selected, detailed force structure attributes that identifies which billets (e.g., slots) can have human resources assignments within available budget allocations.	Force Manager	Position Manager	Update Manpower Document	Human Resources Specialist	Workforce Analyst	Perform Workforce Analysis	Electronic/Paper	No	As Required
FM - Position Manager Exchange	Future Years Defense Program	This includes the Future Years Defense Program is the program and financial plan for the Department of Defense as approved by the Secretary of Defense. The FYDP arrays cost data and force structure over a 6-year period (force structure for an additional 3 years), portraying this data by major force program for DoD internal review for the program and budget review submission. It is also provided to the Congress in conjunction with the President's budget	FM	FM	Update Future Years Defense Program	Force Manager	Position Manager	Account for Programmed Manpower	Electronic	No	As Required
FM - Position Manager Exchange	Future Years Defense Program	This includes the Future Years Defense Program is the program and financial plan for the Department of Defense as approved by the Secretary of Defense. The FYDP arrays cost data and force structure over a 6-year period (force structure for an additional 3 years), portraying this data by major force program for DoD internal review for the program and budget review submission. It is also provided to the Congress in conjunction with the President's budget	FM	FM	Update Future Years Defense Program	Force Manager	Position Manager	Account for Full Time Support	Electronic	No	As Required
FM - Position Manager Exchange	Future Years Defense Program	This includes the Future Years Defense Program is the program and financial plan for the Department of Defense as approved by the Secretary of Defense. The FYDP arrays cost data and force structure over a 6-year period (force structure for an additional 3 years), portraying this data by major force program for DoD internal review for the program and budget review submission. It is also provided to the Congress in conjunction with the President's budget	FM	FM	Update Future Years Defense Program	Force Manager	Position Manager	Provide Manpower Accounting Information	Electronic	No	As Required
MSSM - Position Manager Exchange	Geographic Requirement	Geographic requirements identify the requirements needed for a specific geographic location. This includes the number of positions and equipment that can be accommodated in a location or needed in a location. This list is updated quarterly but submitted yearly to the Office of Management and Budget (OMB).	MSSM	MSSM	Maintain Asset Information	Force Manager	Position Manager	Determine Mission Requirements for Manpower	Electronic	No	Yearly
Human Resources Profile Administrator - Workforce Analyst Exchange	Human Resource Profile Update Information	This includes created or updated personal, professional, and pay information related to the processes of administering manpower and staffing, human resources, personnel development, benefits, and pay. This information resource can be initially captured during a candidate's evaluation and is formally established when a candidate is accessed	Human Resources Specialist	Human Resources Profile Administrator	Update Human Resource Profile	Human Resources Specialist	Workforce Analyst	Perform Workforce Analysis	Electronic/Paper	No	As Required

Need Line	Information Exchange Name	Information Exchange Description	Source Node	Source Sub Operational Node	Source Activity	Destination Node	Destination Sub Operational Node	Destination Activity	Media	Privacy Act Protected	Frequency
Position Manager - DoD Military Personnel Exchange	Manpower Accounting Report	This display of information includes both pre-defined automatically generated reports as well as ad-hoc reports. These reports contain the DoD Component strength information required to support personnel management and force readiness determination.	Force Manager	Position Manager	Provide Manpower Accounting Information	Human Resources Customer	DoD Military Personne	Process Warfighter Information	Electronic	No	As Required
Position Manager - Non-DoD Personnel Exchange	Manpower Accounting Report	This display of information includes both pre-defined automatically generated reports as well as ad-hoc reports. These reports contain the DoD Component strength information required to support personnel management and force readiness determination.	Force Manager	Position Manager	Provide Manpower Accounting Information	Human Resources Customer	Non-DoD Personnel	External	Electronic	No	As Required
Position Manager - Other Human Resources Customer Exchange	Manpower Accounting Report	This display of information includes both pre-defined automatically generated reports as well as ad-hoc reports. These reports contain the DoD Component strength information required to support personnel management and force readiness determination.	Force Manager	Position Manager	Provide Manpower Accounting Information	Human Resources Customer	Other Human Resources Customer	External	Electronic	No	As Required
Position Manager - Workforce Programmer Exchange	Manpower Allocation Discrepancy Lis	Manpower allocation discrepancies show the differences between the Manpower Allocation received and the Manpower Requirements submitted.	Force Manager	Position Manager	Implement Manpower Change Request	Force Manager	Workforce Programmer	Validate Manpower Requirement List	Electronic/Paper	No	Biannually
Position Manager - Workforce Programmer Exchange	Manpower Allocation Discrepancy Lis	Manpower allocation discrepancies show the differences between the Manpower Allocation received and the Manpower Requirements submitted.	Force Manager	Position Manager	Review Manpower Allocatio	Force Manager	Workforce Programmer	Validate Manpower Requirement List	Electronic/Paper	No	Biannually
Position Manager - Position Manager Exchange	Manpower Allocation Discrepancy Lis	Manpower allocation discrepancies show the differences between the Manpower Allocation received and the Manpower Requirements submitted.	Force Manager	Position Manager	Review Manpower Allocatio	Force Manager	Position Manager	Reconcile Manpower Allocation Discrepancy List	Electronic/Paper	No	Biannually
Workforce Budget Manager - Position Manager Exchange	Manpower Allocation Informatior	Manpower allocation shows the distribution of manpower billets based on funding received.	Force Manager	Workforce Budget Manager	Allocate Manpower	Force Manager	Position Manager	Review Manpower Allocatio	Electronic	No	Biannually
Workforce Programmer - FM Exchange	Manpower Budget Requirement	These are the Manpower Budget Requirements that are submitted during the Planning, Programming, Budgeting, and Execution (PPBE) cycle. These requirements include the projections necessary to support DoD missions.	Force Manager	Workforce Programmer	Determine Manpower Requirements to be Funded	FM	FM	Issue Budget Decision	Electronic	No	Biannually
Workforce Programmer - Position Manager Exchange	Manpower Budget Requirement	These are the Manpower Budget Requirements that are submitted during the Planning, Programming, Budgeting, and Execution (PPBE) cycle. These requirements include the projections necessary to support DoD missions.	Force Manager	Workforce Programmer	Determine Manpower Requirements to be Funded	Force Manager	Position Manager	Review Manpower Allocatio	Electronic	No	Biannually
DoD Military Personnel - Position Manager Exchange	Manpower Directive	A Manpower directive is an official directive received to change the force structure. This includes both changes to the organizations structure as well as position attributes. A Manpower directive can include an increase or decrease in manpower. This change is requested from the top-down	Human Resources Customer	DoD Military Personne	Process Individual Information	Force Manager	Position Manager	Evaluate Manpower Change Request	Electronic	No	As Required
DoD Military Personnel - Position Manager Exchange	Manpower Directive	A Manpower directive is an official directive received to change the force structure. This includes both changes to the organizations structure as well as position attributes. A Manpower directive can include an increase or decrease in manpower. This change is requested from the top-down	Human Resources Customer	DoD Military Personne	Process Warfighter Information	Force Manager	Position Manager	Evaluate Manpower Change Request	Electronic	No	As Required
DoD Military Personnel - Organization Manager Exchange	Manpower Directive	A Manpower directive is an official directive received to change the force structure. This includes both changes to the organizations structure as well as position attributes. A Manpower directive can include an increase or decrease in manpower. This change is requested from the top-down	Human Resources Customer	DoD Military Personne	Process Individual Information	Force Manager	Organization Manager	Establish Unit	Electronic	No	As Required
DoD Military Personnel - Organization Manager Exchange	Manpower Directive	A Manpower directive is an official directive received to change the force structure. This includes both changes to the organizations structure as well as position attributes. A Manpower directive can include an increase or decrease in manpower. This change is requested from the top-down	Human Resources Customer	DoD Military Personne	Process Warfighter Information	Force Manager	Organization Manager	Establish Unit	Electronic	No	As Required
DoD Military Personnel - Organization Manager Exchange	Manpower Directive	A Manpower directive is an official directive received to change the force structure. This includes both changes to the organizations structure as well as position attributes. A Manpower directive can include an increase or decrease in manpower. This change is requested from the top-down	Human Resources Customer	DoD Military Personne	Process Individual Information	Force Manager	Organization Manager	Reorganize Unit	Electronic	No	As Required
DoD Military Personnel - Organization Manager Exchange	Manpower Directive	A Manpower directive is an official directive received to change the force structure. This includes both changes to the organizations structure as well as position attributes. A Manpower directive can include an increase or decrease in manpower. This change is requested from the top-down	Human Resources Customer	DoD Military Personne	Process Warfighter Information	Force Manager	Organization Manager	Reorganize Unit	Electronic	No	As Required
DoD Military Personnel - Organization Manager Exchange	Manpower Directive	A Manpower directive is an official directive received to change the force structure. This includes both changes to the organizations structure as well as position attributes. A Manpower directive can include an increase or decrease in manpower. This change is requested from the top-down	Human Resources Customer	DoD Military Personne	Process Individual Information	Force Manager	Organization Manager	Re-Designate Unit	Electronic	No	As Required
DoD Military Personnel - Organization Manager Exchange	Manpower Directive	A Manpower directive is an official directive received to change the force structure. This includes both changes to the organizations structure as well as position attributes. A Manpower directive can include an increase or decrease in manpower. This change is requested from the top-down	Human Resources Customer	DoD Military Personne	Process Warfighter Information	Force Manager	Organization Manager	Re-Designate Unit	Electronic	No	As Required
DoD Military Personnel - Organization Manager Exchange	Manpower Directive	A Manpower directive is an official directive received to change the force structure. This includes both changes to the organizations structure as well as position attributes. A Manpower directive can include an increase or decrease in manpower. This change is requested from the top-down	Human Resources Customer	DoD Military Personne	Process Individual Information	Force Manager	Organization Manager	Inactivate Unit	Electronic	No	As Required

Need Line	Information Exchange Name	Information Exchange Description	Source Node	Source Sub Operational Node	Source Activity	Destination Node	Destination Sub Operational Node	Destination Activity	Media	Privacy Act Protected	Frequency
DoD Military Personnel - Organization Manager Exchange	Manpower Directive	A Manpower directive is an official directive received to change the force structure. This includes both changes to the organizations structure as well as position attributes. A Manpower directive can include an increase or decrease in manpower. This change is requested from the top-down	Human Resources Customer	DoD Military Personne	Process Warfighter Information	Force Manager	Organization Manager	Inactivate Unit	Electronic	No	As Required
DoD Military Personnel - Organization Manager Exchange	Manpower Directive	A Manpower directive is an official directive received to change the force structure. This includes both changes to the organizations structure as well as position attributes. A Manpower directive can include an increase or decrease in manpower. This change is requested from the top-down	Human Resources Customer	DoD Military Personne	Process Individual Information	Force Manager	Organization Manager	Reactivate Unit	Electronic	No	As Required
DoD Military Personnel - Organization Manager Exchange	Manpower Directive	A Manpower directive is an official directive received to change the force structure. This includes both changes to the organizations structure as well as position attributes. A Manpower directive can include an increase or decrease in manpower. This change is requested from the top-down	Human Resources Customer	DoD Military Personne	Process Warfighter Information	Force Manager	Organization Manager	Reactivate Unit	Electronic	No	As Required
Position Manager - Workforce Planner Exchange	Manpower Document	A Current Manpower Document (e.g., Table of Distribution and Allowances, Table of Organization and Equipment, Modified Table of Organization and Equipment, Table of Organization, Table of Equipment, Staffing Document, and Unit Manpower Document) contains the organization's structure and the Authorized Full Time Support for the current fiscal year.	Force Manager	Position Manager	Account for Programmed Manpower	Force Manager	Workforce Planner	Determine Mission Requirements for Manpower	Electronic	No	As Required
Position Manager - Workforce Planner Exchange	Manpower Document	A Current Manpower Document (e.g., Table of Distribution and Allowances, Table of Organization and Equipment, Modified Table of Organization and Equipment, Table of Organization, Table of Equipment, Staffing Document, and Unit Manpower Document) contains the organization's structure and the Authorized Full Time Support for the current fiscal year.	Force Manager	Position Manager	Account for Full Time Support	Force Manager	Workforce Planner	Determine Mission Requirements for Manpower	Electronic	No	As Required
Position Manager - Workforce Planner Exchange	Manpower Document	A Current Manpower Document (e.g., Table of Distribution and Allowances, Table of Organization and Equipment, Modified Table of Organization and Equipment, Table of Organization, Table of Equipment, Staffing Document, and Unit Manpower Document) contains the organization's structure and the Authorized Full Time Support for the current fiscal year.	Force Manager	Position Manager	Provide Manpower Accounting Information	Force Manager	Workforce Planner	Determine Mission Requirements for Manpower	Electronic	No	As Required
Position Manager - Position Manager Exchange	Manpower Document	A Current Manpower Document (e.g., Table of Distribution and Allowances, Table of Organization and Equipment, Modified Table of Organization and Equipment, Table of Organization, Table of Equipment, Staffing Document, and Unit Manpower Document) contains the organization's structure and the Authorized Full Time Support for the current fiscal year.	Force Manager	Position Manager	Account for Programmed Manpower	Force Manager	Position Manager	Implement Manpower Change Request	Electronic	No	As Required
Position Manager - Position Manager Exchange	Manpower Document	A Current Manpower Document (e.g., Table of Distribution and Allowances, Table of Organization and Equipment, Modified Table of Organization and Equipment, Table of Organization, Table of Equipment, Staffing Document, and Unit Manpower Document) contains the organization's structure and the Authorized Full Time Support for the current fiscal year.	Force Manager	Position Manager	Account for Full Time Support	Force Manager	Position Manager	Implement Manpower Change Request	Electronic	No	As Required
Position Manager - Position Manager Exchange	Manpower Document	A Current Manpower Document (e.g., Table of Distribution and Allowances, Table of Organization and Equipment, Modified Table of Organization and Equipment, Table of Organization, Table of Equipment, Staffing Document, and Unit Manpower Document) contains the organization's structure and the Authorized Full Time Support for the current fiscal year.	Force Manager	Position Manager	Provide Manpower Accounting Information	Force Manager	Position Manager	Implement Manpower Change Request	Electronic	No	As Required
Position Manager - Organization Manager Exchange	Manpower Document	A Current Manpower Document (e.g., Table of Distribution and Allowances, Table of Organization and Equipment, Modified Table of Organization and Equipment, Table of Organization, Table of Equipment, Staffing Document, and Unit Manpower Document) contains the organization's structure and the Authorized Full Time Support for the current fiscal year.	Force Manager	Position Manager	Account for Programmed Manpower	Force Manager	Organization Manager	Establish Unit	Electronic	No	As Required
Position Manager - Organization Manager Exchange	Manpower Document	A Current Manpower Document (e.g., Table of Distribution and Allowances, Table of Organization and Equipment, Modified Table of Organization and Equipment, Table of Organization, Table of Equipment, Staffing Document, and Unit Manpower Document) contains the organization's structure and the Authorized Full Time Support for the current fiscal year.	Force Manager	Position Manager	Account for Full Time Support	Force Manager	Organization Manager	Establish Unit	Electronic	No	As Required
Position Manager - Organization Manager Exchange	Manpower Document	A Current Manpower Document (e.g., Table of Distribution and Allowances, Table of Organization and Equipment, Modified Table of Organization and Equipment, Table of Organization, Table of Equipment, Staffing Document, and Unit Manpower Document) contains the organization's structure and the Authorized Full Time Support for the current fiscal year.	Force Manager	Position Manager	Provide Manpower Accounting Information	Force Manager	Organization Manager	Establish Unit	Electronic	No	As Required

Need Line	Information Exchange Name	Information Exchange Description	Source Node	Source Sub Operational Node	Source Activity	Destination Node	Destination Sub Operational Node	Destination Activity	Media	Privacy Act Protected	Frequency
Position Manager - Organization Manager Exchange	Manpower Document	A Current Manpower Document (e.g., Table of Distribution and Allowances, Table of Organization and Equipment, Modified Table of Organization and Equipment, Table of Organization, Table of Equipment, Staffing Document, and Unit Manpower Document) contains the organization's structure and the Authorized Full Time Support for the current fiscal year.	Force Manager	Position Manager	Provide Manpower Accounting Information	Force Manager	Organization Manager	Reactivate Unit	Electronic	No	As Required
Organization Manager - Workforce Analyst Exchange	Manpower Document Update Information for New Unit	This includes the organization structure information which is needed when establishing a new unit. The information may include (but not be limited to) organization name, organization type, organization code, and unit identifier	Force Manager	Organization Manager	Establish Unit	Human Resources Specialist	Workforce Analyst	Perform Workforce Analysis	Electronic	No	As Required
Organization Manager - Position Manager Exchange	Manpower Document Update Information for New Unit	This includes the organization structure information which is needed when establishing a new unit. The information may include (but not be limited to) organization name, organization type, organization code, and unit identifier	Force Manager	Organization Manager	Establish Unit	Force Manager	Position Manager	Account for Programmed Manpower	Electronic	No	As Required
Organization Manager - Position Manager Exchange	Manpower Document Update Information for New Unit	This includes the organization structure information which is needed when establishing a new unit. The information may include (but not be limited to) organization name, organization type, organization code, and unit identifier	Force Manager	Organization Manager	Establish Unit	Force Manager	Position Manager	Account for Full Time Support	Electronic	No	As Required
Organization Manager - Position Manager Exchange	Manpower Document Update Information for New Unit	This includes the organization structure information which is needed when establishing a new unit. The information may include (but not be limited to) organization name, organization type, organization code, and unit identifier	Force Manager	Organization Manager	Establish Unit	Force Manager	Position Manager	Provide Manpower Accounting Information	Electronic	No	As Required
Organization Manager - Assignment Specialist Exchange	Manpower Document Update Information for New Unit	This includes the organization structure information which is needed when establishing a new unit. The information may include (but not be limited to) organization name, organization type, organization code, and unit identifier	Force Manager	Organization Manager	Establish Unit	Human Resources Specialist	Assignment Specialist	Identify Candidates to Fill Requisition	Electronic	No	As Required
Organization Manager - Personnel Development Specialist Exchange	Manpower Document Update Information for New Unit	This includes the organization structure information which is needed when establishing a new unit. The information may include (but not be limited to) organization name, organization type, organization code, and unit identifier	Force Manager	Organization Manager	Establish Unit	Human Resources Specialist	Personnel Development Specialist	Develop Personnel	Electronic	No	As Required
Organization Manager - Recruitment Specialist Exchange	Manpower Document Update Information for New Unit	This includes the organization structure information which is needed when establishing a new unit. The information may include (but not be limited to) organization name, organization type, organization code, and unit identifier	Force Manager	Organization Manager	Establish Unit	Human Resources Specialist	Recruitment Specialist	Determine Placement Criteria	Electronic	No	As Required
Organization Manager - Workforce Analyst Exchange	Manpower Document Update Information for Reorganized Unit	This includes the organization structure information when there is a reorganization of a unit. The information may include (but not be limited to) organization name, organization type, organization code, and unit identifier	Force Manager	Organization Manager	Reorganize Unit	Human Resources Specialist	Workforce Analyst	Perform Workforce Analysis	Electronic	No	As Required
Organization Manager - Position Manager Exchange	Manpower Document Update Information for Reorganized Unit	This includes the organization structure information when there is a reorganization of a unit. The information may include (but not be limited to) organization name, organization type, organization code, and unit identifier	Force Manager	Organization Manager	Reorganize Unit	Force Manager	Position Manager	Account for Programmed Manpower	Electronic	No	As Required
Organization Manager - Position Manager Exchange	Manpower Document Update Information for Reorganized Unit	This includes the organization structure information when there is a reorganization of a unit. The information may include (but not be limited to) organization name, organization type, organization code, and unit identifier	Force Manager	Organization Manager	Reorganize Unit	Force Manager	Position Manager	Account for Full Time Support	Electronic	No	As Required
Organization Manager - Position Manager Exchange	Manpower Document Update Information for Reorganized Unit	This includes the organization structure information when there is a reorganization of a unit. The information may include (but not be limited to) organization name, organization type, organization code, and unit identifier	Force Manager	Organization Manager	Reorganize Unit	Force Manager	Position Manager	Provide Manpower Accounting Information	Electronic	No	As Required
Organization Manager - Assignment Specialist Exchange	Manpower Document Update Information for Reorganized Unit	This includes the organization structure information when there is a reorganization of a unit. The information may include (but not be limited to) organization name, organization type, organization code, and unit identifier	Force Manager	Organization Manager	Reorganize Unit	Human Resources Specialist	Assignment Specialist	Identify Candidates to Fill Requisition	Electronic	No	As Required
Organization Manager - Personnel Development Specialist Exchange	Manpower Document Update Information for Reorganized Unit	This includes the organization structure information when there is a reorganization of a unit. The information may include (but not be limited to) organization name, organization type, organization code, and unit identifier	Force Manager	Organization Manager	Reorganize Unit	Human Resources Specialist	Personnel Development Specialist	Develop Personnel	Electronic	No	As Required
Organization Manager - Recruitment Specialist Exchange	Manpower Document Update Information for Reorganized Unit	This includes the organization structure information when there is a reorganization of a unit. The information may include (but not be limited to) organization name, organization type, organization code, and unit identifier	Force Manager	Organization Manager	Reorganize Unit	Human Resources Specialist	Recruitment Specialist	Determine Placement Criteria	Electronic	No	As Required
Position Manager - Position Manager Exchange	Manpower Document Update Information for Updated Position	This includes the updated position information that has been changed. This position may include (but not be limited to), position, title, rank, military specialty, and mission. This updated position information is depicted within the organizational structure, and related subdivisions of the Total Force.	Force Manager	Position Manager	Update Manpower Document	Force Manager	Position Manager	Distribute Manpower Document	Electronic	No	As Required

Need Line	Information Exchange Name	Information Exchange Description	Source Node	Source Sub Operational Node	Source Activity	Destination Node	Destination Sub Operational Node	Destination Activity	Media	Privacy Act Protected	Frequency
Position Manager - Position Manager Exchange	Manpower Document Update Information for Updated Position	This includes the updated position information that has been changed. This position may include (but not be limited to), position, title, rank, military specialty, and mission. This updated position information is depicted within the organizational structure, and related subdivisions of the Total Force.	Force Manager	Position Manager	Implement Manpower Change Request	Force Manager	Position Manager	Account for Programmed Manpower	Electronic	No	As Required
Position Manager - Position Manager Exchange	Manpower Document Update Information for Updated Position	This includes the updated position information that has been changed. This position may include (but not be limited to), position, title, rank, military specialty, and mission. This updated position information is depicted within the organizational structure, and related subdivisions of the Total Force.	Force Manager	Position Manager	Implement Manpower Change Request	Force Manager	Position Manager	Account for Full Time Support	Electronic	No	As Required
Position Manager - Position Manager Exchange	Manpower Document Update Information for Updated Position	This includes the updated position information that has been changed. This position may include (but not be limited to), position, title, rank, military specialty, and mission. This updated position information is depicted within the organizational structure, and related subdivisions of the Total Force.	Force Manager	Position Manager	Implement Manpower Change Request	Force Manager	Position Manager	Provide Manpower Accounting Information	Electronic	No	As Required
Position Manager - Workforce Analyst Exchange	Manpower Document Update Information for Updated Position	This includes the updated position information that has been changed. This position may include (but not be limited to), position, title, rank, military specialty, and mission. This updated position information is depicted within the organizational structure, and related subdivisions of the Total Force.	Force Manager	Position Manager	Implement Manpower Change Request	Human Resources Specialist	Workforce Analyst	Perform Workforce Analysis	Electronic	No	As Required
Position Manager - Assignment Specialist Exchange	Manpower Document Update Information for Updated Position	This includes the updated position information that has been changed. This position may include (but not be limited to), position, title, rank, military specialty, and mission. This updated position information is depicted within the organizational structure, and related subdivisions of the Total Force.	Force Manager	Position Manager	Implement Manpower Change Request	Human Resources Specialist	Assignment Specialist	Identify Candidates to Fill Requisition	Electronic	No	As Required
Position Manager - Personnel Development Specialist Exchange	Manpower Document Update Information for Updated Position	This includes the updated position information that has been changed. This position may include (but not be limited to), position, title, rank, military specialty, and mission. This updated position information is depicted within the organizational structure, and related subdivisions of the Total Force.	Force Manager	Position Manager	Implement Manpower Change Request	Human Resources Specialist	Personnel Development Specialist	Develop Personnel	Electronic	No	As Required
Position Manager - Recruitment Specialist Exchange	Manpower Document Update Information for Updated Position	This includes the updated position information that has been changed. This position may include (but not be limited to), position, title, rank, military specialty, and mission. This updated position information is depicted within the organizational structure, and related subdivisions of the Total Force.	Force Manager	Position Manager	Implement Manpower Change Request	Human Resources Specialist	Recruitment Specialist	Determine Placement Criteria	Electronic	No	As Required
Organization Manager - Workforce Analyst Exchange	Manpower Document Update Information for Updated Unit	This includes the updates to unit information to reflect the redesignating, inactivating, and reactivating of units. The information may include (but not be limited to) unit identifier, position occupation code, and unit position grade authorized strength level (number of positions authorized for a grade within a unit).	Force Manager	Organization Manager	Re-Designate Unit	Human Resources Specialist	Workforce Analyst	Perform Workforce Analysis	Electronic	No	As Required
Organization Manager - Position Manager Exchange	Manpower Document Update Information for Updated Unit	This includes the updates to unit information to reflect the redesignating, inactivating, and reactivating of units. The information may include (but not be limited to) unit identifier, position occupation code, and unit position grade authorized strength level (number of positions authorized for a grade within a unit).	Force Manager	Organization Manager	Re-Designate Unit	Force Manager	Position Manager	Account for Programmed Manpower	Electronic	No	As Required
Organization Manager - Position Manager Exchange	Manpower Document Update Information for Updated Unit	This includes the updates to unit information to reflect the redesignating, inactivating, and reactivating of units. The information may include (but not be limited to) unit identifier, position occupation code, and unit position grade authorized strength level (number of positions authorized for a grade within a unit).	Force Manager	Organization Manager	Re-Designate Unit	Force Manager	Position Manager	Account for Full Time Support	Electronic	No	As Required
Organization Manager - Position Manager Exchange	Manpower Document Update Information for Updated Unit	This includes the updates to unit information to reflect the redesignating, inactivating, and reactivating of units. The information may include (but not be limited to) unit identifier, position occupation code, and unit position grade authorized strength level (number of positions authorized for a grade within a unit).	Force Manager	Organization Manager	Re-Designate Unit	Force Manager	Position Manager	Provide Manpower Accounting Information	Electronic	No	As Required
Organization Manager - Assignment Specialist Exchange	Manpower Document Update Information for Updated Unit	This includes the updates to unit information to reflect the redesignating, inactivating, and reactivating of units. The information may include (but not be limited to) unit identifier, position occupation code, and unit position grade authorized strength level (number of positions authorized for a grade within a unit).	Force Manager	Organization Manager	Re-Designate Unit	Human Resources Specialist	Assignment Specialist	Identify Candidates to Fill Requisition	Electronic	No	As Required
Organization Manager - Personnel Development Specialist Exchange	Manpower Document Update Information for Updated Unit	This includes the updates to unit information to reflect the redesignating, inactivating, and reactivating of units. The information may include (but not be limited to) unit identifier, position occupation code, and unit position grade authorized strength level (number of positions authorized for a grade within a unit).	Force Manager	Organization Manager	Re-Designate Unit	Human Resources Specialist	Personnel Development Specialist	Develop Personnel	Electronic	No	As Required

Need Line	Information Exchange Name	Information Exchange Description	Source Node	Source Sub Operational Node	Source Activity	Destination Node	Destination Sub Operational Node	Destination Activity	Media	Privacy Act Protected	Frequency
Organization Manager - Personnel Development Specialist Exchange	Manpower Document Update Information for Updated Unit	This includes the updates to unit information to reflect the redesignating, inactivating, and reactivating of units. The information may include (but not be limited to) unit identifier, position occupation code, and unit position grade authorized strength level (number of positions authorized for a grade within a unit).	Force Manager	Organization Manager	Reactivate Unit	Human Resources Specialist	Personnel Development Specialist	Develop Personnel	Electronic	No	As Required
Organization Manager - Recruitment Specialist Exchange	Manpower Document Update Information for Updated Unit	This includes the updates to unit information to reflect the redesignating, inactivating, and reactivating of units. The information may include (but not be limited to) unit identifier, position occupation code, and unit position grade authorized strength level (number of positions authorized for a grade within a unit).	Force Manager	Organization Manager	Reactivate Unit	Human Resources Specialist	Recruitment Specialist	Determine Placement Criteria	Electronic	No	As Required
Workforce Planner - Workforce Programmer Exchange	Manpower Estimate Report	The Manpower Estimate Report (MER) defines the proposed force structure. The manpower estimate shall report the total number of personnel needed to operate, maintain, support, and provide training for the program upon full operational deployment. It shall report the number of military (officer, warrant officer, and enlisted), DoD civilian, and contract manpower requirements for each fiscal year of the program beginning with initial fielding and ending with full operational deployment. A separate estimate shall be provided for each Component (for joint programs) and separately for the Active, Reserve, and National Guard forces.	Force Manager	Workforce Planner	Determine Mission Requirements for Manpower	Force Manager	Workforce Programmer	Validate Manpower Requirement List	Electronic	No	As Required
Workforce Budget Manager - Workforce Programmer Exchange	Manpower Funding Allocator	Funding allocation identifies the change in force structure, if any, based on priorities and funding received	Force Manager	Workforce Budget Manager	Review Budget Decision	Force Manager	Workforce Programmer	Adjust Manpower Requirements Based on Priority List	Electronic/Paper	No	As Required
Workforce Budget Manager - Workforce Budget Manager Exchange	Manpower Funding Allocator	Funding allocation identifies the change in force structure, if any, based on priorities and funding received	Force Manager	Workforce Budget Manager	Review Budget Decision	Force Manager	Workforce Budget Manager	Allocate Manpower	Electronic/Paper	No	As Required
DoD Military Personnel - Position Manager Exchange	Manpower Information Request	A Manpower information request is any request for manpower data for reporting purposes.	Human Resources Customer	DoD Military Personnel	Process Warfighter Information	Force Manager	Position Manager	Provide Manpower Accounting Information	Paper	No	As Required
Non-DoD Personnel - Position Manager Exchange	Manpower Information Request	A Manpower information request is any request for manpower data for reporting purposes.	Human Resources Customer	Non-DoD Personnel	Process Warfighter Information	Force Manager	Position Manager	Provide Manpower Accounting Information	Paper	No	As Required
Other Human Resources Customer - Position Manager Exchange	Manpower Information Request	A Manpower information request is any request for manpower data for reporting purposes.	Human Resources Customer	Other Human Resources Customer	Process Warfighter Information	Force Manager	Position Manager	Provide Manpower Accounting Information	Paper	No	As Required
Workforce Programmer - FM Exchange	Manpower Input to Program Decision Memorandum	This includes additional Manpower adjustments required as a result of the initial Manpower adjustments contained in the Program Objective Memorandum (POM).	Force Manager	Workforce Programmer	Determine Manpower Requirements to be Funded	FM	FM	Issue Program Decision Memorandum	Electronic	No	Yearly
Workforce Planner - FM Exchange	Manpower Input to Program Objective Memorandum	This includes Manpower high level adjustments (e.g., Program Element Detail, Resource Identification Code) by Component to the Program Objective Memorandum (POM) baseline.	Force Manager	Workforce Planner	Determine Mission Requirements for Manpower	FM	FM	Collect Program and Budget Information	Electronic	No	Semiannually (Even)
Workforce Planner - Workforce Planner Exchange	Manpower Planning Guidance	Manpower Planning Guidance provides more specific guidance in the form of goals, priorities, and objectives. This guidance directs policy, strategy, force and resource planning and fiscal guidance. This fiscal guidance includes constraints used in the development of the Program Objective Memorandums (POM) by the Military Departments and Defense agencies.	Force Manager	Workforce Planner	Develop Policy and Procedure Guidance	Force Manager	Workforce Planner	Identify Mission List	Electronic	No	Yearly
Workforce Budget Manager - FM Exchange	Manpower Reclama	Manpower reclama contains discrepancies from the requirements submitted versus the allocation received. These discrepancies are submitted to Budgeting for reconsideration.	Force Manager	Workforce Budget Manager	Review Budget Decision	FM	FM	Issue Budget Decision	Electronic	No	Yearly, As Required
MSSM - Workforce Analyst Exchange	Market Information	This includes information gathered based on market research with the intent of developing or improving a strategic sourcing strategy. May include, but is not limited to, information on suppliers, pricing, volumes, quality of goods, and services.	MSSM	MSSM	Manage Request and Sourcing Strategy	Human Resources Specialist	Workforce Analyst	Perform Workforce Analysis	Electronic/Paper	No	As Required
Workforce Planner - Workforce Planner Exchange	Mission List	A mission list is a collection of missions identified based on the planning guidance received	Force Manager	Workforce Planner	Identify Mission List	Force Manager	Workforce Planner	Determine Mission Requirements for Manpower	Electronic/Paper	No	As Required
Workforce Analyst - MSSM Exchange	Modeling Services Procurement Request	A requirement for technical and functional contracting support to analyze/define, develop, implement, execute and/or evaluate defense personnel related simulations that provide the capability to assess alternatives in personnel programs and corresponding force structure details.	Human Resources Specialist	Workforce Analyst	Perform Workforce Analysis	MSSM	MSSM	Manage Request and Sourcing Strategy	Electronic/Paper	No	As Required
FM - Workforce Analyst Exchange	Notification of Insufficient Funds	This includes a notification that funds are not available for the commitment or obligation request.	FM	FM	Manage Execution Fund Account	Human Resources Specialist	Workforce Analyst	Perform Workforce Analysis	Electronic/Paper	No	As Required
Human Resources Specialist - Workforce Analyst Exchange	Occupational Safety Analysis Information	This includes information from Workforce Occupational Safety Analysis supporting determination of Human Resources Management actions such as formulation of force structure and development of personnel.	Human Resources Specialist	Human Resources Specialist	Manage Workforce Occupational Safety Analysis	Human Resources Specialist	Workforce Analyst	Perform Workforce Analysis	Electronic/Paper	No	As Required
Assignment Specialist - Organization Manager Exchange	Organization Change Request	An organization change request is a bottom-up request to change the current organizational structure. This request includes a Mission or Force Structure Change	Human Resources Specialist	Assignment Specialist	Identify Candidates to Fill Requisition	Force Manager	Organization Manager	Establish Unit	Electronic/Paper	No	As Required
Assignment Specialist - Organization Manager Exchange	Organization Change Request	An organization change request is a bottom-up request to change the current organizational structure. This request includes a Mission or Force Structure Change	Human Resources Specialist	Assignment Specialist	Identify Candidates to Fill Requisition	Force Manager	Organization Manager	Reorganize Unit	Electronic/Paper	No	As Required

Need Line	Information Exchange Name	Information Exchange Description	Source Node	Source Sub Operational Node	Source Activity	Destination Node	Destination Sub Operational Node	Destination Activity	Media	Privacy Act Protected	Frequency
Assignment Specialist - Organization Manager Exchange	Organization Change Request	An organization change request is a bottom-up request to change the current organizational structure. This request includes a Mission or Force Structure Change	Human Resources Specialist	Assignment Specialist	Identify Candidates to Fill Requisition	Force Manager	Organization Manager	Re-Designate Unit	Electronic/Paper	No	As Required
Assignment Specialist - Organization Manager Exchange	Organization Change Request	An organization change request is a bottom-up request to change the current organizational structure. This request includes a Mission or Force Structure Change	Human Resources Specialist	Assignment Specialist	Identify Candidates to Fill Requisition	Force Manager	Organization Manager	Inactivate Unit	Electronic/Paper	No	As Required
Assignment Specialist - Organization Manager Exchange	Organization Change Request	An organization change request is a bottom-up request to change the current organizational structure. This request includes a Mission or Force Structure Change	Human Resources Specialist	Assignment Specialist	Identify Candidates to Fill Requisition	Force Manager	Organization Manager	Reactivate Unit	Electronic/Paper	No	As Required
Position Manager - Workforce Analyst Exchange	Organizational Level Manpower Document Update Information	This includes the changes from the current organization level Manpower document. A Manpower document (e.g., Table of Organization and Equipment, Modified Table of Organization and Equipment, Table of Organization, Table of Equipment, Staffing Document, and Unit Manpower Document) contains the organization structure.	Force Manager	Position Manager	Distribute Manpower Document	Human Resources Specialist	Workforce Analyst	Perform Workforce Analysis	Electronic/Paper	No	As Required
Position Manager - Position Manager Exchange	Organizational Level Manpower Document Update Information	This includes the changes from the current organization level Manpower document. A Manpower document (e.g., Table of Organization and Equipment, Modified Table of Organization and Equipment, Table of Organization, Table of Equipment, Staffing Document, and Unit Manpower Document) contains the organization structure.	Force Manager	Position Manager	Distribute Manpower Document	Force Manager	Position Manager	Account for Workforce	Electronic/Paper	No	As Required
Position Manager - Assignment Specialist Exchange	Organizational Level Manpower Document Update Information	This includes the changes from the current organization level Manpower document. A Manpower document (e.g., Table of Organization and Equipment, Modified Table of Organization and Equipment, Table of Organization, Table of Equipment, Staffing Document, and Unit Manpower Document) contains the organization structure.	Force Manager	Position Manager	Distribute Manpower Document	Human Resources Specialist	Assignment Specialist	Identify Candidates to Fill Requisition	Electronic/Paper	No	As Required
Position Manager - Personnel Development Specialist Exchange	Organizational Level Manpower Document Update Information	This includes the changes from the current organization level Manpower document. A Manpower document (e.g., Table of Organization and Equipment, Modified Table of Organization and Equipment, Table of Organization, Table of Equipment, Staffing Document, and Unit Manpower Document) contains the organization structure.	Force Manager	Position Manager	Distribute Manpower Document	Human Resources Specialist	Personnel Development Specialist	Develop Personnel	Electronic/Paper	No	As Required
Position Manager - Recruitment Specialist Exchange	Organizational Level Manpower Document Update Information	This includes the changes from the current organization level Manpower document. A Manpower document (e.g., Table of Organization and Equipment, Modified Table of Organization and Equipment, Table of Organization, Table of Equipment, Staffing Document, and Unit Manpower Document) contains the organization structure.	Force Manager	Position Manager	Distribute Manpower Document	Human Resources Specialist	Recruitment Specialist	Determine Placement Criteria	Electronic/Paper	No	As Required
Workforce Analyst - Multi CBM Exchange	Performance Information	This includes the flow of actual performance data back into the control system so that actual performance can be compared with planned performance	Human Resources Specialist	Workforce Analyst	Perform Workforce Analysis	Multi CBM	Multi CBM	Perform Executive Management	Electronic/Paper	No	As Required
Position Manager - Position Manager Exchange	Position Change Information	This includes the position attribute modifications that occur due to changes to the organizational structure	Force Manager	Position Manager	Reconcile Manpower Allocation Discrepancy List	Force Manager	Position Manager	Create Position	Electronic/Paper	No	As Required
Position Manager - Position Manager Exchange	Position Change Information	This includes the position attribute modifications that occur due to changes to the organizational structure	Force Manager	Position Manager	Reconcile Manpower Allocation Discrepancy List	Force Manager	Position Manager	Update Position Data	Electronic/Paper	No	As Required
Position Manager - Position Manager Exchange	Position Change Information	This includes the position attribute modifications that occur due to changes to the organizational structure	Force Manager	Position Manager	Reconcile Manpower Allocation Discrepancy List	Force Manager	Position Manager	Delete Position	Electronic/Paper	No	As Required
Position Manager - Position Manager Exchange	Position Change Information	This includes the position attribute modifications that occur due to changes to the organizational structure	Force Manager	Position Manager	Coordinate Manpower Change	Force Manager	Position Manager	Create Position	Electronic/Paper	No	As Required
Position Manager - Position Manager Exchange	Position Change Information	This includes the position attribute modifications that occur due to changes to the organizational structure	Force Manager	Position Manager	Coordinate Manpower Change	Force Manager	Position Manager	Update Position Data	Electronic/Paper	No	As Required
Position Manager - Position Manager Exchange	Position Change Information	This includes the position attribute modifications that occur due to changes to the organizational structure	Force Manager	Position Manager	Coordinate Manpower Change	Force Manager	Position Manager	Delete Position	Electronic/Paper	No	As Required
Position Manager - Position Manager Exchange	Position Change Information	This includes the position attribute modifications that occur due to changes to the organizational structure	Force Manager	Position Manager	Coordinate Manpower Change	Force Manager	Position Manager	Implement Manpower Change Request	Electronic/Paper	No	As Required
Organization Manager - Position Manager Exchange	Position Change Information	This includes the position attribute modifications that occur due to changes to the organizational structure	Force Manager	Organization Manager	Reactivate Unit	Force Manager	Position Manager	Create Position	Electronic/Paper	No	As Required
Organization Manager - Position Manager Exchange	Position Change Information	This includes the position attribute modifications that occur due to changes to the organizational structure	Force Manager	Organization Manager	Inactivate Unit	Force Manager	Position Manager	Create Position	Electronic/Paper	No	As Required
Organization Manager - Position Manager Exchange	Position Change Information	This includes the position attribute modifications that occur due to changes to the organizational structure	Force Manager	Organization Manager	Re-Designate Unit	Force Manager	Position Manager	Create Position	Electronic/Paper	No	As Required
Organization Manager - Position Manager Exchange	Position Change Information	This includes the position attribute modifications that occur due to changes to the organizational structure	Force Manager	Organization Manager	Reorganize Unit	Force Manager	Position Manager	Create Position	Electronic/Paper	No	As Required
Organization Manager - Position Manager Exchange	Position Change Information	This includes the position attribute modifications that occur due to changes to the organizational structure	Force Manager	Organization Manager	Establish Unit	Force Manager	Position Manager	Create Position	Electronic/Paper	No	As Required
Organization Manager - Position Manager Exchange	Position Change Information	This includes the position attribute modifications that occur due to changes to the organizational structure	Force Manager	Organization Manager	Reactivate Unit	Force Manager	Position Manager	Update Position Data	Electronic/Paper	No	As Required
Organization Manager - Position Manager Exchange	Position Change Information	This includes the position attribute modifications that occur due to changes to the organizational structure	Force Manager	Organization Manager	Inactivate Unit	Force Manager	Position Manager	Update Position Data	Electronic/Paper	No	As Required
Organization Manager - Position Manager Exchange	Position Change Information	This includes the position attribute modifications that occur due to changes to the organizational structure	Force Manager	Organization Manager	Re-Designate Unit	Force Manager	Position Manager	Update Position Data	Electronic/Paper	No	As Required
Organization Manager - Position Manager Exchange	Position Change Information	This includes the position attribute modifications that occur due to changes to the organizational structure	Force Manager	Organization Manager	Reorganize Unit	Force Manager	Position Manager	Update Position Data	Electronic/Paper	No	As Required

Need Line	Information Exchange Name	Information Exchange Description	Source Node	Source Sub Operational Node	Source Activity	Destination Node	Destination Sub Operational Node	Destination Activity	Media	Privacy Act Protected	Frequency
Organization Manager - Position Manager Exchange	Position Change Informatior	This includes the position attribute modifications that occur due to changes to the organizational structure	Force Manager	Organization Manager	Establish Unit	Force Manager	Position Manager	Update Position Data	Electronic/Paper	No	As Required
Organization Manager - Position Manager Exchange	Position Change Informatior	This includes the position attribute modifications that occur due to changes to the organizational structure	Force Manager	Organization Manager	Reactivate Unit	Force Manager	Position Manager	Delete Position	Electronic/Paper	No	As Required
Organization Manager - Position Manager Exchange	Position Change Informatior	This includes the position attribute modifications that occur due to changes to the organizational structure	Force Manager	Organization Manager	Inactivate Unit	Force Manager	Position Manager	Delete Position	Electronic/Paper	No	As Required
Organization Manager - Position Manager Exchange	Position Change Informatior	This includes the position attribute modifications that occur due to changes to the organizational structure	Force Manager	Organization Manager	Re-Designate Unit	Force Manager	Position Manager	Delete Position	Electronic/Paper	No	As Required
Organization Manager - Position Manager Exchange	Position Change Informatior	This includes the position attribute modifications that occur due to changes to the organizational structure	Force Manager	Organization Manager	Reorganize Unit	Force Manager	Position Manager	Delete Position	Electronic/Paper	No	As Required
Organization Manager - Position Manager Exchange	Position Change Informatior	This includes the position attribute modifications that occur due to changes to the organizational structure	Force Manager	Organization Manager	Establish Unit	Force Manager	Position Manager	Delete Position	Electronic/Paper	No	As Required
Assignment Specialist - Position Manager Exchange	Position Change Request	A position change request is a bottom-up request (e.g., from the unit level to the Major Commands) to change number of positions or position attributes (e.g., grade change).	Human Resources Specialist	Assignment Specialist	Identify Candidates to Fill Requisition	Force Manager	Position Manager	Evaluate Manpower Change Request	Electronic	No	As Required
Position Manager - Position Manager Exchange	Position Update Information	This includes a list of all position records that have been changed. This information may include (but not be limited to) position title, rank, military specialty, and mission	Force Manager	Position Manager	Create Position	Force Manager	Position Manager	Update Manpower Document	Electronic/Paper	No	As Required
Position Manager - Position Manager Exchange	Position Update Information	This includes a list of all position records that have been changed. This information may include (but not be limited to) position title, rank, military specialty, and mission	Force Manager	Position Manager	Update Position Data	Force Manager	Position Manager	Update Manpower Document	Electronic/Paper	No	As Required
Position Manager - Position Manager Exchange	Position Update Information	This includes a list of all position records that have been changed. This information may include (but not be limited to) position title, rank, military specialty, and mission	Force Manager	Position Manager	Delete Position	Force Manager	Position Manager	Update Manpower Document	Electronic/Paper	No	As Required
Workforce Programmer - Position Manager Exchange	Prioritized Requirement List	Prioritized requirements are requirements that have been validated and prioritized based on missions identified in the planning guidance	Force Manager	Workforce Programmer	Prioritize Manpower Requirement List	Force Manager	Position Manager	Determine Manpower Requirements to be Funded	Electronic/Paper	No	As Required
MSSM - Workforce Analyst Exchange	Procurement Change Request	This includes a request for modification to a sourced procurement.	MSSM	MSSM	Monitor Sourcing Executior	Human Resources Specialist	Workforce Analyst	Perform Workforce Analysis	Electronic/Paper	No	As Required
FM - Position Manager Exchange	Program and Funding Document	This includes a document which establishes legal and fiduciary responsibility of funds. This is an OSD released document that reflects OSD's approval of program funding levels. This document is one of the three main sources that must be approved prior to issuing the Budget Authority to the component.	FM	FM	Allocate Funds	Force Manager	Position Manager	Review Manpower Allocator	Electronic/Paper	No	As Required
FM - Position Manager Exchange	Program and Funding Document	This includes a document which establishes legal and fiduciary responsibility of funds. This is an OSD released document that reflects OSD's approval of program funding levels. This document is one of the three main sources that must be approved prior to issuing the Budget Authority to the component.	FM	FM	Allocate Funds	Force Manager	Position Manager	Reconcile Manpower Allocation Discrepancy List	Electronic/Paper	No	As Required
FM - Position Manager Exchange	Program and Funding Document	This includes a document which establishes legal and fiduciary responsibility of funds. This is an OSD released document that reflects OSD's approval of program funding levels. This document is one of the three main sources that must be approved prior to issuing the Budget Authority to the component.	FM	FM	Allocate Funds	Force Manager	Position Manager	Update Manpower Document	Electronic/Paper	No	As Required
FM - Position Manager Exchange	Program and Funding Document	This includes a document which establishes legal and fiduciary responsibility of funds. This is an OSD released document that reflects OSD's approval of program funding levels. This document is one of the three main sources that must be approved prior to issuing the Budget Authority to the component.	FM	FM	Allocate Funds	Force Manager	Position Manager	Create Position	Electronic/Paper	No	As Required
FM - Position Manager Exchange	Program and Funding Document	This includes a document which establishes legal and fiduciary responsibility of funds. This is an OSD released document that reflects OSD's approval of program funding levels. This document is one of the three main sources that must be approved prior to issuing the Budget Authority to the component.	FM	FM	Allocate Funds	Force Manager	Position Manager	Update Position Data	Electronic/Paper	No	As Required
FM - Position Manager Exchange	Program and Funding Document	This includes a document which establishes legal and fiduciary responsibility of funds. This is an OSD released document that reflects OSD's approval of program funding levels. This document is one of the three main sources that must be approved prior to issuing the Budget Authority to the component.	FM	FM	Allocate Funds	Force Manager	Position Manager	Delete Position	Electronic/Paper	No	As Required
FM - Organization Manager Exchange	Program and Funding Document	This includes a document which establishes legal and fiduciary responsibility of funds. This is an OSD released document that reflects OSD's approval of program funding levels. This document is one of the three main sources that must be approved prior to issuing the Budget Authority to the component.	FM	FM	Allocate Funds	Force Manager	Organization Manager	Establish Unit	Electronic/Paper	No	As Required
FM - Organization Manager Exchange	Program and Funding Document	This includes a document which establishes legal and fiduciary responsibility of funds. This is an OSD released document that reflects OSD's approval of program funding levels. This document is one of the three main sources that must be approved prior to issuing the Budget Authority to the component.	FM	FM	Allocate Funds	Force Manager	Organization Manager	Reorganize Unit	Electronic/Paper	No	As Required

Need Line	Information Exchange Name	Information Exchange Description	Source Node	Source Sub Operational Node	Source Activity	Destination Node	Destination Sub Operational Node	Destination Activity	Media	Privacy Act Protected	Frequency
FM - Organization Manager Exchange	Program and Funding Document	This includes a document which establishes legal and fiduciary responsibility of funds. This is an OSD released document that reflects OSD's approval of program funding levels. This document is one of the three main sources that must be approved prior to issuing the Budget Authority to the component.	FM	FM	Allocate Funds	Force Manager	Organization Manager	Re-Designate Unit	Electronic/Paper	No	As Required
FM - Organization Manager Exchange	Program and Funding Document	This includes a document which establishes legal and fiduciary responsibility of funds. This is an OSD released document that reflects OSD's approval of program funding levels. This document is one of the three main sources that must be approved prior to issuing the Budget Authority to the component.	FM	FM	Allocate Funds	Force Manager	Organization Manager	Inactivate Unit	Electronic/Paper	No	As Required
FM - Organization Manager Exchange	Program and Funding Document	This includes a document which establishes legal and fiduciary responsibility of funds. This is an OSD released document that reflects OSD's approval of program funding levels. This document is one of the three main sources that must be approved prior to issuing the Budget Authority to the component.	FM	FM	Allocate Funds	Force Manager	Organization Manager	Reactivate Unit	Electronic/Paper	No	As Required
FM - Workforce Budget Manager Exchange	Program Budget Decision	A budget decision document issued during the joint review of DoD Component budget submissions by analysts of the OSD and the OMB. PBDs reflect the decisions of the SECDEF as to appropriate program and funding to be included in the annual defense budget request which, in turn, is included in the President's Budget.	FM	FM	Issue Budget Decision	Force Manager	Workforce Budget Manager	Review Budget Decision	Electronic	No	Yearly, As Required
FM - Workforce Budget Manager Exchange	Program Decision Memorandum	The Program Decision Memorandum formally documents the directives from the Deputy and Secretary of Defense to the Defense Components on issues raised during POM review. The issuance of the Program Decision Memorandum to DoD Components, the Chairman, Joint Chiefs of Staff, and OMB completes the Programming process.	FM	FM	Issue Program Decision Memorandum	Force Manager	Workforce Budget Manager	Review Budget Decision	Electronic/Paper	No	As Required
DoD Military Personnel - Workforce Programmer Exchange	Program Objective Memorandum	Issued during the even-numbered On-Budget years, contains recommended programming and resource allocations. Document includes the projected force structure and list of priorities. The Program Objective Memorandum (POM) includes the dollar amount. The POM (DoDI 7045.7): Annually, each Military Department and Defense Agency shall prepare and submit to the Secretary of Defense a POM that is consistent with the strategy and guidance, both programmatic and fiscal, as stated in the DPG. Major issues that are required to be resolved during the year of submission must be identified. Supporting information for POMs will be in accordance with the annual POM Preparation Instructions or requirements established by DoD Directive or Instruction	Human Resources Customer	DoD Military Personnel	Process Office of Management and Budget Information	Force Manager	Workforce Programmer	Validate Manpower Requirement List	Electronic/Paper	No	As Required
Non-DoD Personnel - Workforce Programmer Exchange	Program Objective Memorandum	Issued during the even-numbered On-Budget years, contains recommended programming and resource allocations. Document includes the projected force structure and list of priorities. The Program Objective Memorandum (POM) includes the dollar amount. The POM (DoDI 7045.7): Annually, each Military Department and Defense Agency shall prepare and submit to the Secretary of Defense a POM that is consistent with the strategy and guidance, both programmatic and fiscal, as stated in the DPG. Major issues that are required to be resolved during the year of submission must be identified. Supporting information for POMs will be in accordance with the annual POM Preparation Instructions or requirements established by DoD Directive or Instruction	Human Resources Customer	Non-DoD Personnel	Process Office of Management and Budget Information	Force Manager	Workforce Programmer	Validate Manpower Requirement List	Electronic/Paper	No	As Required
Other Human Resources Customer - Workforce Programmer Exchange	Program Objective Memorandum	Issued during the even-numbered On-Budget years, contains recommended programming and resource allocations. Document includes the projected force structure and list of priorities. The Program Objective Memorandum (POM) includes the dollar amount. The POM (DoDI 7045.7): Annually, each Military Department and Defense Agency shall prepare and submit to the Secretary of Defense a POM that is consistent with the strategy and guidance, both programmatic and fiscal, as stated in the DPG. Major issues that are required to be resolved during the year of submission must be identified. Supporting information for POMs will be in accordance with the annual POM Preparation Instructions or requirements established by DoD Directive or Instruction	Human Resources Customer	Other Human Resources Customer	Process Office of Management and Budget Information	Force Manager	Workforce Programmer	Validate Manpower Requirement List	Electronic/Paper	No	As Required

Need Line	Information Exchange Name	Information Exchange Description	Source Node	Source Sub Operational Node	Source Activity	Destination Node	Destination Sub Operational Node	Destination Activity	Media	Privacy Act Protected	Frequency
DoD Military Personnel - Workforce Programmer Exchange	Program Objective Memorandum	Issued during the even-numbered On-Budget years, contains recommended programming and resource allocations. Document includes the projected force structure and list of priorities. The Program Objective Memorandum (POM) includes the dollar amount. The POM (DoDI 7045.7): Annually, each Military Department and Defense Agency shall prepare and submit to the Secretary of Defense a POM that is consistent with the strategy and guidance, both programmatic and fiscal, as stated in the DPG. Major issues that are required to be resolved during the year of submission must be identified. Supporting information for POMs will be in accordance with the annual POM Preparation Instructions or requirements established by DoD Directive or Instruction	Human Resources Customer	DoD Military Personnel	Process Office of Management and Budget Information	Force Manager	Workforce Programmer	Prioritize Manpower Requirement List	Electronic/Paper	No	As Required
Non-DoD Personnel - Workforce Programmer Exchange	Program Objective Memorandum	Issued during the even-numbered On-Budget years, contains recommended programming and resource allocations. Document includes the projected force structure and list of priorities. The Program Objective Memorandum (POM) includes the dollar amount. The POM (DoDI 7045.7): Annually, each Military Department and Defense Agency shall prepare and submit to the Secretary of Defense a POM that is consistent with the strategy and guidance, both programmatic and fiscal, as stated in the DPG. Major issues that are required to be resolved during the year of submission must be identified. Supporting information for POMs will be in accordance with the annual POM Preparation Instructions or requirements established by DoD Directive or Instruction	Human Resources Customer	Non-DoD Personnel	Process Office of Management and Budget Information	Force Manager	Workforce Programmer	Prioritize Manpower Requirement List	Electronic/Paper	No	As Required
Other Human Resources Customer - Workforce Programmer Exchange	Program Objective Memorandum	Issued during the even-numbered On-Budget years, contains recommended programming and resource allocations. Document includes the projected force structure and list of priorities. The Program Objective Memorandum (POM) includes the dollar amount. The POM (DoDI 7045.7): Annually, each Military Department and Defense Agency shall prepare and submit to the Secretary of Defense a POM that is consistent with the strategy and guidance, both programmatic and fiscal, as stated in the DPG. Major issues that are required to be resolved during the year of submission must be identified. Supporting information for POMs will be in accordance with the annual POM Preparation Instructions or requirements established by DoD Directive or Instruction	Human Resources Customer	Other Human Resources Customer	Process Office of Management and Budget Information	Force Manager	Workforce Programmer	Prioritize Manpower Requirement List	Electronic/Paper	No	As Required
DoD Military Personnel - Workforce Programmer Exchange	Program Objective Memorandum	Issued during the even-numbered On-Budget years, contains recommended programming and resource allocations. Document includes the projected force structure and list of priorities. The Program Objective Memorandum (POM) includes the dollar amount. The POM (DoDI 7045.7): Annually, each Military Department and Defense Agency shall prepare and submit to the Secretary of Defense a POM that is consistent with the strategy and guidance, both programmatic and fiscal, as stated in the DPG. Major issues that are required to be resolved during the year of submission must be identified. Supporting information for POMs will be in accordance with the annual POM Preparation Instructions or requirements established by DoD Directive or Instruction	Human Resources Customer	DoD Military Personnel	Process Office of Management and Budget Information	Force Manager	Workforce Programmer	Determine Manpower Requirements to be Funded	Electronic/Paper	No	As Required
Non-DoD Personnel - Workforce Programmer Exchange	Program Objective Memorandum	Issued during the even-numbered On-Budget years, contains recommended programming and resource allocations. Document includes the projected force structure and list of priorities. The Program Objective Memorandum (POM) includes the dollar amount. The POM (DoDI 7045.7): Annually, each Military Department and Defense Agency shall prepare and submit to the Secretary of Defense a POM that is consistent with the strategy and guidance, both programmatic and fiscal, as stated in the DPG. Major issues that are required to be resolved during the year of submission must be identified. Supporting information for POMs will be in accordance with the annual POM Preparation Instructions or requirements established by DoD Directive or Instruction	Human Resources Customer	Non-DoD Personnel	Process Office of Management and Budget Information	Force Manager	Workforce Programmer	Determine Manpower Requirements to be Funded	Electronic/Paper	No	As Required

Need Line	Information Exchange Name	Information Exchange Description	Source Node	Source Sub Operational Node	Source Activity	Destination Node	Destination Sub Operational Node	Destination Activity	Media	Privacy Act Protected	Frequency
Other Human Resources Customer - Workforce Programmer Exchange	Program Objective Memorandum	Issued during the even-numbered On-Budget years, contains recommended programming and resource allocations. Document includes the projected force structure and list of priorities. The Program Objective Memorandum (POM) includes the dollar amount. The POM (DoDI 7045.7): Annually, each Military Department and Defense Agency shall prepare and submit to the Secretary of Defense a POM that is consistent with the strategy and guidance, both programmatic and fiscal, as stated in the DPG. Major issues that are required to be resolved during the year of submission must be identified. Supporting information for POMs will be in accordance with the annual POM Preparation Instructions or requirements established by DoD Directive or Instruction	Human Resources Customer	Other Human Resources Customer	Process Office of Management and Budget Information	Force Manager	Workforce Programmer	Determine Manpower Requirements to be Funded	Electronic/Paper	No	As Required
Position Manager - DoD Military Personnel Exchange	Programmed Manpower Report	This display of information includes both pre-defined automatically generated reports as well as ad-hoc reports. These reports contain information on Manpower authorizations to include the corresponding funding information.	Force Manager	Position Manager	Account for Programmed Manpower	Human Resources Customer	DoD Military Personne	Process Warfighter Information	Electronic	No	As Required
Position Manager - Position Manager Exchange	Reconciled Quantity	This includes the number of manpower billets (and associated Manpower Allocation Information) that has been reconciled with the Budget Requirements.	Force Manager	Position Manager	Reconcile Manpower Allocation Discrepancy List	Force Manager	Position Manager	Update Manpower Document	Electronic/Paper	No	As Required
FM - Workforce Budget Manager Exchange	Request for Corrective Action	This includes a request to DoD's functional area for recording correcting business event identified during initial Trial Balance analysis.	FM	FM	Manage Financial Reporting Requirement	Force Manager	Workforce Budget Manager	Adjust Manpower Requirements Based on Priority List	Electronic/Paper	No	As Required
Position Manager - Workforce Programmer Exchange	Service Specific Manpower Planning Guidance	The service specific manpower planning guidance is developed by each of the Services based on the Manpower Planning Guidance	Force Manager	Position Manager	Determine Mission Requirements for Manpower	Force Manager	Workforce Programmer	Validate Manpower Requirement List	Electronic	No	Yearly
FM - Workforce Planner Exchange	Strategic Planning Guidance	This includes the Strategic Planning Guidance (SPG) is a single fiscally-informed document that replaced the policy/strategy sections of the Defense Planning Guidance. The draft is issued early in the Planning process to provide overall policy and strategy guidance to be used in developing the defense program. SPG provides DoD Components with direction on defense policy, strategy, force and resource planning, and fiscal matters for use in developing their Program Objective Memorandum (POM).	FM	FM	Execute Planning Programming and Budgeting	Force Manager	Workforce Planner	Develop Policy and Procedure Guidance	Electronic	No	Semiannually (Even)
FM - Workforce Budget Manager Exchange	Strategic Planning Guidance	the Strategic Planning Guidance (SPG) is a single fiscally informed document that replaced the policy/strategy sections of the Defense Planning Guidance. The draft is issued early in the Planning process to provide overall policy and strategy guidance to be used in developing the defense program. SPG provides DoD Components with direction on defense policy, strategy, force and resource planning, and fiscal matters for use in developing their Program Objective Memorandum (POM).	FM	FM	Execute Planning Programming and Budgeting	Force Manager	Workforce Budget Manager	Review Budget Decision	Electronic	No	Semiannually (Even)
FM - Workforce Budget Manager Exchange	Strategic Planning Guidance	the Strategic Planning Guidance (SPG) is a single fiscally informed document that replaced the policy/strategy sections of the Defense Planning Guidance. The draft is issued early in the Planning process to provide overall policy and strategy guidance to be used in developing the defense program. SPG provides DoD Components with direction on defense policy, strategy, force and resource planning, and fiscal matters for use in developing their Program Objective Memorandum (POM).	FM	FM	Execute Planning Programming and Budgeting	Force Manager	Workforce Budget Manager	Adjust Manpower Requirements Based on Priority List	Electronic	No	Semiannually (Even)
FM - Organization Manager Exchange	Strategic Planning Guidance	This includes the Strategic Planning Guidance (SPG) is a single fiscally-informed document that replaced the policy/strategy sections of the Defense Planning Guidance. The draft is issued early in the Planning process to provide overall policy and strategy guidance to be used in developing the defense program. SPG provides DoD Components with direction on defense policy, strategy, force and resource planning, and fiscal matters for use in developing their Program Objective Memorandum (POM).	FM	FM	Execute Planning Programming and Budgeting	Force Manager	Organization Manager	Establish Unit	Electronic	No	Semiannually (Even)
FM - Organization Manager Exchange	Strategic Planning Guidance	This includes the Strategic Planning Guidance (SPG) is a single fiscally-informed document that replaced the policy/strategy sections of the Defense Planning Guidance. The draft is issued early in the Planning process to provide overall policy and strategy guidance to be used in developing the defense program. SPG provides DoD Components with direction on defense policy, strategy, force and resource planning, and fiscal matters for use in developing their Program Objective Memorandum (POM).	FM	FM	Execute Planning Programming and Budgeting	Force Manager	Organization Manager	Reorganize Unit	Electronic	No	Semiannually (Even)

Need Line	Information Exchange Name	Information Exchange Description	Source Node	Source Sub Operational Node	Source Activity	Destination Node	Destination Sub Operational Node	Destination Activity	Media	Privacy Act Protected	Frequency
FM - Organization Manager Exchange	Strategic Planning Guidance	This includes the Strategic Planning Guidance (SPG) is a single fiscally-informed document that replaced the policy/strategy sections of the Defense Planning Guidance. The draft is issued early in the Planning process to provide overall policy and strategy guidance to be used in developing the defense program. SPG provides DoD Components with direction on defense policy, strategy, force and resource planning, and fiscal matters for use in developing their Program Objective Memorandum (POM).	FM	FM	Execute Planning Programming and Budgeting	Force Manager	Organization Manager	Re-Designate Unit	Electronic	No	Semiannually (Even)
FM - Organization Manager Exchange	Strategic Planning Guidance	This includes the Strategic Planning Guidance (SPG) is a single fiscally-informed document that replaced the policy/strategy sections of the Defense Planning Guidance. The draft is issued early in the Planning process to provide overall policy and strategy guidance to be used in developing the defense program. SPG provides DoD Components with direction on defense policy, strategy, force and resource planning, and fiscal matters for use in developing their Program Objective Memorandum (POM).	FM	FM	Execute Planning Programming and Budgeting	Force Manager	Organization Manager	Inactivate Unit	Electronic	No	Semiannually (Even)
FM - Organization Manager Exchange	Strategic Planning Guidance	This includes the Strategic Planning Guidance (SPG) is a single fiscally-informed document that replaced the policy/strategy sections of the Defense Planning Guidance. The draft is issued early in the Planning process to provide overall policy and strategy guidance to be used in developing the defense program. SPG provides DoD Components with direction on defense policy, strategy, force and resource planning, and fiscal matters for use in developing their Program Objective Memorandum (POM).	FM	FM	Execute Planning Programming and Budgeting	Force Manager	Organization Manager	Reactivate Unit	Electronic	No	Semiannually (Even)
Non-DoD Personnel - Workforce Planner Exchange	Strength Authorization Informator	This includes the specification of military manpower strength ceilings, within a specified fiscal year, authorized by Congress for each of the armed forces. This includes, but is not limited to, service end strength; specified limitations on the number of Members of a reserve component permitted to be on active duty; and Dual Status Military Technician end strength for each reserve component of the Army and Air Force.	Human Resources Customer	Non-DoD Personnel	External Activity	Force Manager	Workforce Planner	Determine Mission Requirements for Manpower	Electronic	No	Yearly
Workforce Analyst - FM Exchange	Strength Planning Informator	This contains personnel resource estimates and requirements, including detailed strength planning with impacts within force restructuring programs (e.g., Stop Loss, mandated retraining, Reduction-in-Force)	Human Resources Specialist	Workforce Analyst	Perform Workforce Analysis	FM	FM	Update FYDP	Electronic/Paper	No	As Required
FM - Workforce Programmer Exchange	Total Obligation Authority	The value of the Department of Defense (DoD) Component's entire operation for each fiscal year regardless of how it is financed. For example, this dollar figure can include proceeds from the sale of items and money available from prior years	FM	FM	Update Future Years Defense Program	Force Manager	Workforce Programmer	Prioritize Manpower Requirement List	Electronic	No	Yearly
Workforce Programmer - Workforce Programmer Exchange	Validate Requirement List	This includes the requirements are identified during planning and are validated against the Manpower Planning Guidance and the allowed number of positions	Force Manager	Workforce Programmer	Validate Manpower Requirement List	Force Manager	Workforce Programmer	Prioritize Manpower Requirement List	Electronic/Paper	No	As Required
Position Manager - Position Manager Exchange	Validated Position Change	This includes a request for a position change that has been reviewed and validated.	Force Manager	Position Manager	Evaluate Manpower Change Request	Force Manager	Position Manager	Coordinate Manpower Change	Electronic/Paper	No	As Required
Workforce Analyst - Career Specialist Exchange	Workforce Analysis Information	This includes the end result of workforce analysis to be utilized in the projection of force structure/authorizations, strength planning, force restructuring, force distribution, force leveling, and in all aspects of workforce planning (e.g., Stop Loss, war plan sustainability studies, mandated retraining, Reduction-in-Force, recruiting projections, reserve strengths including active duty tour requirements, current strength level, and strength projections at specified future dates).	Human Resources Specialist	Workforce Analyst	Perform Workforce Analysis	Human Resources Specialist	Career Specialist	Administer Involuntary Enlistment Extension	Electronic/Paper	No	As Required
Workforce Analyst - Human Resources Specialist Exchange	Workforce Analysis Information	This includes the end result of workforce analysis to be utilized in the projection of force structure/authorizations, strength planning, force restructuring, force distribution, force leveling, and in all aspects of workforce planning (e.g., Stop Loss, war plan sustainability studies, mandated retraining, Reduction-in-Force, recruiting projections, reserve strengths including active duty tour requirements, current strength level, and strength projections at specified future dates).	Human Resources Specialist	Workforce Analyst	Perform Workforce Analysis	Human Resources Specialist	Human Resources Specialist	Administer Performance Program	Electronic/Paper	No	As Required
WSLM - Workforce Planner Exchange	Workload Information	The projected amount of labor (e.g., occupations, competencies, and labor categorization) needed to operate, maintain, and support a mission for a manpower requirement	WSLM	WSLM	Conduct Program Management	Force Manager	Workforce Planner	Determine Mission Requirements for Manpower	Electronic	No	As Required

Manage Personnel Distribution Operational Information Exchange Matrix (OV-3)

Need Line	Information Exchange Name	Information Exchange Description	Source Operational Node	Source Sub Operational Node	Source Activity	Destination Operational Node	Destination Sub Operational Node	Destination Activity	Media	Frequency	Privacy Act Protected
Assignment Specialist - Personnel Distribution Approval Authority Exchange	Assignment Final Order	This includes the information needed to document an approved order for a personnel action. The information may include (but not be limited to) approved order date and status, order number, order effective date, and order type. The information contained in this ICOM will be the basis for a financial obligation (a financial decommitment in the case of an order to cancel) of funds in the Financial Visibility Business Area. The information will also contain personnel requisition details that will be used to update or modify the Manage Personnel Distribution.	Human Resources Specialist	Assignment Specialist	Distribute Assignment Order	Human Resources Management Approval Authority	Personnel Distribution Approval Authority	Provide Personnel Requirement Request Decision	Electronic/Paper	As Required	Yes
Assignment Specialist - Personnel Distribution Specialist Exchange	Assignment Final Order	This includes the information needed to document an approved order for a personnel action. The information may include (but not be limited to) approved order date and status, order number, order effective date, and order type. The information contained in this ICOM will be the basis for a financial obligation (a financial decommitment in the case of an order to cancel) of funds in the Financial Visibility Business Area. The information will also contain personnel requisition details that will be used to update or modify the Manage Personnel Distribution.	Human Resources Specialist	Assignment Specialist	Distribute Assignment Order	Human Resources Specialist	Personnel Distribution Specialist	Provide Personnel Requirement Request Decision	Electronic/Paper	As Required	Yes
Position Manager - Workforce Planner Exchange	Manpower Document	A Current Manpower Document (e.g., Table of Distribution and Allowances, Table of Organization and Equipment, Modified Table of Organization and Equipment, Table of Organization, Table of Equipment, Staffing Document, and Unit Manpower Document) contains the organization's structure and the Authorized Full Time Support for the current fiscal year.	Force Manager	Position Manager	Administer Position Management	Force Manager	Workforce Planner	Develop Personnel Distribution Plan	Electronic/Paper	As Required	No
Position Manager - Personnel Distribution Specialist Exchange	Manpower Document	A Current Manpower Document (e.g., Table of Distribution and Allowances, Table of Organization and Equipment, Modified Table of Organization and Equipment, Table of Organization, Table of Equipment, Staffing Document, and Unit Manpower Document) contains the organization's structure and the Authorized Full Time Support for the current fiscal year.	Force Manager	Position Manager	Administer Position Management	Human Resources Specialist	Personnel Distribution Specialist	Develop Personnel Distribution Plan	Electronic/Paper	As Required	No
Personnel Distribution Approval Authority - Personnel Distribution Specialist Exchange	Non-validated Personnel Requisition	This includes a disapproved personnel requirement request. This information may include (but not be limited to) decision date, decision reason, request date, request quantity, occupational code, and unit identification code (UIC).	Human Resources Management Approval Authority	Personnel Distribution Approval Authority	Provide Personnel Requirement Request Decision	Human Resources Specialist	Personnel Distribution Specialist	Provide Personnel Requirement Request Decision	Electronic/Paper	As Required	No
Personnel Distribution Specialist - DoD Military Personnel Exchange	Non-validated Personnel Requisition	This includes a disapproved personnel requirement request. This information may include (but not be limited to) decision date, decision reason, request date, request quantity, occupational code, and unit identification code (UIC).	Human Resources Specialist	Personnel Distribution Specialist	Provide Personnel Requirement Request Decision	Human Resources Customer	DoD Military Personnel	Process Warfighter Information	Electronic/Paper	As Required	No
Personnel Distribution Specialist - DoD Military Personnel Exchange	Non-validated Personnel Requisition	This includes a disapproved personnel requirement request. This information may include (but not be limited to) decision date, decision reason, request date, request quantity, occupational code, and unit identification code (UIC).	Human Resources Specialist	Personnel Distribution Specialist	Provide Personnel Requirement Request Decision	Human Resources Customer	DoD Military Personnel	Process Individual Information	Electronic/Paper	As Required	No
Force Manager - Workforce Planner Exchange	Personnel Distribution Guidance	This includes personnel distribution guidance which is derived from warfighter personnel plans, budgetary, personnel, and manning guidance. The personnel distribution guidance is used in the creation of a personnel plans (e.g., personnel distribution plan).	Force Manager	Force Manager	Develop Personnel Policy and Guidance	Force Manager	Workforce Planner	Develop Personnel Distribution Plan	Electronic/Paper	As Required	No
Force Manager - Personnel Distribution Specialist Exchange	Personnel Distribution Guidance	This includes personnel distribution guidance which is derived from warfighter personnel plans, budgetary, personnel, and manning guidance. The personnel distribution guidance is used in the creation of a personnel plans (e.g., personnel distribution plan).	Force Manager	Force Manager	Develop Personnel Policy and Guidance	Human Resources Specialist	Personnel Distribution Specialist	Develop Personnel Distribution Plan	Electronic/Paper	As Required	No
Workforce Planner - Personnel Distribution Specialist Exchange	Personnel Distribution Plan	This includes a plan for the distribution of personnel resources against mission priorities. This information may include (but not be limited to) manpower levels, timelines for manning levels, manning priorities, and aggregated distribution plans.	Force Manager	Workforce Planner	Develop Personnel Distribution Plan	Human Resources Specialist	Personnel Distribution Specialist	Develop Personnel Distribution Plan	Electronic/Paper	As Required	No
Personnel Distribution Specialist - Personnel Distribution Specialist Exchange	Personnel Distribution Plan	This includes a plan for the distribution of personnel resources against mission priorities. This information may include (but not be limited to) manpower levels, timelines for manning levels, manning priorities, and aggregated distribution plans.	Human Resources Specialist	Personnel Distribution Specialist	Develop Personnel Distribution Plan	Human Resources Specialist	Personnel Distribution Specialist	Coordinate Personnel Distribution Plan Implementation	Electronic/Paper	As Required	No
Personnel Distribution Specialist - DoD Military Personnel Exchange	Personnel Distribution Plan	This includes a plan for the distribution of personnel resources against mission priorities. This information may include (but not be limited to) manpower levels, timelines for manning levels, manning priorities, and aggregated distribution plans.	Human Resources Specialist	Personnel Distribution Specialist	Develop Personnel Distribution Plan	Human Resources Customer	DoD Military Personnel	Process Warfighter Information	Electronic/Paper	As Required	No

Need Line	Information Exchange Name	Information Exchange Description	Source Operational Node	Source Sub Operational Node	Source Activity	Destination Operational Node	Destination Sub Operational Node	Destination Activity	Media	Frequency	Privacy Act Protected
Personnel Distribution Specialist - DoD Military Personnel Exchange	Personnel Distribution Plan	This includes a plan for the distribution of personnel resources against mission priorities. This information may include (but not be limited to) manpower levels, timelines for manning levels, manning priorities, and aggregated distribution plans.	Human Resources Specialist	Personnel Distribution Specialist	Develop Personnel Distribution Plan	Human Resources Customer	DoD Military Personnel	Process Individual Information	Electronic/Paper	As Required	No
Personnel Distribution Specialist - DoD Military Personnel Exchange	Personnel Requirement Request Response	This includes any over or under requisitioning. This information may include (but not be limited to) requestor name, request date, requested quantity, discrepancy information, occupational code, unit identification code (UIC), current authorization information, and current gain and loss information.	Human Resources Specialist	Personnel Distribution Specialist	Coordinate Personnel Distribution Plan Implementation	Human Resources Customer	DoD Military Personnel	Process Warfighter Information	Electronic/Paper	As Required	No
Personnel Distribution Specialist - DoD Military Personnel Exchange	Personnel Requirement Request Response	This includes any over or under requisitioning. This information may include (but not be limited to) requestor name, request date, requested quantity, discrepancy information, occupational code, unit identification code (UIC), current authorization information, and current gain and loss information.	Human Resources Specialist	Personnel Distribution Specialist	Coordinate Personnel Distribution Plan Implementation	Human Resources Customer	DoD Military Personnel	Process Individual Information	Electronic/Paper	As Required	No
Personnel Distribution Specialist - Personnel Distribution Approval Authority Exchange	Personnel Requirement Request	This includes a request for personnel implementing the requirements within the personnel distribution plan. This information may include (but not be limited to) request date, justification, recommendation, request quantity, occupational code, and unit identification code (UIC).	Human Resources Specialist	Personnel Distribution Specialist	Coordinate Personnel Distribution Plan Implementation	Human Resources Management Approval Authority	Personnel Distribution Approval Authority	Provide Personnel Requirement Request Decision	Electronic/Paper	As Required	No
Personnel Distribution Specialist - Personnel Distribution Specialist Exchange	Personnel Requirement Request	This includes a request for personnel implementing the requirements within the personnel distribution plan. This information may include (but not be limited to) request date, justification, recommendation, request quantity, occupational code, and unit identification code (UIC).	Human Resources Specialist	Personnel Distribution Specialist	Coordinate Personnel Distribution Plan Implementation	Human Resources Specialist	Personnel Distribution Specialist	Provide Personnel Requirement Request Decision	Electronic/Paper	As Required	No
DoD Military Personnel - Personnel Distribution Specialist Exchange	Proposed Personnel Requirement Request	This includes a request for un-forecasted personnel requirements from the Warfighter. This information may include (but not be limited to) requestor name, request date, justification, request quantity, occupational code, and unit identification code (UIC).	Human Resources Customer	DoD Military Personnel	Process Warfighter Information	Human Resources Specialist	Personnel Distribution Specialist	Coordinate Personnel Distribution Plan Implementation	Electronic/Paper	As Required	No
DoD Military Personnel - Personnel Distribution Specialist Exchange	Proposed Personnel Requirement Request	This includes a request for un-forecasted personnel requirements from the Warfighter. This information may include (but not be limited to) requestor name, request date, justification, request quantity, occupational code, and unit identification code (UIC).	Human Resources Customer	DoD Military Personnel	Process Individual Information	Human Resources Specialist	Personnel Distribution Specialist	Coordinate Personnel Distribution Plan Implementation	Electronic/Paper	As Required	No
Personnel Distribution Approval Authority - Personnel Distribution Specialist Exchange	Validated Personnel Requisition	This includes a validated action request for assignment of personnel. This request includes all the validated requirements to fill authorized position vacancies and will be either advertised or unadvertised. This information may include (but not be limited to) requisition date, requisition quantity, occupational code, and unit identification code (UIC).	Human Resources Management Approval Authority	Personnel Distribution Approval Authority	Provide Personnel Requirement Request Decision	Human Resources Specialist	Personnel Distribution Specialist	Provide Personnel Requirement Request Decision	Electronic/Paper	As Required	No
Personnel Distribution Specialist - Assignment Specialist Exchange	Validated Personnel Requisition	This includes a validated action request for assignment of personnel. This request includes all the validated requirements to fill authorized position vacancies and will be either advertised or unadvertised. This information may include (but not be limited to) requisition date, requisition quantity, occupational code, and unit identification code (UIC).	Human Resources Specialist	Personnel Distribution Specialist	Provide Personnel Requirement Request Decision	Human Resources Specialist	Assignment Specialist	Determine Assignment Action	Electronic/Paper	As Required	No
Personnel Distribution Specialist - Human Resources Interaction Specialist Exchange	Validated Personnel Requisition	This includes a validated action request for assignment of personnel. This request includes all the validated requirements to fill authorized position vacancies and will be either advertised or unadvertised. This information may include (but not be limited to) requisition date, requisition quantity, occupational code, and unit identification code (UIC).	Human Resources Specialist	Personnel Distribution Specialist	Provide Personnel Requirement Request Decision	Human Resources Specialist	Human Resources Interaction Specialist	Manage Workforce Communication	Electronic/Paper	As Required	No
Personnel Distribution Specialist - DoD Military Personnel Exchange	Validated Personnel Requisition	This includes a validated action request for assignment of personnel. This request includes all the validated requirements to fill authorized position vacancies and will be either advertised or unadvertised. This information may include (but not be limited to) requisition date, requisition quantity, occupational code, and unit identification code (UIC).	Human Resources Specialist	Personnel Distribution Specialist	Provide Personnel Requirement Request Decision	Human Resources Customer	DoD Military Personnel	Process Warfighter Information	Electronic/Paper	As Required	No
Personnel Distribution Specialist - DoD Military Personnel Exchange	Validated Personnel Requisition	This includes a validated action request for assignment of personnel. This request includes all the validated requirements to fill authorized position vacancies and will be either advertised or unadvertised. This information may include (but not be limited to) requisition date, requisition quantity, occupational code, and unit identification code (UIC).	Human Resources Specialist	Personnel Distribution Specialist	Provide Personnel Requirement Request Decision	Human Resources Customer	DoD Military Personnel	Process Individual Information	Electronic/Paper	As Required	No

Need Line	Information Exchange Name	Information Exchange Description	Source Operational Node	Source Sub Operational Node	Source Activity	Destination Operational Node	Destination Sub Operational Node	Destination Activity	Media	Frequency	Privacy Act Protected
Workforce Analyst - Workforce Planner Exchange	Workforce Analysis Information	This includes the end result of workforce analysis to be utilized in the projection of force structure/authorizations, strength planning, force restructuring, force distribution, force leveling, and in all aspects of workforce planning (e.g., Stop Loss, war plan sustainability studies, mandated retraining, Reduction-in-Force, recruiting projections, reserve strengths including active duty tour requirements, current strength level, and strength projections at specified future dates).	Force Manager	Workforce Analyst	Perform Workforce Analysis	Force Manager	Workforce Planner	Develop Personnel Distribution Plan	Electronic/Paper	As Required	No
Workforce Analyst - Personnel Distribution Specialist Exchange	Workforce Analysis Information	This includes the end result of workforce analysis to be utilized in the projection of force structure/authorizations, strength planning, force restructuring, force distribution, force leveling, and in all aspects of workforce planning (e.g., Stop Loss, war plan sustainability studies, mandated retraining, Reduction-in-Force, recruiting projections, reserve strengths including active duty tour requirements, current strength level, and strength projections at specified future dates).	Force Manager	Workforce Analyst	Perform Workforce Analysis	Human Resources Specialist	Personnel Distribution Specialist	Develop Personnel Distribution Plan	Electronic/Paper	As Required	No
Workforce Planner - Personnel Distribution Specialist Exchange	Workforce Analysis Request	This includes a request for analysis of specified information (e.g., strength, authorization) within the context of modeling future scenarios.	Force Manager	Workforce Planner	Develop Personnel Distribution Plan	Human Resources Specialist	Personnel Distribution Specialist	Develop Personnel Distribution Plan	Electronic/Paper	As Required	No
Personnel Distribution Specialist - Workforce Analyst Exchange	Workforce Analysis Request	This includes a request for analysis of specified information (e.g., strength, authorization) within the context of modeling future scenarios.	Human Resources Specialist	Personnel Distribution Specialist	Develop Personnel Distribution Plan	Force Manager	Workforce Analyst	Perform Workforce Analysis	Electronic/Paper	As Required	No

Manage Pay Operational Information Exchange Matrix (OV-3)

Need Line	Information Exchange Name	Information Exchange Description	Source Node	Source Sub Operational Node	Source Activity	Destination Node	Destination Sub Operational Node	Destination Activity	Media	Privacy Act Protected	Frequency
Pay Specialist - FM Exchange	Certified Human Resources Management Pay Information	This includes information associated with the record, approved by a designated official, of gross pay earnings and Human Resource (HR) entitlements by category, less deductions (statutory and elective) that results in the net disbursement. This record also reflects active employee debt balance and disbursement information.	Human Resources Specialist	Pay Specialist	Execute Payroll	FM	FM	Administer Financial Assets and Liabilities	Electronic/Paper	Yes	As Required
Pay Approval Authority - Pay Specialist Exchange	Certified Human Resources Management Pay Information	This includes information associated with the record, approved by a designated official, of gross pay earnings and Human Resource (HR) entitlements by category, less deductions (statutory and elective) that results in the net disbursement. This record also reflects active employee debt balance and disbursement information.	Human Resources Management Approval Authority	Pay Approval Authority	Execute Payroll	Human Resources Specialist	Pay Specialist	Execute Payroll	Electronic/Paper	Yes	As Required
Pay Specialist - FM Exchange	Certified Reimbursement Information	This includes information that is certified and related to reimbursement of expenses incurred or expenses expected to be incurred. This may include (but not be limited to) expense type, expense date, and expense amount.	Human Resources Specialist	Pay Specialist	Manage Reimbursements	FM	FM	Administer Financial Assets and Liabilities	Electronic/Paper	Yes	As Required
Pay Approval Authority - Pay Specialist Exchange	Certified Reimbursement Information	This includes information that is certified and related to reimbursement of expenses incurred or expenses expected to be incurred. This may include (but not be limited to) expense type, expense date, and expense amount.	Human Resources Management Approval Authority	Pay Approval Authority	Manage Reimbursements	Human Resources Specialist	Pay Specialist	Manage Reimbursements	Electronic/Paper	Yes	As Required
FM - Pay Specialist Exchange	Collection Information	This includes information associated with collections which have been processed to include payments to offset an individual's government indebtedness, intergovernmental collections made via the Intra-governmental Payment and Collection (IPAC) system and commercial collections processed via deposit of funds to an established Treasury General Account at a commercial depository, which have been processed. This collection information encompasses the associated cash collection voucher, as well as the collection of debt and resolution of administrative offsets.	FM	FM	Manage Collections	Human Resources Specialist	Pay Specialist	Determine Deductions	Electronic/Paper	Yes	As Required
Pay Specialist - Pay Approval Authority Exchange	Deduction Information	This includes information concerning amounts to be deducted from gross pay and distribution of net pay. This may include (but not be limited to) statutory deductions, garnishments, and withholding for state and federal income taxes, collections, and reductions.	Human Resources Specialist	Pay Specialist	Determine Deductions	Human Resources Management Approval Authority	Pay Approval Authority	Execute Payroll	Electronic/Paper	Yes	As Required
Pay Specialist - DoD Military Personnel Exchange	Deduction Update Notification	This includes information associated with a notification that alerts an employee/Member that there has been an initiation or change to amount or terms of a deduction or reduction of pay. This includes effective date of the change, reason for the change, new deduction or reduction amount.	Human Resources Specialist	Pay Specialist	Determine Deductions	Human Resources Customer	DoD Military Personnel	Process Individual Information	Electronic/Paper	Yes	As Required
Pay Specialist - Pay Specialist Exchange	Earnings Information	This includes information associated with determining if personnel are eligible for and authorized to receive a particular pay type and/or allowance. Determination of pay eligibility may include in part the pay amount (e.g., bonus, incentive, allowance) established as part of a personnel agreement, indication that personnel have performed a certain duty (e.g., submarine, flying, and diving), pay grade, and years of service.	Human Resources Specialist	Pay Specialist	Determine Earnings	Human Resources Specialist	Pay Specialist	Execute Payroll	Electronic/Paper	Yes	As Required
Pay Specialist - DoD Military Personnel Exchange	Earnings Update Notification	This includes information used to notify an employee/Member that they are no longer eligible or that they have become eligible.	Human Resources Specialist	Pay Specialist	Determine Earnings	Human Resources Customer	DoD Military Personnel	Process Individual Information	Electronic	Yes	As Required
Pay Specialist - DoD Military Personnel Exchange	Indebtedness Due Process Notification	This includes information associated with a notification that alerts a member that there has been a government indebtedness initiated against their pay and providing them with their rights in regard to the collection action. This may include (but not be limited to) effective date of the indebtedness, reason for the indebtedness, period of indebtedness, total amount of the indebtedness, and request for a members desired repayment schedule. This notification will be the basis for a receivable being created by Financial Visibility.	Human Resources Specialist	Pay Specialist	Determine Deductions	Human Resources Customer	DoD Military Personnel	Process Individual Information	Electronic/Paper	Yes	As Required
DoD Military Personnel - Pay Specialist Exchange	Individual Allotment Information	This includes information associated with establishing, changing or stopping an allotment of pay. This information may include (but not be limited to) allotment type, allotment amount, allotment effective date, and allotment recipient.	Human Resources Customer	DoD Military Personnel	Process Individual Information	Human Resources Specialist	Pay Specialist	Determine Deductions	Electronic/Paper	Yes	As Required
External - Pay Specialist Exchange	Individual Bankruptcy Action	This includes information associated with a court ordered bankruptcy that has to be adjudicated by the appropriate Approval Authority and is now being administered. This information includes bankruptcy action type, the effective date of the bankruptcy action, total amount to be collected from an employee/Member's pay, and periodic amount to be collected from each pay check.	External	External	External	Human Resources Specialist	Pay Specialist	Manage Pay Action	Electronic/Paper	Yes	As Required

Need Line	Information Exchange Name	Information Exchange Description	Source Node	Source Sub Operational Node	Source Activity	Destination Node	Destination Sub Operational Node	Destination Activity	Media	Privacy Act Protected	Frequency
External - Pay Specialist Exchange	Individual Garnishment Action	This includes information associated with a court ordered garnishment that has to be adjudicated by the appropriate Approval Authority and is now being administered. This information includes garnishment action type, the effective date of the garnishment action, total amount to be collected from an employee/Member's pay, and periodic amount to be collected.	External	External	External	Human Resources Specialist	Pay Specialist	Manage Pay Action	Electronic/Paper	Yes	As Required
DoD Military Personnel - Pay Specialist Exchange	Individual Indebtedness Acknowledgement	This includes information associated with an acknowledgement of the indebtedness with a requested repayment amount or schedule.	Human Resources Customer	DoD Military Personnel	Process Individual Information	Human Resources Specialist	Pay Specialist	Determine Deductions	Electronic	Yes	As Required
FM - Pay Specialist Exchange	Individual In-Service Indebtedness Disposition	This includes information associated with the final disposition for individual in-service debt. It serves as a notification that an individual indebtedness has been waived, remitted, or canceled by the appropriate Approval Authority.	FM	FM	Administer Financial Assets and Liabilities	Human Resources Specialist	Pay Specialist	Determine Deductions	Electronic/Paper	Yes	As Required
FM - Pay Specialist Exchange	Individual In-Service Indebtedness Information	This includes information associated with an individual in-service indebtedness. It includes information required to support a collection action against an employee/Member's pay. The type of indebtedness that are a source for action include, but are not limited to, damage to government property, over weight shipment of household goods. The information included in the indebtedness source documents may include (but not be limited to) the payee or originator of the collection action, dollar amount to be collected, period of indebtedness, and reason for indebtedness.	FM	FM	Administer Financial Assets and Liabilities	Human Resources Specialist	Pay Specialist	Determine Deductions	Electronic/Paper	Yes	As Required
Pay Specialist - FM Exchange	Individual In-Service Indebtedness Notification	This includes information associated with the facts supporting a collection action that has been initiated against an employee/Member's pay based on a substantiated indebtedness action. This notification may include (but not be limited to) the type of indebtedness initiated, reason for the indebtedness, period of indebtedness, the total amount of indebtedness, and a request for an indebtedness repayment schedule.	Human Resources Specialist	Pay Specialist	Execute Payroll	FM	FM	Administer Financial Assets and Liabilities	Electronic/Paper	Yes	As Required
DoD Military Personnel - Pay Specialist Exchange	Individual Reimbursement Request	This includes information associated with a reimbursement request for an expense incurred by an employee/Member while performing official duty or for an expense that the government has agreed to reimburse. The types of reimbursements can include those associated with official government travel, adoption expenses, clothing items generally issued but currently unavailable for issue, student loans. This information may include (but not be limited to) reimbursement type, period expense was incurred, reason expense was incurred, total amount of expense incurred, itemized expenses incurred, and itemized expense amount.	Human Resources Customer	DoD Military Personnel	Process Individual Information	Human Resources Specialist	Pay Specialist	Manage Reimbursements	Electronic/Paper	Yes	As Required
DoD Military Personnel - Pay Specialist Exchange	Individual Tax Levy Information	This includes information associated with a request to start, stop, cancel or update a voluntary repayment of a tax levy. (Involuntary collections of a tax levy will be processed as a Salary Offset) This information may include Tax Levy effective date, Tax Levy total amount, Tax Levy periodic collection amount, payment recipient and payment address.	Human Resources Customer	DoD Military Personnel	Process Individual Information	Human Resources Specialist	Pay Specialist	Determine Deductions	Electronic/Paper	Yes	As Required
Pay Specialist - DoD Military Personnel Exchange	Pay Statement Information	This includes information associated with payroll and tax withholding information. This may include (but not be limited to) leave and earnings statement (LES), personal statement of military compensation, W-2 statement of wage and payroll disbursement history.	Human Resources Specialist	Pay Specialist	Manage Reimbursements	Human Resources Customer	DoD Military Personnel	Process Individual Information	Electronic/Paper	Yes	As Required
Pay Specialist - DoD Military Personnel Exchange	Pay Statement Information	This includes information associated with payroll and tax withholding information. This may include (but not be limited to) leave and earnings statement (LES), personal statement of military compensation, W-2 statement of wage, and payroll disbursement history.	Human Resources Specialist	Pay Specialist	Execute Payroll	Human Resources Customer	DoD Military Personnel	Process Individual Information	Electronic/Paper	Yes	As Required
Human Resource Profile Administrator - Pay Specialist Exchange	Pay Profile Information	This includes pay information (e.g., pay and allowances, allotments, deductions, reimbursements, garnishments, bankruptcies, duty participation and taxes) that is associated with a personnel/pay record. The information may include (but not be limited to) personnel agreement information (e.g., bonus, incentive, and agreement effective date), pay eligibility status, benefit election information (e.g., benefit type, benefit effective date, and benefit authorization), deduction information (e.g., deduction type, deduction amount, and deduction effective date), disbursing information, returned payment notice information, pay type, and pay start and stop date.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Specialist	Pay Specialist	Manage Pay Action	Electronic	Yes	As Required

Need Line	Information Exchange Name	Information Exchange Description	Source Node	Source Sub Operational Node	Source Activity	Destination Node	Destination Sub Operational Node	Destination Activity	Media	Privacy Act Protected	Frequency
Human Resource Profile Administrator - Pay Specialist Exchange	Pay Profile Information	This includes pay information (e.g., pay and allowances, allotments, deductions, reimbursements, garnishments, bankruptcies, duty participation and taxes) that is associated with a personnel/pay record. The information may include (but not be limited to) personnel agreement information (e.g., bonus, incentive, and agreement effective date), pay eligibility status, benefit election information (e.g., benefit type, benefit effective date, and benefit authorization), deduction information (e.g., deduction type, deduction amount, and deduction effective date), disbursing information, returned payment notice information, pay type, and pay start and stop date.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Specialist	Pay Specialist	Determine Earnings	Electronic	Yes	As Required
Human Resource Profile Administrator - Pay Specialist Exchange	Pay Profile Information	This includes pay information (e.g., pay and allowances, allotments, deductions, reimbursements, garnishments, bankruptcies, duty participation and taxes) that is associated with a personnel/pay record. The information may include (but not be limited to) personnel agreement information (e.g., bonus, incentive, and agreement effective date), pay eligibility status, benefit election information (e.g., benefit type, benefit effective date, and benefit authorization), deduction information (e.g., deduction type, deduction amount, and deduction effective date), disbursing information, returned payment notice information, pay type, and pay start and stop date.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Specialist	Pay Specialist	Determine Deductions	Electronic	Yes	As Required
Human Resource Profile Administrator - Pay Specialist Exchange	Pay Profile Information	This includes pay information (e.g., pay and allowances, allotments, deductions, reimbursements, garnishments, bankruptcies, duty participation and taxes) that is associated with a personnel/pay record. The information may include (but not be limited to) personnel agreement information (e.g., bonus, incentive, and agreement effective date), pay eligibility status, benefit election information (e.g., benefit type, benefit effective date, and benefit authorization), deduction information (e.g., deduction type, deduction amount, and deduction effective date), disbursing information, returned payment notice information, pay type, and pay start and stop date.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Specialist	Pay Specialist	Execute Payroll	Electronic	Yes	As Required
Human Resource Profile Administrator - Pay Specialist Exchange	Pay Profile Information	This includes pay information (e.g., pay and allowances, allotments, deductions, reimbursements, garnishments, bankruptcies, duty participation and taxes) that is associated with a personnel/pay record. The information may include (but not be limited to) personnel agreement information (e.g., bonus, incentive, and agreement effective date), pay eligibility status, benefit election information (e.g., benefit type, benefit effective date, and benefit authorization), deduction information (e.g., deduction type, deduction amount, and deduction effective date), disbursing information, returned payment notice information, pay type, and pay start and stop date.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Specialist	Pay Specialist	Manage Reimbursements	Electronic	Yes	As Required
Pay Specialist - Human Resource Profile Administrator Exchange	Pay Profile Update Information	This includes information associated with updated pay information (e.g., pay and allowances, deductions, reimbursement, and taxes) that is associated with a personnel/pay record. The information may include (but not be limited to) personnel agreement information (e.g., bonus, incentive, and agreement effective date), pay eligibility status, benefit election information (e.g., benefit type, benefit effective date, and benefit authorization), deduction information (e.g., deduction type, deduction amount, and deduction effective date), pay type, and pay start and stop date.	Human Resources Specialist	Pay Specialist	Determine Earnings	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Electronic	Yes	As Required
Pay Specialist - Human Resource Profile Administrator Exchange	Pay Profile Update Information	This includes information associated with updated pay information (e.g., pay and allowances, deductions, reimbursement, and taxes) that is associated with a personnel/pay record. The information may include (but not be limited to) personnel agreement information (e.g., bonus, incentive, and agreement effective date), pay eligibility status, benefit election information (e.g., benefit type, benefit effective date, and benefit authorization), deduction information (e.g., deduction type, deduction amount, and deduction effective date), pay type, and pay start and stop date.	Human Resources Specialist	Pay Specialist	Determine Deductions	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Electronic	Yes	As Required
Pay Specialist - Human Resource Profile Administrator Exchange	Pay Profile Update Information	This includes information associated with updated pay information (e.g., pay and allowances, deductions, reimbursement, and taxes) that is associated with a personnel/pay record. The information may include (but not be limited to) personnel agreement information (e.g., bonus, incentive, and agreement effective date), pay eligibility status, benefit election information (e.g., benefit type, benefit effective date, and benefit authorization), deduction information (e.g., deduction type, deduction amount, and deduction effective date), pay type, and pay start and stop date.	Human Resources Specialist	Pay Specialist	Execute Payroll	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Electronic	Yes	As Required

Need Line	Information Exchange Name	Information Exchange Description	Source Node	Source Sub Operational Node	Source Activity	Destination Node	Destination Sub Operational Node	Destination Activity	Media	Privacy Act Protected	Frequency
Pay Specialist - Human Resource Profile Administrator Exchange	Pay Profile Update Information	This includes information associated with updated pay information (e.g., pay and allowances, deductions, reimbursement, and taxes) that is associated with a personnel/pay record. The information may include (but not be limited to) personnel agreement information (e.g., bonus, incentive, and agreement effective date), pay eligibility status, benefit election information (e.g., benefit type, benefit effective date, and benefit authorization), deduction information (e.g., deduction type, deduction amount, and deduction effective date), pay type, and pay start and stop date.	Human Resources Specialist	Pay Specialist	Manage Reimbursements	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Electronic	Yes	As Required
Pay Specialist - FM Exchange	Personnel and Pay Disposition	This is an overall flow of personnel and pay debt disposition for individual debt closeouts. It is information detailing a final bill generated by Human Resources Management for goods or services that are sent to the appropriate party for payment. The final bill will capture all costs such as interest and penalties.	Human Resources Specialist	Pay Specialist	Manage Deductions	FM	FM	Manage Accounts Receivable Balance	Electronic/Paper	Yes	As Required
Pay Specialist - FM Exchange	Personnel and Pay Disposition	This is an overall flow of personnel and pay debt disposition for individual debt closeouts. It is information detailing a final bill generated by Human Resources Management for goods or services that are sent to the appropriate party for payment. The final bill will capture all costs such as interest and penalties.	Human Resources Specialist	Pay Specialist	Execute Payroll	FM	FM	Manage Accounts Receivable Balance	Electronic/Paper	Yes	As Required
Pay Specialist - FM Exchange	Request for Administrative Offset	This includes information for an administrative offset against amounts payable to indebted parties. This would be a salary offset for employees or an administrative payable offset for vendors.	Human Resources Specialist	Pay Specialist	Determine Deductions	FM	FM	Administer Financial Assets and Liabilities	Electronic/Paper	Yes	As Required

Manage Candidate Accession Operational Information Exchange Matrix (OV-3)

Need Line	Information Exchange Name	Information Exchange Description	Source Operational Node	Source Sub Operational Node	Source Activity	Destination Operational Node	Destination Sub Operational Node	Destination Activity	Media	Privacy Act Protected	Frequency
Accession Specialist - Human Resource Profile Administrator Exchange	Accession Agreement Requirement	This includes agreement requirements established during the recruiting and accession process. This may include (but not be limited to) incentives, bonuses, benefits, and terms of agreement.	Human Resources Specialist	Accession Specialist	Obtain Accession Information	Human Resources Specialist	Human Resource Profile Administrator	Create Human Resources Profile	Electronic	Yes	As Required
Accession Specialist - DoD Civilian Personnel Exchange	Accession Notification	This includes a series of notifications sent between the Accession Specialist, the Candidate, and the higher echelon Member concerning the completeness of the information contained within the Candidate's profile. The information can be deemed complete, incorrect, or falsified, and the parties must resolve the information matter before the next steps toward accession can occur.	Human Resources Specialist	Accession Specialist	Obtain Accession Information	Human Resources Customer	DoD Civilian Personne	Process Individual Information	Electronic/Paper	Yes	As Required
Accession Specialist - DoD Military Personnel Exchange	Accession Notification	This includes a series of notifications sent between the Accession Specialist, the Candidate, and the higher echelon Member concerning the completeness of the information contained within the Candidate's profile. The information can be deemed complete, incorrect, or falsified, and the parties must resolve the information matter before the next steps toward accession can occur.	Human Resources Specialist	Accession Specialist	Obtain Accession Information	Human Resources Customer	DoD Military Personne	Process Individual Information	Electronic/Paper	Yes	As Required
Accession Specialist - Non-DoD Personnel Exchange	Accession Notification	This includes a series of notifications sent between the Accession Specialist, the Candidate, and the higher echelon Member concerning the completeness of the information contained within the Candidate's profile. The information can be deemed complete, incorrect, or falsified, and the parties must resolve the information matter before the next steps toward accession can occur.	Human Resources Specialist	Accession Specialist	Obtain Accession Information	Human Resources Customer	Non-DoD Personnel	Process Individual Information	Electronic/Paper	Yes	As Required
Accession Specialist - Other Human Resources Customer Exchange	Accession Notification	This includes a series of notifications sent between the Accession Specialist, the Candidate, and the higher echelon Member concerning the completeness of the information contained within the Candidate's profile. The information can be deemed complete, incorrect, or falsified, and the parties must resolve the information matter before the next steps toward accession can occur.	Human Resources Specialist	Accession Specialist	Obtain Accession Information	Human Resources Customer	Other Human Resources Customer	Process Individual Information	Electronic/Paper	Yes	As Required
DoD Civilian Personnel - Accession Specialist Exchange	Accession Response	This includes the response to the notification sent out between the various parties about the information contained within the Candidate's profile. The corrected and/or explained responses will determine the overall eligibility of the Candidate towards accession.	Human Resources Customer	DoD Civilian Personne	Process Individual Information	Human Resources Specialist	Accession Specialist	Obtain Accession Information	Electronic/Paper	Yes	As Required
DoD Military Personnel - Accession Specialist Exchange	Accession Response	This includes the response to the notification sent out between the various parties about the information contained within the Candidate's profile. The corrected and/or explained responses will determine the overall eligibility of the Candidate towards accession.	Human Resources Customer	DoD Military Personne	Process Individual Information	Human Resources Specialist	Accession Specialist	Obtain Accession Information	Electronic/Paper	Yes	As Required
Non-DoD Personnel - Accession Specialist Exchange	Accession Response	This includes the response to the notification sent out between the various parties about the information contained within the Candidate's profile. The corrected and/or explained responses will determine the overall eligibility of the Candidate towards accession.	Human Resources Customer	Non-DoD Personnel	Process Individual Information	Human Resources Specialist	Accession Specialist	Obtain Accession Information	Electronic/Paper	Yes	As Required
Other Human Resources Customer - Accession Specialist Exchange	Accession Response	This includes the response to the notification sent out between the various parties about the information contained within the Candidate's profile. The corrected and/or explained responses will determine the overall eligibility of the Candidate towards accession.	Human Resources Customer	Other Human Resources Customer	Process Individual Information	Human Resources Specialist	Accession Specialist	Obtain Accession Information	Electronic/Paper	Yes	As Required
Accession Specialist - Accession Specialist Exchange	Accession Type Information	This includes the determination of the accession type. The accession type can be (but not be limited to) officer accession, enlisted accession, civilian employees, family members, Noncombatant Evacuation Operations (NEO) evacuees, and other personnel the Department of Defense (DoD) needs to have and track data on.	Human Resources Specialist	Accession Specialist	Determine Accession Type	Human Resources Specialist	Accession Specialist	Obtain Accession Information	Electronic/Paper	Yes	As Required
Accession Specialist - Human Resource Profile Administrator Exchange	Candidate Accession Certified Information	This includes the initial information collected from the Candidate (e.g., military members, civilian employees, volunteers, coalition force members, family members, specified contractors, and persons specified in treaties and other agreements). This information may include (but not be limited to) information needed to complete a basic set of information required based on the accession type such as, name and aliases, phone numbers, address, social security number (SSN), degree (if applicable), citizenship documentation (if necessary), correctional records (if applicable), and previous employment contact information	Human Resources Specialist	Accession Specialist	Obtain Accession Information	Human Resources Specialist	Human Resource Profile Administrator	Create Human Resources Profile	Electronic/Paper	Yes	As Required
Recruitment Specialist - Accession Specialist Exchange	Candidate Recruitment Informatior	This includes the initial information collected from the Candidate during the recruiting process. This information is the background information of the Candidate and, if all is verified, he or she will be accessed into the military	Human Resources Specialist	Recruitment Specialist	Manage Vacancy Recruiting	Human Resources Specialist	Accession Specialist	Determine Accession Type	Electronic/Paper	Yes	As Required

Need Line	Information Exchange Name	Information Exchange Description	Source Operational Node	Source Sub Operational Node	Source Activity	Destination Operational Node	Destination Sub Operational Node	Destination Activity	Media	Privacy Act Protected	Frequency
Recruitment Specialist - Accession Specialist Exchange	Candidate Recruitment Informator	This includes the initial information collected from the Candidate during the recruiting process. This information is the background information of the Candidate and, if all is verified, he or she will be accessed into the military	Human Resources Specialist	Recruitment Specialist	Manage Vacancy Recruiting	Human Resources Specialist	Accession Specialist	Obtain Accession Information	Electronic/Paper	Yes	As Required
Human Resource Profile Administrator - Accession Specialist Exchange	Human Resource Profile Information	This includes captured personal, professional, and pay information related to the processes of administering manpower and staffing, human resources, personnel development, benefits, and pay. Information in the Human Resource Profile is for limited access for authorized personnel only.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Specialist	Accession Specialist	Obtain Accession Information	Electronic	Yes	As Required
Accession Specialist - Human Resource Profile Administrator Exchange	Human Resource Profile Update Information	This includes updated personal, professional, and pay information related to the processes of administering manpower and staffing, human resources, personnel development, benefits, and pay. Information in the Human Resource Profile is for limited access for authorized personnel only.	Human Resources Specialist	Accession Specialist	Obtain Accession Information	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Electronic	Yes	As Required
Non-DoD Personnel - Accession Specialist Exchange	Other Candidate Information	This includes information required from the Candidate for proper accounting of other personal biographical information (e.g., family data, marital status, and preference of religion).	Human Resources Customer	Non-DoD Personnel	Process Individual Information	Human Resources Specialist	Accession Specialist	Determine Accession Type	Electronic/Paper	Yes	As Required
Non-DoD Personnel - Accession Specialist Exchange	Other Candidate Information	This includes information required from the Candidate for proper accounting of other personal biographical information (e.g., family data, marital status, and preference of religion).	Human Resources Customer	Non-DoD Personnel	Process Individual Information	Human Resources Specialist	Accession Specialist	Obtain Accession Information	Electronic/Paper	Yes	As Required
Other Human Resources Customer - Accession Specialist Exchange	Other Candidate Information	This includes information required from the Candidate for proper accounting of other personal biographical information (e.g., family data, marital status, and preference of religion).	Human Resources Customer	Other Human Resources Customer	Process Individual Information	Human Resources Specialist	Accession Specialist	Determine Accession Type	Electronic/Paper	Yes	As Required
Other Human Resources Customer - Accession Specialist Exchange	Other Candidate Information	This includes information required from the Candidate for proper accounting of other personal biographical information (e.g., family data, marital status, and preference of religion).	Human Resources Customer	Other Human Resources Customer	Process Individual Information	Human Resources Specialist	Accession Specialist	Obtain Accession Information	Electronic/Paper	Yes	As Required

Account for Personnel Operational Information Exchange Matrix (OV-3)

Need Line	Information Exchange Name	Information Exchange Description	Source Node	Source Sub Node	Source Activity	Destination Node	Destination Sub Node	Destination Activity	Media	Privacy Act Protected	Frequency
DoD Military Personnel - Time, Absence, and Labor Specialist Exchange	Absence Request	This includes information associated with an absence request. This may include (but not be limited to) leave, convalescence absence, emergency leave, permissive temporary duty, liberty and passes, education leave, and rest and recuperative absence.	Human Resources Customer	DoD Military Personne	Process Individual Information	Human Resources Specialist	Time, Absence, and Labor Specialist	Manage Absence Request	Electronic/Paper	Yes	Medium
Time, Absence, and Labor Specialist - Time, Absence, and Labor Approval Authority Exchange	Absence Request	This includes information associated with an absence request. This may include (but not be limited to) leave, convalescence absence, emergency leave, permissive temporary duty, liberty and passes, education leave, and rest and recuperative absence.	Human Resources Specialist	Time, Absence, and Labor Specialist	Manage Absence Request	Human Resources Management Approval Authority	Time, Absence, and Labor Approval Authority	Manage Absence Request	Electronic/Paper	Yes	Medium
Time, Absence, and Labor Specialist - Law Enforcement Professional Exchange	Apprehension Assistance Notificator	This includes a notification to a law enforcement agency, military force, or foreign government for assistance in apprehension of a Member that is classified as Absent without Leave (AWOL) or deserter. This notification attempts to establish liaisons in the hope of increasing cooperation on this matter.	Human Resources Specialist	Time, Absence, and Labor Specialist	Classify Unauthorized Absence	Law Enforcement Professional	Law Enforcement Professional	Manage Law Enforcement	Electronic/Paper	Yes	As Required
Time, Absence, and Labor Specialist - Human Resources Specialist Exchange	Apprehension Assistance Notificator	This includes a notification to a law enforcement agency, military force, or foreign government for assistance in apprehension of a Member that is classified as Absent without Leave (AWOL) or deserter. This notification attempts to establish liaisons in the hope of increasing cooperation on this matter.	Human Resources Specialist	Time, Absence, and Labor Specialist	Classify Unauthorized Absence	Human Resources Specialist	Human Resources Specialist	Manage Interagency Support	Electronic/Paper	Yes	As Required
Time, Absence, and Labor Specialist - DoD Military Personnel Exchange	Apprehension Assistance Notificator	This includes a notification to a law enforcement agency, military force, or foreign government for assistance in apprehension of a Member that is classified as Absent without Leave (AWOL) or deserter. This notification attempts to establish liaisons in the hope of increasing cooperation on this matter.	Human Resources Specialist	Time, Absence, and Labor Specialist	Classify Unauthorized Absence	Human Resources Customer	DoD Military Personne	Process Warfighter Information	Electronic/Paper	Yes	As Required
Time, Absence, and Labor Specialist - DoD Civilian Personnel Exchange	Apprehension Assistance Notificator	This includes a notification to a law enforcement agency, military force, or foreign government for assistance in apprehension of a Member that is classified as Absent without Leave (AWOL) or deserter. This notification attempts to establish liaisons in the hope of increasing cooperation on this matter.	Human Resources Specialist	Time, Absence, and Labor Specialist	Classify Unauthorized Absence	Human Resources Customer	DoD Civilian Personne	External	Electronic/Paper	Yes	As Required
Time, Absence, and Labor Specialist - Non-DoD Personnel Exchange	Apprehension Assistance Notificator	This includes a notification to a law enforcement agency, military force, or foreign government for assistance in apprehension of a Member that is classified as Absent without Leave (AWOL) or deserter. This notification attempts to establish liaisons in the hope of increasing cooperation on this matter.	Human Resources Specialist	Time, Absence, and Labor Specialist	Classify Unauthorized Absence	Human Resources Customer	Non-DoD Personnel	External	Electronic/Paper	Yes	As Required
Time, Absence, and Labor Specialist - Other Human Resources Customer Exchange	Apprehension Assistance Notificator	This includes a notification to a law enforcement agency, military force, or foreign government for assistance in apprehension of a Member that is classified as Absent without Leave (AWOL) or deserter. This notification attempts to establish liaisons in the hope of increasing cooperation on this matter.	Human Resources Specialist	Time, Absence, and Labor Specialist	Classify Unauthorized Absence	Human Resources Customer	Other Human Resources Customer	External	Electronic/Paper	Yes	As Required
Time, Absence, and Labor Approval Authority - Time, Absence, and Labor Specialist Exchange	Certified Absence Information	This includes all absence information that has been certified by a supervisor or other authorized personnel. This can also include all corrected absence information that has been certified.	Human Resources Management Approval Authority	Time, Absence, and Labor Approval Authority	Certify Time, Absence, and Labor	Human Resources Specialist	Time, Absence, and Labor Specialist	Adjust Time, Absence, and Labor Information	Electronic/Paper	Yes	Bi-Weekly
Time, Absence, and Labor Approval Authority - Time, Absence, and Labor Specialist Exchange	Certified Labor Information	This includes all labor information (e.g., specific tasks, duty participation, projects and/or programs) that has been certified by a supervisor or other authorized personnel. This can also include corrected labor information that has been certified.	Human Resources Management Approval Authority	Time, Absence, and Labor Approval Authority	Certify Time, Absence, and Labor	Human Resources Specialist	Time, Absence, and Labor Specialist	Adjust Time, Absence, and Labor Information	Electronic/Paper	Yes	Bi-Weekly
Time, Absence, and Labor Approval Authority - FM Exchange	Certified Labor Information	This includes all labor information (e.g., specific tasks, duty participation, projects and/or programs) that has been certified by a supervisor or other authorized personnel. This can also include corrected labor information that has been certified.	Human Resources Specialist	Time, Absence, and Labor Approval Authority	Certify Time, Absence, and Labor	FM	FM	External Activity	Electronic/Paper	Yes	Bi-Weekly
Time, Absence, and Labor Approval Authority - Time, Absence, and Labor Specialist Exchange	Certified Time Worked Information	This includes time worked information that has been verified, approved, and signed (manually or electronically) by an employee's supervisor, or other authorized personnel. This can also include corrected time worked information that has been certified.	Human Resources Management Approval Authority	Time, Absence, and Labor Approval Authority	Certify Time, Absence, and Labor	Human Resources Specialist	Time, Absence, and Labor Specialist	Adjust Time, Absence, and Labor Information	Electronic/Paper	Yes	Bi-Weekly
DoD Civilian Personnel - Time, Absence, and Labor Approval Authority Exchange	Corrected Absence Information	This includes all absence information that has been corrected (e.g., changed by a member, supervisor or other authorized personnel).	Human Resources Customer	DoD Civilian Personne	Adjust Time, Absence, and Labor Information	Human Resources Management Approval Authority	Time, Absence, and Labor Approval Authority	Certify Time, Absence, and Labor	Electronic/Paper	Yes	Event-Driven
Other Human Resources Customer - Time, Absence, and Labor Approval Authority Exchange	Corrected Absence Information	This includes all absence information that has been corrected (e.g., changed by a member, supervisor or other authorized personnel).	Human Resources Customer	Other Human Resources Customer	Adjust Time, Absence, and Labor Information	Human Resources Management Approval Authority	Time, Absence, and Labor Approval Authority	Certify Time, Absence, and Labor	Electronic/Paper	Yes	Event-Driven
DoD Military Personnel - Time, Absence, and Labor Approval Authority Exchange	Corrected Absence Information	This includes all absence information that has been corrected (e.g., changed by a member, supervisor or other authorized personnel).	Human Resources Customer	DoD Military Personne	Adjust Time, Absence, and Labor Information	Human Resources Management Approval Authority	Time, Absence, and Labor Approval Authority	Certify Time, Absence, and Labor	Electronic/Paper	Yes	Event-Driven
Time, Absence, and Labor Specialist - Time, Absence, and Labor Approval Authority Exchange	Corrected Absence Information	This includes all absence information that has been corrected (e.g., changed by a member, supervisor or other authorized personnel).	Human Resources Specialist	Time, Absence, and Labor Specialist	Adjust Time, Absence, and Labor Information	Human Resources Management Approval Authority	Time, Absence, and Labor Approval Authority	Certify Time, Absence, and Labor	Electronic/Paper	Yes	Event-Driven

Need Line	Information Exchange Name	Information Exchange Description	Source Node	Source Sub Node	Source Activity	Destination Node	Destination Sub Node	Destination Activity	Media	Privacy Act Protected	Frequency
Time, Absence, and Labor Approval Authority - Time, Absence, and Labor Approval Authority Exchange	Corrected Absence Information	This includes all absence information that has been corrected (e.g., changed by a member, supervisor or other authorized personnel).	Human Resources Management Approval Authority	Time, Absence, and Labor Approval Authority	Adjust Time, Absence, and Labor Information	Human Resources Management Approval Authority	Time, Absence, and Labor Approval Authority	Certify Time, Absence, and Labor	Electronic/Paper	Yes	Event-Driven
Time, Absence, and Labor Specialist - Time, Absence, and Labor Approval Authority Exchange	Corrected Absence Information	This includes all absence information that has been corrected (e.g., changed by a member, supervisor or other authorized personnel).	Human Resources Specialist	Time, Absence, and Labor Specialist	Adjust Time, Absence, and Labor Information	Human Resources Management Approval Authority	Time, Absence, and Labor Approval Authority	Certify Time, Absence, and Labor	Electronic/Paper	Yes	Event-Driven
DoD Civilian Personnel - Time, Absence, and Labor Approval Authority Exchange	Corrected Labor Information	This includes all labor information that has been corrected (e.g., changed by a member, supervisor or other authorized personnel).	Human Resources Customer	DoD Civilian Personne	Adjust Time, Absence, and Labor Information	Human Resources Management Approval Authority	Time, Absence, and Labor Approval Authority	Certify Time, Absence, and Labor	Electronic/Paper	Yes	Event-Driven
Other Human Resources Customer - Time, Absence, and Labor Approval Authority Exchange	Corrected Labor Information	This includes all labor information that has been corrected (e.g., changed by a member, supervisor or other authorized personnel).	Human Resources Customer	Other Human Resources Customer	Adjust Time, Absence, and Labor Information	Human Resources Management Approval Authority	Time, Absence, and Labor Approval Authority	Certify Time, Absence, and Labor	Electronic/Paper	Yes	Event-Driven
DoD Military Personnel - Time, Absence, and Labor Approval Authority Exchange	Corrected Labor Information	This includes all labor information that has been corrected (e.g., changed by a member, supervisor or other authorized personnel).	Human Resources Customer	DoD Military Personne	Adjust Time, Absence, and Labor Information	Human Resources Management Approval Authority	Time, Absence, and Labor Approval Authority	Certify Time, Absence, and Labor	Electronic/Paper	Yes	Event-Driven
Time, Absence, and Labor Specialist - Time, Absence, and Labor Approval Authority Exchange	Corrected Labor Information	This includes all labor information that has been corrected (e.g., changed by a member, supervisor or other authorized personnel).	Human Resources Specialist	Time, Absence, and Labor Specialist	Adjust Time, Absence, and Labor Information	Human Resources Management Approval Authority	Time, Absence, and Labor Approval Authority	Certify Time, Absence, and Labor	Electronic/Paper	Yes	Event-Driven
DoD Civilian Personnel - Time, Absence, and Labor Approval Authority Exchange	Corrected Time Worked Information	This includes all time worked information that has been corrected (e.g., changed by a member, supervisor or other authorized personnel).	Human Resources Customer	DoD Civilian Personne	Adjust Time, Absence, and Labor Information	Human Resources Management Approval Authority	Time, Absence, and Labor Approval Authority	Certify Time, Absence, and Labor	Electronic/Paper	Yes	Event-Driven
Other Human Resources Customer - Time, Absence, and Labor Approval Authority Exchange	Corrected Time Worked Information	This includes all time worked information that has been corrected (e.g., changed by a member, supervisor or other authorized personnel).	Human Resources Customer	Other Human Resources Customer	Adjust Time, Absence, and Labor Information	Human Resources Management Approval Authority	Time, Absence, and Labor Approval Authority	Certify Time, Absence, and Labor	Electronic/Paper	Yes	Event-Driven
DoD Military Personnel - Time, Absence, and Labor Approval Authority Exchange	Corrected Time Worked Information	This includes all time worked information that has been corrected (e.g., changed by a Member, supervisor or other authorized personnel).	Human Resources Customer	DoD Military Personne	Adjust Time, Absence, and Labor Information	Human Resources Management Approval Authority	Time, Absence, and Labor Approval Authority	Certify Time, Absence, and Labor	Electronic/Paper	Yes	Event-Driven
Time, Absence, and Labor Specialist - Time, Absence, and Labor Approval Authority Exchange	Corrected Time Worked Information	This includes all time worked information that has been corrected (e.g., changed by a member, supervisor or other authorized personnel).	Human Resources Specialist	Time, Absence, and Labor Specialist	Adjust Time, Absence, and Labor Information	Human Resources Management Approval Authority	Time, Absence, and Labor Approval Authority	Certify Time, Absence, and Labor	Electronic/Paper	Yes	Event-Driven
Time, Absence, and Labor Approval Authority - Time, Absence, and Labor Approval Authority Exchange	Corrected Time Worked Information	This includes all time worked information that has been corrected (e.g., changed by a member, supervisor or other authorized personnel).	Human Resources Management Approval Authority	Time, Absence, and Labor Approval Authority	Adjust Time, Absence, and Labor Information	Human Resources Management Approval Authority	Time, Absence, and Labor Approval Authority	Certify Time, Absence, and Labor	Electronic/Paper	Yes	Event-Driven
Disability Evaluation Approval Authority - Disability Evaluation Specialist Exchange	Disability Evaluation Dispositor	This includes information related to a decision by the Physical Evaluation Board (PEB) on whether a Member is fit or unfit to return to temporary/permanent duty, assignment of a disability rating, and entitlement to benefits. This may include (but not be limited to) PEB date and time, separation type, benefit information (benefit type, benefits start and stop date) and temporary/permanent duty information (e.g., duty type, duty location, duty date).	Human Resources Management Approval Authority	Disability Evaluation Approval Authority	Manage Physical Evaluation Process	Human Resources Specialist	Disability Evaluation Specialist	Manage Physical Evaluation Process	Electronic	Yes	As Required
Human Resource Profile Administrator - Disability Evaluation Specialist Exchange	Disability Evaluation Profile Informator	This includes disability evaluation profile information associated with a personnel/pay record. The information may include (but not be limited to) medical information (e.g., medical findings, medical history, medical exams and tests), line of duty determination, Physical Evaluation Board (PEB) information (e.g., PEB date and PEB findings, personnel restriction information, administrative action reason information, duty status, benefit information (benefit type, benefit start and stop date) and temporary/permanent duty information.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Specialist	Disability Evaluation Specialist	Manage Physical Evaluation Process	Electronic	Yes	As Required
Disability Evaluation Specialist - Human Resource Profile Administrator Exchange	Disability Evaluation Profile Update Information	This includes updated disability evaluation profile information associated with a personnel/pay record. The information may include (but not be limited to) medical information (e.g., medical findings, medical history, medical exams and tests), Physical Evaluation Board (PEB) information (e.g., PEB date and PEB findings, duty status, benefit information (benefit type, benefit start and stop date) and temporary/permanent duty information.	Human Resources Specialist	Disability Evaluation Specialist	Manage Physical Evaluation Process	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Electronic	Yes	As Required
Law Enforcement Professional - Time, Absence, and Labor Specialist Exchange	Federal Bureau of Investigation Deserter Information	This includes information in the Federal Bureau of Investigation's (FBI) National Crime Information Center (NCIC) database. The NCIC is a computerized index of criminal justice information (e.g., criminal record history information, fugitives, stolen properties, missing persons) that is available to Federal, state, local law enforcement and other criminal justice agencies. The information in this database includes identification details of a person (e.g., name, sex, race, date of birth, Social Security Number, and driver's license number).	Law Enforcement Professional	Law Enforcement Professional	Manage Other Federal Government Support	Human Resources Specialist	Time, Absence, and Labor Specialist	Classify Unauthorized Absence	Electronic	Yes	As Required
Law Enforcement Professional - Time, Absence, and Labor Specialist Exchange	Federal Bureau of Investigation Deserter Information	This includes information in the Federal Bureau of Investigation's (FBI) National Crime Information Center (NCIC) database. The NCIC is a computerized index of criminal justice information (e.g., criminal record history information, fugitives, stolen properties, missing persons) that is available to Federal, state, local law enforcement and other criminal justice agencies. The information in this database includes identification details of a person (e.g., name, sex, race, date of birth, Social Security Number, and driver's license number).	Law Enforcement Professional	Law Enforcement Professional	Manage Other Federal Government Support	Human Resources Specialist	Time, Absence, and Labor Specialist	Resolve Unauthorized Absence Personnel	Electronic	Yes	As Required

Need Line	Information Exchange Name	Information Exchange Description	Source Node	Source Sub Node	Source Activity	Destination Node	Destination Sub Node	Destination Activity	Media	Privacy Act Protected	Frequency
Time, Absence, and Labor Specialist - Law Enforcement Professional Exchange	Federal Bureau of Investigation Deserter Update Information	This includes an update to information in the Federal Bureau of Investigation's (FBI) National Crime Information Center (NCIC) database. The NCIC is a computerized index of criminal justice information (e.g., criminal record history information, fugitives, stolen properties, missing persons) that is available to Federal, state, local law enforcement and other criminal justice agencies. The information in this database includes identification details of a person (e.g., name, sex, race, date of birth, Social Security Number, and driver's license number).	Human Resources Specialist	Time, Absence, and Labor Specialist	Classify Unauthorized Absence	Law Enforcement Professional	Law Enforcement Professional	Manage Other Federal Government Support	Electronic	Yes	As Required
Time, Absence, and Labor Specialist - Law Enforcement Professional Exchange	Federal Bureau of Investigation Deserter Update Information	This includes an update to information in the Federal Bureau of Investigation's (FBI) National Crime Information Center (NCIC) database. The NCIC is a computerized index of criminal justice information (e.g., criminal record history information, fugitives, stolen properties, missing persons) that is available to Federal, state, local law enforcement and other criminal justice agencies. The information in this database includes identification details of a person (e.g., name, sex, race, date of birth, Social Security Number, and driver's license number).	Human Resources Specialist	Time, Absence, and Labor Specialist	Resolve Unauthorized Absence	Law Enforcement Professional	Law Enforcement Professional	Manage Other Federal Government Support	Electronic	Yes	As Required
Law Enforcement Professional - Time, Absence, and Labor Approval Authority Exchange	Inapprehensible Unauthorized Absence Report	This includes a report of the facts concerning unauthorized absence personnel who may not be apprehended. This may include (but not be limited to) a report concerning Absent without Leave (AWOL), deserter, deserter dropped from the roll, or confined by civil or military authorities whether domestic or foreign personnel who cannot be located or who have been located but cannot be apprehended due to political or other reasons.	Law Enforcement Professional	Law Enforcement Professional	Manage Law Enforcement	Human Resources Management Approval Authority	Time, Absence, and Labor Approval Authority	Resolve Unauthorized Absence	Electronic/Paper	Yes	As Required
Human Resources Specialist - Time, Absence, and Labor Approval Authority Exchange	Inapprehensible Unauthorized Absence Report	This includes a report of the facts concerning unauthorized absence personnel who may not be apprehended. This may include (but not be limited to) a report concerning Absent without Leave (AWOL), deserter, deserter dropped from the roll, or confined by civil or military authorities whether domestic or foreign personnel who cannot be located or who have been located but cannot be apprehended due to political or other reasons.	Human Resources Specialist	Human Resources Specialist	Manage Interagency Support	Human Resources Management Approval Authority	Time, Absence, and Labor Approval Authority	Resolve Unauthorized Absence	Electronic/Paper	Yes	As Required
DoD Civilian Personnel - Time, Absence, and Labor Approval Authority Exchange	Inapprehensible Unauthorized Absence Report	This includes a report of the facts concerning unauthorized absence personnel who may not be apprehended. This may include (but not be limited to) a report concerning Absent without Leave (AWOL), deserter, deserter dropped from the roll, or confined by civil or military authorities whether domestic or foreign personnel who cannot be located or who have been located but cannot be apprehended due to political or other reasons.	Human Resources Customer	DoD Civilian Personnel	External	Human Resources Management Approval Authority	Time, Absence, and Labor Approval Authority	Resolve Unauthorized Absence	Electronic/Paper	Yes	As Required
Other Human Resources Customer - Time, Absence, and Labor Approval Authority Exchange	Inapprehensible Unauthorized Absence Report	This includes a report of the facts concerning unauthorized absence personnel who may not be apprehended. This may include (but not be limited to) a report concerning Absent without Leave (AWOL), deserter, deserter dropped from the roll, or confined by civil or military authorities whether domestic or foreign personnel who cannot be located or who have been located but cannot be apprehended due to political or other reasons.	Human Resources Customer	Other Human Resources Customer	External	Human Resources Management Approval Authority	Time, Absence, and Labor Approval Authority	Resolve Unauthorized Absence	Electronic/Paper	Yes	As Required
DoD Military Personnel - Time, Absence, and Labor Approval Authority Exchange	Inapprehensible Unauthorized Absence Report	This includes a report of the facts concerning unauthorized absence personnel who may not be apprehended. This may include (but not be limited to) a report concerning Absent without Leave (AWOL), deserter, deserter dropped from the roll, or confined by civil or military authorities whether domestic or foreign personnel who cannot be located or who have been located but cannot be apprehended due to political or other reasons.	Human Resources Customer	DoD Military Personnel	Process Warfighter Information	Human Resources Management Approval Authority	Time, Absence, and Labor Approval Authority	Resolve Unauthorized Absence	Electronic/Paper	Yes	As Required
Time, Absence, and Labor Specialist - Adverse Actions Approval Authority Exchange	Initial Report of Offense	This includes a documentation of the offense(s) committed by the accused Member. This may include (but not be limited to) police reports, performance evaluations, disciplinary actions, non-judicial punishments, court-martial information, or unauthorized absence offenses	Human Resources Specialist	Time, Absence, and Labor Specialist	Classify Unauthorized Absence	Human Resources Management Approval Authority	Adverse Actions Approval Authority	Obtain Initial Facts	Electronic/Paper	Yes	As Required
Time, Absence, and Labor Specialist - Adverse Actions Approval Authority Exchange	Initial Report of Offense	This includes a documentation of the offense(s) committed by the accused Member. This may include (but not be limited to) police reports, performance evaluations, disciplinary actions, non-judicial punishments, court-martial information, or unauthorized absence offenses	Human Resources Specialist	Time, Absence, and Labor Specialist	Resolve Unauthorized Absence	Human Resources Management Approval Authority	Adverse Actions Approval Authority	Obtain Initial Facts	Electronic/Paper	Yes	As Required
DoD Military Personnel - Time, Absence, and Labor Specialist Exchange	Leave Sell-Back Request	This includes information associated with a request to obtain payment for unused leave. This may include (but not be limited to) unused leave balance and the amount of leave to be sold.	Human Resources Customer	DoD Military Personnel	Process Individual Information	Human Resources Specialist	Time, Absence, and Labor Specialist	Manage Leave Sell-Back	Electronic/Paper	Yes	Medium

Need Line	Information Exchange Name	Information Exchange Description	Source Node	Source Sub Node	Source Activity	Destination Node	Destination Sub Node	Destination Activity	Media	Privacy Act Protected	Frequency
Time, Absence, and Labor Specialist - Time, Absence, and Labor Approval Authority Exchange	Leave Sell-Back Request	This includes information associated with a request to obtain payment for unused leave. This may include (but not be limited to) unused leave balance and the amount of leave to be sold.	Human Resources Specialist	Time, Absence, and Labor Specialist	Manage Leave Sell-Back	Human Resources Management Approval Authority	Time, Absence, and Labor Approval Authority	Manage Leave Sell-Back	Electronic/Paper	Yes	Medium
DoD Civilian Personnel - Time, Absence, and Labor Specialist Exchange	Leave Sell-Back Request	This includes information associated with a request to obtain payment for unused leave. This may include (but not be limited to) unused leave balance and the amount of leave to be sold.	Human Resources Customer	DoD Civilian Personnel	Process Individual Information	Human Resources Specialist	Time, Absence, and Labor Specialist	Manage Leave Sell-Back	Electronic/Paper	Yes	High
Medical Administrator - Disability Evaluation Specialist Exchange	Medical Evaluation Board Findings	This includes information from Medical Evaluation Board (MEB) findings which document the medical status and duty limitations of Members referred into the Disability Evaluation System (DES). This may include (but not be limited to) a referral to Physical Evaluation Board (PEB), recommendations on whether a Member is fit or unfit to return to temporary/permanent duty, and Temporary Disability Retirement List (TDRL) information (e.g., separation information, disability benefit information, and retired pay information).	Medical Administrator	Medical Administrator	Manage Military Health Services	Human Resources Specialist	Disability Evaluation Specialist	Manage Physical Evaluation Process	Electronic/Paper	Yes	As Required
Time, Absence, and Labor Approval Authority - Time, Absence, and Labor Specialist Exchange	Personnel Action Decision	This includes all decisions made by an Approval Authority on a personnel action. The information will include documentation of a Member's rights associated with the decision (e.g., right to appeal). The personnel action decision may include (but not be limited to) personnel action identifier, personnel action status, and personnel action status date and time	Human Resources Management Approval Authority	Time, Absence, and Labor Approval Authority	Manage Absence Request	Human Resources Specialist	Time, Absence, and Labor Specialist	Manage Absence Request	Electronic	Yes	Medium
Time, Absence, and Labor Approval Authority - Time, Absence, and Labor Specialist Exchange	Personnel Action Decision	This includes all decisions made by an Approval Authority on a personnel action. The information will include documentation of a Member's rights associated with the decision (e.g., right to appeal). The personnel action decision may include (but not be limited to) personnel action identifier, personnel action status, and personnel action status date and time	Human Resources Management Approval Authority	Time, Absence, and Labor Approval Authority	Manage Leave Sell-Back	Human Resources Specialist	Time, Absence, and Labor Specialist	Manage Leave Sell-Back	Electronic	Yes	Medium
Time, Absence, and Labor Approval Authority - Time, Absence, and Labor Specialist Exchange	Personnel Action Decision	This includes all decisions made by an Approval Authority on a personnel action. The information will include documentation of a Member's rights associated with the decision (e.g., right to appeal). The personnel action decision may include (but not be limited to) personnel action identifier, personnel action status, and personnel action status date and time	Human Resources Management Approval Authority	Time, Absence, and Labor Approval Authority	Classify Unauthorized Absence	Human Resources Specialist	Time, Absence, and Labor Specialist	Classify Unauthorized Absence	Electronic	Yes	As Required
Time, Absence, and Labor Approval Authority - Time, Absence, and Labor Specialist Exchange	Personnel Action Decision	This includes all decisions made by an Approval Authority on a personnel action. The information will include documentation of a Member's rights associated with the decision (e.g., right to appeal). The personnel action decision may include (but not be limited to) personnel action identifier, personnel action status, and personnel action status date and time	Human Resources Management Approval Authority	Time, Absence, and Labor Approval Authority	Resolve Unauthorized Absence	Human Resources Specialist	Time, Absence, and Labor Specialist	Resolve Unauthorized Absence	Electronic	Yes	As Required
Time, Absence, and Labor Specialist - DoD Military Personnel Exchange	Personnel Action Decision Notificator	This includes the notification information to reflect the details of a decision made by an Approval Authority on a personnel action. The information may include (but not be limited to) decision recipient, notification date, personnel action identifier and personnel action status	Human Resources Specialist	Time, Absence, and Labor Specialist	Manage Absence Request	Human Resources Customer	DoD Military Personnel	Process Individual Information	Electronic/Paper	Yes	Medium
Time, Absence, and Labor Specialist - DoD Military Personnel Exchange	Personnel Action Decision Notificator	This includes the notification information to reflect the details of a decision made by an Approval Authority on a personnel action. The information may include (but not be limited to) decision recipient, notification date, personnel action identifier and personnel action status	Human Resources Specialist	Time, Absence, and Labor Specialist	Manage Leave Sell-Back	Human Resources Customer	DoD Military Personnel	Process Individual Information	Electronic/Paper	Yes	Medium
Time, Absence, and Labor Specialist - DoD Civilian Personnel Exchange	Personnel Action Decision Notificator	This includes the notification information to reflect the details of a decision made by an Approval Authority on a personnel action. The information may include (but not be limited to) decision recipient, notification date, personnel action identifier and personnel action status	Human Resources Specialist	Time, Absence, and Labor Specialist	Manage Leave Sell-Back	Human Resources Customer	DoD Civilian Personnel	Process Individual Information	Electronic/Paper	Yes	High
Disability Evaluation Specialist - DoD Military Personnel Exchange	Personnel Action Decision Notificator	This includes the notification information to reflect the details of a decision made by an Approval Authority on a personnel action. The information may include (but not be limited to) decision recipient, notification date, personnel action identifier and personnel action status	Human Resources Specialist	Disability Evaluation Specialist	Manage Physical Evaluation Process	Human Resources Customer	DoD Military Personnel	Process Individual Information	Electronic/Paper	Yes	As Required
Disability Evaluation Specialist - Human Resources Specialist Exchange	Personnel Action Decision Notificator	This includes the notification information to reflect the details of a decision made by an Approval Authority on a personnel action. The information may include (but not be limited to) decision recipient, notification date, personnel action identifier and personnel action status	Human Resources Specialist	Disability Evaluation Specialist	Manage Physical Evaluation Process	Human Resources Specialist	Human Resources Specialist	Manage InterAgency Support	Electronic/Paper	Yes	As Required
Time, Absence, and Labor Approval Authority - Human Resource Profile Administrator Exchange	Retirement Points Information	This includes the information associated with a Reserve Member's retirement points. Retirement points are awarded within the framework of an anniversary year which starts on the anniversary of the Member's entry into active service or into an active status in a Reserve Component. Retirement points are recorded for credible service in such areas as Active Duty, certain inactive duties (e.g., duties associated with the Merchant Marines and correspondence developmental actions), and Reserve Duty	Human Resources Management Approval Authority	Time, Absence, and Labor Approval Authority	Certify Time, Absence, and Labor	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Electronic/Paper	Yes	As Required

Need Line	Information Exchange Name	Information Exchange Description	Source Node	Source Sub Node	Source Activity	Destination Node	Destination Sub Node	Destination Activity	Media	Privacy Act Protected	Frequency
Law Enforcement Professional - Time, Absence, and Labor Specialist Exchange	Return of Unauthorized Absence Notification	This includes a notification that an unauthorized absence personnel has been returned. This may include (but not be limited to) a notification of Return to Military Control (DD Form 553 Report of Return of Absentee), or a summary of the facts leading the finding of an unauthorized absent Member	Law Enforcement Professional	Law Enforcement Professional	Manage Law Enforcement	Human Resources Specialist	Time, Absence, and Labor Specialist	Resolve Unauthorized Absence Personnel	Electronic/Paper	Yes	As Required
Human Resources Specialist - Time, Absence, and Labor Specialist Exchange	Return of Unauthorized Absence Notification	This includes a notification that an unauthorized absence personnel has been returned. This may include (but not be limited to) a notification of Return to Military Control (DD Form 553 Report of Return of Absentee), or a summary of the facts leading the finding of an unauthorized absent Member	Human Resources Specialist	Human Resources Specialist	Manage Interagency Support	Human Resources Specialist	Time, Absence, and Labor Specialist	Resolve Unauthorized Absence Personnel	Electronic/Paper	Yes	As Required
DoD Military Personnel - Time, Absence, and Labor Specialist Exchange	Return of Unauthorized Absence Notification	This includes a notification that an unauthorized absence personnel has been returned. This may include (but not be limited to) a notification of Return to Military Control (DD Form 553 Report of Return of Absentee), or a summary of the facts leading the finding of an unauthorized absent Member	Human Resources Customer	DoD Military Personnel	Process Warfighter Information	Human Resources Specialist	Time, Absence, and Labor Specialist	Resolve Unauthorized Absence Personnel	Electronic/Paper	Yes	As Required
DoD Civilian Personnel - Time, Absence, and Labor Specialist Exchange	Return of Unauthorized Absence Notification	This includes a notification that an unauthorized absence personnel has been returned. This may include (but not be limited to) a notification of Return to Military Control (DD Form 553 Report of Return of Absentee), or a summary of the facts leading the finding of an unauthorized absent Member	Human Resources Customer	DoD Civilian Personnel	External	Human Resources Specialist	Time, Absence, and Labor Specialist	Resolve Unauthorized Absence Personnel	Electronic/Paper	Yes	As Required
Other Human Resources Customer - Time, Absence, and Labor Specialist Exchange	Return of Unauthorized Absence Notification	This includes a notification that an unauthorized absence personnel has been returned. This may include (but not be limited to) a notification of Return to Military Control (DD Form 553 Report of Return of Absentee), or a summary of the facts leading the finding of an unauthorized absent Member	Human Resources Customer	Other Human Resources Customer	External	Human Resources Specialist	Time, Absence, and Labor Specialist	Resolve Unauthorized Absence Personnel	Electronic/Paper	Yes	As Required
Non-DoD Personnel - Time, Absence, and Labor Specialist Exchange	Return of Unauthorized Absence Notification	This includes a notification that an unauthorized absence personnel has been returned. This may include (but not be limited to) a notification of Return to Military Control (DD Form 553 Report of Return of Absentee), or a summary of the facts leading the finding of an unauthorized absent Member	Human Resources Customer	Non-DoD Personnel	External	Human Resources Specialist	Time, Absence, and Labor Specialist	Resolve Unauthorized Absence Personnel	Electronic/Paper	Yes	As Required
Time, Absence, and Labor Specialist - Pay Specialist Exchange	Reward or Reimbursement Eligibility Notification	This includes the notification of the eligibility of persons or agencies for a reward or reimbursement for apprehending, detaining, or delivering absentees, or escaped military prisoners to military control.	Human Resources Specialist	Time, Absence, and Labor Specialist	Resolve Unauthorized Absence	Human Resources Specialist	Pay Specialist	Manage Pay and Reimbursements	Electronic/Paper	Yes	As Required
Time, Absence, and Labor Specialist - DoD Military Personnel Exchange	Search and Rescue Assistance Notification	This includes a notification to a law enforcement agency, military force, or search and rescue agency for assistance in finding or rescuing a Member (e.g., a lost hiker or mountain climber). This also includes attempts to establish liaisons in order to find or rescue these personnel more effectively	Human Resources Specialist	Time, Absence, and Labor Specialist	Classify Unauthorized Absence	Human Resources Customer	DoD Military Personnel	Process Warfighter Information	Electronic/Paper	Yes	As Required
Time, Absence, and Labor Specialist - DoD Civilian Personnel Exchange	Search and Rescue Assistance Notification	This includes a notification to a law enforcement agency, military force, or search and rescue agency for assistance in finding or rescuing a Member (e.g., a lost hiker or mountain climber). This also includes attempts to establish liaisons in order to find or rescue these personnel more effectively	Human Resources Specialist	Time, Absence, and Labor Specialist	Classify Unauthorized Absence	Human Resources Customer	DoD Civilian Personnel	Process Warfighter Information	Electronic/Paper	Yes	As Required
Time, Absence, and Labor Specialist - Other Human Resources Customer Exchange	Search and Rescue Assistance Notification	This includes a notification to a law enforcement agency, military force, or search and rescue agency for assistance in finding or rescuing a Member (e.g., a lost hiker or mountain climber). This also includes attempts to establish liaisons in order to find or rescue these personnel more effectively	Human Resources Specialist	Time, Absence, and Labor Specialist	Classify Unauthorized Absence	Human Resources Customer	Other Human Resources Customer	Process Warfighter Information	Electronic/Paper	Yes	As Required
Time, Absence, and Labor Specialist - Non-DoD Personnel Exchange	Search and Rescue Assistance Notification	This includes a notification to a law enforcement agency, military force, or search and rescue agency for assistance in finding or rescuing a Member (e.g., a lost hiker or mountain climber). This also includes attempts to establish liaisons in order to find or rescue these personnel more effectively	Human Resources Specialist	Time, Absence, and Labor Specialist	Classify Unauthorized Absence	Human Resources Customer	Non-DoD Personnel	Process Warfighter Information	Electronic/Paper	Yes	As Required
Time, Absence, and Labor Approval Authority - DoD Civilian Personnel Exchange	Time, Absence, and Labor Notification	This includes notifications that it is time to either document or certify Time, Absence, and Labor information, or that documented Time, Absence, and Labor information is invalid and requires adjustment, or if the Time, Absence, and Labor information has been approved and certified	Human Resources Management Approval Authority	Time, Absence, and Labor Approval Authority	Certify Time, Absence, and Labor	Human Resources Customer	DoD Civilian Personnel	Process Individual Information	Electronic/Paper	Yes	Event-Driven
Time, Absence, and Labor Approval Authority - Other Human Resources Customer Exchange	Time, Absence, and Labor Notification	This includes notifications that it is time to either document or certify Time, Absence, and Labor information, or that documented Time, Absence, and Labor information is invalid and requires adjustment, or if the Time, Absence, and Labor information has been approved and certified	Human Resources Management Approval Authority	Time, Absence, and Labor Approval Authority	Certify Time, Absence, and Labor	Human Resources Customer	Other Human Resources Customer	Process Individual Information	Electronic/Paper	Yes	Event-Driven
Time, Absence, and Labor Approval Authority - Time, Absence, and Labor Approval Authority Exchange	Time, Absence, and Labor Notification	This includes notifications that it is time to either document or certify Time, Absence, and Labor information, or that documented Time, Absence, and Labor information is invalid and requires adjustment, or if the Time, Absence, and Labor information has been approved and certified	Human Resources Management Approval Authority	Time, Absence, and Labor Approval Authority	Certify Time, Absence, and Labor	Human Resources Management Approval Authority	Time, Absence, and Labor Approval Authority	Process Individual Information	Electronic/Paper	Yes	Event-Driven

Need Line	Information Exchange Name	Information Exchange Description	Source Node	Source Sub Node	Source Activity	Destination Node	Destination Sub Node	Destination Activity	Media	Privacy Act Protected	Frequency
Time, Absence, and Labor Approval Authority - DoD Military Personnel Exchange	Time, Absence, and Labor Notification	This includes notifications that it is time to either document or certify Time, Absence, and Labor information, or that documented Time, Absence, and Labor information is invalid and requires adjustment, or if the Time, Absence, and Labor information has been approved and certified	Human Resources Management Approval Authority	Time, Absence, and Labor Approval Authority	Certify Time, Absence, and Labor	Human Resources Customer	DoD Military Personnel	Process Individual Information	Electronic/Paper	Yes	Event-Driven
Time, Absence, and Labor Specialist - Time, Absence, and Labor Specialist Exchange	Time, Absence, and Labor Profile Information	This includes the time, absence, and labor information (e.g., labor information, approved absence information, time worked information) that is associated with a personnel/pay and labor record. The information may include (but not be limited to) personnel restriction information, administrative action reason information leave balance, leave earned type, retirement points information, labor code, time worked amount, absence time amount, absence date and time, duty status, and the classification of unauthorized absence personnel (e.g., Absent without Leave (AWOL), deserter, deserter dropped from the roll, and confined by civil or military authorities whether domestic or foreign).	Human Resources Specialist	Time, Absence, and Labor Specialist	Update Human Resource Profile	Human Resources Specialist	Time, Absence, and Labor Specialist	Document Time and Labor	Electronic/Paper	Yes	Event-Driven
Time, Absence, and Labor Specialist - Time, Absence, and Labor Approval Authority Exchange	Time, Absence, and Labor Profile Information	This includes the time, absence, and labor information (e.g., labor information, approved absence information, time worked information) that is associated with a personnel/pay and labor record. The information may include (but not be limited to) personnel restriction information, administrative action reason information leave balance, leave earned type, retirement points information, labor code, time worked amount, absence time amount, absence date and time, duty status, and the classification of unauthorized absence personnel (e.g., Absent without Leave (AWOL), deserter, deserter dropped from the roll, and confined by civil or military authorities whether domestic or foreign).	Human Resources Specialist	Time, Absence, and Labor Specialist	Update Human Resource Profile	Human Resources Management Approval Authority	Time, Absence, and Labor Approval Authority	Certify Time, Absence, and Labor	Electronic/Paper	Yes	Event-Driven
Human Resource Profile Administrator - Time, Absence, and Labor Specialist Exchange	Time, Absence, and Labor Profile Information	This includes the time, absence, and labor information (e.g., labor information, approved absence information, time worked information) that is associated with a personnel/pay and labor record. The information may include (but not be limited to) personnel restriction information, administrative action reason information leave balance, leave earned type, retirement points information, labor code, time worked amount, absence time amount, absence date and time, duty status, and the classification of unauthorized absence personnel (e.g., Absent without Leave (AWOL), deserter, deserter dropped from the roll, and confined by civil or military authorities whether domestic or foreign).	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Specialist	Time, Absence, and Labor Specialist	Manage Leave Balance	Electronic	Yes	Medium
Human Resource Profile Administrator - Time, Absence, and Labor Specialist Exchange	Time, Absence, and Labor Profile Information	This includes the time, absence, and labor information (e.g., labor information, approved absence information, time worked information) that is associated with a personnel/pay and labor record. The information may include (but not be limited to) personnel restriction information, administrative action reason information leave balance, leave earned type, retirement points information, labor code, time worked amount, absence time amount, absence date and time, duty status, and the classification of unauthorized absence personnel (e.g., Absent without Leave (AWOL), deserter, deserter dropped from the roll, and confined by civil or military authorities whether domestic or foreign).	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Specialist	Time, Absence, and Labor Specialist	Manage Absence Request	Electronic	Yes	Medium
Human Resource Profile Administrator - Time, Absence, and Labor Approval Authority Exchange	Time, Absence, and Labor Profile Information	This includes the time, absence, and labor information (e.g., labor information, approved absence information, time worked information) that is associated with a personnel/pay and labor record. The information may include (but not be limited to) personnel restriction information, administrative action reason information leave balance, leave earned type, retirement points information, labor code, time worked amount, absence time amount, absence date and time, duty status, and the classification of unauthorized absence personnel (e.g., Absent without Leave (AWOL), deserter, deserter dropped from the roll, and confined by civil or military authorities whether domestic or foreign).	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Management Approval Authority	Time, Absence, and Labor Approval Authority	Manage Absence Request	Electronic	Yes	Medium

Need Line	Information Exchange Name	Information Exchange Description	Source Node	Source Sub Node	Source Activity	Destination Node	Destination Sub Node	Destination Activity	Media	Privacy Act Protected	Frequency
Human Resource Profile Administrator - Time, Absence, and Labor Specialist Exchange	Time, Absence, and Labor Profile Information	This includes the time, absence, and labor information (e.g., labor information, approved absence information, time worked information) that is associated with a personnel/pay and labor record. The information may include (but not be limited to) personnel restriction information, administrative action reason information leave balance, leave earned type, retirement points information, labor code, time worked amount, absence time amount, absence date and time, duty status, and the classification of unauthorized absence personnel (e.g., Absent without Leave (AWOL), deserter, deserter dropped from the roll, and confined by civil or military authorities whether domestic or foreign).	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Specialist	Time, Absence, and Labor Specialist	Manage Leave Sell-Back	Electronic	Yes	Medium
Human Resource Profile Administrator - Time, Absence, and Labor Approval Authority Exchange	Time, Absence, and Labor Profile Information	This includes the time, absence, and labor information (e.g., labor information, approved absence information, time worked information) that is associated with a personnel/pay and labor record. The information may include (but not be limited to) personnel restriction information, administrative action reason information leave balance, leave earned type, retirement points information, labor code, time worked amount, absence time amount, absence date and time, duty status, and the classification of unauthorized absence personnel (e.g., Absent without Leave (AWOL), deserter, deserter dropped from the roll, and confined by civil or military authorities whether domestic or foreign).	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Management Approval Authority	Time, Absence, and Labor Approval Authority	Manage Leave Sell-Back	Electronic	Yes	Medium
Human Resource Profile Administrator - Time, Absence, and Labor Approval Authority Exchange	Time, Absence, and Labor Profile Information	This includes the time, absence, and labor information (e.g., labor information, approved absence information, time worked information) that is associated with a personnel/pay and labor record. The information may include (but not be limited to) personnel restriction information, administrative action reason information leave balance, leave earned type, retirement points information, labor code, time worked amount, absence time amount, absence date and time, duty status, and the classification of unauthorized absence personnel (e.g., Absent without Leave (AWOL), deserter, deserter dropped from the roll, and confined by civil or military authorities whether domestic or foreign).	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Management Approval Authority	Time, Absence, and Labor Approval Authority	Classify Unauthorized Absence	Electronic	Yes	As Required
Human Resource Profile Administrator - Time, Absence, and Labor Approval Authority Exchange	Time, Absence, and Labor Profile Information	This includes the time, absence, and labor information (e.g., labor information, approved absence information, time worked information) that is associated with a personnel/pay and labor record. The information may include (but not be limited to) personnel restriction information, administrative action reason information leave balance, leave earned type, retirement points information, labor code, time worked amount, absence time amount, absence date and time, duty status, and the classification of unauthorized absence personnel (e.g., Absent without Leave (AWOL), deserter, deserter dropped from the roll, and confined by civil or military authorities whether domestic or foreign).	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Management Approval Authority	Time, Absence, and Labor Approval Authority	Resolve Unauthorized Absence	Electronic	Yes	As Required
Human Resource Profile Administrator - Time, Absence, and Labor Specialist Exchange	Time, Absence, and Labor Profile Information	This includes the time, absence, and labor information (e.g., labor information, approved absence information, time worked information) that is associated with a personnel/pay and labor record. The information may include (but not be limited to) personnel restriction information, administrative action reason information leave balance, leave earned type, retirement points information, labor code, time worked amount, absence time amount, absence date and time, duty status, and the classification of unauthorized absence personnel (e.g., Absent without Leave (AWOL), deserter, deserter dropped from the roll, and confined by civil or military authorities whether domestic or foreign).	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Specialist	Time, Absence, and Labor Specialist	Identify Unauthorized Absence	Electronic	Yes	As Required
Human Resource Profile Administrator - Time, Absence, and Labor Specialist Exchange	Time, Absence, and Labor Profile Information	This includes the time, absence, and labor information (e.g., labor information, approved absence information, time worked information) that is associated with a personnel/pay and labor record. The information may include (but not be limited to) personnel restriction information, administrative action reason information leave balance, leave earned type, retirement points information, labor code, time worked amount, absence time amount, absence date and time, duty status, and the classification of unauthorized absence personnel (e.g., Absent without Leave (AWOL), deserter, deserter dropped from the roll, and confined by civil or military authorities whether domestic or foreign).	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Specialist	Time, Absence, and Labor Specialist	Classify Unauthorized Absence	Electronic	Yes	As Required

Need Line	Information Exchange Name	Information Exchange Description	Source Node	Source Sub Node	Source Activity	Destination Node	Destination Sub Node	Destination Activity	Media	Privacy Act Protected	Frequency
Human Resource Profile Administrator - Time, Absence, and Labor Specialist Exchange	Time, Absence, and Labor Profile Information	This includes the time, absence, and labor information (e.g., labor information, approved absence information, time worked information) that is associated with a personnel/pay and labor record. The information may include (but not be limited to) personnel restriction information, administrative action reason information leave balance, leave earned type, retirement points information, labor code, time worked amount, absence time amount, absence date and time, duty status, and the classification of unauthorized absence personnel (e.g., Absent without Leave (AWOL), deserter, deserter dropped from the roll, and confined by civil or military authorities whether domestic or foreign).	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Specialist	Time, Absence, and Labor Specialist	Resolve Unauthorized Absence Personnel	Electronic	Yes	As Required
Time, Absence, and Labor Specialist - Time, Absence, and Labor Specialist Exchange	Time, Absence, and Labor Profile Update Information	This includes the updated time, absence, and labor information (e.g., labor information, approved absence information, time worked information) that is associated with a personnel/pay and labor record. The information may include (but not be limited to) leave balance, leave earned type, retirement points information, labor code, time worked amount, absence time amount, absence date and time, duty status and the classification of unauthorized absence personnel (e.g., Absent without Leave (AWOL), deserter, deserter dropped from the roll, and confined by civil or military authorities whether domestic or foreign).	Human Resources Specialist	Time, Absence, and Labor Specialist	Update Human Resource Profile	Human Resources Specialist	Time, Absence, and Labor Specialist	Update Human Resource Profile	Electronic/Paper	Yes	Event-Driven
Time, Absence, and Labor Specialist - Time, Absence, and Labor Specialist Exchange	Time, Absence, and Labor Profile Update Information	This includes the updated time, absence, and labor information (e.g., labor information, approved absence information, time worked information) that is associated with a personnel/pay and labor record. The information may include (but not be limited to) leave balance, leave earned type, retirement points information, labor code, time worked amount, absence time amount, absence date and time, duty status and the classification of unauthorized absence personnel (e.g., Absent without Leave (AWOL), deserter, deserter dropped from the roll, and confined by civil or military authorities whether domestic or foreign).	Human Resources Specialist	Time, Absence, and Labor Specialist	Certify Time, Absence, and Labor	Human Resources Specialist	Time, Absence, and Labor Specialist	Update Human Resource Profile	Electronic/Paper	Yes	Event-Driven
Time, Absence, and Labor Specialist - Human Resource Profile Administrator Exchange	Time, Absence, and Labor Profile Update Information	This includes the updated time, absence, and labor information (e.g., labor information, approved absence information, time worked information) that is associated with a personnel/pay and labor record. The information may include (but not be limited to) leave balance, leave earned type, retirement points information, labor code, time worked amount, absence time amount, absence date and time, duty status and the classification of unauthorized absence personnel (e.g., Absent without Leave (AWOL), deserter, deserter dropped from the roll, and confined by civil or military authorities whether domestic or foreign).	Human Resources Specialist	Time, Absence, and Labor Specialist	Manage Leave Balance	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Electronic	Yes	Medium
Time, Absence, and Labor Specialist - Human Resource Profile Administrator Exchange	Time, Absence, and Labor Profile Update Information	This includes the updated time, absence, and labor information (e.g., labor information, approved absence information, time worked information) that is associated with a personnel/pay and labor record. The information may include (but not be limited to) leave balance, leave earned type, retirement points information, labor code, time worked amount, absence time amount, absence date and time, duty status and the classification of unauthorized absence personnel (e.g., Absent without Leave (AWOL), deserter, deserter dropped from the roll, and confined by civil or military authorities whether domestic or foreign).	Human Resources Specialist	Time, Absence, and Labor Specialist	Manage Absence Request	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Electronic	Yes	Medium
Time, Absence, and Labor Specialist - Human Resource Profile Administrator Exchange	Time, Absence, and Labor Profile Update Information	This includes the updated time, absence, and labor information (e.g., labor information, approved absence information, time worked information) that is associated with a personnel/pay and labor record. The information may include (but not be limited to) leave balance, leave earned type, retirement points information, labor code, time worked amount, absence time amount, absence date and time, duty status and the classification of unauthorized absence personnel (e.g., Absent without Leave (AWOL), deserter, deserter dropped from the roll, and confined by civil or military authorities whether domestic or foreign).	Human Resources Specialist	Time, Absence, and Labor Specialist	Manage Leave Sell-Back	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Electronic	Yes	Medium
Time, Absence, and Labor Specialist - Human Resource Profile Administrator Exchange	Time, Absence, and Labor Profile Update Information	This includes the updated time, absence, and labor information (e.g., labor information, approved absence information, time worked information) that is associated with a personnel/pay and labor record. The information may include (but not be limited to) leave balance, leave earned type, retirement points information, labor code, time worked amount, absence time amount, absence date and time, duty status and the classification of unauthorized absence personnel (e.g., Absent without Leave (AWOL), deserter, deserter dropped from the roll, and confined by civil or military authorities whether domestic or foreign).	Human Resources Specialist	Time, Absence, and Labor Specialist	Identify Unauthorized Absence	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Electronic	Yes	As Required

Need Line	Information Exchange Name	Information Exchange Description	Source Node	Source Sub Node	Source Activity	Destination Node	Destination Sub Node	Destination Activity	Media	Privacy Act Protected	Frequency
Time, Absence, and Labor Specialist - Human Resource Profile Administrator Exchange	Time, Absence, and Labor Profile Update Information	This includes the updated time, absence, and labor information (e.g., labor information, approved absence information, time worked information) that is associated with a personnel/pay and labor record. The information may include (but not be limited to) leave balance, leave earned type, retirement points information, labor code, time worked amount, absence time amount, absence date and time, duty status and the classification of unauthorized absence personnel (e.g., Absent without Leave (AWOL), deserter, deserter dropped from the roll, and confined by civil or military authorities whether domestic or foreign).	Human Resources Specialist	Time, Absence, and Labor Specialist	Classify Unauthorized Absence	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Electronic	Yes	As Required
Time, Absence, and Labor Specialist - Human Resource Profile Administrator Exchange	Time, Absence, and Labor Profile Update Information	This includes the updated time, absence, and labor information (e.g., labor information, approved absence information, time worked information) that is associated with a personnel/pay and labor record. The information may include (but not be limited to) leave balance, leave earned type, retirement points information, labor code, time worked amount, absence time amount, absence date and time, duty status and the classification of unauthorized absence personnel (e.g., Absent without Leave (AWOL), deserter, deserter dropped from the roll, and confined by civil or military authorities whether domestic or foreign).	Human Resources Specialist	Time, Absence, and Labor Specialist	Resolve Unauthorized Absence	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Electronic	Yes	As Required
DoD Military Personnel - Time, Absence, and Labor Specialist Exchange	Unauthorized Absence Information Request	This includes a request for information on unauthorized absences (e.g., from Congress, Department of Justice).	Human Resources Customer	DoD Military Personnel	External	Human Resources Specialist	Time, Absence, and Labor Specialist	Resolve Unauthorized Absence	Electronic/Paper	Yes	As Required
DoD Civilian Personnel - Time, Absence, and Labor Specialist Exchange	Unauthorized Absence Information Request	This includes a request for information on unauthorized absences (e.g., from Congress, Department of Justice).	Human Resources Customer	DoD Civilian Personnel	External	Human Resources Specialist	Time, Absence, and Labor Specialist	Resolve Unauthorized Absence	Electronic/Paper	Yes	As Required
Non-DoD Personnel - Time, Absence, and Labor Specialist Exchange	Unauthorized Absence Information Request	This includes a request for information on unauthorized absences (e.g., from Congress, Department of Justice).	Human Resources Customer	Non-DoD Personnel	External	Human Resources Specialist	Time, Absence, and Labor Specialist	Resolve Unauthorized Absence	Electronic/Paper	Yes	As Required
Other Human Resources Customer - Time, Absence, and Labor Specialist Exchange	Unauthorized Absence Information Request	This includes a request for information on unauthorized absences (e.g., from Congress, Department of Justice).	Human Resources Customer	Other Human Resources Customer	External	Human Resources Specialist	Time, Absence, and Labor Specialist	Resolve Unauthorized Absence	Electronic/Paper	Yes	As Required
DoD Military Personnel - Time, Absence, and Labor Specialist Exchange	Unauthorized Absence Notificator	This includes the notification of an unauthorized absence. This notification may include (but not be limited to) the date and duration of the absence, the location that the Member is absent from, and any information concerning the current whereabouts of the unauthorized absent Member	Human Resources Customer	DoD Military Personnel	Process Warfighter Information	Human Resources Specialist	Time, Absence, and Labor Specialist	Identify Unauthorized Absence	Electronic/Paper	Yes	As Required
DoD Civilian Personnel - Time, Absence, and Labor Specialist Exchange	Unauthorized Absence Notificator	This includes the notification of an unauthorized absence. This notification may include (but not be limited to) the date and duration of the absence, the location that the Member is absent from, and any information concerning the current whereabouts of the unauthorized absent Member	Human Resources Customer	DoD Civilian Personnel	External	Human Resources Specialist	Time, Absence, and Labor Specialist	Identify Unauthorized Absence	Electronic/Paper	Yes	As Required
DoD Military Personnel - Time, Absence, and Labor Specialist Exchange	Unauthorized Absence Notificator	This includes the notification of an unauthorized absence. This notification may include (but not be limited to) the date and duration of the absence, the location that the Member is absent from, and any information concerning the current whereabouts of the unauthorized absent Member	Human Resources Customer	DoD Military Personnel	Process Warfighter Information	Human Resources Specialist	Time, Absence, and Labor Specialist	Classify Unauthorized Absence	Electronic/Paper	Yes	As Required
DoD Civilian Personnel - Time, Absence, and Labor Specialist Exchange	Unauthorized Absence Notificator	This includes the notification of an unauthorized absence. This notification may include (but not be limited to) the date and duration of the absence, the location that the Member is absent from, and any information concerning the current whereabouts of the unauthorized absent Member	Human Resources Customer	DoD Civilian Personnel	External	Human Resources Specialist	Time, Absence, and Labor Specialist	Classify Unauthorized Absence	Electronic/Paper	Yes	As Required
Time, Absence, and Labor Specialist - Human Resources Specialist Exchange	Unauthorized Absence Report	This includes summary information of Members who are or have been absent without leave as well as public deserter information intended to prevent future desertions. This may include (but not be limited to) the Desertion and Unauthorized Absence (AWOL) Semi-Annual Service Report.	Human Resources Specialist	Time, Absence, and Labor Specialist	Resolve Unauthorized Absence	Human Resources Specialist	Human Resources Specialist	Manage Interagency Support	Electronic/Paper	Yes	As Required
Time, Absence, and Labor Specialist - Time, Absence, and Labor Approval Authority Exchange	Unauthorized Absence Resolution Notification	This includes a notification of the resolution of an unauthorized absence, and is intended to act as the disposition of the matter. This may include (but not be limited to) the date and duration of the absence, the location that the Member was absent from, and the date and location where the absence was resolved.	Human Resources Specialist	Time, Absence, and Labor Specialist	Resolve Unauthorized Absence	Human Resources Management Approval Authority	Time, Absence, and Labor Approval Authority	Classify Unauthorized Absence	Electronic/Paper	Yes	As Required
Time, Absence, and Labor Approval Authority - Time, Absence, and Labor Approval Authority Exchange	Unauthorized Absence Resolution Notification	This includes a notification of the resolution of an unauthorized absence, and is intended to act as the disposition of the matter. This may include (but not be limited to) the date and duration of the absence, the location that the Member was absent from, and the date and location where the absence was resolved.	Human Resources Management Approval Authority	Time, Absence, and Labor Approval Authority	Resolve Unauthorized Absence	Human Resources Management Approval Authority	Time, Absence, and Labor Approval Authority	Classify Unauthorized Absence	Electronic/Paper	Yes	As Required

Manage Assignments Operational Information Exchange Matrix (OV-3)

Need Line	Information Exchange Name	Information Exchange Description	Source Node	Sub-Source Node	Source Activity	Destination Node	Sub-Destination Node	Destination Activity	Media	Privacy Act Protected	Frequency
Assignment Specialist - Assignment Approval Authority Exchange	Assignment Action	This includes information that will show personnel selected to fill a current or projected vacancy. The information may include (but not be limited to) occupation code, assignment start and stop date, duty unit identification code, personnel action identifier, and personnel action status.	Human Resources Specialist	Assignment Specialist	Submit Assignment Action Request	Human Resources Management Approval Authority	Assignment Approval Authority	Provide Assignment Action Decision	Electronic/Paper	Yes	As Required
Assignment Specialist - Assignment Specialist Exchange	Assignment Action Determination	This includes information pertaining to a determination that the assignment action is either selecting personnel for a valid open personnel requisition or selecting a valid open personnel requisition for personnel who have been identified as requiring a new assignment. The information may include (but not be limited to) assignment start and stop date, personnel requisition information, and occupation code.	Human Resources Specialist	Assignment Specialist	Determine Assignment Action	Human Resources Specialist	Assignment Specialist	Identify Candidate To Fill Requisition	Electronic/Paper	Yes	As Required
Assignment Specialist - Assignment Approval Authority Exchange	Assignment Draft Order	This includes information pertaining to a draft assignment order based on order requirements. The information may include (but not be limited to) draft order date, order effective date, order type, and order action. The information contained in this ICOM will be the basis for a financial commitment of funds in the Financial Visibility Business Area.	Human Resources Specialist	Assignment Specialist	Prepare Assignment Order	Human Resources Management Approval Authority	Assignment Approval Authority	Provide Assignment Order Decision	Electronic/Paper	Yes	As Required
Assignment Specialist - Travel Specialist Exchange	Assignment Draft Order	This includes information pertaining to a draft assignment order based on order requirements. The information may include (but not be limited to) draft order date, order effective date, order type, and order action. The information contained in this ICOM will be the basis for a financial commitment of funds in the Financial Visibility Business Area.	Human Resources Specialist	Assignment Specialist	Prepare Assignment Order	Human Resources Specialist	Travel Specialist	Manage Travel	Electronic/Paper	Yes	As Required
Assignment Specialist - FM Exchange	Assignment Draft Order	This includes information pertaining to a draft assignment order based on order requirements. The information may include (but not be limited to) draft order date, order effective date, order type, and order action. The information contained in this ICOM will be the basis for a financial commitment of funds in the Financial Visibility Business Area.	Human Resources Specialist	Assignment Specialist	Prepare Assignment Order	FM	FM	Administer Financial Assets and Liabilities	Electronic/Paper	Yes	As Required
Assignment Specialist - DoD Military Personnel Exchange	Assignment Final Order	This includes the information needed to document an approved order for a personnel action. The information may include (but not be limited to) approved order date and status, order number, order effective date, and order type. The information contained in this ICOM will be the basis for a financial obligation (a financial decommitment in the case of an order to cancel) of funds in the Financial Visibility Business Area. The information will also contain personnel requisition details that will be used to update or modify the Manage Personnel Distribution.	Human Resources Specialist	Assignment Specialist	Distribute Assignment Order	Human Resources Customer	DoD Military Personnel	Process Individual Information	Electronic/Paper	Yes	As Required
Assignment Specialist - Personnel Distribution Specialist Exchange	Assignment Final Order	This includes the information needed to document an approved order for a personnel action. The information may include (but not be limited to) approved order date and status, order number, order effective date, and order type. The information contained in this ICOM will be the basis for a financial obligation (a financial decommitment in the case of an order to cancel) of funds in the Financial Visibility Business Area. The information will also contain personnel requisition details that will be used to update or modify the Manage Personnel Distribution.	Human Resources Specialist	Assignment Specialist	Distribute Assignment Order	Force Manager	Personnel Distribution Specialist	Manage Personnel Inventory	Electronic/Paper	Yes	As Required
Assignment Specialist - Assignment Specialist Exchange	Assignment Final Order	This includes the information needed to document an approved order for a personnel action. The information may include (but not be limited to) approved order date and status, order number, order effective date, and order type. The information contained in this ICOM will be the basis for a financial obligation (a financial decommitment in the case of an order to cancel) of funds in the Financial Visibility Business Area. The information will also contain personnel requisition details that will be used to update or modify the Manage Personnel Distribution.	Human Resources Specialist	Assignment Specialist	Distribute Assignment Order	Human Resources Specialist	Assignment Specialist	Report for Out-Processing	Electronic/Paper	Yes	As Required

Need Line	Information Exchange Name	Information Exchange Description	Source Node	Sub-Source Node	Source Activity	Destination Node	Sub-Destination Node	Destination Activity	Media	Privacy Act Protected	Frequency
Assignment Specialist - Assignment Specialist Exchange	Assignment Final Order	This includes the information needed to document an approved order for a personnel action. The information may include (but not be limited to) approved order date and status, order number, order effective date, and order type. The information contained in this ICOM will be the basis for a financial obligation (a financial decommitment in the case of an order to cancel) of funds in the Financial Visibility Business Area. The information will also contain personnel requisition details that will be used to update or modify the Manage Personnel Distribution.	Human Resources Specialist	Assignment Specialist	Distribute Assignment Order	Human Resources Specialist	Assignment Specialist	Report for In-Processing	Electronic/Paper	Yes	As Required
Assignment Specialist - Travel Specialist Exchange	Assignment Final Order	This includes the information needed to document an approved order for a personnel action. The information may include (but not be limited to) approved order date and status, order number, order effective date, and order type. The information contained in this ICOM will be the basis for a financial obligation (a financial decommitment in the case of an order to cancel) of funds in the Financial Visibility Business Area. The information will also contain personnel requisition details that will be used to update or modify the Manage Personnel Distribution.	Human Resources Specialist	Assignment Specialist	Distribute Assignment Order	Human Resources Specialist	Travel Specialist	Manage Travel	Electronic/Paper	Yes	As Required
Assignment Specialist - Assignment Specialist Exchange	Assignment Final Order	This includes the information needed to document an approved order for a personnel action. The information may include (but not be limited to) approved order date and status, order number, order effective date, and order type. The information contained in this ICOM will be the basis for a financial obligation (a financial decommitment in the case of an order to cancel) of funds in the Financial Visibility Business Area. The information will also contain personnel requisition details that will be used to update or modify the Manage Personnel Distribution.	Human Resources Specialist	Assignment Specialist	Distribute Assignment Orders	Human Resources Specialist	Assignment Specialist	Report for In-Processing	Electronic	Yes	As Required
Assignment Specialist - Assignment Specialist Exchange	Assignment Final Order	This includes the information needed to document an approved order for a personnel action. The information may include (but not be limited to) approved order date and status, order number, order effective date, and order type. The information contained in this ICOM will be the basis for a financial obligation (a financial decommitment in the case of an order to cancel) of funds in the Financial Visibility Business Area. The information will also contain personnel requisition details that will be used to update or modify the Manage Personnel Distribution.	Human Resources Specialist	Assignment Specialist	Distribute Assignment Orders	Human Resources Specialist	Assignment Specialist	Issue In-Processing Checklist	Electronic	Yes	As Required
Assignment Specialist - DoD Military Personnel Exchange	Assignment Final Order	This includes the information needed to document an approved order for a personnel action. The information may include (but not be limited to) approved order date and status, order number, order effective date, and order type. The information contained in this ICOM will be the basis for a financial obligation (a financial decommitment in the case of an order to cancel) of funds in the Financial Visibility Business Area. The information will also contain personnel requisition details that will be used to update or modify the Manage Personnel Distribution.	Human Resources Specialist	Assignment Specialist	Distribute Assignment Orders	Human Resources Customer	DoD Military Personnel	Complete In-Processing Checklist	Electronic	Yes	As Required
Assignment Specialist - Assignment Specialist Exchange	Assignment Final Order	This includes the information needed to document an approved order for a personnel action. The information may include (but not be limited to) approved order date and status, order number, order effective date, and order type. The information contained in this ICOM will be the basis for a financial obligation (a financial decommitment in the case of an order to cancel) of funds in the Financial Visibility Business Area. The information will also contain personnel requisition details that will be used to update or modify the Manage Personnel Distribution.	Human Resources Specialist	Assignment Specialist	Distribute Assignment Orders	Human Resources Specialist	Assignment Specialist	Verify In-Processing Checklist	Electronic	Yes	As Required
Assignment Specialist - Assignment Specialist Exchange	Assignment Final Order	This includes the information needed to document an approved order for a personnel action. The information may include (but not be limited to) approved order date and status, order number, order effective date, and order type. The information contained in this ICOM will be the basis for a financial obligation (a financial decommitment in the case of an order to cancel) of funds in the Financial Visibility Business Area. The information will also contain personnel requisition details that will be used to update or modify the Manage Personnel Distribution.	Human Resources Specialist	Assignment Specialist	Distribute Assignment Orders	Human Resources Specialist	Assignment Specialist	Report for Out-Processing	Electronic	Yes	As Required

Need Line	Information Exchange Name	Information Exchange Description	Source Node	Sub-Source Node	Source Activity	Destination Node	Sub-Destination Node	Destination Activity	Media	Privacy Act Protected	Frequency
Assignment Specialist - Assignment Specialist Exchange	Assignment Final Order	This includes the information needed to document an approved order for a personnel action. The information may include (but not be limited to) approved order date and status, order number, order effective date, and order type. The information contained in this ICOM will be the basis for a financial obligation (a financial decommitment in the case of an order to cancel) of funds in the Financial Visibility Business Area. The information will also contain personnel requisition details that will be used to update or modify the Manage Personnel Distribution.	Human Resources Specialist	Assignment Specialist	Distribute Assignment Orders	Human Resources Specialist	Assignment Specialist	Issue Out-Processing Checklist	Electronic	Yes	As Required
Assignment Specialist - Assignment Specialist Exchange	Assignment Final Order	This includes the information needed to document an approved order for a personnel action. The information may include (but not be limited to) approved order date and status, order number, order effective date, and order type. The information contained in this ICOM will be the basis for a financial obligation (a financial decommitment in the case of an order to cancel) of funds in the Financial Visibility Business Area. The information will also contain personnel requisition details that will be used to update or modify the Manage Personnel Distribution.	Human Resources Specialist	Assignment Specialist	Distribute Assignment Orders	Human Resources Specialist	Assignment Specialist	Complete Out-Processing Checklist	Electronic	Yes	As Required
Assignment Specialist - FM Exchange	Assignment Final Order	This includes the information needed to document an approved order for a personnel action. The information may include (but not be limited to) approved order date and status, order number, order effective date, and order type. The information contained in this ICOM will be the basis for a financial obligation (a financial decommitment in the case of an order to cancel) of funds in the Financial Visibility Business Area. The information will also contain personnel requisition details that will be used to update or modify the Manage Personnel Distribution.	Human Resources Specialist	Assignment Specialist	Distribute Assignment Orders	FM	FM	Administer Financial Assets and Liabilities	Electronic/Paper	Yes	As Required
Assignment Specialist - Assignment Specialist Exchange	Assignment Final Order	This includes the information needed to document an approved order for a personnel action. The information may include (but not be limited to) approved order date and status, order number, order effective date, and order type. The information contained in this ICOM will be the basis for a financial obligation (a financial decommitment in the case of an order to cancel) of funds in the Financial Visibility Business Area. The information will also contain personnel requisition details that will be used to update or modify the Manage Personnel Distribution.	Human Resources Specialist	Assignment Specialist	Distribute Assignment Orders	Human Resources Specialist	Assignment Specialist	Verify Out-Processing Checklist	Electronic	Yes	As Required
DoD Military Personnel - Assignment Specialist Exchange	Assignment Order Acknowledgement	This includes information necessary to acknowledge the receipt of an order. The information may include (but not be limited to) individual notification, acknowledgement status, individual notification acknowledgement status date, and individual notification acknowledgement time limit.	Human Resources Customer	DoD Military Personnel	Process Individual Information	Human Resources Specialist	Assignment Specialist	Provide Assignment Order Decision	Electronic/Paper	Yes	As Required
Assignment Approval Authority - Assignment Specialist Exchange	Assignment Order Requirement	This includes information related to an official requirement to generate an assignment order. An official order requirement may include an action to modify (e.g., revoke, cancel, change) an existing order. The information may include (but not be limited to) personnel requisition information, assignment acceptance or declination, assignment action status, assignment start and stop date, and assignment action identifier.	Human Resources Management Approval Authority	Assignment Approval Authority	Provide Assignment Action Decision	Human Resources Specialist	Assignment Specialist	Prepare Assignment Order	Electronic/Paper	Yes	As Required
Assignment Specialist - Assignment Specialist Exchange	Assignment Order Requirement	This includes information related to an official requirement to generate an assignment order. An official order requirement may include an action to modify (e.g., revoke, cancel, change) an existing order. The information may include (but not be limited to) personnel requisition information, assignment acceptance or declination, assignment action status, assignment start and stop date, and assignment action identifier.	Human Resources Specialist	Assignment Specialist	Provide Assignment Action Outcome	Human Resources Specialist	Assignment Specialist	Prepare Assignment Order	Electronic/Paper	Yes	As Required
Human Resource Profile Administrator - Assignment Specialist Exchange	Assignment Profile Information	This includes assignment information associated with a personnel/pay record. The information may include (but not be limited to) personnel restriction information, administrative action reason information, assignment type, assignment start and stop date, assignment location, and Service obligation.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Specialist	Assignment Specialist	Determine Assignment Action	Electronic/Paper	Yes	As Required
Human Resource Profile Administrator - Assignment Specialist Exchange	Assignment Profile Information	This includes assignment information associated with a personnel/pay record. The information may include (but not be limited to) personnel restriction information, administrative action reason information, assignment type, assignment start and stop date, assignment location, and Service obligation.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Specialist	Assignment Specialist	Identify Candidate To Fill Requisition	Electronic/Paper	Yes	As Required

Need Line	Information Exchange Name	Information Exchange Description	Source Node	Sub-Source Node	Source Activity	Destination Node	Sub-Destination Node	Destination Activity	Media	Privacy Act Protected	Frequency
Human Resource Profile Administrator - Assignment Specialist Exchange	Assignment Profile Information	This includes assignment information associated with a personnel/pay record. The information may include (but not be limited to) personnel restriction information, administrative action reason information, assignment type, assignment start and stop date, assignment location, and Service obligation.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Specialist	Assignment Specialist	Submit Assignment Action Request	Electronic/Paper	Yes	As Required
Human Resource Profile Administrator - Assignment Specialist Exchange	Assignment Profile Information	This includes assignment information associated with a personnel/pay record. The information may include (but not be limited to) personnel restriction information, administrative action reason information, assignment type, assignment start and stop date, assignment location, and Service obligation.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Specialist	Assignment Specialist	Select Candidate to Fill Requisition	Electronic/Paper	Yes	As Required
Assignment Specialist - Human Resource Profile Administrator Exchange	Assignment Profile Update Information	This includes updated assignment information associated with a personnel/pay record. This may include (but not be limited to) assignment type, duty start and stop date, and duty location.	Human Resources Specialist	Assignment Specialist	Select Candidate To Fill Requisition	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Electronic/Paper	Yes	As Required
Assignment Approval Authority - Human Resource Profile Administrator Exchange	Assignment Profile Update Information	This includes updated assignment information associated with a personnel/pay record. This may include (but not be limited to) assignment type, duty start and stop date, and duty location.	Human Resources Management Approval Authority	Assignment Approval Authority	Provide Assignment Action Decision	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Electronic/Paper	Yes	As Required
DoD Military Personnel - Assignment Specialist Exchange	Assignment Request	This includes the career preferences and applicant data of potential candidates for an assignment. The information may include (but not be limited to) assignment preferences, career goals, and training.	Human Resources Customer	DoD Military Personnel	Process Individual Information	Human Resources Specialist	Assignment Specialist	Determine Assignment Action	Electronic/Paper	Yes	As Required
Assignment Specialist - Assignment Specialist Exchange	Candidate Nomination for Assignment	This includes information pertaining to the selection of a potential candidate to fill a permanent or temporary position (requisition). The information may include (but not be limited to) personnel requisition nominee availability date, personnel requisition nominee status, and personnel requisition nominee status date.	Human Resources Specialist	Assignment Specialist	Select Candidate To Fill Requisition	Human Resources Specialist	Assignment Specialist	Submit Assignment Action Request	Electronic/Paper	Yes	As Required
Assignment Specialist - Assignment Specialist Exchange	Candidate Qualified for Assignment List	This includes a list of personnel who are qualified and eligible for an assignment. The information may include (but not be limited to) service occupation code, assignment start and stop date, and personnel restriction code.	Human Resources Specialist	Assignment Specialist	Identify Candidate To Fill Requisition	Human Resources Specialist	Assignment Specialist	Select Candidate To Fill Requisition	Electronic/Paper	Yes	As Required
Position Manager - Assignment Specialist Exchange	Force Structure	This includes position information depicted within the organizational structure and related subdivisions of the Total Force.	Force Manager	Position Manager	Administer Position Management	Human Resources Specialist	Assignment Specialist	Determine Assignment Action	Electronic/Paper	Yes	As Required
Position Manager - Assignment Specialist Exchange	Funded Position Identification	This includes an extraction of selected detailed force structure attributes that identifies which billets (e.g., slots) can have human resources assignments within available budget allocations.	Force Manager	Position Manager	Administer Position Management	Human Resources Specialist	Assignment Specialist	Determine Assignment Action	Electronic/Paper	Yes	As Required
DoD Military Personnel - Assignment Specialist Exchange	Individual Assignment Response	This includes the Member's acceptance or declination of an assignment. This may include (but not be limited to) acceptance or declination date.	Human Resources Customer	DoD Military Personnel	Process Individual Information	Human Resources Specialist	Assignment Specialist	Provide Assignment Action Decision	Electronic/Paper	Yes	As Required
Travel Specialist - Assignment Specialist Exchange	Individual Travel Authorization	This includes the authorization for physical relocation and related funds obligation of a person in support of DoD business and/or operations. The information contained in this ICOM will be the basis for a financial obligation of funds in the Financial Visibility Business Area.	Human Resources Specialist	Travel Specialist	Manage Travel Authorization	Human Resources Specialist	Assignment Specialist	Prepare Assignment Order	Electronic/Paper	Yes	As Required
Assignment Specialist - DoD Military Personnel Exchange	In-Processing Arrival Notification	This includes a notification that captures the notification information to reflect the details of the arrival of an individual to a new temporary or permanent duty station. This notification may include (but not be limited to) any changes made to assignment orders.	Human Resources Specialist	Assignment Specialist	Verify In-Processing Checklist	Human Resources Customer	DoD Military Personnel	Process Individual Information	Electronic/Paper	Yes	As Required
DoD Military Personnel - Assignment Specialist Exchange	In-Processing Completed Checklist	This includes a completed list of required activities that must be performed by personnel before finishing in-processing.	Human Resources Customer	DoD Military Personnel	Complete In-Processing Checklist	Human Resources Specialist	Assignment Specialist	Verify In-Processing Checklist	Electronic/Paper	Yes	As Required
Assignment Specialist - DoD Military Personnel Exchange	In-Processing Incomplete Checklist	This includes a list of required activities that must be performed by personnel before finishing in-processing which has been submitted and deemed incomplete.	Human Resources Specialist	Assignment Specialist	Verify In-Processing Checklist	Human Resources Customer	DoD Military Personnel	Complete In-Processing Checklist	Electronic/Paper	Yes	As Required
Assignment Specialist - DoD Military Personnel Exchange	In-Processing Initial Checklist	This includes a list of required activities that must be performed by personnel before finishing in-processing.	Human Resources Specialist	Assignment Specialist	Issue In-Processing Checklist	Human Resources Customer	DoD Military Personnel	Complete In-Processing Checklist	Electronic/Paper	Yes	As Required
Human Resource Profile Administrator - Assignment Specialist Exchange	In-Processing Profile Information	This includes in-processing information associated with a personnel/pay record. The information may include (but not be limited to) arrival date and duty status.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Specialist	Assignment Specialist	Report for In-Processing	Electronic/Paper	Yes	As Required
Human Resource Profile Administrator - Assignment Specialist Exchange	In-Processing Profile Information	This includes in-processing information associated with a personnel/pay record. The information may include (but not be limited to) arrival date and duty status.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Specialist	Assignment Specialist	Issue In-Processing Checklist	Electronic/Paper	Yes	As Required
Human Resource Profile Administrator - DoD Military Personnel Exchange	In-Processing Profile Information	This includes in-processing information associated with a personnel/pay record. The information may include (but not be limited to) arrival date and duty status.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Customer	DoD Military Personnel	Complete In-Processing Checklist	Electronic/Paper	Yes	As Required
Human Resource Profile Administrator - Assignment Specialist Exchange	In-Processing Profile Information	This includes in-processing information associated with a personnel/pay record. The information may include (but not be limited to) arrival date and duty status.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Specialist	Assignment Specialist	Verify In-Processing Checklist	Electronic/Paper	Yes	As Required

Need Line	Information Exchange Name	Information Exchange Description	Source Node	Sub-Source Node	Source Activity	Destination Node	Sub-Destination Node	Destination Activity	Media	Privacy Act Protected	Frequency
Assignment Specialist - Human Resource Profile Administrator Exchange	In-Processing Profile Update Information	This includes updated in-processing information associated with a personnel/pay record. The information may include (but not be limited to) arrival date and duty status.	Human Resources Specialist	Assignment Specialist	Verify In-Processing Checklist	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Electronic/Paper	Yes	As Required
Assignment Specialist - Human Resource Profile Administrator Exchange	In-Processing Profile Update Information	This includes updated in-processing information associated with a personnel/pay record. The information may include (but not be limited to) arrival date and duty status.	Human Resources Specialist	Assignment Specialist	Report for In-Processing	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Electronic/Paper	Yes	As Required
Human Resource Profile Administrator - Assignment Specialist Exchange	Order Profile Information	This includes order information that is associated with a personnel/pay record. The information may include (but not be limited to) personnel restriction information, administrative action reason information, order type, order number, order effective date, and order status.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Specialist	Assignment Specialist	Prepare Assignment Order	Electronic/Paper	Yes	As Required
Human Resource Profile Administrator - Assignment Specialist Exchange	Order Profile Information	This includes order information that is associated with a personnel/pay record. The information may include (but not be limited to) personnel restriction information, administrative action reason information, order type, order number, order effective date, and order status.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Specialist	Assignment Specialist	Provide Assignment Order Decision	Electronic/Paper	Yes	As Required
Human Resource Profile Administrator - Assignment Specialist Exchange	Order Profile Information	This includes order information that is associated with a personnel/pay record. The information may include (but not be limited to) personnel restriction information, administrative action reason information, order type, order number, order effective date, and order status.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Specialist	Assignment Specialist	Distribute Assignment Order	Electronic/Paper	Yes	As Required
Human Resource Profile Administrator - Assignment Approval Authority Exchange	Order Profile Information	This includes order information that is associated with a personnel/pay record. The information may include (but not be limited to) personnel restriction information, administrative action reason information, order type, order number, order effective date, and order status.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Management Approval Authority	Assignment Approval Authority	Provide Assignment Order Decision	Electronic/Paper	Yes	As Required
Assignment Specialist - Human Resource Profile Administrator Exchange	Order Profile Update Information	This includes updated order information that is associated with a personnel/pay record. The information may include (but not be limited to) Service obligation start date, Service obligation length, Service obligation type, order type, order number, order effective date, and order status.	Human Resources Specialist	Assignment Specialist	Provide Assignment Order Decision	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Electronic/Paper	Yes	As Required
Assignment Specialist - Human Resource Profile Administrator Exchange	Order Profile Update Information	This includes updated order information that is associated with a personnel/pay record. The information may include (but not be limited to) Service obligation start date, Service obligation length, Service obligation type, order type, order number, order effective date, and order status.	Human Resources Specialist	Assignment Specialist	Distribute Assignment Order	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Electronic/Paper	Yes	As Required
DoD Military Personnel - Assignment Specialist Exchange	Out-Processing Completed Checklist	This includes a completed list of required activities that must be performed by personnel before finishing out-processing.	Human Resources Customer	DoD Military Personnel	Complete Out-Processing Checklist	Human Resources Specialist	Assignment Specialist	Verify Out-Processing Checklist	Electronic/Paper	Yes	As Required
Assignment Specialist - DoD Military Personnel Exchange	Out-Processing Departure Notification	This includes a notification that captures the notification information to reflect the details of the departure of an individual from a duty station en route for a new temporary or permanent duty station. This notification may also include any changes made to assignment orders.	Human Resources Specialist	Assignment Specialist	Verify Out-Processing Checklist	Human Resources Customer	DoD Military Personnel	Process Individual Information	Electronic/Paper	Yes	As Required
Assignment Specialist - DoD Military Personnel Exchange	Out-Processing Incomplete Checklist	This includes a list of required activities that must be performed by personnel before finishing out-processing which has been submitted and deemed incomplete.	Human Resources Specialist	Assignment Specialist	Verify Out-Processing Checklist	Human Resources Customer	DoD Military Personnel	Process Individual Information	Electronic/Paper	Yes	As Required
Assignment Specialist - DoD Military Personnel Exchange	Out-Processing Initial Checklist	This includes a list of required activities that must be performed by personnel before finishing out-processing.	Human Resources Specialist	Assignment Specialist	Issue Out-Processing Checklist	Human Resources Customer	DoD Military Personnel	Complete Out-Processing Checklist	Electronic/Paper	Yes	As Required
Human Resource Profile Administrator - Assignment Specialist Exchange	Out-Processing Profile Information	This includes out-processing information associated with an individual's personnel/pay record. The information may include (but not be limited to) departure date and duty status details.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Specialist	Assignment Specialist	Report for Out-Processing	Electronic/Paper	Yes	As Required
Human Resource Profile Administrator - Assignment Specialist Exchange	Out-Processing Profile Information	This includes out-processing information associated with an individual's personnel/pay record. The information may include (but not be limited to) departure date and duty status details.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Specialist	Assignment Specialist	Issue Out-Processing Checklist	Electronic/Paper	Yes	As Required
Human Resource Profile Administrator - DoD Military Personnel Exchange	Out-Processing Profile Information	This includes out-processing information associated with an individual's personnel/pay record. The information may include (but not be limited to) departure date and duty status details.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Customer	DoD Military Personnel	Complete Out-Processing Checklist	Electronic/Paper	Yes	As Required
Human Resource Profile Administrator - Assignment Specialist Exchange	Out-Processing Profile Information	This includes out-processing information associated with an individual's personnel/pay record. The information may include (but not be limited to) departure date and duty status details.	Human Resources Specialist	Human Resource Profile Administrator	Verify Out-Processing Checklist	Human Resources Specialist	Assignment Specialist	Verify Out-Processing Checklist	Electronic/Paper	Yes	As Required
Assignment Specialist - Human Resource Profile Administrator Exchange	Out-Processing Profile Update Information	This includes updated out-processing information associated with an individual's personnel/pay record. The information may include (but not be limited to) departure date and duty status details.	Human Resources Specialist	Assignment Specialist	Verify Out-Processing Checklist	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Electronic/Paper	Yes	As Required

Need Line	Information Exchange Name	Information Exchange Description	Source Node	Sub-Source Node	Source Activity	Destination Node	Sub-Destination Node	Destination Activity	Media	Privacy Act Protected	Frequency
Assignment Specialist - Human Resource Profile Administrator Exchange	Out-Processing Profile Update Information	This includes updated out-processing information associated with an individual's personnel/pay record. The information may include (but not be limited to) departure date and duty status details.	Human Resources Specialist	Assignment Specialist	Report for Out-Processing	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Electronic/Paper	Yes	As Required
Assignment Approval Authority - Human Resource Profile Administrator Exchange	Personnel Action Decision	This includes all decisions made by an Approval Authority on a personnel action. The information will include documentation of a Member's rights associated with the decision (e.g., right to appeal). The personnel action decision may include (but not be limited to) personnel action identifier, personnel action status, and personnel action status date and time.	Human Resources Management Approval Authority	Assignment Approval Authority	Provide Assignment Action Decision	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Electronic/Paper	Yes	As Required
Assignment Approval Authority - Assignment Specialist Exchange	Personnel Action Decision	This includes all decisions made by an Approval Authority on a personnel action. The information will include documentation of a Member's rights associated with the decision (e.g., right to appeal). The personnel action decision may include (but not be limited to) personnel action identifier, personnel action status, and personnel action status date and time.	Human Resources Management Approval Authority	Assignment Approval Authority	Provide Assignment Order Decision	Human Resources Specialist	Assignment Specialist	Distribute Assignment Order	Electronic/Paper	Yes	As Required
Assignment Approval Authority - DoD Military Personnel Exchange	Personnel Action Decision Notification	This includes the notification information to reflect the details of a decision made by an Approval Authority on a personnel action. The information may include (but not be limited to) decision recipient, notification date, personnel action identifier, and personnel action status.	Human Resources Management Approval Authority	Assignment Approval Authority	Provide Assignment Action Decision	Human Resources Customer	DoD Military Personnel	Process Individual Information	Electronic/Paper	Yes	As Required
Assignment Specialist - DoD Military Personnel Exchange	Personnel Action Decision Notification	This includes the notification information to reflect the details of a decision made by an Approval Authority on a personnel action. The information may include (but not be limited to) decision recipient, notification date, personnel action identifier, and personnel action status.	Human Resources Specialist	Assignment Specialist	Distribute Assignment Order	Human Resources Customer	DoD Military Personnel	Process Individual Information	Electronic/Paper	Yes	As Required
Personnel Distribution Specialist - Assignment Specialist Exchange	Personnel Distribution Requirement	This includes information needed to analyze manpower requirements, plans, and military personnel information that results in a plan for the distribution of personnel resources. This may include (but not be limited to) personnel distribution plans, personnel requisitions, and manning statistics.	Force Manager	Personnel Distribution Specialist	Manage Organization	Human Resources Specialist	Assignment Specialist	Review Open Requisition	Electronic/Paper	Yes	As Required
Personnel Distribution Specialist - Assignment Specialist Exchange	Personnel Distribution Requirement	This includes information needed to analyze manpower requirements, plans, and military personnel information that results in a plan for the distribution of personnel resources. This may include (but not be limited to) personnel distribution plans, personnel requisitions, and manning statistics.	Force Manager	Personnel Distribution Specialist	Manage Organization	Human Resources Specialist	Assignment Specialist	Determine Assignment Action	Electronic/Paper	Yes	As Required
Personnel Distribution Specialist - Assignment Specialist Exchange	Personnel Distribution Requirement Change Information	This includes the operational adjustments to redistribute forces in order to reflect current mission priorities and support warfighter actions. This information will be used to adjust the personnel distribution in the assignments process. This may include (but not be limited to) adjusted personnel distribution plans and related personnel requisitions.	Force Manager	Personnel Distribution Specialist	Manage Organization	Human Resources Specialist	Assignment Specialist	Review Open Requisition	Electronic/Paper	Yes	As Required
Personnel Distribution Specialist - Assignment Specialist Exchange	Personnel Distribution Requirement Change Information	This includes the operational adjustments to redistribute forces in order to reflect current mission priorities and support warfighter actions. This information will be used to adjust the personnel distribution in the assignments process. This may include (but not be limited to) adjusted personnel distribution plans and related personnel requisitions.	Force Manager	Personnel Distribution Specialist	Manage Organization	Human Resources Specialist	Assignment Specialist	Determine Assignment Action	Electronic/Paper	Yes	As Required
Assignment Specialist - Assignment Specialist Exchange	Personnel Requisition Priority	This includes information detailing timeframe, priority, and open date for a personnel requisition. The information may include (but not be limited to) personnel requisition fill priority, personnel requisition identifier, and personnel requisition status.	Human Resources Specialist	Assignment Specialist	Review Open Requisition	Human Resources Specialist	Assignment Specialist	Identify Candidate To Fill Requisition	Electronic/Paper	Yes	As Required
FM Program and Budget Office - Assignment Specialist Exchange	Program and Funding Document	This document establishes legal and fiduciary responsibility of funds. This is an OSD released document that reflects OSD's approval of program funding levels. This document is one of the three main sources that must be approved prior to issuing the Budget Authority to the component.	FM	FM Program and Budget Office	Allocate Funds	Human Resources Specialist	Assignment Specialist	Determine Assignment Action	Electronic/Paper	Yes	As Required
FM Planning and Policy Office - Assignment Specialist Exchange	Strategic Planning Guidance	Strategic Planning Guidance (SPG) is a single fiscally-informed document that replaced the policy/strategy sections of the Defense Planning Guidance. The draft is issued early in the Planning process to provide overall policy and strategy guidance to be used in developing the defense program. SPG provides DoD Components with direction on defense policy, strategy, force and resource planning, and fiscal matters for use in developing their Program Objective Memorandum (POM).	FM	FM Planning and Policy Office	Perform Executive Level Planning	Human Resources Specialist	Assignment Specialist	Determine Assignment Action	Electronic/Paper	Yes	As Required

Need Line	Information Exchange Name	Information Exchange Description	Source Node	Sub-Source Node	Source Activity	Destination Node	Sub-Destination Node	Destination Activity	Media	Privacy Act Protected	Frequency
RPILM - Assignment Specialist Exchange	Updated Asset Information	This is the aggregation of the physical, legal and financial characteristics of an asset (real and personal) under DoD accountability. It includes all information about the state of the asset such as disposed, transferred, excess, obsolete, unserviceable, operation ceased, physical inventory information and all asset valuation information.	RPILM	RPILM	Maintain Asset Information	Human Resources Specialist	Assignment Specialist	Determine Assignment Action	Electronic/Paper	Yes	As Required

Manage Transfers Operational Information Exchange Matrix (OV-3)

Needline	Information Exchange Name	Information Exchange Description	Source Operational Node	Source Sub Operational Node	Source Activity	Destination Operational Node	Destination Sub Operational Node	Destination Activity	Media	Privacy Act Protected	Frequency
Adverse Actions Approval Authority - Transfer Specialist Exchange	Adverse Actions Authoritative Source Document	This includes the documentation of the disciplinary decision by a Commander, non-judicial proceedings, or court-martial. This may include (but not be limited to), letters of admonition, reprimand, or counseling, an order for incarceration, demotion, fine, forfeiture, involuntary discharge, or involuntary retirement, and other documents.	Human Resources Management Approval Authority	Adverse Actions Approval Authority	Determine Non-Punitive Action	Human Resources Specialist	Transfer Specialist	Execute Intraservice Transfer Decision	Electronic/Paper	Yes	As Required
DoD Military Personnel - Transfer Specialist Exchange	Individual Transfer Response	This includes the Member's acceptance or declination of a transfer. This may include (but not be limited to) acceptance or declination date.	Human Resources Customer	DoD Military Personne	Process Individual Information	Human Resources Specialist	Transfer Specialist	Provide Entrance Review Board Decision	Electronic/Paper	Yes	As Required
DoD Military Personnel - Transfer Specialist Exchange	Individual Transfer Response	This includes the Member's acceptance or declination of a transfer. This may include (but not be limited to) acceptance or declination date.	Human Resources Customer	DoD Military Personne	Process Individual Information	Human Resources Specialist	Transfer Specialist	Conduct Intraservice Transfer Review	Electronic/Paper	Yes	As Required
DoD Military Personnel - Transfer Specialist Exchange	Individual Transfer Response	This includes the Member's acceptance or declination of a transfer. This may include (but not be limited to) acceptance or declination date.	Human Resources Customer	DoD Military Personne	Process Individual Information	Human Resources Specialist	Transfer Specialist	Conduct Interservice Transfer Review	Electronic/Paper	Yes	As Required
Travel Specialist - Transfer Specialist Exchange	Individual Travel Authorizator	This includes the authorization for physical relocation and related funds obligation of a person in support of DoD business and/or operations. The information contained in this ICOM will be the basis for a financial obligation of funds in the Financial Visibility Business Area	Human Resources Specialist	Travel Specialist	Manage Travel Authorizator	Human Resources Specialist	Transfer Specialist	Prepare Transfer Order	Electronic/Paper	Yes	As Required
Human Resource Profile Administrator - Transfer Specialist Exchange	Order Profile Information	This includes order information that is associated with a personnel/pay record. The information may include (but not be limited to) personnel restriction information, administrative action reason information, order type, order number, order effective date, and order status.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Specialist	Transfer Specialist	Prepare Transfer Order	Electronic	Yes	As Required
Human Resource Profile Administrator - Transfer Specialist Exchange	Order Profile Information	This includes order information that is associated with a personnel/pay record. The information may include (but not be limited to) personnel restriction information, administrative action reason information, order type, order number, order effective date, and order status.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Specialist	Transfer Specialist	Provide Transfer Order Decision	Electronic	Yes	As Required
Human Resource Profile Administrator - Transfer Specialist Exchange	Order Profile Information	This includes order information that is associated with a personnel/pay record. The information may include (but not be limited to) personnel restriction information, administrative action reason information, order type, order number, order effective date, and order status.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Specialist	Transfer Specialist	Distribute Transfer Order	Electronic	Yes	As Required
Human Resource Profile Administrator - Human Resource Profile Administrator Exchange	Order Profile Update Information	This includes updated order information that is associated with a personnel/pay record. The information may include (but not be limited to) Service obligation start date, Service obligation length, Service obligation type, order type, order number, order effective date, and order status.	Human Resources Specialist	Human Resource Profile Administrator	Distribute Transfer Order	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Electronic	Yes	As Required
Human Resource Profile Administrator - Human Resource Profile Administrator Exchange	Order Profile Update Information	This includes updated order information that is associated with a personnel/pay record. The information may include (but not be limited to) Service obligation start date, Service obligation length, Service obligation type, order type, order number, order effective date, and order status.	Human Resources Specialist	Human Resource Profile Administrator	Provide Transfer Order Decision	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Electronic	Yes	As Required
Transfer Approval Authority - Transfer Specialist Exchange	Personnel Action Decisor	This includes all decisions made by an Approval Authority on a personnel action. The information will include documentation of a Member's rights associated with the decision (e.g., right to appeal). The personnel action decision may include (but not be limited to) personnel action identifier, personnel action status, and personnel action status date and time	Human Resources Management Approval Authority	Transfer Approval Authority	Conduct Interservice Transfer Board Review	Human Resources Specialist	Transfer Specialist	Execute Interservice Transfer Decision	Electronic	Yes	As Required
Transfer Approval Authority - Transfer Specialist Exchange	Personnel Action Decisor	This includes all decisions made by an Approval Authority on a personnel action. The information will include documentation of a Member's rights associated with the decision (e.g., right to appeal). The personnel action decision may include (but not be limited to) personnel action identifier, personnel action status, and personnel action status date and time	Human Resources Management Approval Authority	Transfer Approval Authority	Conduct Intraservice Transfer Review	Human Resources Specialist	Transfer Specialist	Execute Intraservice Transfer Decision	Electronic	Yes	As Required
Transfer Approval Authority - Transfer Specialist Exchange	Personnel Action Decisor	This includes all decisions made by an Approval Authority on a personnel action. The information will include documentation of a Member's rights associated with the decision (e.g., right to appeal). The personnel action decision may include (but not be limited to) personnel action identifier, personnel action status, and personnel action status date and time	Human Resources Management Approval Authority	Transfer Approval Authority	Provide Entrance Review Board Decision	Human Resources Specialist	Transfer Specialist	Execute Commissioning Program Admission Decision	Electronic	Yes	As Required
Transfer Approval Authority - Transfer Specialist Exchange	Personnel Action Decisor	This includes all decisions made by an Approval Authority on a personnel action. The information will include documentation of a Member's rights associated with the decision (e.g., right to appeal). The personnel action decision may include (but not be limited to) personnel action identifier, personnel action status, and personnel action status date and time	Human Resources Management Approval Authority	Transfer Approval Authority	Provide Transfer Order Decision	Human Resources Specialist	Transfer Specialist	Distribute Transfer Order	Electronic	Yes	As Required

Needline	Information Exchange Name	Information Exchange Description	Source Operational Node	Source Sub Operational Node	Source Activity	Destination Operational Node	Destination Sub Operational Node	Destination Activity	Media	Privacy Act Protected	Frequency
Transfer Specialist - DoD Military Personnel Exchange	Personnel Action Decision Notificator	This includes the notification information to reflect the details of a decision made by an Approval Authority on a personnel action. The information may include (but not be limited to) decision recipient, notification date, personnel action identifier and personnel action status.	Human Resources Specialist	Transfer Specialist	Conduct Interservice Transfer Board Review	Human Resources Customer	DoD Military Personne	Process Individual Information	Electronic	Yes	As Required
Transfer Specialist - DoD Military Personnel Exchange	Personnel Action Decision Notificator	This includes the notification information to reflect the details of a decision made by an Approval Authority on a personnel action. The information may include (but not be limited to) decision recipient, notification date, personnel action identifier and personnel action status.	Human Resources Specialist	Transfer Specialist	Conduct Intraservice Transfer Review	Human Resources Customer	DoD Military Personne	Process Individual Information	Electronic	Yes	As Required
Transfer Specialist - DoD Military Personnel Exchange	Personnel Action Decision Notificator	This includes the notification information to reflect the details of a decision made by an Approval Authority on a personnel action. The information may include (but not be limited to) decision recipient, notification date, personnel action identifier and personnel action status.	Human Resources Specialist	Transfer Specialist	Provide Entrance Review Board Decision	Human Resources Customer	DoD Military Personne	Process Individual Information	Electronic	Yes	As Required
Transfer Specialist - DoD Military Personnel Exchange	Personnel Action Decision Notificator	This includes the notification information to reflect the details of a decision made by an Approval Authority on a personnel action. The information may include (but not be limited to) decision recipient, notification date, personnel action identifier and personnel action status.	Human Resources Specialist	Transfer Specialist	Distribute Transfer Order	Human Resources Customer	DoD Military Personne	Process Individual Information	Electronic	Yes	As Required
Human Resource Profile Administrator - Transfer Specialist Exchange	Personnel Grade Change Profile Information	This includes the personnel grade change information associated with a personnel/pay record. The information may include (but not be limited to) promotion recommendations, promotion status, and demotion reasons.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Specialist	Transfer Specialist	Execute Commissioning Program Admission Decision	Electronic	Yes	As Required
Transfer Specialist - Human Resource Profile Administrator Exchange	Personnel Grade Change Profile Update Information	This includes updated personnel grade change information associated with a personnel/pay record. The information may include (but not be limited to) promotion recommendations, promotion status, and demotion reasons.	Human Resources Specialist	Transfer Specialist	Execute Commissioning Program Admission Decision	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Electronic	Yes	As Required
DoD Military Personnel - Transfer Specialist Exchange	Transfer Appeal Request	This includes official documentation of a Member's justification as to why a denied transfer should be reconsidered. This may include (but not be limited to) appeal date, appeal reason, and justification documentation	Human Resources Customer	DoD Military Personne	Process Individual Information	Human Resources Specialist	Transfer Specialist	Conduct Interservice Transfer Board Review	Electronic/Paper	Yes	As Required
DoD Military Personnel - Transfer Specialist Exchange	Transfer Appeal Request	This includes official documentation of a Member's justification as to why a denied transfer should be reconsidered. This may include (but not be limited to) appeal date, appeal reason, and justification documentation	Human Resources Customer	DoD Military Personne	Process Individual Information	Human Resources Specialist	Transfer Specialist	Conduct Intraservice Transfer Review	Electronic/Paper	Yes	As Required
DoD Military Personnel - Transfer Specialist Exchange	Transfer Appeal Request	This includes official documentation of a Member's justification as to why a denied transfer should be reconsidered. This may include (but not be limited to) appeal date, appeal reason, and justification documentation	Human Resources Customer	DoD Military Personne	Process Individual Information	Human Resources Specialist	Transfer Specialist	Provide Entrance Review Board Decision	Electronic/Paper	Yes	As Required
Transfer Specialist - Transfer Approval Authority Exchange	Transfer Draft Order	This includes information associated with the determination of the transfer order type and order action based on order requirements and associated transfer authorization information. The information may include (but not be limited to) order reason, order action, and order detail identifier	Human Resources Specialist	Transfer Specialist	Prepare Transfer Order	Human Resources Management Approval Authority	Transfer Approval Authority	Provide Transfer Order Decision	Electronic/Paper	Yes	As Required
Transfer Specialist - Travel Specialist Exchange	Transfer Draft Order	This includes information associated with the determination of the transfer order type and order action based on order requirements and associated transfer authorization information. The information may include (but not be limited to) order reason, order action, and order detail identifier	Human Resources Specialist	Transfer Specialist	Prepare Transfer Order	Human Resources Specialist	Travel Specialist	Manage Travel	Electronic/Paper	Yes	As Required
Transfer Specialist - FM Exchange	Transfer Draft Order	This includes information associated with the determination of the transfer order type and order action based on order requirements and associated transfer authorization information. The information may include (but not be limited to) order reason, order action, and order detail identifier	Human Resources Specialist	Transfer Specialist	Prepare Transfer Order	FM	FM	Administer Financial Assets and Liabilities	Electronic/Paper	Yes	As Required
Transfer Specialist - Transfer Approval Authority Exchange	Transfer Eligibility Concurrence	This includes an official determination that a Member is eligible for a transfer and that the affected Services or components concur with the transfer request. For approval to attend a commissioning program (i.e. a transfer between military personnel class), the transfer eligibility concurrence includes a determination that a Member meets minimum requirements to be considered for admission to a commissioning source or Warrant Officer program (e.g., 4 year college degree, time in service, time in grade). A transfer eligibility concurrence may also include (but not be limited to) Member information, date, and transfer type.	Human Resources Specialist	Transfer Specialist	Assess Intraservice Transfer Eligibility	Human Resources Management Approval Authority	Transfer Approval Authority	Conduct Intraservice Transfer Review	Electronic/Paper	Yes	As Required

Needline	Information Exchange Name	Information Exchange Description	Source Operational Node	Source Sub Operational Node	Source Activity	Destination Operational Node	Destination Sub Operational Node	Destination Activity	Media	Privacy Act Protected	Frequency
Transfer Specialist - Transfer Approval Authority Exchange	Transfer Eligibility Concurrence	This includes an official determination that a Member is eligible for a transfer and that the affected Services or components concur with the transfer request. For approval to attend a commission program (i.e. a transfer between military personnel class), the transfer eligibility concurrence includes a determination that a Member meets minimum requirements to be considered for admission to a commissioning source or Warrant Officer program (e.g., 4 year college degree, time in service, time in grade). A transfer eligibility concurrence may also include (but not be limited to) Member information, date, and transfer type.	Human Resources Specialist	Transfer Specialist	Assess Interservice Transfer Eligibility	Human Resources Management Approval Authority	Transfer Approval Authority	Conduct Interservice Transfer Review	Electronic/Paper	Yes	As Required
Transfer Specialist - Transfer Approval Authority Exchange	Transfer Eligibility Concurrence	This includes an official determination that a Member is eligible for a transfer and that the affected Services or components concur with the transfer request. For approval to attend a commission program (i.e. a transfer between military personnel class), the transfer eligibility concurrence includes a determination that a Member meets minimum requirements to be considered for admission to a commissioning source or Warrant Officer program (e.g., 4 year college degree, time in service, time in grade). A transfer eligibility concurrence may also include (but not be limited to) Member information, date, and transfer type.	Human Resources Specialist	Transfer Specialist	Assess Commissioning Program Eligibility	Human Resources Management Approval Authority	Transfer Approval Authority	Provide Entrance Review Board Decision	Electronic/Paper	Yes	As Required
Transfer Specialist - Separation Specialist Exchange	Transfer Eligibility Concurrence	This includes an official determination that a Member is eligible for a transfer and that the affected Services or components concur with the transfer request. For approval to attend a commission program (i.e. a transfer between military personnel class), the transfer eligibility concurrence includes a determination that a Member meets minimum requirements to be considered for admission to a commissioning source or Warrant Officer program (e.g., 4 year college degree, time in service, time in grade). A transfer eligibility concurrence may also include (but not be limited to) Member information, date, and transfer type.	Human Resources Specialist	Transfer Specialist	Assess Intraservice Transfer Eligibility	Human Resources Specialist	Separation Specialist	Assess Eligibility for Voluntary Separation	Electronic/Paper	Yes	As Required
Transfer Specialist - DoD Military Personnel Exchange	Transfer Eligibility Nonconcurrence	This includes an official determination that the affected Services or components deem the Member ineligible for a transfer. A transfer eligibility nonconcurrence may include (but not be limited to) Member information, date, transfer type, and reasons for ineligibility.	Human Resources Specialist	Transfer Specialist	Assess Interservice Transfer Eligibility	Human Resources Customer	DoD Military Personne	Process Individual Information	Electronic/Paper	Yes	As Required
Transfer Specialist - DoD Military Personnel Exchange	Transfer Eligibility Nonconcurrence	This includes an official determination that the affected Services or components deem the Member ineligible for a transfer. A transfer eligibility nonconcurrence may include (but not be limited to) Member information, date, transfer type, and reasons for ineligibility.	Human Resources Specialist	Transfer Specialist	Assess Intraservice Transfer Eligibility	Human Resources Customer	DoD Military Personne	Process Individual Information	Electronic/Paper	Yes	As Required
Transfer Specialist - DoD Military Personnel Exchange	Transfer Eligibility Nonconcurrence	This includes an official determination that the affected Services or components deem the Member ineligible for a transfer. A transfer eligibility nonconcurrence may include (but not be limited to) Member information, date, transfer type, and reasons for ineligibility.	Human Resources Specialist	Transfer Specialist	Assess Commissioning Program Eligibility	Human Resources Customer	DoD Military Personne	Process Individual Information	Electronic/Paper	Yes	As Required
Transfer Specialist - DoD Military Personnel Exchange	Transfer Final Order	This includes the information needed to document an approved order for a transfer. The information may include (but not be limited to) approved order date and status, order number, order effective date, and order type.	Human Resources Specialist	Transfer Specialist	Distribute Transfer Order	Human Resources Customer	DoD Military Personne	Process Individual Information	Electronic/Paper	Yes	As Required
Transfer Specialist - Transfer Specialist Exchange	Transfer Final Order	This includes the information needed to document an approved order for a transfer. The information may include (but not be limited to) approved order date and status, order number, order effective date, and order type.	Human Resources Specialist	Transfer Specialist	Distribute Transfer Order	Human Resources Specialist	Transfer Specialist	Execute Commissioning Program Admission Decision	Electronic/Paper	Yes	As Required
Transfer Specialist - Transfer Specialist Exchange	Transfer Final Order	This includes the information needed to document an approved order for a transfer. The information may include (but not be limited to) approved order date and status, order number, order effective date, and order type.	Human Resources Specialist	Transfer Specialist	Distribute Transfer Order	Human Resources Specialist	Transfer Specialist	Execute Interservice Transfer Decision	Electronic/Paper	Yes	As Required
Transfer Specialist - Transfer Specialist Exchange	Transfer Final Order	This includes the information needed to document an approved order for a transfer. The information may include (but not be limited to) approved order date and status, order number, order effective date, and order type.	Human Resources Specialist	Transfer Specialist	Distribute Transfer Order	Human Resources Specialist	Transfer Specialist	Execute Intraservice Transfer Decision	Electronic/Paper	Yes	As Required
Transfer Specialist - FM Exchange	Transfer Final Order	This includes the information needed to document an approved order for a transfer. The information may include (but not be limited to) approved order date and status, order number, order effective date, and order type.	Human Resources Specialist	Transfer Specialist	Distribute Transfer Order	FM	FM	Administer Financial Assets and Liabilities	Electronic/Paper	Yes	As Required
DoD Military Personnel - Transfer Specialist Exchange	Transfer Order Acknowledgement	This includes information necessary to acknowledge an order. The information may include (but not be limited to) individual notification, acknowledgement status, individual notification acknowledgement status date, and individual notification acknowledgement time limit.	Human Resources Customer	DoD Military Personne	Process Individual Information	Human Resources Specialist	Transfer Specialist	Provide Transfer Order Decision	Electronic/Paper	Yes	As Required

Needline	Information Exchange Name	Information Exchange Description	Source Operational Node	Source Sub Operational Node	Source Activity	Destination Operational Node	Destination Sub Operational Node	Destination Activity	Media	Privacy Act Protected	Frequency
Transfer Approval Authority - Transfer Specialist Exchange	Transfer Order Requirement	This includes information related to an official requirement to generate a transfer order. An official order requirement may include an action to modify (e.g., revoke, cancel) an existing order. Note: A commission program transfer order requirement may include (but not be limited to) personnel action status, personnel action start date, and personnel action identifier	Human Resources Management Approval Authority	Transfer Approval Authority	Conduct Interservice Transfer Board Review	Human Resources Specialist	Transfer Specialist	Prepare Transfer Order	Electronic/Paper	Yes	As Required
Transfer Approval Authority - Transfer Specialist Exchange	Transfer Order Requirement	This includes information related to an official requirement to generate a transfer order. An official order requirement may include an action to modify (e.g., revoke, cancel) an existing order. Note: A commission program transfer order requirement may include (but not be limited to) personnel action status, personnel action start date, and personnel action identifier	Human Resources Management Approval Authority	Transfer Approval Authority	Conduct Intraservice Transfer Review	Human Resources Specialist	Transfer Specialist	Prepare Transfer Order	Electronic/Paper	Yes	As Required
Transfer Approval Authority - Transfer Specialist Exchange	Transfer Order Requirement	This includes information related to an official requirement to generate a transfer order. An official order requirement may include an action to modify (e.g., revoke, cancel) an existing order. Note: A commission program transfer order requirement may include (but not be limited to) personnel action status, personnel action start date, and personnel action identifier	Human Resources Management Approval Authority	Transfer Approval Authority	Provide Entrance Review Board Decision	Human Resources Specialist	Transfer Specialist	Prepare Transfer Order	Electronic/Paper	Yes	As Required
Transfer Specialist - Transfer Approval Authority Exchange	Transfer Package	This includes all relevant documentation (e.g., medical records, security forms, waivers granted) necessary to conduct a review by the gaining Service's approval authority. For a request to enter a commissioning program, the transfer package will also include all Member documentation that will be viewed by an entrance board that may include (but not be limited to) enlisted performance reports, awards and decorations, college transcripts, special academic achievements, and waivers granted.	Human Resources Specialist	Transfer Specialist	Assess Intraservice Transfer Eligibility	Human Resources Management Approval Authority	Transfer Approval Authority	Conduct Intraservice Transfer Review	Electronic/Paper	Yes	As Required
Transfer Specialist - Transfer Approval Authority Exchange	Transfer Package	This includes all relevant documentation (e.g., medical records, security forms, waivers granted) necessary to conduct a review by the gaining Service's approval authority. For a request to enter a commissioning program, the transfer package will also include all Member documentation that will be viewed by an entrance board that may include (but not be limited to) enlisted performance reports, awards and decorations, college transcripts, special academic achievements, and waivers granted.	Human Resources Specialist	Transfer Specialist	Assess Interservice Transfer Eligibility	Human Resources Management Approval Authority	Transfer Approval Authority	Conduct Interservice Transfer Review	Electronic/Paper	Yes	As Required
Transfer Specialist - Transfer Approval Authority Exchange	Transfer Package	This includes all relevant documentation (e.g., medical records, security forms, waivers granted) necessary to conduct a review by the gaining Service's approval authority. For a request to enter a commissioning program, the transfer package will also include all Member documentation that will be viewed by an entrance board that may include (but not be limited to) enlisted performance reports, awards and decorations, college transcripts, special academic achievements, and waivers granted.	Human Resources Specialist	Transfer Specialist	Assess Commissioning Program Eligibility	Human Resources Management Approval Authority	Transfer Approval Authority	Provide Entrance Review Board Decision	Electronic/Paper	Yes	As Required
Human Resource Profile Administrator - Transfer Approval Authority Exchange	Transfer Profile Information	This includes transfer information associated with a personnel/pay record. The information may include (but not be limited to) personnel restriction information, administrative action reason information, adverse action information, Member name, Member obligation, Member contract, Member current Service and component; as well as information from the Officer Agreement Profile Information, Separation Profile Information and Enlistment Agreement Profile Information.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Management Approval Authority	Transfer Approval Authority	Conduct Interservice Transfer Board Review	Electronic	Yes	As Required
Human Resource Profile Administrator - Transfer Approval Authority Exchange	Transfer Profile Information	This includes transfer information associated with a personnel/pay record. The information may include (but not be limited to) personnel restriction information, administrative action reason information, adverse action information, Member name, Member obligation, Member contract, Member current Service and component; as well as information from the Officer Agreement Profile Information, Separation Profile Information and Enlistment Agreement Profile Information.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Management Approval Authority	Transfer Approval Authority	Provide Entrance Review Board Decision	Electronic	Yes	As Required
Human Resource Profile Administrator - Transfer Specialist Exchange	Transfer Profile Information	This includes transfer information associated with a personnel/pay record. The information may include (but not be limited to) personnel restriction information, administrative action reason information, adverse action information, Member name, Member obligation, Member contract, Member current Service and component; as well as information from the Officer Agreement Profile Information, Separation Profile Information and Enlistment Agreement Profile Information.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Specialist	Transfer Specialist	Assess Intraservice Transfer Eligibility	Electronic	Yes	As Required

Needline	Information Exchange Name	Information Exchange Description	Source Operational Node	Source Sub Operational Node	Source Activity	Destination Operational Node	Destination Sub Operational Node	Destination Activity	Media	Privacy Act Protected	Frequency
Human Resource Profile Administrator - Transfer Approval Authority Exchange	Transfer Profile Information	This includes transfer information associated with a personnel/pay record. The information may include (but not be limited to) personnel restriction information, administrative action reason information, adverse action information, Member name, Member obligation, Member contract, Member current Service and component; as well as information from the Officer Agreement Profile Information, Separation Profile Information and Enlistment Agreement Profile Information.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Management Approval Authority	Transfer Approval Authority	Conduct Intraservice Transfer Review	Electronic	Yes	As Required
Human Resource Profile Administrator - Transfer Specialist Exchange	Transfer Profile Information	This includes transfer information associated with a personnel/pay record. The information may include (but not be limited to) personnel restriction information, administrative action reason information, adverse action information, Member name, Member obligation, Member contract, Member current Service and component; as well as information from the Officer Agreement Profile Information, Separation Profile Information and Enlistment Agreement Profile Information.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Specialist	Transfer Specialist	Execute Intraservice Transfer Decision	Electronic	Yes	As Required
Human Resource Profile Administrator - Transfer Specialist Exchange	Transfer Profile Information	This includes transfer information associated with a personnel/pay record. The information may include (but not be limited to) personnel restriction information, administrative action reason information, adverse action information, Member name, Member obligation, Member contract, Member current Service and component; as well as information from the Officer Agreement Profile Information, Separation Profile Information and Enlistment Agreement Profile Information.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Specialist	Transfer Specialist	Assess Interservice Transfer Eligibility	Electronic	Yes	As Required
Human Resource Profile Administrator - Transfer Specialist Exchange	Transfer Profile Information	This includes transfer information associated with a personnel/pay record. The information may include (but not be limited to) personnel restriction information, administrative action reason information, adverse action information, Member name, Member obligation, Member contract, Member current Service and component; as well as information from the Officer Agreement Profile Information, Separation Profile Information and Enlistment Agreement Profile Information.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Specialist	Transfer Specialist	Execute Interservice Transfer Decision	Electronic	Yes	As Required
Human Resource Profile Administrator - Transfer Specialist Exchange	Transfer Profile Information	This includes transfer information associated with a personnel/pay record. The information may include (but not be limited to) personnel restriction information, administrative action reason information, adverse action information, Member name, Member obligation, Member contract, Member current Service and component; as well as information from the Officer Agreement Profile Information, Separation Profile Information and Enlistment Agreement Profile Information.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Specialist	Transfer Specialist	Assess Commissioning Program Eligibility	Electronic	Yes	As Required
Human Resource Profile Administrator - Transfer Specialist Exchange	Transfer Profile Information	This includes transfer information associated with a personnel/pay record. The information may include (but not be limited to) personnel restriction information, administrative action reason information, adverse action information, Member name, Member obligation, Member contract, Member current Service and component; as well as information from the Officer Agreement Profile Information, Separation Profile Information and Enlistment Agreement Profile Information.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Specialist	Transfer Specialist	Execute Commissioning Program Admission Decision	Electronic	Yes	As Required
Transfer Specialist - Human Resource Profile Administrator Exchange	Transfer Profile Update Information	This includes updated transfer information associated with a personnel/pay record. The information may include (but not be limited to) Member name, Member obligation, Member contract, and Member current Service and component	Human Resources Specialist	Transfer Specialist	Execute Commissioning Program Admission Decision	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Electronic	Yes	As Required
Transfer Specialist - Human Resource Profile Administrator Exchange	Transfer Profile Update Information	This includes updated transfer information associated with a personnel/pay record. The information may include (but not be limited to) Member name, Member obligation, Member contract, and Member current Service and component	Human Resources Specialist	Transfer Specialist	Execute Intraservice Transfer Decision	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Electronic	Yes	As Required
Transfer Specialist - Human Resource Profile Administrator Exchange	Transfer Profile Update Information	This includes updated transfer information associated with a personnel/pay record. The information may include (but not be limited to) Member name, Member obligation, Member contract, and Member current Service and component	Human Resources Specialist	Transfer Specialist	Execute Interservice Transfer Decision	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Electronic	Yes	As Required

Needline	Information Exchange Name	Information Exchange Description	Source Operational Node	Source Sub Operational Node	Source Activity	Destination Operational Node	Destination Sub Operational Node	Destination Activity	Media	Privacy Act Protected	Frequency
DoD Military Personnel - Transfer Specialist Exchange	Transfer Request	This includes the request information related to a transfer. Transfer requests may be initiated by a Member or a gaining Service or component. Types of transfers may include interservice, intraservice, transfer between reserve categories, transfer between military personnel class (request to attend a commissioning source program (e.g., Service Academy, Officer Training School [OTS], Reserve Officers' Training Corp [OTC]), and transfer to and from active duty. The information on the transfer request may include (but not be limited to) Member name, transfer type, current Service or component, desired Service or component, proof of eligibility for transfer, waiver request, and justification for transfer.	Human Resources Customer	DoD Military Personne	Process Individual Information	Human Resources Specialist	Transfer Specialist	Assess Intraservice Transfer Eligibility	Electronic/Paper	Yes	As Required
DoD Military Personnel - Transfer Specialist Exchange	Transfer Request	This includes the request information related to a transfer. Transfer requests may be initiated by a Member or a gaining Service or component. Types of transfers may include interservice, intraservice, transfer between reserve categories, transfer between military personnel class (request to attend a commissioning source program (e.g., Service Academy, Officer Training School [OTS], Reserve Officers' Training Corp [OTC]), and transfer to and from active duty. The information on the transfer request may include (but not be limited to) Member name, transfer type, current Service or component, desired Service or component, proof of eligibility for transfer, waiver request, and justification for transfer.	Human Resources Customer	DoD Military Personne	Process Individual Information	Human Resources Specialist	Transfer Specialist	Assess Interservice Transfer Eligibility	Electronic/Paper	Yes	As Required
DoD Military Personnel - Transfer Specialist Exchange	Transfer Request	This includes the request information related to a transfer. Transfer requests may be initiated by a Member or a gaining Service or component. Types of transfers may include interservice, intraservice, transfer between reserve categories, transfer between military personnel class (request to attend a commissioning source program (e.g., Service Academy, Officer Training School [OTS], Reserve Officers' Training Corp [OTC]), and transfer to and from active duty. The information on the transfer request may include (but not be limited to) Member name, transfer type, current Service or component, desired Service or component, proof of eligibility for transfer, waiver request, and justification for transfer.	Human Resources Customer	DoD Military Personne	Process Individual Information	Human Resources Specialist	Transfer Specialist	Assess Commissioning Program Eligibility	Electronic/Paper	Yes	As Required

Manage Personnel Retention Operational Information Exchange Matrix (OV-3)

Need Line	Information Exchange Name	Information Exchange Description	Source Node	Source Sub Node	Source Activity	Destination Node	Destination Sub Node	Destination Activity	Media	Privacy Act Protected	Frequency
Career Specialist - DoD Military Personnel Exchange	Personnel Action Decision Notificator	This includes the notification information to reflect the details of a decision made by an Approval Authority on a personnel action. The information may include (but not be limited to) decision recipient, notification date, personnel action identifier and personnel action status.	Human Resources Specialist	Career Specialist	Provide Enlistment Extension Request Decision	Human Resources Customer	DoD Military Personne	Process Individual Information	Electronic/Paper	Yes	As Required
Career Specialist - DoD Military Personnel Exchange	Personnel Action Decision Notificator	This includes the notification information to reflect the details of a decision made by an Approval Authority on a personnel action. The information may include (but not be limited to) decision recipient, notification date, personnel action identifier and personnel action status.	Human Resources Specialist	Career Specialist	Provide Involuntary Enlistment Extension Waiver Decision	Human Resources Customer	DoD Military Personne	Process Individual Information	Electronic/Paper	Yes	As Required
Career Approval Authority - DoD Military Personnel Exchange	Personnel Action Decision Notificator	This includes the notification information to reflect the details of a decision made by an Approval Authority on a personnel action. The information may include (but not be limited to) decision recipient, notification date, personnel action identifier and personnel action status.	Human Resources Management Approval Authority	Career Approval Authority	Determine Involuntary Retention Appeal Outcome	Human Resources Customer	DoD Military Personne	Process Individual Information	Electronic/Paper	Yes	As Required
Career Specialist - DoD Military Personnel Exchange	Personnel Action Decision Notificator	This includes the notification information to reflect the details of a decision made by an Approval Authority on a personnel action. The information may include (but not be limited to) decision recipient, notification date, personnel action identifier and personnel action status.	Human Resources Specialist	Career Specialist	Identify Officer for Involuntary Retention	Human Resources Customer	DoD Military Personne	Process Individual Information	Electronic/Paper	Yes	As Required
Career Specialist - DoD Military Personnel Exchange	Personnel Action Decision Notificator	This includes the notification information to reflect the details of a decision made by an Approval Authority on a personnel action. The information may include (but not be limited to) decision recipient, notification date, personnel action identifier and personnel action status.	Human Resources Specialist	Career Specialist	Manage Special Category Agreement	Human Resources Customer	DoD Military Personne	Process Individual Information	Electronic/Paper	Yes	As Required
Human Resource Profile Administrator - Career Specialist Exchange	Personnel Retention Profile Informator	This includes personnel agreement and Service obligation information associated with a personnel/pay record. The information may include (but not be limited to) administrative action reason information, personnel restriction information, Service obligation start date, Service obligation length, Service obligation type, and personnel grade change information (e.g., promotion status and history). The military Service may include active duty, reserve duty, or Individual Ready Reserve (IRR).	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Specialist	Career Specialist	Identify Member for Reenlistment	Electronic	Yes	As Required
Human Resource Profile Administrator - Career Specialist Exchange	Personnel Retention Profile Informator	This includes personnel agreement and Service obligation information associated with a personnel/pay record. The information may include (but not be limited to) administrative action reason information, personnel restriction information, Service obligation start date, Service obligation length, Service obligation type, and personnel grade change information (e.g., promotion status and history). The military Service may include active duty, reserve duty, or Individual Ready Reserve (IRR).	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Specialist	Career Specialist	Counsel Reenlistment Candidate	Electronic	Yes	As Required
Career Specialist - Career Specialist Exchange	Enlistment Extension Agreement	This includes the Enlistment Extension Agreement that must be signed by both the Member and the witnessing official(s) to extend enlistment. The information may include (but not be limited to) agreement start date, agreement stop date, and agreement status.	Human Resources Specialist	Career Specialist	Prepare Enlistment Extension Service Agreement	Human Resources Specialist	Career Specialist	Facilitate Signing of Service Enlistment Agreement	Electronic/Paper	Yes	As Required
DoD Military Personnel - Career Approval Authority Exchange	Enlistment Extension Appea	This includes a request by the Member to appeal the extension decision of the Approval Authority. The information may include (but not be limited to) appeal date, appeal status, and appeal justification.	Human Resources Customer	DoD Military Personne	Process Individual Information	Human Resources Management Approval Authority	Career Approval Authority	Provide Enlistment Extension Appeal Decision	Electronic/Paper	Yes	As Required
DoD Military Personnel - Career Approval Authority Exchange	Enlistment Extension Request	This includes information that is needed to request an enlistment extension. The information may include (but not be limited to) extension status, extension start and stop date, and extension bonus information	Human Resources Customer	DoD Military Personne	Submit Enlistment Extension Request	Human Resources Management Approval Authority	Career Approval Authority	Provide Enlistment Extension Request Decision	Electronic/Paper	Yes	As Required
Human Resource Profile Administrator - Career Specialist Exchange	Human Resources Profile Informator	This includes captured personal, professional, and pay information related to the processes of administering manpower and staffing, human resources, personnel development, benefits, and pay. Information in the Human Resource Profile is for limited access for authorized personnel only.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Specialist	Career Specialist	Manage Special Category Agreement	Electronic	Yes	As Required
Career Specialist - Human Resource Profile Administrator Exchange	Human Resources Profile Update Information	This includes updated personal, professional, and pay information related to the processes of administering manpower and staffing, human resources, personnel development, benefits, and pay.	Human Resources Specialist	Career Specialist	Manage Special Category Agreement	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Electronic	Yes	As Required
DoD Military Personnel - Career Specialist Exchange	Individual Enlistment Extension Response	This includes any reversal of intentions by the Member. The Member may, up until the enlistment extension contract is signed, choose not to extend. The information may include (but not be limited to) Member's decision to extend, extension status, and decision date.	Human Resources Customer	DoD Military Personne	Process Individual Information	Human Resources Specialist	Career Specialist	Prepare Enlistment Extension Service Agreement	Electronic/Paper	Yes	As Required
DoD Military Personnel - Career Specialist Exchange	Individual Human Resources Informator	This information is an input into Human Resources Management activities from a person. Examples are travel voucher, family member information update, and individual development information.	Human Resources Customer	DoD Military Personne	Process Individual Information	Human Resources Specialist	Career Specialist	Manage Special Category Agreement	Electronic/Paper	Yes	As Required

Need Line	Information Exchange Name	Information Exchange Description	Source Node	Source Sub Node	Source Activity	Destination Node	Destination Sub Node	Destination Activity	Media	Privacy Act Protected	Frequency
DoD Military Personnel - Career Specialist Exchange	Individual Reenlistment Response	This includes any reversal of intentions by the Member. The Member may, up until the reenlistment contract is signed, choose not to reenlist. The information may include (but not be limited to) Member's decision to reenlist, reenlistment status, and decision date.	Human Resources Customer	DoD Military Personne	Process Individual Information	Human Resources Specialist	Career Specialist	Execute Reenlistment	Electronic/Paper	Yes	As Required
Career Specialist - Career Specialist Exchange	Involuntary Enlistment Extension Candidate List	This includes a list of Member(s) eligible for Involuntary Enlistment Extension that have met the criteria based on military specialty, pay grade, assigned unit, etc. The information may include (but not be limited to) occupation code, grade, and rank.	Human Resources Specialist	Career Specialist	Determine Member(s) for Involuntary Enlistment Extension	Human Resources Specialist	Career Specialist	Counsel Involuntary Enlistment Extension Member	Electronic/Paper	Yes	As Required
Career Specialist - Career Approval Authority Exchange	Involuntary Enlistment Extension Waiver Request	This includes information from a Member requesting to not be involuntarily extended due to reasons like financial hardship. The information may include (but not be limited to) waiver type, waiver status, and waiver reason.	Human Resources Specialist	Career Specialist	Counsel Involuntary Enlistment Extension Member	Human Resources Management Approval Authority	Career Approval Authority	Process Involuntary Enlistment Extension Waiver Request	Electronic/Paper	Yes	As Required
Career Specialist - Career Approval Authority Exchange	Officer Agreement Change Counseling Information	This includes the official record that the officer was counseled about all aspects of their officer agreement and service obligation change and that they either signed or consented to understanding this information	Human Resources Specialist	Career Specialist	Counsel Involuntary Retention Officer	Human Resources Management Approval Authority	Career Approval Authority	Determine Involuntary Retention Appeal Outcome	Electronic/Paper	Yes	As Required
Career Specialist - Career Specialist Exchange	Officer Agreement Change Counseling Information	This includes the official record that the officer was counseled about all aspects of their officer agreement and service obligation change and that they either signed or consented to understanding this information	Human Resources Specialist	Career Specialist	Counsel Involuntary Retention Officer	Human Resources Specialist	Career Specialist	Execute Involuntary Retention	Electronic/Paper	Yes	As Required
DoD Military Personnel - Career Approval Authority Exchange	Officer Involuntary Retention Appeal	This includes an appeal to not extend the officer's military service past their current obligation date. This appeal is filed by an officer that has been identified for retention	Human Resources Customer	DoD Military Personne	Process Individual Information	Human Resources Management Approval Authority	Career Approval Authority	Determine Involuntary Retention Appeal Outcome	Electronic/Paper	Yes	As Required
Career Approval Authority - Career Specialist Exchange	Officer Involuntary Retention Appeal Decision	This includes the response to an officer's involuntary retention appeal. This is the official and final decision regarding the appeal.	Human Resources Management Approval Authority	Career Approval Authority	Determine Involuntary Retention Appeal Outcome	Human Resources Specialist	Career Specialist	Execute Involuntary Retention	Electronic/Paper	Yes	As Required
Career Approval Authority - Career Specialist Exchange	Personnel Action Decisior	This includes all decisions made by an Approval Authority on a personnel action. The information will include documentation of a Member's rights associated with the decision (e.g., right to appeal). The personnel action decision may include (but not be limited to) personnel action identifier, personnel action status, and personnel action status date and time	Human Resources Management Approval Authority	Career Approval Authority	Make Reenlistment Decisior	Human Resources Specialist	Career Specialist	Execute Reenlistment	Electronic	Yes	As Required
Career Approval Authority - Career Specialist Exchange	Personnel Action Decisior	This includes all decisions made by an Approval Authority on a personnel action. The information will include documentation of a Member's rights associated with the decision (e.g., right to appeal). The personnel action decision may include (but not be limited to) personnel action identifier, personnel action status, and personnel action status date and time	Human Resources Management Approval Authority	Career Approval Authority	Make Reenlistment Decisior	Human Resources Specialist	Career Specialist	Update Member's Reenlistment Eligibility	Electronic	Yes	As Required
Career Approval Authority - DoD Military Personnel Exchange	Personnel Action Decisior	This includes all decisions made by an Approval Authority on a personnel action. The information will include documentation of a Member's rights associated with the decision (e.g., right to appeal). The personnel action decision may include (but not be limited to) personnel action identifier, personnel action status, and personnel action status date and time	Human Resources Management Approval Authority	Career Approval Authority	Make Reenlistment Decisior	Human Resources Customer	DoD Military Personne	Prepare Reenlistment Appeal	Electronic	Yes	As Required
Career Approval Authority - Career Specialist Exchange	Personnel Action Decisior	This includes all decisions made by an Approval Authority on a personnel action. The information will include documentation of a Member's rights associated with the decision (e.g., right to appeal). The personnel action decision may include (but not be limited to) personnel action identifier, personnel action status, and personnel action status date and time	Human Resources Management Approval Authority	Career Approval Authority	Provide Enlistment Extension Appeal Decision	Human Resources Specialist	Career Specialist	Prepare Enlistment Extension Service Agreement	Electronic	Yes	As Required
Career Approval Authority - Career Specialist Exchange	Personnel Action Decisior	This includes all decisions made by an Approval Authority on a personnel action. The information will include documentation of a Member's rights associated with the decision (e.g., right to appeal). The personnel action decision may include (but not be limited to) personnel action identifier, personnel action status, and personnel action status date and time	Human Resources Management Approval Authority	Career Approval Authority	Provide Enlistment Extension Request Decision	Human Resources Specialist	Career Specialist	Prepare Enlistment Extension Service Agreement	Electronic	Yes	As Required
Career Approval Authority - Career Specialist Exchange	Personnel Action Decisior	This includes all decisions made by an Approval Authority on a personnel action. The information will include documentation of a Member's rights associated with the decision (e.g., right to appeal). The personnel action decision may include (but not be limited to) personnel action identifier, personnel action status, and personnel action status date and time	Human Resources Management Approval Authority	Career Approval Authority	Provide Involuntary Enlistment Extension Waiver Decision	Human Resources Specialist	Career Specialist	Prepare Enlistment Extension Service Agreement	Electronic	Yes	As Required
Career Approval Authority - Career Specialist Exchange	Personnel Action Decisior	This includes all decisions made by an Approval Authority on a personnel action. The information will include documentation of a Member's rights associated with the decision (e.g., right to appeal). The personnel action decision may include (but not be limited to) personnel action identifier, personnel action status, and personnel action status date and time	Human Resources Management Approval Authority	Career Approval Authority	Identify Officer for Involuntary Retention	Human Resources Specialist	Career Specialist	Counsel Involuntary Retention Officer	Electronic	Yes	As Required

Need Line	Information Exchange Name	Information Exchange Description	Source Node	Source Sub Node	Source Activity	Destination Node	Destination Sub Node	Destination Activity	Media	Privacy Act Protected	Frequency
Career Approval Authority - Career Specialist Exchange	Personnel Action Decisor	This includes all decisions made by an Approval Authority on a personnel action. The information will include documentation of a Member's rights associated with the decision (e.g., right to appeal). The personnel action decision may include (but not be limited to) personnel action identifier, personnel action status, and personnel action status date and time	Human Resources Management Approval Authority	Career Approval Authority	Identify Officer for Involuntary Retention	Human Resources Specialist	Career Specialist	Execute Involuntary Retention	Electronic	Yes	As Required
Career Specialist - DoD Military Personnel Exchange	Personnel Action Decision Notificator	This includes the notification information to reflect the details of a decision made by an Approval Authority on a personnel action. The information may include (but not be limited to) decision recipient, notification date, personnel action identifier and personnel action status.	Human Resources Specialist	Career Specialist	Make Reenlistment Decision	Human Resources Customer	DoD Military Personne	Process Individual Information	Electronic/Paper	Yes	As Required
Career Specialist - DoD Military Personnel Exchange	Personnel Action Decision Notificator	This includes the notification information to reflect the details of a decision made by an Approval Authority on a personnel action. The information may include (but not be limited to) decision recipient, notification date, personnel action identifier and personnel action status.	Human Resources Specialist	Career Specialist	Provide Enlistment Extension Appeal Decision	Human Resources Customer	DoD Military Personne	Process Individual Information	Electronic/Paper	Yes	As Required
Human Resource Profile Administrator - Career Specialist Exchange	Personnel Retention Profile Informator	This includes personnel agreement and Service obligation information associated with a personnel/pay record. The information may include (but not be limited to) administrative action reason information, personnel restriction information, Service obligation start date, Service obligation length, Service obligation type, and personnel grade change information (e.g., promotion status and history). The military Service may include active duty, reserve duty, or Individual Ready Reserve (IRR).	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Specialist	Career Specialist	Prepare Reenlistment Waiver	Electronic	Yes	As Required
Human Resource Profile Administrator - Career Approval Authority Exchange	Personnel Retention Profile Informator	This includes personnel agreement and Service obligation information associated with a personnel/pay record. The information may include (but not be limited to) administrative action reason information, personnel restriction information, Service obligation start date, Service obligation length, Service obligation type, and personnel grade change information (e.g., promotion status and history). The military Service may include active duty, reserve duty, or Individual Ready Reserve (IRR).	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Management Approval Authority	Career Approval Authority	Review Reenlistment Request	Electronic	Yes	As Required
Human Resource Profile Administrator - Career Approval Authority Exchange	Personnel Retention Profile Informator	This includes personnel agreement and Service obligation information associated with a personnel/pay record. The information may include (but not be limited to) administrative action reason information, personnel restriction information, Service obligation start date, Service obligation length, Service obligation type, and personnel grade change information (e.g., promotion status and history). The military Service may include active duty, reserve duty, or Individual Ready Reserve (IRR).	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Management Approval Authority	Career Approval Authority	Make Reenlistment Decision	Electronic	Yes	As Required
Human Resource Profile Administrator - Career Specialist Exchange	Personnel Retention Profile Informator	This includes personnel agreement and Service obligation information associated with a personnel/pay record. The information may include (but not be limited to) administrative action reason information, personnel restriction information, Service obligation start date, Service obligation length, Service obligation type, and personnel grade change information (e.g., promotion status and history). The military Service may include active duty, reserve duty, or Individual Ready Reserve (IRR).	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Specialist	Career Specialist	Update Member's Reenlistment Eligibility	Electronic	Yes	As Required
Human Resource Profile Administrator - DoD Military Personnel Exchange	Personnel Retention Profile Informator	This includes personnel agreement and Service obligation information associated with a personnel/pay record. The information may include (but not be limited to) administrative action reason information, personnel restriction information, Service obligation start date, Service obligation length, Service obligation type, and personnel grade change information (e.g., promotion status and history). The military Service may include active duty, reserve duty, or Individual Ready Reserve (IRR).	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Customer	DoD Military Personne	Submit Enlistment Extension Request	Electronic	Yes	As Required
Human Resource Profile Administrator - Career Approval Authority Exchange	Personnel Retention Profile Informator	This includes personnel agreement and Service obligation information associated with a personnel/pay record. The information may include (but not be limited to) administrative action reason information, personnel restriction information, Service obligation start date, Service obligation length, Service obligation type, and personnel grade change information (e.g., promotion status and history). The military Service may include active duty, reserve duty, or Individual Ready Reserve (IRR).	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Management Approval Authority	Career Approval Authority	Provide Enlistment Extension Appeal Decision	Electronic	Yes	As Required
Human Resource Profile Administrator - Career Approval Authority Exchange	Personnel Retention Profile Informator	This includes personnel agreement and Service obligation information associated with a personnel/pay record. The information may include (but not be limited to) administrative action reason information, personnel restriction information, Service obligation start date, Service obligation length, Service obligation type, and personnel grade change information (e.g., promotion status and history). The military Service may include active duty, reserve duty, or Individual Ready Reserve (IRR).	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Management Approval Authority	Career Approval Authority	Provide Enlistment Extension Request Decision	Electronic	Yes	As Required

Need Line	Information Exchange Name	Information Exchange Description	Source Node	Source Sub Node	Source Activity	Destination Node	Destination Sub Node	Destination Activity	Media	Privacy Act Protected	Frequency
Career Specialist - Human Resource Profile Administrator Exchange	Personnel Retention Profile Update Information	This includes updated personnel agreement and Service obligation information associated with a personnel/pay record. The information may include (but not be limited to) Service obligation start date, Service obligation length, Service obligation type, administrative action reason information, personnel restriction information, and personnel grade change information (e.g., promotion status and history). The military Service may include active duty, reserve duty, or Individual Ready Reserve (IRR).	Human Resources Specialist	Career Specialist	Counsel Reenlistment Candidate	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Electronic	Yes	As Required
Career Approval Authority - Human Resource Profile Administrator Exchange	Personnel Retention Profile Update Information	This includes updated personnel agreement and Service obligation information associated with a personnel/pay record. The information may include (but not be limited to) Service obligation start date, Service obligation length, Service obligation type, administrative action reason information, personnel restriction information, and personnel grade change information (e.g., promotion status and history). The military Service may include active duty, reserve duty, or Individual Ready Reserve (IRR).	Human Resources Management Approval Authority	Career Approval Authority	Review Reenlistment Request	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Electronic	Yes	As Required
Career Specialist - Human Resource Profile Administrator Exchange	Personnel Retention Profile Update Information	This includes updated personnel agreement and Service obligation information associated with a personnel/pay record. The information may include (but not be limited to) Service obligation start date, Service obligation length, Service obligation type, administrative action reason information, personnel restriction information, and personnel grade change information (e.g., promotion status and history). The military Service may include active duty, reserve duty, or Individual Ready Reserve (IRR).	Human Resources Specialist	Career Specialist	Update Member's Reenlistment Eligibility	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Electronic	Yes	As Required
Career Specialist - Human Resource Profile Administrator Exchange	Personnel Retention Profile Update Information	This includes updated personnel agreement and Service obligation information associated with a personnel/pay record. The information may include (but not be limited to) Service obligation start date, Service obligation length, Service obligation type, administrative action reason information, personnel restriction information, and personnel grade change information (e.g., promotion status and history). The military Service may include active duty, reserve duty, or Individual Ready Reserve (IRR).	Human Resources Specialist	Career Specialist	Execute Reenlistment	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Electronic	Yes	As Required
DoD Military Personnel - Human Resource Profile Administrator Exchange	Personnel Retention Profile Update Information	This includes updated personnel agreement and Service obligation information associated with a personnel/pay record. The information may include (but not be limited to) Service obligation start date, Service obligation length, Service obligation type, administrative action reason information, personnel restriction information, and personnel grade change information (e.g., promotion status and history). The military Service may include active duty, reserve duty, or Individual Ready Reserve (IRR).	Human Resources Customer	DoD Military Personne	Execute Reenlistment	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Electronic	Yes	As Required
Career Specialist - Human Resource Profile Administrator Exchange	Personnel Retention Profile Update Information	This includes updated personnel agreement and Service obligation information associated with a personnel/pay record. The information may include (but not be limited to) Service obligation start date, Service obligation length, Service obligation type, administrative action reason information, personnel restriction information, and personnel grade change information (e.g., promotion status and history). The military Service may include active duty, reserve duty, or Individual Ready Reserve (IRR).	Human Resources Specialist	Career Specialist	Determine Member(s) for Involuntary Enlistment Extension	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Electronic	Yes	As Required
Career Specialist - Human Resource Profile Administrator Exchange	Personnel Retention Profile Update Information	This includes updated personnel agreement and Service obligation information associated with a personnel/pay record. The information may include (but not be limited to) Service obligation start date, Service obligation length, Service obligation type, administrative action reason information, personnel restriction information, and personnel grade change information (e.g., promotion status and history). The military Service may include active duty, reserve duty, or Individual Ready Reserve (IRR).	Human Resources Specialist	Career Specialist	Counsel Involuntary Enlistment Extension Member	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Electronic	Yes	As Required
Career Specialist - Human Resource Profile Administrator Exchange	Personnel Retention Profile Update Information	This includes updated personnel agreement and Service obligation information associated with a personnel/pay record. The information may include (but not be limited to) Service obligation start date, Service obligation length, Service obligation type, administrative action reason information, personnel restriction information, and personnel grade change information (e.g., promotion status and history). The military Service may include active duty, reserve duty, or Individual Ready Reserve (IRR).	Human Resources Specialist	Career Specialist	Update Enlistment Service Agreement	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Electronic	Yes	As Required
Career Specialist - Human Resource Profile Administrator Exchange	Personnel Retention Profile Update Information	This includes updated personnel agreement and Service obligation information associated with a personnel/pay record. The information may include (but not be limited to) Service obligation start date, Service obligation length, Service obligation type, administrative action reason information, personnel restriction information, and personnel grade change information (e.g., promotion status and history). The military Service may include active duty, reserve duty, or Individual Ready Reserve (IRR).	Human Resources Specialist	Career Specialist	Counsel Member on Pending Extension	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Electronic	Yes	As Required

Need Line	Information Exchange Name	Information Exchange Description	Source Node	Source Sub Node	Source Activity	Destination Node	Destination Sub Node	Destination Activity	Media	Privacy Act Protected	Frequency
Career Specialist - Human Resource Profile Administrator Exchange	Personnel Retention Profile Update Information	This includes updated personnel agreement and Service obligation information associated with a personnel/pay record. The information may include (but not be limited to) Service obligation start date, Service obligation length, Service obligation type, administrative action reason information, personnel restriction information, and personnel grade change information (e.g., promotion status and history). The military Service may include active duty, reserve duty, or Individual Ready Reserve (IRR).	Human Resources Specialist	Career Specialist	Execute Involuntary Retention	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Electronic	Yes	As Required
DoD Military Personnel - Career Approval Authority Exchange	Reenlistment Appeal Request	This includes a request by the Member to appeal the reenlistment decision of the Approval Authority. The information may include (but not be limited to) appeal date, appeal status, and appeal justification.	Human Resources Customer	DoD Military Personnel	Prepare Reenlistment Appeal	Human Resources Management Approval Authority	Career Approval Authority	Make Reenlistment Decision	Electronic/Paper	Yes	As Required
Career Specialist - Career Specialist Exchange	Reenlistment Final Candidate List	This includes the final list of approved Candidates for reenlistment. The information may include (but not be limited to) occupation code, duty start and stop date, and expiration term of service date.	Human Resources Specialist	Career Specialist	Counsel Reenlistment Candidate	Human Resources Specialist	Career Specialist	Submit Reenlistment Request	Electronic/Paper	Yes	As Required
Career Specialist - Career Specialist Exchange	Reenlistment Initial Candidate List	This includes the initial list Candidates eligible for reenlistment. The information may include (but not be limited to) occupation code, duty start and stop date, and expiration term of service date.	Human Resources Specialist	Career Specialist	Identify Member for Reenlistment	Human Resources Specialist	Career Specialist	Counsel Reenlistment Candidate	Electronic/Paper	Yes	As Required
DoD Military Personnel - Career Approval Authority Exchange	Reenlistment Request	This includes pre-populated information from the Member's personnel/pay record. The information may include (but not be limited to) projected date of reenlistment, term of the reenlistment agreement, and reenlistment bonus information.	Human Resources Customer	DoD Military Personnel	Submit Reenlistment Request	Human Resources Management Approval Authority	Career Approval Authority	Review Reenlistment Request	Electronic/Paper	Yes	As Required
Career Specialist - DoD Military Personnel Exchange	Reenlistment Waiver	This includes the required waiver for Members who do not meet specific reenlistment standards. The information may include (but not be limited to) waiver type, waiver reason, and waiver status.	Human Resources Specialist	Career Specialist	Prepare Reenlistment Waiver	Human Resources Customer	DoD Military Personnel	Submit Reenlistment Request	Electronic/Paper	Yes	As Required
Career Specialist - Career Specialist Exchange	Reenlistment Waiver Request	This includes the solicitation of any waivers for Members who do not meet specific reenlistment standards. The information may include (but not be limited to) waiver type, waiver reason, and waiver status.	Human Resources Specialist	Career Specialist	Counsel Reenlistment Candidate	Human Resources Specialist	Career Specialist	Prepare Reenlistment Waiver	Electronic/Paper	Yes	As Required
Career Approval Authority - Career Approval Authority Exchange	Reviewed Reenlistment Request	This includes the completed reenlistment request. The information may include (but not be limited to) any waivers and recommendations from the chain of command.	Human Resources Management Approval Authority	Career Approval Authority	Review Reenlistment Request	Human Resources Management Approval Authority	Career Approval Authority	Make Reenlistment Decision	Electronic/Paper	Yes	As Required
Career Specialist - Career Specialist Exchange	Signed Enlistment Extension Agreement	This includes the signed Enlistment Extension Agreement by both the Member and the witnessing official(s) to extend enlistment. The information may include (but not be limited to) date of extension, the term of the extension contract, and the Member's signature.	Human Resources Specialist	Career Specialist	Facilitate Signing of Service Enlistment Agreement	Human Resources Specialist	Career Specialist	Update Enlistment Service Agreement	Electronic/Paper	Yes	As Required
Career Specialist - Career Specialist Exchange	Signed Enlistment Extension Agreement	This includes the signed Enlistment Extension Agreement by both the Member and the witnessing official(s) to extend enlistment. The information may include (but not be limited to) date of extension, the term of the extension contract, and the Member's signature.	Human Resources Specialist	Career Specialist	Facilitate Signing of Service Enlistment Agreement	Human Resources Specialist	Career Specialist	Counsel Member on Pending Extension	Electronic/Paper	Yes	As Required
DoD Military Personnel - Career Specialist Exchange	Signed Enlistment Extension Agreement	This includes the signed Enlistment Extension Agreement by both the Member and the witnessing official(s) to extend enlistment. The information may include (but not be limited to) date of extension, the term of the extension contract, and the Member's signature.	Human Resources Customer	DoD Military Personnel	Facilitate Signing of Service Enlistment Agreement	Human Resources Specialist	Career Specialist	Update Enlistment Service Agreement	Electronic/Paper	Yes	As Required
DoD Military Personnel - Career Specialist Exchange	Signed Enlistment Extension Agreement	This includes the signed Enlistment Extension Agreement by both the Member and the witnessing official(s) to extend enlistment. The information may include (but not be limited to) date of extension, the term of the extension contract, and the Member's signature.	Human Resources Customer	DoD Military Personnel	Facilitate Signing of Service Enlistment Agreement	Human Resources Specialist	Career Specialist	Counsel Member on Pending Extension	Electronic/Paper	Yes	As Required
Workforce Analyst - Career Specialist Exchange	Stop Loss Criteria	This includes the criteria that specify which personnel need to be retained. This criteria may include (but not be limited to) military occupational specialty (MOS) and period of retention.	Human Resources Specialist	Workforce Analyst	Perform Workforce Analysis	Human Resources Specialist	Career Specialist	Identify Officer for Involuntary Retention	Electronic/Paper	Yes	As Required
Workforce Analyst - Career Specialist Exchange	Stop Loss Notification	This includes information from the Service Headquarters identifying Members for involuntary retention based on Service specific criteria. The information may include (but not be limited to) notification recipient, notification date, and notification type.	Force Manager	Workforce Analyst	Perform Workforce Analysis	Human Resources Specialist	Career Specialist	Determine Member(s) for Involuntary Enlistment Extension	Electronic/Paper	Yes	As Required
Workforce Analyst - Career Specialist Exchange	Stop Loss Notification	This includes information from the Service Headquarters identifying Members for involuntary retention based on Service specific criteria. The information may include (but not be limited to) notification recipient, notification date, and notification type.	Force Manager	Workforce Analyst	Perform Workforce Analysis	Human Resources Specialist	Career Specialist	Identify Officer for Involuntary Retention	Electronic/Paper	Yes	As Required

Administer Performance Evaluation Operational Information Exchange Matrix (OV-3)

Need Line	Information Exchange Name	Information Exchange Description	Source Operational Node	Source Sub Operational Node	Source Activity	Destination Operational Node	Destination Sub Operational Node	Destination Activity	Media	Privacy Act Protected	Frequency
Rater - Performance Evaluation Specialist Exchange	Final Performance Evaluation Report	This includes official documentation of the individual's performance evaluation. This is the updated Performance Report Shell that was provided at the beginning of the process that includes the individual's administrative information (e.g., name, social security number (SSN), rank), ranking criteria, and comment section.	Human Resources Management Approval Authority	Rater	Counsel Personnel on Performance Evaluation Report	Human Resources Management Approval Authority	Performance Evaluation Specialist	Provide Performance Evaluation Appeal Decision	Electronic/Paper	Yes	As Required
Rater - Performance Evaluation Approval Authority Exchange	Final Performance Evaluation Report	This includes official documentation of the individual's performance evaluation. This is the updated Performance Report Shell that was provided at the beginning of the process that includes the individual's administrative information (e.g., name, social security number (SSN), rank), ranking criteria, and comment section.	Human Resources Management Approval Authority	Rater	Counsel Personnel on Performance Evaluation Report	Human Resources Management Approval Authority	Performance Evaluation Approval Authority	Provide Performance Evaluation Appeal Decision	Electronic/Paper	Yes	As Required
Performance Evaluation Specialist - Performance Evaluation Specialist Exchange	List of Personnel Requiring Performance Evaluation	This includes a list of personnel who are qualified and eligible for performance evaluations. This may include (but not be limited to) service occupation code, duty start and stop date, and personnel restriction code.	Human Resources Specialist	Performance Evaluation Specialist	Determine Personnel Requiring Performance Evaluation	Human Resources Specialist	Performance Evaluation Specialist	Inform Performance Evaluation Rater	Electronic/Paper	Yes	As Required
Human Resource Profile Administrator - Rater Exchange	Performance Evaluation Development Plan	This includes information needed to document a performance evaluation development plan. This may include (but not be limited to) evaluation comments, recommendations, evaluation start and stop date, and name of evaluator.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Management Approval Authority	Rater	Evaluate Personnel Performance	Electronic/Paper	Yes	As Required
DoD Military Personnel - Rater Exchange	Performance Evaluation Input	This includes documented achievements and comments related to an individual's performance. This may include (but not be limited to) award name, award type, promotion information, training, and education.	Human Resources Customer	DoD Military Personnel	Process Individual Information	Human Resources Management Approval Authority	Rater	Evaluate Personnel Performance	Electronic/Paper	Yes	As Required
Human Resource Profile Administrator - Performance Evaluation Specialist Exchange	Performance Evaluation Profile Information	This includes performance evaluation information associated with a personnel/pay record. This may include (but not be limited to) personnel restriction information, administrative action reason information, evaluation status, evaluation start and stop date, performance composite scores, and comments from the evaluator.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Specialist	Performance Evaluation Specialist	Determine Personnel Requiring Performance Evaluation	Electronic	Yes	As Required
Human Resource Profile Administrator - Performance Evaluation Specialist Exchange	Performance Evaluation Profile Information	This includes performance evaluation information associated with a personnel/pay record. This may include (but not be limited to) personnel restriction information, administrative action reason information, evaluation status, evaluation start and stop date, performance composite scores, and comments from the evaluator.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Specialist	Performance Evaluation Specialist	Identify Performance Evaluation Rating Chain	Electronic	Yes	As Required
Human Resource Profile Administrator - Performance Evaluation Specialist Exchange	Performance Evaluation Profile Information	This includes performance evaluation information associated with a personnel/pay record. This may include (but not be limited to) personnel restriction information, administrative action reason information, evaluation status, evaluation start and stop date, performance composite scores, and comments from the evaluator.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Specialist	Performance Evaluation Specialist	Publish Performance Evaluation Rating Chain	Electronic	Yes	As Required
Human Resource Profile Administrator - Performance Evaluation Specialist Exchange	Performance Evaluation Profile Information	This includes performance evaluation information associated with a personnel/pay record. This may include (but not be limited to) personnel restriction information, administrative action reason information, evaluation status, evaluation start and stop date, performance composite scores, and comments from the evaluator.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Specialist	Performance Evaluation Specialist	Inform Performance Evaluation Rater	Electronic	Yes	As Required
Human Resource Profile Administrator - Rater Exchange	Performance Evaluation Profile Information	This includes performance evaluation information associated with a personnel/pay record. This may include (but not be limited to) personnel restriction information, administrative action reason information, evaluation status, evaluation start and stop date, performance composite scores, and comments from the evaluator.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Management Approval Authority	Rater	Evaluate Personnel Performance	Electronic	Yes	As Required
Human Resource Profile Administrator - Performance Evaluation Specialist Exchange	Performance Evaluation Profile Information	This includes performance evaluation information associated with a personnel/pay record. This may include (but not be limited to) personnel restriction information, administrative action reason information, evaluation status, evaluation start and stop date, performance composite scores, and comments from the evaluator.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Specialist	Performance Evaluation Specialist	Closeout Performance Evaluation Process	Electronic	Yes	As Required
Performance Evaluation Specialist - Human Resource Profile Administrator Exchange	Performance Evaluation Profile Update Information	This includes updated performance evaluation information associated with a personnel/pay record. This may include (but not be limited to) evaluation status, evaluation start and stop date, performance composite scores, and comments from evaluator.	Human Resources Specialist	Performance Evaluation Specialist	Publish Performance Evaluation Rating Chain	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Electronic	Yes	As Required
Performance Evaluation Specialist - Human Resource Profile Administrator Exchange	Performance Evaluation Profile Update Information	This includes updated performance evaluation information associated with a personnel/pay record. This may include (but not be limited to) evaluation status, evaluation start and stop date, performance composite scores, and comments from evaluator.	Human Resources Specialist	Performance Evaluation Specialist	Closeout Performance Evaluation Process	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Electronic	Yes	As Required
Rater - Human Resource Profile Administrator Exchange	Performance Evaluation Profile Update Information	This includes updated performance evaluation information associated with a personnel/pay record. This may include (but not be limited to) evaluation status, evaluation start and stop date, performance composite scores, and comments from evaluator.	Human Resources Management Approval Authority	Rater	Counsel Personnel on Performance Evaluation Report	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Electronic	Yes	As Required

Need Line	Information Exchange Name	Information Exchange Description	Source Operational Node	Source Sub Operational Node	Source Activity	Destination Operational Node	Destination Sub Operational Node	Destination Activity	Media	Privacy Act Protected	Frequency
Performance Evaluation Specialist - Human Resource Profile Administrator Exchange	Performance Evaluation Profile Update Information	This includes updated performance evaluation information associated with a personnel/pay record. This may include (but not be limited to) evaluation status, evaluation start and stop date, performance composite scores, and comments from evaluator.	Human Resources Specialist	Performance Evaluation Specialist	Determine Personnel Requiring Performance Evaluation	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Electronic	Yes	As Required
Performance Evaluation Specialist - Human Resource Profile Administrator Exchange	Performance Evaluation Profile Update Information	This includes updated performance evaluation information associated with a personnel/pay record. This may include (but not be limited to) evaluation status, evaluation start and stop date, performance composite scores, and comments from evaluator.	Human Resources Specialist	Performance Evaluation Specialist	Publish Performance Evaluation Rating Chain	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Electronic	Yes	As Required
Performance Evaluation Specialist - Human Resource Profile Administrator Exchange	Performance Evaluation Rating Chain	This includes the list of raters for a specific Member. This may include (but not be limited to) name of the person being rated, name of raters, rank of raters, and grade of raters.	Human Resources Specialist	Performance Evaluation Specialist	Identify Performance Evaluation Rating Chain	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Electronic/Paper	Yes	As Required
Rater - Rater Exchange	Performance Evaluation Refusal	This includes documentation of an individual's justification as to why he/she refutes a performance evaluation decision. This may include (but not limited to) justification date, justification reason, and any related justification documentation.	Human Resources Management Approval Authority	Rater	Counsel Personnel on Performance Evaluation Report	Human Resources Management Approval Authority	Rater	Evaluate Personnel Performance	Electronic/Paper	Yes	As Required
Rater - Rater Exchange	Performance Report	This includes official documentation of the individual's performance evaluation. This may include (but not be limited to) evaluation status, evaluation start and stop date, performance composite scores, and comments from evaluator.	Human Resources Management Approval Authority	Rater	Evaluate Personnel Performance	Human Resources Management Approval Authority	Rater	Counsel Personnel on Performance Evaluation Report	Electronic/Paper	Yes	As Required
DoD Military Personnel - Performance Evaluation Approval Authority Exchange	Performance Report Appeal Request	This includes official documentation of an individual's justification as to why an adverse performance evaluation should be changed. This occurs after the performance report is made an official matter of record. The application is the trigger for the appeals process, which allows for the possible reversal of an adverse evaluation. This may include (but not be limited to) appeal date, appeal reason, and justification documentation.	Human Resources Customer	DoD Military Personnel	Process Individual Information	Human Resources Management Approval Authority	Performance Evaluation Approval Authority	Provide Performance Evaluation Appeal Decision	Electronic/Paper	Yes	As Required
Performance Evaluation Specialist - Rater Exchange	Performance Report Notification	This includes a documented notification to the rating chain that a performance evaluation on an individual is to be performed. This may include (but not be limited to) notification recipient, notification date, personnel action identifier, and personnel action status.	Human Resources Specialist	Performance Evaluation Specialist	Inform Performance Evaluation Rater	Human Resources Management Approval Authority	Rater	Evaluate Personnel Performance	Electronic/Paper	Yes	As Required
Human Resource Profile Administrator - Rater Exchange	Performance Report Shell	This includes a blank performance report form that contains the information on the individual being rated. This may include (but not be limited to) name, SSN, rank, period of performance, rating scheme, and reason for evaluation.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Management Approval Authority	Rater	Evaluate Personnel Performance	Electronic/Paper	Yes	As Required
Performance Evaluation Specialist - Performance Evaluation Specialist Exchange	Personnel Action Decision	This includes all decisions made by an Approval Authority on a personnel action. The information will include documentation of a Member's rights associated with the decision (e.g., right to appeal). The personnel action decision may include (but not be limited to) personnel action identifier, personnel action status, and personnel action status date and time.	Performance Evaluation Approval Authority	Performance Evaluation Specialist	Provide Performance Evaluation Appeal Decision	Human Resources Specialist	Performance Evaluation Specialist	Closeout Performance Evaluation Process	Electronic	Yes	As Required
Performance Evaluation Approval Authority - DoD Military Personnel Exchange	Personnel Action Decision Notification	This includes the notification information to reflect the details of a decision made by an Approval Authority on a personnel action. The information may include (but not be limited to) decision recipient, notification date, personnel action identifier and personnel action status.	Human Resources Management Approval Authority	Performance Evaluation Approval Authority	Provide Performance Evaluation Appeal Decision	Human Resources Customer	DoD Military Personnel	Process Individual Information	Electronic/Paper	Yes	As Required
Performance Evaluation Approval Authority - Human Resource Profile Administrator Exchange	Personnel Action Decision Notification	This includes the notification information to reflect the details of a decision made by an Approval Authority on a personnel action. The information may include (but not be limited to) decision recipient, notification date, personnel action identifier and personnel action status.	Human Resources Management Approval Authority	Performance Evaluation Approval Authority	Provide Performance Evaluation Appeal Decision	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Electronic/Paper	Yes	As Required
Human Resource Profile Administrator - Performance Evaluation Specialist Exchange	Senior Rater Profile	This includes the evaluation history of the Senior Rater. This may include (but not be limited to) individuals rated, position, and evaluation scores.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Specialist	Performance Evaluation Specialist	Closeout Performance Evaluation Process	Electronic/Paper	Yes	As Required

Administer Personnel Grade Change Information Exchange Matrix OV-3

Needline	Information Exchange Name	Information Exchange Description	Source Node	Source Sub Node	Source Activity	Destination Node	Destination Sub Node	Destination Activity	Media	Privacy Act Protected	Frequency
Personnel Grade Change Specialist - Personnel Grade Change Specialist Exchange	Demotion Order Requirement	This includes information related to an official requirement to generate a demotion order pertaining to personnel. The information may include (but not be limited to) personnel action status, personnel action start date, and personnel action identifier.	Human Resources Specialist	Personnel Grade Change Specialist	Receive Demotion Decision	Human Resources Specialist	Personnel Grade Change Specialist	Prepare Personnel Grade Change Order	Electronic/Paper	Yes	As Required
FM - Personnel Grade Change Specialist Exchange	Department of Defense Fund Balance	The Department of Defense Fund Balance is the authoritative source for all funds information, including execution transactions and funds availability. A Department of Defense Fund Balance is based on the general ledger data and provides the current balance of funds available for use associated with a specific budget program or any subdivision of a budget program. This information also contains funds availability within a particular program by comparing the fund request with fund balance of the activity providing the goods or services to ensure that the seller has the funding authority to incur the costs that will be associated with providing the buyer's request. In addition, the Department of Defense Fund Balance includes funding originally appropriated, apportioned, allotted, or otherwise distributed and any subsequent execution activity that has occurred, including commitments, obligations, and expenditure activity. This information is also comprised of many views of financial information at various levels of detail.	FM	FM	Financial Visibility Activity	Human Resources Specialist	Personnel Grade Change Specialist	Manage Promotion Eligibility	Electronic/Paper	Yes	As Required
DoD Military Personnel - Personnel Grade Change Approval Authority Exchange	Individual Promotion Response	This includes the Member's acceptance or declination of a promotion. This may include (but not limited to) acceptance or declination date.	Human Resources Customer	DoD Military Personnel	Process Individual Information	Human Resources Management Approval Authority	Personnel Grade Change Approval Authority	Manage Promotion Selection	Electronic/Paper	Yes	As Required
Human Resource Profile Administrator - Personnel Grade Change Specialist Exchange	Order Profile Information	This includes order information that is associated with a personnel/pay record. The information may include (but not be limited to) personnel restriction information, administrative action reason information, order type, order number, order effective date, and order status.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Specialist	Personnel Grade Change Specialist	Prepare Personnel Grade Change Order	Electronic	Yes	As Required
Human Resource Profile Administrator - Personnel Grade Change Specialist Exchange	Order Profile Information	This includes order information that is associated with a personnel/pay record. The information may include (but not be limited to) personnel restriction information, administrative action reason information, order type, order number, order effective date, and order status.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Specialist	Personnel Grade Change Specialist	Provide Personnel Grade Change Order Decision	Electronic	Yes	As Required
Human Resource Profile Administrator - Personnel Grade Change Specialist Exchange	Order Profile Information	This includes order information that is associated with a personnel/pay record. The information may include (but not be limited to) personnel restriction information, administrative action reason information, order type, order number, order effective date, and order status.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Specialist	Personnel Grade Change Specialist	Distribute Personnel Grade Change Order	Electronic	Yes	As Required
Personnel Grade Change Approval Authority - Personnel Grade Change Specialist Exchange	Personnel Action Decision	This includes all decisions made by an Approval Authority on a personnel action. The information will include documentation of a Member's rights associated with the decision (e.g., right to appeal). The personnel action decision may include (but not be limited to) personnel action identifier, personnel action status, and personnel action status date and time.	Human Resources Management Approval Authority	Personnel Grade Change Approval Authority	Provide Personnel Grade Change Order Decision	Human Resources Specialist	Personnel Grade Change Specialist	Distribute Personnel Grade Change Order	Electronic	Yes	As Required
Personnel Grade Change Specialist - DoD Military Personnel Exchange	Personnel Action Decision Notification	This includes the notification information to reflect the details of a decision made by an Approval Authority on a personnel action. The information may include (but not be limited to) decision recipient, notification date, personnel action identifier and personnel action status.	Human Resources Specialist	Personnel Grade Change Specialist	Manage Promotion Selection	Human Resources Customer	DoD Military Personnel	Process Individual Information	Electronic/Paper	Yes	As Required
Personnel Grade Change Specialist - DoD Military Personnel Exchange	Personnel Action Decision Notification	This includes the notification information to reflect the details of a decision made by an Approval Authority on a personnel action. The information may include (but not be limited to) decision recipient, notification date, personnel action identifier and personnel action status.	Human Resources Specialist	Personnel Grade Change Specialist	Publish Demotion Order	Human Resources Customer	DoD Military Personnel	Process Individual Information	Electronic/Paper	Yes	As Required
Personnel Grade Change Specialist - DoD Military Personnel Exchange	Personnel Action Decision Notification	This includes the notification information to reflect the details of a decision made by an Approval Authority on a personnel action. The information may include (but not be limited to) decision recipient, notification date, personnel action identifier and personnel action status.	Human Resources Specialist	Personnel Grade Change Specialist	Distribute Personnel Grade Change Order	Human Resources Customer	DoD Military Personnel	Process Individual Information	Electronic/Paper	Yes	As Required
Personnel Grade Change Specialist - Personnel Grade Change Specialist Exchange	Personnel Grade Change Draft Order	This includes information pertaining to a draft personnel grade change order based on order requirements. The information may include (but not be limited to) draft order date, order effective date, order type, and order action.	Human Resources Specialist	Personnel Grade Change Specialist	Prepare Personnel Grade Change Order	Human Resources Specialist	Personnel Grade Change Specialist	Provide Personnel Grade Change Order Decision	Electronic/Paper	Yes	As Required
Personnel Grade Change Specialist - FM Exchange	Personnel Grade Change Draft Order	This includes information pertaining to a draft personnel grade change order based on order requirements. The information may include (but not be limited to) draft order date, order effective date, order type, and order action.	Human Resources Specialist	Personnel Grade Change Specialist	Prepare Personnel Grade Change Order	FM	FM	Administer Financial Assets and Liabilities	Electronic/Paper	Yes	As Required

Needline	Information Exchange Name	Information Exchange Description	Source Node	Source Sub Node	Source Activity	Destination Node	Destination Sub Node	Destination Activity	Media	Privacy Act Protected	Frequency
Personnel Grade Change Specialist - Personnel Grade Change Specialist Exchange	Personnel Grade Change Final Order	This includes the information needed to document an approved order for a personnel action. The information may include (but not be limited to) approved order date and status, order number, order effective date, and order type. The information contained in this ICOM will be the basis for a financial obligation (a financial decommitment in the case of an order to cancel) of funds in the Financial Visibility Business Area.	Human Resources Specialist	Personnel Grade Change Specialist	Distribute Personnel Grade Change Order	Human Resources Specialist	Personnel Grade Change Specialist	Execute Promotion	Electronic/Paper	Yes	As Required
Personnel Grade Change Specialist - FM Exchange	Personnel Grade Change Final Order	This includes the information needed to document an approved order for a personnel action. The information may include (but not be limited to) approved order date and status, order number, order effective date, and order type. The information contained in this ICOM will be the basis for a financial obligation (a financial decommitment in the case of an order to cancel) of funds in the Financial Visibility Business Area.	Human Resources Specialist	Personnel Grade Change Specialist	Distribute Personnel Grade Change Order	FM	FM	Administer Financial Assets and Liabilities	Electronic/Paper	Yes	As Required
Personnel Grade Change Specialist - Personnel Grade Change Specialist Exchange	Personnel Grade Change Final Order	This includes the information needed to document an approved order for a personnel action. The information may include (but not be limited to) approved order date and status, order number, order effective date, and order type. The information contained in this ICOM will be the basis for a financial obligation (a financial decommitment in the case of an order to cancel) of funds in the Financial Visibility Business Area.	Human Resources Specialist	Personnel Grade Change Specialist	Distribute Personnel Grade Change Order	Human Resources Specialist	Personnel Grade Change Specialist	Publish Demotion	Electronic/Paper	Yes	As Required
Personnel Grade Change Specialist - Personnel Grade Change Specialist Exchange	Personnel Grade Change Final Order	This includes the information needed to document an approved order for a personnel action. The information may include (but not be limited to) approved order date and status, order number, order effective date, and order type. The information contained in this ICOM will be the basis for a financial obligation (a financial decommitment in the case of an order to cancel) of funds in the Financial Visibility Business Area.	Human Resources Specialist	Personnel Grade Change Specialist	Distribute Personnel Grade Change Order	Human Resources Specialist	Personnel Grade Change Specialist	Execute Demotion	Electronic/Paper	Yes	As Required
Human Resource Profile Administrator - Personnel Grade Change Specialist Exchange	Personnel Grade Change Profile Information	This includes the personnel grade change information associated with a personnel/pay record. The information may include (but not be limited to) personnel restriction information, administrative action reason information, promotion recommendations, promotion status, and demotion reasons, current and past assignments, awards and decorations, proficiency reports, performance/achievement, professional and technical knowledge, military proficiency, physical fitness and Service obligation.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Specialist	Personnel Grade Change Specialist	Manage Promotion Eligibility	Electronic	Yes	As Required
Human Resource Profile Administrator - Personnel Grade Change Approval Authority Exchange	Personnel Grade Change Profile Information	This includes the personnel grade change information associated with a personnel/pay record. The information may include (but not be limited to) personnel restriction information, administrative action reason information, promotion recommendations, promotion status, and demotion reasons, current and past assignments, awards and decorations, proficiency reports, performance/achievement, professional and technical knowledge, military proficiency, physical fitness and Service obligation.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Management Approval Authority	Personnel Grade Change Approval Authority	Manage Promotion Selection	Electronic	Yes	As Required
Human Resource Profile Administrator - Personnel Grade Change Specialist Exchange	Personnel Grade Change Profile Information	This includes the personnel grade change information associated with a personnel/pay record. The information may include (but not be limited to) personnel restriction information, administrative action reason information, promotion recommendations, promotion status, and demotion reasons, current and past assignments, awards and decorations, proficiency reports, performance/achievement, professional and technical knowledge, military proficiency, physical fitness and Service obligation.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Specialist	Personnel Grade Change Specialist	Execute Promotion	Electronic	Yes	As Required
Human Resource Profile Administrator - Personnel Grade Change Specialist Exchange	Personnel Grade Change Profile Information	This includes the personnel grade change information associated with a personnel/pay record. The information may include (but not be limited to) personnel restriction information, administrative action reason information, promotion recommendations, promotion status, and demotion reasons, current and past assignments, awards and decorations, proficiency reports, performance/achievement, professional and technical knowledge, military proficiency, physical fitness and Service obligation.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Specialist	Personnel Grade Change Specialist	Receive Demotion Decision	Electronic	Yes	As Required

Needline	Information Exchange Name	Information Exchange Description	Source Node	Source Sub Node	Source Activity	Destination Node	Destination Sub Node	Destination Activity	Media	Privacy Act Protected	Frequency
Human Resource Profile Administrator - Personnel Grade Change Specialist Exchange	Personnel Grade Change Profile Information	This includes the personnel grade change information associated with a personnel/pay record. The information may include (but not be limited to) personnel restriction information, administrative action reason information, promotion recommendations, promotion status, and demotion reasons, current and past assignments, awards and decorations, proficiency reports, performance/achievement, professional and technical knowledge, military proficiency, physical fitness and Service obligation.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Specialist	Personnel Grade Change Specialist	Execute Demotion	Electronic	Yes	As Required
Personnel Grade Change Specialist - Human Resource Profile Administrator Exchange	Personnel Grade Change Profile Update Information	This includes updated personnel grade change information associated with a personnel/pay record. The information may include (but not be limited to) promotion recommendations, promotion status, and demotion reasons.	Human Resources Specialist	Personnel Grade Change Specialist	Execute Demotion	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Electronic	Yes	As Required
Personnel Grade Change Approval Authority - Human Resource Profile Administrator Exchange	Personnel Grade Change Profile Update Information	This includes updated personnel grade change information associated with a personnel/pay record. The information may include (but not be limited to) promotion recommendations, promotion status, and demotion reasons.	Human Resources Management Approval Authority	Personnel Grade Change Approval Authority	Manage Promotion Selection	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Electronic	Yes	As Required
Personnel Grade Change Specialist - Human Resource Profile Administrator Exchange	Personnel Grade Change Profile Update Information	This includes updated personnel grade change information associated with a personnel/pay record. The information may include (but not be limited to) promotion recommendations, promotion status, and demotion reasons.	Human Resources Specialist	Personnel Grade Change Specialist	Execute Promotion	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Electronic	Yes	As Required
Personnel Grade Change Specialist - Personnel Grade Change Approval Authority Exchange	Potential Promotion Eligibility List	This includes the list of potential Members that may be eligible to receive a promotion but were not recommended by the Commander. The information may include (but not be limited to) grade, rank, occupation code, and position.	Human Resources Specialist	Personnel Grade Change Specialist	Manage Promotion Eligibility	Human Resources Management Approval Authority	Personnel Grade Change Approval Authority	Manage Promotion Selection	Electronic/Paper	Yes	As Required
Position Manager - Personnel Grade Change Specialist Exchange	Program and Funding Document	This document establishes legal and fiduciary responsibility of funds. This is an OSD released document that reflects OSD's approval of program funding levels. This document is one of the three main sources that must be approved prior to issuing the Budget Authority to the component.	Force Manager	Position Manager	Execute Manpower	Human Resources Specialist	Personnel Grade Change Specialist	Manage Promotion Eligibility	Electronic/Paper	Yes	As Required
DoD Military Personnel - Personnel Grade Change Approval Authority Exchange	Promotion Appeal Package	This includes the appeals package which contains the appeals memorandum, as well as any supporting documentation. The information may include (but not be limited to) justification, recommendations, and appeal date.	Human Resources Customer	DoD Military Personnel	Process Individual Information	Human Resources Management Approval Authority	Personnel Grade Change Approval Authority	Manage Promotion Selection	Electronic/Paper	Yes	As Required
DoD Military Personnel - Personnel Grade Change Approval Authority Exchange	Promotion Appeal Package	This includes the appeals package which contains the appeals memorandum, as well as any supporting documentation. The information may include (but not be limited to) justification, recommendations, and appeal date.	Human Resources Customer	DoD Military Personnel	Process Individual Information	Human Resources Management Approval Authority	Personnel Grade Change Approval Authority	Provide Personnel Grade Change Order Decision	Electronic/Paper	Yes	As Required
Human Resource Profile Administrator - Personnel Grade Change Specialist Exchange	Promotion Criteria	This includes promotion 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.	Human Resources Specialist	Human Resource Profile Administrator	Administer Performance Program	Human Resources Specialist	Personnel Grade Change Specialist	Manage Promotion Eligibility	Electronic/Paper	Yes	As Required
Human Resource Profile Administrator - Personnel Grade Change Approval Authority Exchange	Promotion Criteria	This includes promotion 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.	Human Resources Specialist	Human Resource Profile Administrator	Administer Performance Program	Human Resources Management Approval Authority	Personnel Grade Change Approval Authority	Manage Promotion Selection	Electronic/Paper	Yes	As Required
Personnel Grade Change Approval Authority - Personnel Grade Change Specialist Exchange	Promotion List	This includes the final approved promotion list which consists of Members that have been approved to receive a promotion. The information may include (but not be limited to) grade, rank, occupation code, and position.	Human Resources Management Approval Authority	Personnel Grade Change Approval Authority	Manage Promotion Selection	Human Resources Specialist	Personnel Grade Change Specialist	Execute Promotion	Electronic/Paper	Yes	As Required
Personnel Grade Change Approval Authority - Personnel Grade Change Specialist Exchange	Promotion Order Requirement	This includes information related to an official requirement to generate a promotion order pertaining to personnel. The information may include (but not be limited to) promotion acceptance or declination, personnel action status, personnel action start date, and personnel action identifier. The information contained in this ICOM will be the basis for a financial commitment and/or obligation of funds in the Financial Visibility Business Area.	Human Resources Management Approval Authority	Personnel Grade Change Approval Authority	Manage Promotion Selection	Human Resources Specialist	Personnel Grade Change Specialist	Prepare Personnel Grade Change Order	Electronic/Paper	Yes	As Required
Personnel Grade Change Specialist - Personnel Grade Change Approval Authority Exchange	Promotion Package	This includes the promotion package that is compiled by the Human Resources Specialist and consists of the compiled documentation about the Member that will be used by the Promotion Selection Board to determine if the Member should be promoted or not. The information may include (but not be limited to) promotion package type, promotion eligibility date, awards, recommendations, and comments.	Human Resources Specialist	Personnel Grade Change Specialist	Manage Promotion Eligibility	Human Resources Management Approval Authority	Personnel Grade Change Approval Authority	Manage Promotion Selection	Electronic/Paper	Yes	As Required
Personnel Grade Change Specialist - Personnel Grade Change Approval Authority Exchange	Recommended Promotion List	This includes the list of Members the Commander has recommended for promotion. The information may include (but not be limited to) name, rank, position, and occupation code.	Human Resources Specialist	Personnel Grade Change Specialist	Manage Promotion Eligibility	Human Resources Management Approval Authority	Personnel Grade Change Approval Authority	Manage Promotion Selection	Electronic/Paper	Yes	As Required

Administer Recognition Program Operational Information Exchange Matrix (OV-3)

Need Line	Information Exchange Name	Information Exchange Description	Source Node	Sub-Source Node	Source Activity	Destination Node	Sub-Destination Node	Destination Activity	Media	Privacy Act Protected	Frequency
Award Specialist - Award Specialist Exchange	Award Certificate Information	This includes information related to the award certificate. The information may include (but not be limited to) award name, award type, and award start and stop date.	Human Resources Specialist	Award Specialist	Issue Award Certificate	Human Resources Specialist	Award Specialist	Update Personnel Award Information	Electronic/Paper	Yes	As Required
Award Specialist - Award Specialist Exchange	Award Draft Order	This includes information pertaining to a draft award order based on order requirements. The information may include (but not be limited to) draft order date, order effective date, order type, and order action. The information contained in this ICOM will be the basis for a financial commitment of funds in the Financial Visibility Business Area.	Human Resources Specialist	Award Specialist	Prepare Award Order	Human Resources Specialist	Award Specialist	Provide Award Order Decision	Electronic/Paper	Yes	As Required
Award Specialist - Award Approval Authority Exchange	Award Draft Order	This includes information pertaining to a draft award order based on order requirements. The information may include (but not be limited to) draft order date, order effective date, order type, and order action. The information contained in this ICOM will be the basis for a financial commitment of funds in the Financial Visibility Business Area.	Human Resources Specialist	Award Specialist	Prepare Award Order	Human Resources Management Approval Authority	Award Approval Authority	Provide Award Order Decision	Electronic/Paper	Yes	As Required
Award Specialist - FM Exchange	Award Draft Order	This includes information pertaining to a draft award order based on order requirements. The information may include (but not be limited to) draft order date, order effective date, order type, and order action. The information contained in this ICOM will be the basis for a financial commitment of funds in the Financial Visibility Business Area.	Human Resources Specialist	Award Specialist	Prepare Award Order	FM	FM	Administer Financial Assets and Liabilities	Paper Form/ Electronic	Yes	As Required
Award Specialist - Award Approval Authority Exchange	Award Eligibility Informator	This includes information related to award eligibility. The information may include (but not be limited to) duty performance record, time on station requirements, assignment requirements, and training requirements.	Human Resources Specialist	Award Specialist	Validate Award Recommendation Request	Human Resources Management Approval Authority	Award Approval Authority	Make Decision on Award	Electronic/Paper	Yes	As Required
Award Specialist - Award Specialist Exchange	Award Final Order	This includes the information needed to document an approved order for a personnel action. The information may include (but not be limited to) approved order date and status, order number, order effective date, and order type. The information contained in this ICOM will be the basis for a financial obligation (a financial decommitment in the case of an order to cancel) of funds in the Financial Visibility Business Area.	Human Resources Specialist	Award Specialist	Distribute Award Order	Human Resources Specialist	Award Specialist	Issue Award Certificate	Electronic/Paper	Yes	As Required
Award Specialist - FM Exchange	Award Final Order	This includes the information needed to document an approved order for a personnel action. The information may include (but not be limited to) approved order date and status, order number, order effective date, and order type. The information contained in this ICOM will be the basis for a financial obligation (a financial decommitment in the case of an order to cancel) of funds in the Financial Visibility Business Area.	Human Resources Specialist	Award Specialist	Distribute Award Order	FM	FM	Administer Financial Assets and Liabilities	Paper Form/ Electronic	Yes	As Required
Award Specialist - Award Specialist Exchange	Award Order Requirement	This includes information related to an official requirement to generate an award order. An official order requirement may include an approved award recommendation which requires an order. The information contained in this ICOM will be the basis for a financial commitment and/or obligation of funds in the Financial Visibility Business Area.	Human Resources Specialist	Award Specialist	Capture Award Specification	Human Resources Specialist	Award Specialist	Prepare Award Order	Electronic/Paper	Yes	As Required
Award Recommender - Award Recommender Exchange	Award Recommendation Information	This includes completing the Award Recommendation Request and including the proper justification and/or documentation for the recommended award. This may include (but not be limited to) award recommendation, award nominator, and award justification.	Human Resources Specialist	Award Recommender	Prepare Award Recommendation Request	Human Resources Specialist	Award Recommender	Submit Award Recommendation Request	Electronic/Paper	Yes	As Required
Award Recommender - Award Approval Authority Exchange	Award Recommendation Request	This includes information related to an award recommendation request. The information may include (but not be limited to) award recommendation, award nominator, and award justification.	Human Resources Specialist	Award Recommender	Submit Award Recommendation Request	Human Resources Management Approval Authority	Award Approval Authority	Review Award Recommendation Request	Electronic/Paper	Yes	As Required
Award Approval Authority - Award Approval Authority Exchange	Award Recommendation Request Information	This includes the Individual's information, eligibility and award request and justification being reviewed.	Human Resources Management Approval Authority	Award Approval Authority	Review Award Recommendation Request	Human Resources Management Approval Authority	Award Approval Authority	Make Decision on Award	Electronic/Paper	Yes	As Required
Award Approval Authority - Award Specialist Exchange	Award Recommendation Request Information	This includes the Individual's information, eligibility and award request and justification being reviewed.	Human Resources Management Approval Authority	Award Approval Authority	Review Award Recommendation Request	Human Resources Specialist	Award Specialist	Validate Award Recommendation Request	Electronic/Paper	Yes	As Required
Award Specialist - Award Specialist Exchange	Award Specification Informator	This includes information related to the specification of an award. The information may include (but not be limited to) award name, award number, award authorization date, and award eligibility start date.	Human Resources Specialist	Award Specialist	Capture Award Specification	Human Resources Specialist	Award Specialist	Issue Award Certificate	Electronic/Paper	Yes	As Required
Award Recommender - Award Recommender Exchange	Award Type Information	This includes information associated with determining the potential award type being requested. This may include (but not be limited to) award type, the reason for the nomination, and comments from Recommending Official.	Human Resources Specialist	Award Recommender	Determine Award Type Request	Human Resources Specialist	Award Recommender	Identify Eligible Personnel for Award	Electronic/Paper	Yes	As Required

Need Line	Information Exchange Name	Information Exchange Description	Source Node	Sub-Source Node	Source Activity	Destination Node	Sub-Destination Node	Destination Activity	Media	Privacy Act Protected	Frequency
Award Recommender - Award Specialist Exchange	Award Type Information	This includes information associated with determining the potential award type being requested. This may include (but not be limited to) award type, the reason for the nomination, and comments from Recommending Official.	Human Resources Specialist	Award Recommender	Determine Award Type Request	Human Resources Specialist	Award Specialist	Identify Eligible Personnel for Award	Electronic/Paper	Yes	As Required
Human Resource Profile Administrator - Award Specialist Exchange	Order Profile Information	This includes order information that is associated with a personnel/pay record. The information may include (but not be limited to) personnel restriction information, administrative action reason information, order type, order number, order effective date, and order status.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Specialist	Award Specialist	Prepare Award Order	Electronic/Paper	Yes	As Required
Human Resource Profile Administrator - Award Specialist Exchange	Order Profile Information	This includes order information that is associated with a personnel/pay record. The information may include (but not be limited to) personnel restriction information, administrative action reason information, order type, order number, order effective date, and order status.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Specialist	Award Specialist	Distribute Award Order	Electronic/Paper	Yes	As Required
Human Resource Profile Administrator - Award Specialist Exchange	Order Profile Information	This includes order information that is associated with a personnel/pay record. The information may include (but not be limited to) personnel restriction information, administrative action reason information, order type, order number, order effective date, and order status.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Specialist	Award Specialist	Provide Award Order Decision	Electronic/Paper	Yes	As Required
Human Resource Profile Administrator - Award Approval Authority Exchange	Order Profile Information	This includes order information that is associated with a personnel/pay record. The information may include (but not be limited to) personnel restriction information, administrative action reason information, order type, order number, order effective date, and order status.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Management Approval Authority	Award Approval Authority	Provide Award Order Decision	Electronic/Paper	Yes	As Required
Award Specialist - Human Resource Profile Administrator Exchange	Order Profile Update Information	This includes updated order information that is associated with a personnel/pay record. The information may include (but not be limited to) Service obligation start date, Service obligation length, Service obligation type, order type, order number, order effective date, and order status.	Human Resources Specialist	Award Specialist	Provide Award Order Decision	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Electronic/Paper	Yes	As Required
Award Approval Authority - Human Resource Profile Administrator Exchange	Order Profile Update Information	This includes updated order information that is associated with a personnel/pay record. The information may include (but not be limited to) Service obligation start date, Service obligation length, Service obligation type, order type, order number, order effective date, and order status.	Human Resources Management Approval Authority	Award Approval Authority	Provide Award Order Decision	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Electronic/Paper	Yes	As Required
Award Specialist - Human Resource Profile Administrator Exchange	Order Profile Update Information	This includes updated order information that is associated with a personnel/pay record. The information may include (but not be limited to) Service obligation start date, Service obligation length, Service obligation type, order type, order number, order effective date, and order status.	Human Resources Specialist	Award Specialist	Distribute Award Order	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Electronic/Paper	Yes	As Required
Award Approval Authority - Human Resource Profile Administrator Exchange	Personnel Action Decisor	This includes all decisions made by an Approval Authority on a personnel action. The information will include documentation of a Member's rights associated with the decision (e.g., right to appeal). The personnel action decision may include (but not be limited to) personnel action identifier, personnel action status, and personnel action status date and time	Human Resources Management Approval Authority	Award Approval Authority	Make Decision on Award	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Electronic/Paper	Yes	As Required
Award Approval Authority - Award Specialist Exchange	Personnel Action Decisor	This includes all decisions made by an Approval Authority on a personnel action. The information will include documentation of a Member's rights associated with the decision (e.g., right to appeal). The personnel action decision may include (but not be limited to) personnel action identifier, personnel action status, and personnel action status date and time	Human Resources Management Approval Authority	Award Approval Authority	Make Decision on Award	Human Resources Specialist	Award Specialist	Capture Award Specification	Electronic/Paper	Yes	As Required
Award Approval Authority - Award Recommender Exchange	Personnel Action Decisor	This includes all decisions made by an Approval Authority on a personnel action. The information will include documentation of a Member's rights associated with the decision (e.g., right to appeal). The personnel action decision may include (but not be limited to) personnel action identifier, personnel action status, and personnel action status date and time	Human Resources Management Approval Authority	Award Approval Authority	Make Decision on Award	Human Resources Specialist	Award Recommender	Prepare Award Reclama Decision	Electronic/Paper	Yes	As Required
Award Approval Authority - Award Approval Authority Exchange	Personnel Action Decisor	This includes all decisions made by an Approval Authority on a personnel action. The information will include documentation of a Member's rights associated with the decision (e.g., right to appeal). The personnel action decision may include (but not be limited to) personnel action identifier, personnel action status, and personnel action status date and time	Human Resources Management Approval Authority	Award Approval Authority	Make Decision on Award	Human Resources Management Approval Authority	Award Approval Authority	Prepare Award Reclama Decision	Electronic/Paper	Yes	As Required
Award Approval Authority - Award Specialist Exchange	Personnel Action Decisor	This includes all decisions made by an Approval Authority on a personnel action. The information will include documentation of a Member's rights associated with the decision (e.g., right to appeal). The personnel action decision may include (but not be limited to) personnel action identifier, personnel action status, and personnel action status date and time	Human Resources Management Approval Authority	Award Approval Authority	Provide Award Order Decision	Human Resources Specialist	Award Specialist	Distribute Award Order	Electronic/Paper	Yes	As Required

Need Line	Information Exchange Name	Information Exchange Description	Source Node	Sub-Source Node	Source Activity	Destination Node	Sub-Destination Node	Destination Activity	Media	Privacy Act Protected	Frequency
Non-DoD Personnel - Award Recommender Exchange	Personnel Award Request	This includes the award request information related to an award recipient, candidate or unit. The information may include (but not be limited to) award name, award recommendation, and award nominator	Human Resources Customer	Non-DoD Personnel	External Activity/Administer Performance	Human Resources Specialist	Award Recommender	Determine Award Type Request	Electronic/Paper	Yes	As Required
Other Human Resources Customer - Award Recommender Exchange	Personnel Award Request	This includes the award request information related to an award recipient, candidate or unit. The information may include (but not be limited to) award name, award recommendation, and award nominator	Human Resources Customer	Other Human Resources Customer	External Activity/Administer Performance	Human Resources Specialist	Award Recommender	Determine Award Type Request	Electronic/Paper	Yes	As Required
Award Recommender - Award Recommender Exchange	Personnel Eligibility Lists	This includes a list of personnel who are qualified and eligible for an award. The information may include (but not be limited to) award type, award name, and unit identification code (UIC).	Human Resources Specialist	Award Recommender	Identify Eligible Personnel for Award	Human Resources Specialist	Award Recommender	Prepare Award Recommendation Request	Electronic/Paper	Yes	As Required
Award Specialist - Award Recommender Exchange	Personnel Eligibility Lists	This includes a list of personnel who are qualified and eligible for an award. The information may include (but not be limited to) award type, award name, and unit identification code (UIC).	Human Resources Specialist	Award Specialist	Identify Eligible Personnel for Award	Human Resources Specialist	Award Recommender	Prepare Award Recommendation Request	Electronic/Paper	Yes	As Required
Human Resource Profile Administrator - Award Specialist Exchange	Recognition Program Profile Information	This includes the recognition information associated with a personnel/pay record. The information may include (but not be limited to) personnel restriction information, administrative action reason information, award type, unit identification code (UIC), and award start and stop date.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Specialist	Award Specialist	Identify Eligible Personnel for Award	Electronic/Paper	Yes	As Required
Human Resource Profile Administrator - Award Approval Authority Exchange	Recognition Program Profile Information	This includes the recognition information associated with a personnel/pay record. The information may include (but not be limited to) personnel restriction information, administrative action reason information, award type, unit identification code (UIC), and award start and stop date.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Management Approval Authority	Award Approval Authority	Make Decision on Award	Electronic/Paper	Yes	As Required
Human Resource Profile Administrator - Award Recommender Exchange	Recognition Program Profile Information	This includes the recognition information associated with a personnel/pay record. The information may include (but not be limited to) personnel restriction information, administrative action reason information, award type, unit identification code (UIC), and award start and stop date.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Management Approval Authority	Award Recommender	Prepare Award Recommendation Request	Electronic/Paper	Yes	As Required
Human Resource Profile Administrator - Award Recommender Exchange	Recognition Program Profile Information	This includes the recognition information associated with a personnel/pay record. The information may include (but not be limited to) personnel restriction information, administrative action reason information, award type, unit identification code (UIC), and award start and stop date.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Specialist	Award Recommender	Identify Eligible Personnel for Award	Electronic/Paper	Yes	As Required
Human Resource Profile Administrator - Award Specialist Exchange	Recognition Program Profile Information	This includes the recognition information associated with a personnel/pay record. The information may include (but not be limited to) personnel restriction information, administrative action reason information, award type, unit identification code (UIC), and award start and stop date.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Specialist	Award Specialist	Update Personnel Award Information	Electronic/Paper	Yes	As Required
Award Specialist - Human Resource Profile Administrator Exchange	Recognition Program Profile Update Information	This includes updated recognition program information associated with a personnel/pay record. The information may include (but not be limited to) award type, unit identification code (UIC), and award start and stop date.	Human Resources Specialist	Award Specialist	Update Personnel Award Information	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Electronic/Paper	Yes	As Required

Manage Adverse Actions Operational Information Exchange Matrix (OV-3)

Need Line	Information Exchange Name	Information Exchange Description	Source Node	Source Sub Operational Node	Source Activity	Destination Node	Destination Sub Operational Node	Destination Activity	Media	Privacy Act Protected	Frequency
Adverse Actions Approval Authority - DoD Military Personnel Exchange	Administrative Hold Notification	This includes the notification that a hold/flag (e.g., medical, legal) has been placed on a personnel/pay profile which precludes a Member/employee from certain personnel actions (e.g., assignment, deployment, leave, and separation). This may include (but not be limited to) adverse information, medical information, Service obligation information, notification date and time.	Human Resources Management Approval Authority	Adverse Actions Approval Authority	Determine Administrative Hold	Human Resources Customer	DoD Military Personne	Process Individual Information	Electronic/Paper	Yes	As Required
Adverse Actions Approval Authority - Adverse Actions Specialist Exchange	Administrative Hold Notification	This includes the notification that a hold/flag (e.g., medical, legal) has been placed on a personnel/pay profile which precludes a Member/employee from certain personnel actions (e.g., assignment, deployment, leave, and separation). This may include (but not be limited to) adverse information, medical information, Service obligation information, notification date and time.	Human Resources Management Approval Authority	Adverse Actions Approval Authority	Determine Administrative Hold	Human Resources Specialist	Adverse Actions Specialist	Maintain Administrative Hold	Electronic/Paper	Yes	As Required
Adverse Actions Approval Authority - Adverse Actions Specialist Exchange	Adverse Action Authoritative Source Document	This includes the documentation of the disciplinary decision by a Commander, non-judicial proceedings, or court-martial. This may include (but not be limited to), letters of admonition, reprimand, or counseling, an order for incarceration, demotion, fine, forfeiture, involuntary discharge, involuntary retirement, and other documents.	Human Resources Management Approval Authority	Adverse Actions Approval Authority	Determine Non-Punitive Action	Human Resources Specialist	Adverse Actions Specialist	Document Disciplinary Action Results	Electronic/Paper	Yes	As Required
Adverse Actions Approval Authority - Adverse Actions Specialist Exchange	Adverse Action Authoritative Source Document	This includes the documentation of the disciplinary decision by a Commander, non-judicial proceedings, or court-martial. This may include (but not be limited to), letters of admonition, reprimand, or counseling, an order for incarceration, demotion, fine, forfeiture, involuntary discharge, involuntary retirement, and other documents.	Human Resources Management Approval Authority	Adverse Actions Approval Authority	Conduct Non-Judicial Punishment Proceedings	Human Resources Specialist	Adverse Actions Specialist	Document Disciplinary Action Results	Electronic/Paper	Yes	As Required
Adverse Actions Approval Authority - Law Enforcement Professional Exchange	Adverse Action Notification	This includes the notification of an adverse action being charged, adverse action decision, or any other disciplinary actions needed to be taken.	Human Resources Management Approval Authority	Adverse Actions Approval Authority	Obtain Initial Facts	Law Enforcement Professional	Law Enforcement Professional	Support Criminal Investigative Services	Electronic/Paper	Yes	As Required
Adverse Actions Approval Authority - DoD Military Personnel Exchange	Adverse Action Notification	This includes the notification of an adverse action being charged, adverse action decision, or any other disciplinary actions needed to be taken.	Human Resources Management Approval Authority	Adverse Actions Approval Authority	Obtain Initial Facts	Human Resources Customer	DoD Military Personne	Process Individual Information	Electronic/Paper	Yes	As Required
Human Resource Profile Administrator - Adverse Actions Approval Authority Exchange	Adverse Action Profile Information	This includes adverse action information that is associated with a personnel/pay record. This may include (but not be limited to) personnel restriction information, administrative action reason information, adverse action type, duration, administrative hold flag, adverse action process status, and specifics of the adverse action.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Management Approval Authority	Adverse Actions Approval Authority	Determine Administrative Hold	Electronic	Yes	As Required
Human Resource Profile Administrator - Adverse Actions Approval Authority Exchange	Adverse Action Profile Information	This includes adverse action information that is associated with a personnel/pay record. This may include (but not be limited to) personnel restriction information, administrative action reason information, adverse action type, duration, administrative hold flag, adverse action process status, and specifics of the adverse action.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Management Approval Authority	Adverse Actions Approval Authority	Conduct Investigation	Electronic	Yes	As Required
Human Resource Profile Administrator - Adverse Actions Approval Authority Exchange	Adverse Action Profile Information	This includes adverse action information that is associated with a personnel/pay record. This may include (but not be limited to) personnel restriction information, administrative action reason information, adverse action type, duration, administrative hold flag, adverse action process status, and specifics of the adverse action.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Management Approval Authority	Adverse Actions Approval Authority	Determine Non-Punitive Action	Electronic	Yes	As Required
Human Resource Profile Administrator - Adverse Actions Approval Authority Exchange	Adverse Action Profile Information	This includes adverse action information that is associated with a personnel/pay record. This may include (but not be limited to) personnel restriction information, administrative action reason information, adverse action type, duration, administrative hold flag, adverse action process status, and specifics of the adverse action.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Management Approval Authority	Adverse Actions Approval Authority	Conduct Non-Judicial Punishment Proceedings	Electronic	Yes	As Required
Adverse Actions Approval Authority - Human Resource Profile Administrator Exchange	Adverse Action Profile Update Information	This includes updated adverse action information that is associated with a personnel/pay record. This may include (but not be limited to) personnel restriction information, administrative action reason information, adverse action type, duration, and specifics of the adverse action decision to be taken, or referral to court-martial.	Human Resources Management Approval Authority	Adverse Actions Approval Authority	Determine Administrative Hold	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Electronic	Yes	As Required
Adverse Actions Approval Authority - Human Resource Profile Administrator Exchange	Adverse Action Profile Update Information	This includes updated adverse action information that is associated with a personnel/pay record. This may include (but not be limited to) personnel restriction information, administrative action reason information, adverse action type, duration, and specifics of the adverse action decision to be taken, or referral to court-martial.	Human Resources Management Approval Authority	Adverse Actions Approval Authority	Conduct Investigation	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Electronic	Yes	As Required
Adverse Actions Approval Authority - Human Resource Profile Administrator Exchange	Adverse Action Profile Update Information	This includes updated adverse action information that is associated with a personnel/pay record. This may include (but not be limited to) personnel restriction information, administrative action reason information, adverse action type, duration, and specifics of the adverse action decision to be taken, or referral to court-martial.	Human Resources Management Approval Authority	Adverse Actions Approval Authority	Determine Non-Punitive Action	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Electronic	Yes	As Required

Need Line	Information Exchange Name	Information Exchange Description	Source Node	Source Sub Operational Node	Source Activity	Destination Node	Destination Sub Operational Node	Destination Activity	Media	Privacy Act Protected	Frequency
Adverse Actions Approval Authority - Human Resource Profile Administrator Exchange	Adverse Action Profile Update Information	This includes updated adverse action information that is associated with a personnel/pay record. This may include (but not be limited to) personnel restriction information, administrative action reason information, adverse action type, duration, and specifics of the adverse action decision to be taken, or referral to court-martial.	Human Resources Management Approval Authority	Adverse Actions Approval Authority	Conduct Non-Judicial Punishment Proceedings	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Electronic	Yes	As Required
Adverse Actions Specialist - Human Resource Profile Administrator Exchange	Adverse Action Profile Update Information	This includes updated adverse action information that is associated with a personnel/pay record. This may include (but not be limited to) personnel restriction information, administrative action reason information, adverse action type, duration, and specifics of the adverse action decision to be taken, or referral to court-martial.	Human Resources Specialist	Adverse Actions Specialist	Maintain Administrative Hold	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Electronic	Yes	As Required
Adverse Actions Specialist - Human Resource Profile Administrator Exchange	Adverse Action Profile Update Information	This includes updated adverse action information that is associated with a personnel/pay record. This may include (but not be limited to) personnel restriction information, administrative action reason information, adverse action type, duration, and specifics of the adverse action decision to be taken, or referral to court-martial.	Human Resources Specialist	Adverse Actions Specialist	Document Disciplinary Action Results	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Electronic	Yes	As Required
Adverse Actions Specialist - Human Resource Profile Administrator Exchange	Adverse Action Profile Update Information	This includes updated adverse action information that is associated with a personnel/pay record. This may include (but not be limited to) personnel restriction information, administrative action reason information, adverse action type, duration, and specifics of the adverse action decision to be taken, or referral to court-martial.	Human Resources Specialist	Adverse Actions Specialist	Update Adverse Action Information	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Electronic	Yes	As Required
DoD Military Personnel - Adverse Actions Approval Authority Exchange	Adverse Action Response	This includes the Member providing written matters for consideration in defense of themselves against the adverse action charged to them.	Human Resources Customer	DoD Military Personnel	Process Individual Information	Human Resources Management Approval Authority	Adverse Actions Approval Authority	Conduct Non-Judicial Punishment Proceedings	Electronic/Paper	Yes	As Required
Legal Services Professional - Adverse Actions Specialist Exchange	Court-Martial Proceeding Informator	This includes detailed results of a Member's court-martial. This may include (but not be limited to) evidence gathered from the investigation, court-martial proceeding outcome (guilt or innocence), charges preferred if applicable, validated punishment, and appeals information	Legal Services Professional	Legal Services Professional	Support Litigations and Judicial Functions	Human Resources Specialist	Adverse Actions Specialist	Document Disciplinary Action Results	Electronic/Paper	Yes	As Required
Legal Services Professional - Adverse Actions Specialist Exchange	Court-Martial Proceeding Informator	This includes detailed results of a Member's court-martial. This may include (but not be limited to) evidence gathered from the investigation, court-martial proceeding outcome (guilt or innocence), charges preferred if applicable, validated punishment, and appeals information	Legal Services Professional	Legal Services Professional	Support Litigations and Judicial Functions	Human Resources Specialist	Adverse Actions Specialist	Update Adverse Action Information	Electronic/Paper	Yes	As Required
Adverse Actions Approval Authority - Legal Services Professional Exchange	Court-Martial Referral Informator	This includes the referral by a Commander to court-martial when an adverse action is deemed severe enough, or should a Member decide to exercise their right for court-martial.	Human Resources Management Approval Authority	Adverse Actions Approval Authority	Refer Case to Court-Martial	Legal Services Professional	Legal Services Professional	Support Litigations and Judicial Functions	Electronic/Paper	Yes	As Required
Adverse Actions Approval Authority - Adverse Actions Approval Authority Exchange	Final Investigation Report	This includes the final collection of documents comprising of information concerning a particular investigation. The information includes documenting the validity of the offense, as well as, recommendations from the Judge Advocate General (JAG) on options available to the Commander	Human Resources Management Approval Authority	Adverse Actions Approval Authority	Conduct Investigation	Human Resources Management Approval Authority	Adverse Actions Approval Authority	Determine Non-Punitive Action	Electronic/Paper	Yes	As Required
Adverse Actions Approval Authority - Adverse Actions Approval Authority Exchange	Final Investigation Report	This includes the final collection of documents comprising of information concerning a particular investigation. The information includes documenting the validity of the offense, as well as, recommendations from the Judge Advocate General (JAG) on options available to the Commander	Human Resources Management Approval Authority	Adverse Actions Approval Authority	Conduct Investigation	Human Resources Management Approval Authority	Adverse Actions Approval Authority	Conduct Non-Judicial Punishment Proceedings	Electronic/Paper	Yes	As Required
Adverse Actions Approval Authority - Adverse Actions Approval Authority Exchange	Final Investigation Report	This includes the final collection of documents comprising of information concerning a particular investigation. The information includes documenting the validity of the offense, as well as, recommendations from the Judge Advocate General (JAG) on options available to the Commander	Human Resources Management Approval Authority	Adverse Actions Approval Authority	Conduct Investigation	Human Resources Management Approval Authority	Adverse Actions Approval Authority	Refer Case to Court-Martial	Electronic/Paper	Yes	As Required
Adverse Actions Approval Authority - Adverse Actions Approval Authority Exchange	Initial Investigation Report	This includes the initial documentation of information related to an initial investigation	Human Resources Management Approval Authority	Adverse Actions Approval Authority	Obtain Initial Facts	Human Resources Management Approval Authority	Adverse Actions Approval Authority	Determine Administrative Hold	Electronic/Paper	Yes	As Required
Adverse Actions Approval Authority - Adverse Actions Approval Authority Exchange	Initial Investigation Report	This includes the initial documentation of information related to an initial investigation	Human Resources Management Approval Authority	Adverse Actions Approval Authority	Obtain Initial Facts	Human Resources Management Approval Authority	Adverse Actions Approval Authority	Conduct Investigation	Electronic/Paper	Yes	As Required
Adverse Actions Approval Authority - Law Enforcement Professional Exchange	Initial Investigation Report	This includes the initial documentation of information related to an initial investigation	Human Resources Management Approval Authority	Adverse Actions Approval Authority	Obtain Initial Facts	Law Enforcement Professional	Law Enforcement Professional	Support Criminal Investigative Services	Electronic/Paper	Yes	As Required
DoD Military Personnel - Adverse Actions Approval Authority Exchange	Initial Report of Offense	This includes a documentation of the offense(s) committed by the accused Member. This may include (but not be limited to) police reports, performance evaluations, disciplinary actions, non-judicial punishments, court-martial information, or unauthorized absence offenses	Human Resources Customer	DoD Military Personnel	External	Human Resources Management Approval Authority	Adverse Actions Approval Authority	Obtain Initial Facts	Electronic/Paper	Yes	As Required
DoD Civilian Personnel - Adverse Actions Approval Authority Exchange	Initial Report of Offense	This includes a documentation of the offense(s) committed by the accused Member. This may include (but not be limited to) police reports, performance evaluations, disciplinary actions, non-judicial punishments, court-martial information, or unauthorized absence offenses	Human Resources Customer	DoD Civilian Personnel	External	Human Resources Management Approval Authority	Adverse Actions Approval Authority	Obtain Initial Facts	Electronic/Paper	Yes	As Required

Need Line	Information Exchange Name	Information Exchange Description	Source Node	Source Sub Operational Node	Source Activity	Destination Node	Destination Sub Operational Node	Destination Activity	Media	Privacy Act Protected	Frequency
Non-DoD Personnel - Adverse Actions Approval Authority Exchange	Initial Report of Offense	This includes a documentation of the offense(s) committed by the accused Member. This may include (but not be limited to) police reports, performance evaluations, disciplinary actions, non-judicial punishments, court-martial information, or unauthorized absence offenses	Human Resources Customer	Non-DoD Personnel	External	Human Resources Management Approval Authority	Adverse Actions Approval Authority	Obtain Initial Facts	Electronic/Paper	Yes	As Required
Other Human Resources Customer - Adverse Actions Approval Authority Exchange	Initial Report of Offense	This includes a documentation of the offense(s) committed by the accused Member. This may include (but not be limited to) police reports, performance evaluations, disciplinary actions, non-judicial punishments, court-martial information, or unauthorized absence offenses	Human Resources Customer	Other Human Resources Customer	External	Human Resources Management Approval Authority	Adverse Actions Approval Authority	Obtain Initial Facts	Electronic/Paper	Yes	As Required
Adverse Actions Approval Authority - Adverse Actions Specialist Exchange	Non-Judicial Proceeding Informator	This includes a document detailing the results of a Member's non-judicial punishment proceedings. This may include (but not be limited to) evidence gathered from the investigation, non-judicial proceeding outcome (guilt or innocence), charges preferred if applicable, validated punishment, appeal information, and the Member's written matters of consideration.	Human Resources Management Approval Authority	Adverse Actions Approval Authority	Conduct Non-Judicial Punishment Proceedings	Human Resources Specialist	Adverse Actions Specialist	Document Disciplinary Action Results	Electronic/Paper	Yes	As Required
Adverse Actions Approval Authority - Adverse Actions Specialist Exchange	Non-Judicial Proceeding Informator	This includes a document detailing the results of a Member's non-judicial punishment proceedings. This may include (but not be limited to) evidence gathered from the investigation, non-judicial proceeding outcome (guilt or innocence), charges preferred if applicable, validated punishment, appeal information, and the Member's written matters of consideration.	Human Resources Management Approval Authority	Adverse Actions Approval Authority	Conduct Non-Judicial Punishment Proceedings	Human Resources Specialist	Adverse Actions Specialist	Update Adverse Action Information	Electronic/Paper	Yes	As Required
Adverse Actions Approval Authority - Adverse Actions Approval Authority Exchange	Non-Judicial Proceeding Informator	This includes a document detailing the results of a Member's non-judicial punishment proceedings. This may include (but not be limited to) evidence gathered from the investigation, non-judicial proceeding outcome (guilt or innocence), charges preferred if applicable, validated punishment, appeal information, and the Member's written matters of consideration.	Human Resources Management Approval Authority	Adverse Actions Approval Authority	Conduct Non-Judicial Punishment Proceedings	Human Resources Management Approval Authority	Adverse Actions Approval Authority	Refer Case to Court-Martial	Electronic/Paper	Yes	As Required
Adverse Actions Approval Authority - DoD Military Personnel Exchange	Personnel Action Decision Notificator	This includes the notification information to reflect the details of a decision made by an Approval Authority on a personnel action. The information may include (but not be limited to) decision recipient, notification date, personnel action identifier and personnel action status.	Human Resources Management Approval Authority	Adverse Actions Approval Authority	Determine Non-Punitive Action	Human Resources Customer	DoD Military Personne	Process Individual Information	Electronic/Paper	Yes	As Required

Develop Personnel Operational Information Exchange Matrix (OV-3)

Need Line	Information Exchange Name	Information Exchange Description	Source Node	Source Sub Node	Source Activity	Destination Node	Destination Sub Node	Destination Activity	Media	Privacy Act Protected	Frequency
Financial Visibility - Personnel Development Specialist Exchange	Aggregated Spend Information	Collected and consolidated historical spend data that includes what is purchased and from whom it is purchased that is used to identify strategic sourcing opportunities. Spend information includes post-award data such as total obligated amount per fiscal year, socio-economic information, or supplier concentration.	FM	Financial Visibility	External	Human Resources Specialist	Personnel Development Specialist	Manage Education	Electronic/Paper	Yes	As Required
Financial Visibility - Personnel Development Specialist Exchange	Aggregated Spend Information	Collected and consolidated historical spend data that includes what is purchased and from whom it is purchased that is used to identify strategic sourcing opportunities. Spend information includes post-award data such as total obligated amount per fiscal year, socio-economic information, or supplier concentration.	FM	Financial Visibility	External	Human Resources Specialist	Personnel Development Specialist	Manage Distributed Learning Program	Electronic/Paper	Yes	As Required
Financial Visibility - Personnel Development Specialist Exchange	Aggregated Spend Information	Collected and consolidated historical spend data that includes what is purchased and from whom it is purchased that is used to identify strategic sourcing opportunities. Spend information includes post-award data such as total obligated amount per fiscal year, socio-economic information, or supplier concentration.	FM	Financial Visibility	External	Human Resources Specialist	Personnel Development Specialist	Manage Competency Testing	Electronic/Paper	Yes	As Required
Financial Visibility - Personnel Development Specialist Exchange	Aggregated Spend Information	Collected and consolidated historical spend data that includes what is purchased and from whom it is purchased that is used to identify strategic sourcing opportunities. Spend information includes post-award data such as total obligated amount per fiscal year, socio-economic information, or supplier concentration.	FM	Financial Visibility	External	Human Resources Specialist	Personnel Development Specialist	Manage Individual Training	Electronic/Paper	Yes	As Required
MSSM - Personnel Development Specialist Exchange	Acceptance Evidence	Documentation of the act of assuming ownership of legal title and accountability of goods tendered and services rendered, excluding Real Property Placed in Service Notification. This serves as proof that the deliverables received or services rendered have been provided fulfilling specified terms and conditions against the previously agreed upon obligating document, contract, and/or intragovernmental order between the supplier and the buyer.	MSSM	MSSM	External	Human Resources Specialist	Personnel Development Specialist	Manage Education	Electronic/Paper	Yes	As Required
MSSM - Personnel Development Specialist Exchange	Acceptance Evidence	Documentation of the act of assuming ownership of legal title and accountability of goods tendered and services rendered, excluding Real Property Placed in Service Notification. This serves as proof that the deliverables received or services rendered have been provided fulfilling specified terms and conditions against the previously agreed upon obligating document, contract, and/or intragovernmental order between the supplier and the buyer.	MSSM	MSSM	External	Human Resources Specialist	Personnel Development Specialist	Manage Distributed Learning Program	Electronic/Paper	Yes	As Required
MSSM - Personnel Development Specialist Exchange	Acceptance Evidence	Documentation of the act of assuming ownership of legal title and accountability of goods tendered and services rendered, excluding Real Property Placed in Service Notification. This serves as proof that the deliverables received or services rendered have been provided fulfilling specified terms and conditions against the previously agreed upon obligating document, contract, and/or intragovernmental order between the supplier and the buyer.	MSSM	MSSM	External	Human Resources Specialist	Personnel Development Specialist	Manage Competency Testing	Electronic/Paper	Yes	As Required
MSSM - Personnel Development Specialist Exchange	Acceptance Evidence	Documentation of the act of assuming ownership of legal title and accountability of goods tendered and services rendered, excluding Real Property Placed in Service Notification. This serves as proof that the deliverables received or services rendered have been provided fulfilling specified terms and conditions against the previously agreed upon obligating document, contract, and/or intragovernmental order between the supplier and the buyer.	MSSM	MSSM	External	Human Resources Specialist	Personnel Development Specialist	Manage Individual Training	Electronic/Paper	Yes	As Required
MSSM - Personnel Development Specialist Exchange	Advance Ship Notice Information	Advanced notification of scheduled materiel deliveries to a receiving location or storage activity. It lists the contents of a shipment of goods as well as additional information relating to the shipment, such as order information, product description, physical characteristics, type of packaging, marking, carrier information, and configuration of goods within the transportation equipment. This information enables the sender to describe the contents and configuration of a shipment in various levels of detail and provides an ordered flexibility to convey information.	MSSM	MSSM	External	Human Resources Specialist	Personnel Development Specialist	Manage Education	Electronic/Paper	Yes	As Required

Need Line	Information Exchange Name	Information Exchange Description	Source Node	Source Sub Node	Source Activity	Destination Node	Destination Sub Node	Destination Activity	Media	Privacy Act Protected	Frequency
MSSM - Personnel Development Specialist Exchange	Advance Ship Notice Information	Advanced notification of scheduled materiel deliveries to a receiving location or storage activity. It lists the contents of a shipment of goods as well as additional information relating to the shipment, such as order information, product description, physical characteristics, type of packaging, marking, carrier information, and configuration of goods within the transportation equipment. This information enables the sender to describe the contents and configuration of a shipment in various levels of detail and provides an ordered flexibility to convey information.	MSSM	MSSM	External	Human Resources Specialist	Personnel Development Specialist	Manage Distributed Learning Program	Electronic/Paper	Yes	As Required
MSSM - Personnel Development Specialist Exchange	Advance Ship Notice Information	Advanced notification of scheduled materiel deliveries to a receiving location or storage activity. It lists the contents of a shipment of goods as well as additional information relating to the shipment, such as order information, product description, physical characteristics, type of packaging, marking, carrier information, and configuration of goods within the transportation equipment. This information enables the sender to describe the contents and configuration of a shipment in various levels of detail and provides an ordered flexibility to convey information.	MSSM	MSSM	External	Human Resources Specialist	Personnel Development Specialist	Manage Competency Testing	Electronic/Paper	Yes	As Required
MSSM - Personnel Development Specialist Exchange	Advance Ship Notice Information	Advanced notification of scheduled materiel deliveries to a receiving location or storage activity. It lists the contents of a shipment of goods as well as additional information relating to the shipment, such as order information, product description, physical characteristics, type of packaging, marking, carrier information, and configuration of goods within the transportation equipment. This information enables the sender to describe the contents and configuration of a shipment in various levels of detail and provides an ordered flexibility to convey information.	MSSM	MSSM	External	Human Resources Specialist	Personnel Development Specialist	Manage Individual Training	Electronic/Paper	Yes	As Required
MSSM - Personnel Development Specialist Exchange	Receiving Report Information	Receiving Report Information includes a description of the goods or services, purchase authorization information, date of delivery or performance, date of acceptance, and appropriate signatures.	MSSM	MSSM	External	Human Resources Specialist	Personnel Development Specialist	Manage Education	Electronic/Paper	Yes	As Required
MSSM - Personnel Development Specialist Exchange	Receiving Report Information	Receiving Report Information includes a description of the goods or services, purchase authorization information, date of delivery or performance, date of acceptance, and appropriate signatures.	MSSM	MSSM	External	Human Resources Specialist	Personnel Development Specialist	Manage Distributed Learning Program	Electronic/Paper	Yes	As Required
MSSM - Personnel Development Specialist Exchange	Receiving Report Information	Receiving Report Information includes a description of the goods or services, purchase authorization information, date of delivery or performance, date of acceptance, and appropriate signatures.	MSSM	MSSM	External	Human Resources Specialist	Personnel Development Specialist	Manage Competency Testing	Electronic/Paper	Yes	As Required
MSSM - Personnel Development Specialist Exchange	Receiving Report Information	Receiving Report Information includes a description of the goods or services, purchase authorization information, date of delivery or performance, date of acceptance, and appropriate signatures.	MSSM	MSSM	External	Human Resources Specialist	Personnel Development Specialist	Manage Individual Training	Electronic/Paper	Yes	As Required
MSSM - Personnel Development Specialist Exchange	Discrepancy Report Information	Report generated upon either Receipt or Acceptance documenting any variance from the terms and conditions of the agreement, contract, or intragovernmental order with the supplier.	MSSM	MSSM	External	Human Resources Specialist	Personnel Development Specialist	Manage Education	Electronic/Paper	Yes	As Required
MSSM - Personnel Development Specialist Exchange	Discrepancy Report Information	Report generated upon either Receipt or Acceptance documenting any variance from the terms and conditions of the agreement, contract, or intragovernmental order with the supplier.	MSSM	MSSM	External	Human Resources Specialist	Personnel Development Specialist	Manage Distributed Learning Program	Electronic/Paper	Yes	As Required
MSSM - Personnel Development Specialist Exchange	Discrepancy Report Information	Report generated upon either Receipt or Acceptance documenting any variance from the terms and conditions of the agreement, contract, or intragovernmental order with the supplier.	MSSM	MSSM	External	Human Resources Specialist	Personnel Development Specialist	Manage Competency Testing	Electronic/Paper	Yes	As Required
MSSM - Personnel Development Specialist Exchange	Discrepancy Report Information	Report generated upon either Receipt or Acceptance documenting any variance from the terms and conditions of the agreement, contract, or intragovernmental order with the supplier.	MSSM	MSSM	External	Human Resources Specialist	Personnel Development Specialist	Manage Individual Training	Electronic/Paper	Yes	As Required
DoD Military Personnel - Personnel Development Specialist Exchange	Career Path Action Request	This includes information associated with personnel submitting a request for the generation of a tailored individual Career Path Plan. The information may include (but not be limited to) requestor and individual personal information (e.g., name, ID number, organization) and the requested completion date for the career plan.	Human Resources Customer	DoD Military Personnel	Process Individual Information	Human Resources Specialist	Personnel Development Specialist	Manage Career Path	Electronic/Paper	Yes	As Required
DoD Civilian Personnel - Personnel Development Specialist Exchange	Career Path Action Request	This includes information associated with personnel submitting a request for the generation of a tailored individual Career Path Plan. The information may include (but not be limited to) requestor and individual personal information (e.g., name, ID number, organization) and the requested completion date for the career plan.	Human Resources Customer	DoD Civilian Personnel	Process Individual Information	Human Resources Specialist	Personnel Development Specialist	Manage Career Path	Electronic/Paper	Yes	As Required

Need Line	Information Exchange Name	Information Exchange Description	Source Node	Source Sub Node	Source Activity	Destination Node	Destination Sub Node	Destination Activity	Media	Privacy Act Protected	Frequency
DoD Military Personnel - Personnel Development Specialist Exchange	Career Path Action Request	This includes information associated with personnel submitting a request for the generation of a tailored individual Career Path Plan. The information may include (but not be limited to) requestor and individual personal information (e.g., name, ID number, organization) and the requested completion date for the career plan.	Human Resources Customer	DoD Military Personnel	Process Warfighter Information	Human Resources Specialist	Personnel Development Specialist	Manage Career Path	Electronic/Paper	Yes	As Required
Personnel Development Specialist - DoD Military Personnel Exchange	Career Path Information	This includes information associated with a person's occupation, or occupation family, and career path. The information may include (but not be limited to) career plan recommended phase points (in terms of years of service) for development actions (e.g., training, education, or distributed learning courses) leading to specified competency levels, recommended credentials, and specified organizational levels (e.g., Major Command Staff Division Chief, Service HQ Action Officer) of assignment.	Human Resources Specialist	Personnel Development Specialist	Manage Career Path	Human Resources Customer	DoD Military Personnel	Process Individual Information	Electronic/Paper	Yes	As Required
Personnel Development Specialist - DoD Civilian Personnel Exchange	Career Path Information	This includes information associated with a person's occupation, or occupation family, and career path. The information may include (but not be limited to) career plan recommended phase points (in terms of years of service) for development actions (e.g., training, education, or distributed learning courses) leading to specified competency levels, recommended credentials, and specified organizational levels (e.g., Major Command Staff Division Chief, Service HQ Action Officer) of assignment.	Human Resources Specialist	Personnel Development Specialist	Manage Career Path	Human Resources Customer	DoD Civilian Personnel	Process Individual Information	Electronic/Paper	Yes	As Required
Personnel Development Specialist - DoD Military Personnel Exchange	Career Path Information	This includes information associated with a person's occupation, or occupation family, and career path. The information may include (but not be limited to) career plan recommended phase points (in terms of years of service) for development actions (e.g., training, education, or distributed learning courses) leading to specified competency levels, recommended credentials, and specified organizational levels (e.g., Major Command Staff Division Chief, Service HQ Action Officer) of assignment.	Human Resources Specialist	Personnel Development Specialist	Manage Career Path	Human Resources Customer	DoD Military Personnel	Process Warfighter Information	Electronic/Paper	Yes	As Required
DoD Civilian Personnel - Personnel Development Specialist Exchange	Classification Action Request	This includes information associated with personnel submitting a request for the determination of a person's specific Department of Defense (DoD) occupation (can also be a revocation or addition). The information may include (but not be limited to) requestor and individual personal information (e.g., name, ID number, organization), rationale (can include information related to disqualification from a current occupation linkage because of medical or other factors) for the proposed classification action, and the requested completion date.	Human Resources Customer	DoD Civilian Personnel	Process Individual Information	Human Resources Specialist	Personnel Development Specialist	Manage Personnel Classification	Electronic/Paper	Yes	As Required
DoD Military Personnel - Personnel Development Specialist Exchange	Classification Action Request	This includes information associated with personnel submitting a request for the determination of a person's specific Department of Defense (DoD) occupation (can also be a revocation or addition). The information may include (but not be limited to) requestor and individual personal information (e.g., name, ID number, organization), rationale (can include information related to disqualification from a current occupation linkage because of medical or other factors) for the proposed classification action, and the requested completion date.	Human Resources Customer	DoD Military Personnel	Process Individual Information	Human Resources Specialist	Personnel Development Specialist	Manage Personnel Classification	Electronic/Paper	Yes	As Required
Financial Visibility - Personnel Development Specialist Exchange	Commitment Modification Request	A request to either increase or decrease the commitment amount needed to fulfill the requirement.	FM	Financial Visibility	External	Human Resources Specialist	Personnel Development Specialist	Manage Individual Training	Electronic/Paper	Yes	As Required
Personnel Development Specialist - FM Exchange	Commitment Request	This is a request for a commitment or decommitment that has been approved based on the existence of available funding. This commitment/decommitment is an administrative reservation/dereservation of funds for a procurement request, order, directive, or equivalent instrument. This also identifies commitments that have been rejected due to insufficient funding or management discretion.	Human Resources Specialist	Personnel Development Specialist	Manage Individual Training	FM	FM	External	Electronic/Paper	Yes	As Required
Personnel Development Specialist - FM Exchange	Commitment Request	This is a request for a commitment or decommitment that has been approved based on the existence of available funding. This commitment/decommitment is an administrative reservation/dereservation of funds for a procurement request, order, directive, or equivalent instrument. This also identifies commitments that have been rejected due to insufficient funding or management discretion.	Human Resources Specialist	Personnel Development Specialist	Manage Education	FM	FM	External	Electronic/Paper	Yes	As Required
Personnel Development Specialist - FM Exchange	Commitment Request	This is a request for a commitment or decommitment that has been approved based on the existence of available funding. This commitment/decommitment is an administrative reservation/dereservation of funds for a procurement request, order, directive, or equivalent instrument. This also identifies commitments that have been rejected due to insufficient funding or management discretion.	Human Resources Specialist	Personnel Development Specialist	Manage Distributed Learning Program	FM	FM	External	Electronic/Paper	Yes	As Required

Need Line	Information Exchange Name	Information Exchange Description	Source Node	Source Sub Node	Source Activity	Destination Node	Destination Sub Node	Destination Activity	Media	Privacy Act Protected	Frequency
Personnel Development Specialist - FM Exchange	Commitment Request	This is a request for a commitment or decommitment that has been approved based on the existence of available funding. This commitment/decommitment is an administrative reservation/dereservation of funds for a procurement request, order, directive, or equivalent instrument. This also identifies commitments that have been rejected due to insufficient funding or management discretion.	Human Resources Specialist	Personnel Development Specialist	Manage Competency Testing	FM	FM	External	Electronic/Paper	Yes	As Required
MSSM - Personnel Development Specialist Exchange	Contract or Order Closure Information	All information related to completion of the buyer's final contract or intragovernmental order closeout process including, but not limited to, closeout details and requesting deobligations and decommitments, if necessary. This also includes any adjustments to closure information.	MSSM	MSSM	External	Human Resources Specialist	Personnel Development Specialist	Manage Education	Electronic/Paper	Yes	As Required
MSSM - Personnel Development Specialist Exchange	Contract or Order Closure Information	All information related to completion of the buyer's final contract or intragovernmental order closeout process including, but not limited to, closeout details and requesting deobligations and decommitments, if necessary. This also includes any adjustments to closure information.	MSSM	MSSM	External	Human Resources Specialist	Personnel Development Specialist	Manage Distributed Learning Program	Electronic/Paper	Yes	As Required
MSSM - Personnel Development Specialist Exchange	Contract or Order Closure Information	All information related to completion of the buyer's final contract or intragovernmental order closeout process including, but not limited to, closeout details and requesting deobligations and decommitments, if necessary. This also includes any adjustments to closure information.	MSSM	MSSM	External	Human Resources Specialist	Personnel Development Specialist	Manage Competency Testing	Electronic/Paper	Yes	As Required
MSSM - Personnel Development Specialist Exchange	Contract or Order Closure Information	All information related to completion of the buyer's final contract or intragovernmental order closeout process including, but not limited to, closeout details and requesting deobligations and decommitments, if necessary. This also includes any adjustments to closure information.	MSSM	MSSM	External	Human Resources Specialist	Personnel Development Specialist	Manage Individual Training	Electronic/Paper	Yes	As Required
MSSM - Personnel Development Specialist Exchange	Contract or Order Information	A contract that has been awarded to a supplier or an intragovernmental order that has been accepted by the government supplier and subsequently acknowledged by the government buyer that is a mutually binding legal relationship obligating the supplier to furnish the goods or services (including construction) that can be invoiced, and the buyer to provide payment for those goods and services as agreed upon by the contract or order. The contract or order information may contain the original or modified contract or intragovernmental order that has been mutually agreed upon between the buyer and supplier to include warranty, return, and rebate terms and conditions. It also includes all types of commitments that obligate the DoD to an expenditure of appropriated funds and that, except as otherwise authorized, are in writing. In addition to bilateral instruments, contracts include, but are not limited to, awards and notices of awards; job orders or task letters issued under basic ordering agreements; letter contracts; and orders, such as purchase	MSSM	MSSM	External	Human Resources Specialist	Personnel Development Specialist	Manage Education	Electronic/Paper	Yes	As Required
MSSM - Personnel Development Specialist Exchange	Contract or Order Information	A contract that has been awarded to a supplier or an intragovernmental order that has been accepted by the government supplier and subsequently acknowledged by the government buyer that is a mutually binding legal relationship obligating the supplier to furnish the goods or services (including construction) that can be invoiced, and the buyer to provide payment for those goods and services as agreed upon by the contract or order. The contract or order information may contain the original or modified contract or intragovernmental order that has been mutually agreed upon between the buyer and supplier to include warranty, return, and rebate terms and conditions. It also includes all types of commitments that obligate the DoD to an expenditure of appropriated funds and that, except as otherwise authorized, are in writing. In addition to bilateral instruments, contracts include, but are not limited to, awards and notices of awards; job orders or task letters issued under basic ordering agreements; letter contracts; and orders, such as purchase orders, under which the contract becomes effective by written	MSSM	MSSM	External	Human Resources Specialist	Personnel Development Specialist	Manage Individual Training	Electronic/Paper	Yes	As Required

Need Line	Information Exchange Name	Information Exchange Description	Source Node	Source Sub Node	Source Activity	Destination Node	Destination Sub Node	Destination Activity	Media	Privacy Act Protected	Frequency
MSSM - Personnel Development Specialist Exchange	Contract or Order Information	A contract that has been awarded to a supplier or an intragovernmental order that has been accepted by the government supplier and subsequently acknowledged by the government buyer that is a mutually binding legal relationship obligating the supplier to furnish the goods or services (including construction) that can be invoiced, and the buyer to provide payment for those goods and services as agreed upon by the contract or order. The contract or order information may contain the original or modified contract or intragovernmental order that has been mutually agreed upon between the buyer and supplier to include warranty, return, and rebate terms and conditions. It also includes all types of commitments that obligate the DoD to an expenditure of appropriated funds and that, except as otherwise authorized, are in writing. In addition to bilateral instruments, contracts include, but are not limited to, awards and notices of awards; job orders or task letters issued under basic ordering agreements; letter contracts; and orders, such as purchase orders, under which the contract becomes effective by written	MSSM	MSSM	External	Human Resources Specialist	Personnel Development Specialist	Manage Distributed Learning Program	Electronic/Paper	Yes	As Required
MSSM - Personnel Development Specialist Exchange	Contract or Order Information	A contract that has been awarded to a supplier or an intragovernmental order that has been accepted by the government supplier and subsequently acknowledged by the government buyer that is a mutually binding legal relationship obligating the supplier to furnish the goods or services (including construction) that can be invoiced, and the buyer to provide payment for those goods and services as agreed upon by the contract or order. The contract or order information may contain the original or modified contract or intragovernmental order that has been mutually agreed upon between the buyer and supplier to include warranty, return, and rebate terms and conditions. It also includes all types of commitments that obligate the DoD to an expenditure of appropriated funds and that, except as otherwise authorized, are in writing. In addition to bilateral instruments, contracts include, but are not limited to, awards and notices of awards; job orders or task letters issued under basic ordering agreements; letter contracts; and orders, such as purchase orders, under which the contract becomes effective by written	MSSM	MSSM	External	Human Resources Specialist	Personnel Development Specialist	Manage Competency Testing	Electronic/Paper	Yes	As Required
Personnel Development Specialist - DoD Military Personnel Exchange	Credential Catalog Information	This includes repository information associated with all Department of Defense (DoD)-utilized credentials (e.g., Washington D.C. Bar Admission for Criminal Law, Board Certified Brain Surgeon, State of Maryland certified Master Plumber) and civilian-acquired skills (e.g., firefighter, police detective, certified public accountant) identified as DoD mission related. The information may include (but not be limited to) specific credential information (e.g., credential identification information, credential version identification (e.g., Washington, D.C. Bar Admission for Criminal Law, Board Certified Brain Surgeon, State of Maryland certified Master Plumber), civilian-acquired skills (e.g., firefighter, police detective, accountant), credential-related competencies, specified DoD competency testing, credential mediums such as paper or electronic, and credential renewal periods (e.g., 2 years from date of issue, lifetime).	Human Resources Specialist	Personnel Development Specialist	Manage Credentials	Human Resources Customer	DoD Military Personnel	Process Individual Information	Electronic/Paper	Yes	As Required
Personnel Development Specialist - DoD Civilian Personnel Exchange	Credential Catalog Information	This includes repository information associated with all Department of Defense (DoD)-utilized credentials (e.g., Washington D.C. Bar Admission for Criminal Law, Board Certified Brain Surgeon, State of Maryland certified Master Plumber) and civilian-acquired skills (e.g., firefighter, police detective, certified public accountant) identified as DoD mission related. The information may include (but not be limited to) specific credential information (e.g., credential identification information, credential version identification (e.g., Washington, D.C. Bar Admission for Criminal Law, Board Certified Brain Surgeon, State of Maryland certified Master Plumber), civilian-acquired skills (e.g., firefighter, police detective, accountant), credential-related competencies, specified DoD competency testing, credential mediums such as paper or electronic, and credential renewal periods (e.g., 2 years from date of issue, lifetime).	Human Resources Specialist	Personnel Development Specialist	Manage Credentials	Human Resources Customer	DoD Civilian Personnel	Process Individual Information	Electronic/Paper	Yes	As Required

Need Line	Information Exchange Name	Information Exchange Description	Source Node	Source Sub Node	Source Activity	Destination Node	Destination Sub Node	Destination Activity	Media	Privacy Act Protected	Frequency
Personnel Development Specialist - Other Human Resources Customer Exchange	Credential Catalog Information	This includes repository information associated with all Department of Defense (DoD)-utilized credentials (e.g., Washington D.C. Bar Admission for Criminal Law, Board Certified Brain Surgeon, State of Maryland certified Master Plumber) and civilian-acquired skills (e.g., firefighter, police detective, certified public accountant) identified as DoD mission related. The information may include (but not be limited to) specific credential information (e.g., credential identification information, credential version identification (e.g., Washington, D.C. Bar Admission for Criminal Law, Board Certified Brain Surgeon, State of Maryland certified Master Plumber), civilian-acquired skills (e.g., firefighter, police detective, accountant), credential-related competencies, specified DoD competency testing, credential mediums such as paper or electronic, and credential renewal periods (e.g., 2 years from date of issue, lifetime).	Human Resources Specialist	Personnel Development Specialist	Manage Credentials	Human Resources Customer	Other Human Resources Customer	Process Individual Information	Electronic/Paper	Yes	As Required
Personnel Development Specialist - DoD Military Personnel Exchange	Credential Catalog Information	This includes repository information associated with all Department of Defense (DoD)-utilized credentials (e.g., Washington D.C. Bar Admission for Criminal Law, Board Certified Brain Surgeon, State of Maryland certified Master Plumber) and civilian-acquired skills (e.g., firefighter, police detective, certified public accountant) identified as DoD mission related. The information may include (but not be limited to) specific credential information (e.g., credential identification information, credential version identification (e.g., Washington, D.C. Bar Admission for Criminal Law, Board Certified Brain Surgeon, State of Maryland certified Master Plumber), civilian-acquired skills (e.g., firefighter, police detective, accountant), credential-related competencies, specified DoD competency testing, credential mediums such as paper or electronic, and credential renewal periods (e.g., 2 years from date of issue, lifetime).	Human Resources Specialist	Personnel Development Specialist	Manage Credentials	Human Resources Customer	DoD Military Personnel	Process Warfighter Information	Electronic/Paper	Yes	As Required
DoD Military Personnel - Personnel Development Specialist Exchange	Credential Deficiency	This includes information associated with warfighter personnel identifying a problem (e.g., warfighter request based on operational problem potential short term solution) potentially requiring a modification to Department of Defense (DoD) analysis and capture of any person's specific credential information. The information may include (but not be limited to) specific credential information (e.g., credential identification information, requestor personal information (e.g. name, ID number, organization), Universal Joint Task List (UJTL) related item (e.g., Strategic Theater 4.2 Coordinate Support for Forces in Theater, Strategic Theater 4.2.3 Reconstitute Theater Forces), narrative on exercise or combat operations-related deficiency or problem, credential version identification (e.g., Washington, DC Bar Admission for Criminal Law, Board Certified Brain Surgeon, State of Virginia certified Master Plumber), civilian acquired skills (e.g., firefighter, police detective, accountant), credential-related competencies, specified DoD competency testing, credential mediums such as paper or electronic, and credential expiration or renewal date.	Human Resources Customer	DoD Military Personnel	Process Warfighter Information	Human Resources Specialist	Personnel Development Specialist	Manage Credentials	Electronic/Paper	Yes	As Required
DoD Military Personnel - Personnel Development Specialist Exchange	Credential Proposal	This includes information associated with personnel identifying a proposal (e.g., adjustment to the specified metals to be used in the competency testing of underwater electric arc welding) potentially requiring a modification to Department of Defense (DoD) analysis and capture of an individual's specific credential information. The information may include (but not be limited to) specific credential information (e.g., credential identification information, requestor personal information (e.g. name, ID number, organization), credential version identification (e.g., Washington, D.C. Bar Admission for Criminal Law, Board Certified Brain Surgeon, State of Maryland certified Master Plumber), civilian acquired skills (e.g., firefighter, police detective, accountant), credential related competencies, specified DoD competency testing, credential mediums such as paper or electronic, and credential expiration or renewal date.	Human Resources Customer	DoD Military Personnel	Process Individual Information	Human Resources Specialist	Personnel Development Specialist	Manage Credentials	Electronic/Paper	Yes	As Required

Need Line	Information Exchange Name	Information Exchange Description	Source Node	Source Sub Node	Source Activity	Destination Node	Destination Sub Node	Destination Activity	Media	Privacy Act Protected	Frequency
DoD Civilian Personnel - Personnel Development Specialist Exchange	Credential Proposal	This includes information associated with personnel identifying a proposal (e.g., adjustment to the specified metals to be used in the competency testing of underwater electric arc welding) potentially requiring a modification to Department of Defense (DoD) analysis and capture of an individual's specific credential information. The information may include (but not be limited to) specific credential information (e.g., credential identification information, requestor personal information (e.g. name, ID number, organization), credential version identification (e.g., Washington, D.C. Bar Admission for Criminal Law, Board Certified Brain Surgeon, State of Maryland certified Master Plumber), civilian acquired skills (e.g., firefighter, police detective, accountant), credential related competencies, specified DoD competency testing, credential mediums such as paper or electronic, and credential expiration or renewal date.	Human Resources Customer	DoD Civilian Personnel	Process Individual Information	Human Resources Specialist	Personnel Development Specialist	Manage Credentials	Electronic/Paper	Yes	As Required
Non-DoD Personnel - Personnel Development Specialist Exchange	Credential Proposal	This includes information associated with personnel identifying a proposal (e.g., adjustment to the specified metals to be used in the competency testing of underwater electric arc welding) potentially requiring a modification to Department of Defense (DoD) analysis and capture of an individual's specific credential information. The information may include (but not be limited to) specific credential information (e.g., credential identification information, requestor personal information (e.g. name, ID number, organization), credential version identification (e.g., Washington, D.C. Bar Admission for Criminal Law, Board Certified Brain Surgeon, State of Maryland certified Master Plumber), civilian acquired skills (e.g., firefighter, police detective, accountant), credential related competencies, specified DoD competency testing, credential mediums such as paper or electronic, and credential expiration or renewal date.	Human Resources Customer	Non-DoD Personnel	Process Individual Information	Human Resources Specialist	Personnel Development Specialist	Manage Credentials	Electronic/Paper	Yes	As Required
Other Human Resources Customer - Personnel Development Specialist Exchange	Credential Proposal	This includes information associated with personnel identifying a proposal (e.g., adjustment to the specified metals to be used in the competency testing of underwater electric arc welding) potentially requiring a modification to Department of Defense (DoD) analysis and capture of an individual's specific credential information. The information may include (but not be limited to) specific credential information (e.g., credential identification information, requestor personal information (e.g. name, ID number, organization), credential version identification (e.g., Washington, D.C. Bar Admission for Criminal Law, Board Certified Brain Surgeon, State of Maryland certified Master Plumber), civilian acquired skills (e.g., firefighter, police detective, accountant), credential related competencies, specified DoD competency testing, credential mediums such as paper or electronic, and credential expiration or renewal date.	Human Resources Customer	Other Human Resources Customer	Process Individual Information	Human Resources Specialist	Personnel Development Specialist	Manage Credentials	Electronic/Paper	Yes	As Required
Personnel Development Approval Authority - DoD Military Personnel Exchange	Credential Proposal Assessment	This includes information associated with the response to a perceived deficiency of, or proposal for a modification to, a specific Department of Defense (DoD) credential. This includes information associated with the response to a perceived deficiency of, or proposal for a modification to DoD analysis and capture of a person's specific credential information. The information may include (but not be limited to) specific credential information (e.g., credential identification information, requestor personal information (e.g. name, ID number, organization), proposal assessment information, credential version identification (e.g., Washington, DC Bar Admission for Criminal Law, Board Certified Brain Surgeon, State of Virginia certified Master Plumber), civilian acquired skills (e.g., firefighter, police detective, accountant), credential related competencies, specified DoD competency testing, credential mediums such as paper or electronic, credential expiration or renewal date, related assessment inputs received, analysis summary, evaluation results, proposal assessment information such as	Human Resources Management Approval Authority	Personnel Development Approval Authority	Manage Credentials	Human Resources Customer	DoD Military Personnel	Process Individual Information	Electronic/Paper	Yes	As Required

Need Line	Information Exchange Name	Information Exchange Description	Source Node	Source Sub Node	Source Activity	Destination Node	Destination Sub Node	Destination Activity	Media	Privacy Act Protected	Frequency
Personnel Development Approval Authority - Other Human Resources Customer Exchange	Credential Proposal Assessment	This includes information associated with the response to a perceived deficiency of, or proposal for a modification to, a specific Department of Defense (DoD) credential. This includes information associated with the response to a perceived deficiency of, or proposal for a modification to DoD analysis and capture of an person's specific credential information. The information may include (but not be limited to) specific credential information (e.g., credential identification information, requestor personal information (e.g. name, ID number, organization), proposal assessment information, credential version identification (e.g., Washington, DC Bar Admission for Criminal Law, Board Certified Brain Surgeon, State of Virginia certified Master Plumber), civilian acquired skills (e.g., firefighter, police detective, accountant), credential related competencies, specified DoD competency testing, credential mediums such as paper or electronic, credential expiration or renewal date, related assessment inputs received, analysis summary, evaluation results, proposal assessment information such as	Human Resources Management Approval Authority	Personnel Development Approval Authority	Manage Credentials	Human Resources Customer	Other Human Resources Customer	Process Individual Information	Electronic/Paper	Yes	As Required
Personnel Development Approval Authority - DoD Civilian Personnel Exchange	Credential Proposal Assessment	This includes information associated with the response to a perceived deficiency of, or proposal for a modification to, a specific Department of Defense (DoD) credential. This includes information associated with the response to a perceived deficiency of, or proposal for a modification to DoD analysis and capture of an person's specific credential information. The information may include (but not be limited to) specific credential information (e.g., credential identification information, requestor personal information (e.g. name, ID number, organization), proposal assessment information, credential version identification (e.g., Washington, DC Bar Admission for Criminal Law, Board Certified Brain Surgeon, State of Virginia certified Master Plumber), civilian acquired skills (e.g., firefighter, police detective, accountant), credential related competencies, specified DoD competency testing, credential mediums such as paper or electronic, credential expiration or renewal date, related assessment inputs received, analysis summary, evaluation results, proposal assessment information such as	Human Resources Management Approval Authority	Personnel Development Approval Authority	Manage Credentials	Human Resources Customer	DoD Civilian Personnel	Process Individual Information	Electronic/Paper	Yes	As Required
Personnel Development Approval Authority - Non-DoD Personnel Exchange	Credential Proposal Assessment	This includes information associated with the response to a perceived deficiency of, or proposal for a modification to, a specific Department of Defense (DoD) credential. This includes information associated with the response to a perceived deficiency of, or proposal for a modification to DoD analysis and capture of an person's specific credential information. The information may include (but not be limited to) specific credential information (e.g., credential identification information, requestor personal information (e.g. name, ID number, organization), proposal assessment information, credential version identification (e.g., Washington, DC Bar Admission for Criminal Law, Board Certified Brain Surgeon, State of Virginia certified Master Plumber), civilian acquired skills (e.g., firefighter, police detective, accountant), credential related competencies, specified DoD competency testing, credential mediums such as paper or electronic, credential expiration or renewal date, related assessment inputs received, analysis summary, evaluation results, proposal assessment information such as	Human Resources Management Approval Authority	Personnel Development Approval Authority	Manage Credentials	Human Resources Customer	Non-DoD Personnel	Process Individual Information	Electronic/Paper	Yes	As Required

Need Line	Information Exchange Name	Information Exchange Description	Source Node	Source Sub Node	Source Activity	Destination Node	Destination Sub Node	Destination Activity	Media	Privacy Act Protected	Frequency
Personnel Development Approval Authority - DoD Military Personnel Exchange	Credential Proposal Assessment	This includes information associated with the response to a perceived deficiency of, or proposal for a modification to, a specific Department of Defense (DoD) credential. This includes information associated with the response to a perceived deficiency of, or proposal for a modification to DoD analysis and capture of a person's specific credential information. The information may include (but not be limited to) specific credential information (e.g., credential identification information, requestor personal information (e.g. name, ID number, organization), proposal assessment information, credential version identification (e.g., Washington, DC Bar Admission for Criminal Law, Board Certified Brain Surgeon, State of Virginia certified Master Plumber), civilian acquired skills (e.g., firefighter, police detective, accountant), credential related competencies, specified DoD competency testing, credential mediums such as paper or electronic, credential expiration or renewal date, related assessment inputs received, analysis summary, evaluation results, proposal assessment information such as	Human Resources Management Approval Authority	Personnel Development Approval Authority	Manage Credentials	Human Resources Customer	DoD Military Personnel	Process Warfighter Information	Electronic/Paper	Yes	As Required
Financial Visibility - Personnel Development Specialist Exchange	Department of Defense Fund Balance	The Department of Defense Fund Balance is the authoritative source for all funds information, including execution transactions and funds availability. A Department of Defense Fund Balance is based on the general ledger data and provides the current balance of funds available for use associated with a specific budget program or any subdivision of a budget program. This information also contains funds availability within a particular program by comparing the fund request with fund balance of the activity providing the goods or services to ensure that the seller has the funding authority to incur the costs that will be associated with providing the buyer's request. In addition, the Department of Defense Fund Balance includes funding originally appropriated, apportioned, allotted, or otherwise distributed and any subsequent execution activity that has occurred, including commitments, obligations, and expenditure activity. This information is also comprised of many views of financial information at various levels of detail.	FM	Financial Visibility	External	Human Resources Specialist	Personnel Development Specialist	Manage Education	Electronic/Paper	Yes	As Required
Financial Visibility - Personnel Development Specialist Exchange	Department of Defense Fund Balance	The Department of Defense Fund Balance is the authoritative source for all funds information, including execution transactions and funds availability. A Department of Defense Fund Balance is based on the general ledger data and provides the current balance of funds available for use associated with a specific budget program or any subdivision of a budget program. This information also contains funds availability within a particular program by comparing the fund request with fund balance of the activity providing the goods or services to ensure that the seller has the funding authority to incur the costs that will be associated with providing the buyer's request. In addition, the Department of Defense Fund Balance includes funding originally appropriated, apportioned, allotted, or otherwise distributed and any subsequent execution activity that has occurred, including commitments, obligations, and expenditure activity. This information is also comprised of many views of financial information at various levels of detail.	FM	Financial Visibility	External	Human Resources Specialist	Personnel Development Specialist	Manage Distributed Learning Program	Electronic/Paper	Yes	As Required
Financial Visibility - Personnel Development Specialist Exchange	Department of Defense Fund Balance	The Department of Defense Fund Balance is the authoritative source for all funds information, including execution transactions and funds availability. A Department of Defense Fund Balance is based on the general ledger data and provides the current balance of funds available for use associated with a specific budget program or any subdivision of a budget program. This information also contains funds availability within a particular program by comparing the fund request with fund balance of the activity providing the goods or services to ensure that the seller has the funding authority to incur the costs that will be associated with providing the buyer's request. In addition, the Department of Defense Fund Balance includes funding originally appropriated, apportioned, allotted, or otherwise distributed and any subsequent execution activity that has occurred, including commitments, obligations, and expenditure activity. This information is also comprised of many views of financial information at various levels of detail.	FM	Financial Visibility	External	Human Resources Specialist	Personnel Development Specialist	Manage Competency Testing	Electronic/Paper	Yes	As Required

Need Line	Information Exchange Name	Information Exchange Description	Source Node	Source Sub Node	Source Activity	Destination Node	Destination Sub Node	Destination Activity	Media	Privacy Act Protected	Frequency
Financial Visibility - Personnel Development Specialist Exchange	Department of Defense Fund Balance	The Department of Defense Fund Balance is the authoritative source for all funds information, including execution transactions and funds availability. A Department of Defense Fund Balance is based on the general ledger data and provides the current balance of funds available for use associated with a specific budget program or any subdivision of a budget program. This information also contains funds availability within a particular program by comparing the fund request with fund balance of the activity providing the goods or services to ensure that the seller has the funding authority to incur the costs that will be associated with providing the buyer's request. In addition, the Department of Defense Fund Balance includes funding originally appropriated, apportioned, allotted, or otherwise distributed and any subsequent execution activity that has occurred, including commitments, obligations, and expenditure activity. This information is also comprised of many views of financial information at various levels of detail.	FM	Financial Visibility	External	Human Resources Specialist	Personnel Development Specialist	Manage Individual Training	Electronic/Paper	Yes	As Required
Personnel Development Specialist - DoD Military Personnel Exchange	Development Competencies Catalog Information	This includes information associated with all Department of Defense (DoD) competencies identified for DoD development actions (e.g., Education, Training, Distributed Learning, Competency Testing, Credential management). The information may include (but not be limited to) specific competency identification information related to DoD occupations (e.g., MOS, AFSC) requiring the specified competencies.	Human Resources Specialist	Personnel Development Specialist	Determine Occupational Competencies	Human Resources Customer	DoD Military Personnel	Process Individual Information	Electronic/Paper	Yes	As Required
Personnel Development Specialist - DoD Civilian Personnel Exchange	Development Competencies Catalog Information	This includes information associated with all Department of Defense (DoD) competencies identified for DoD development actions (e.g., Education, Training, Distributed Learning, Competency Testing, Credential management). The information may include (but not be limited to) specific competency identification information related to DoD occupations (e.g., MOS, AFSC) requiring the specified competencies.	Human Resources Specialist	Personnel Development Specialist	Determine Occupational Competencies	Human Resources Customer	DoD Civilian Personnel	Process Individual Information	Electronic/Paper	Yes	As Required
Personnel Development Specialist - Non-DoD Personnel Exchange	Development Competencies Catalog Information	This includes information associated with all Department of Defense (DoD) competencies identified for DoD development actions (e.g., Education, Training, Distributed Learning, Competency Testing, Credential management). The information may include (but not be limited to) specific competency identification information related to DoD occupations (e.g., MOS, AFSC) requiring the specified competencies.	Human Resources Specialist	Personnel Development Specialist	Determine Occupational Competencies	Human Resources Customer	Non-DoD Personnel	Process Individual Information	Electronic/Paper	Yes	As Required
Personnel Development Specialist - Other Human Resources Customer Exchange	Development Competencies Catalog Information	This includes information associated with all Department of Defense (DoD) competencies identified for DoD development actions (e.g., Education, Training, Distributed Learning, Competency Testing, Credential management). The information may include (but not be limited to) specific competency identification information related to DoD occupations (e.g., MOS, AFSC) requiring the specified competencies.	Human Resources Specialist	Personnel Development Specialist	Determine Occupational Competencies	Human Resources Customer	Other Human Resources Customer	Process Individual Information	Electronic/Paper	Yes	As Required
Personnel Development Specialist - DoD Military Personnel Exchange	Development Competencies Catalog Information	This includes information associated with all Department of Defense (DoD) competencies identified for DoD development actions (e.g., Education, Training, Distributed Learning, Competency Testing, Credential management). The information may include (but not be limited to) specific competency identification information related to DoD occupations (e.g., MOS, AFSC) requiring the specified competencies.	Human Resources Specialist	Personnel Development Specialist	Determine Occupational Competencies	Human Resources Customer	DoD Military Personnel	Process Warfighter Information	Electronic/Paper	Yes	As Required
Personnel Development Specialist - DoD Military Personnel Exchange	Distributed Learning Program Catalog Information	This includes repository information associated with all Department of Defense (DoD) Distributed Learning programs. The Advanced Distributed Learning (ADL) Registry, Defense Technical Information Center (DTIC) managed DoD service, is the mandated site for registering the existence, location, description, and other relevant properties of distributed learning content developed or acquired by DoD. The information may include (but not be limited to) implementation utilization details of joint architecture, standards and technology library resources for embedding self-help competency development material within a DoD computer system, web site, DoD and Service formal classroom, on-the-job and correspondence training and education courses.	Human Resources Specialist	Personnel Development Specialist	Manage Distributed Learning Program	Human Resources Customer	DoD Military Personnel	Process Individual Information	Electronic/Paper	Yes	As Required

Need Line	Information Exchange Name	Information Exchange Description	Source Node	Source Sub Node	Source Activity	Destination Node	Destination Sub Node	Destination Activity	Media	Privacy Act Protected	Frequency
Personnel Development Specialist - DoD Civilian Personnel Exchange	Distributed Learning Program Catalog Information	This includes repository information associated with all Department of Defense (DoD) Distributed Learning programs. The Advanced Distributed Learning (ADL) Registry, Defense Technical Information Center (DTIC) managed DoD service, is the mandated site for registering the existence, location, description, and other relevant properties of distributed learning content developed or acquired by DoD. The information may include (but not be limited to) implementation utilization details of joint architecture, standards and technology library resources for embedding self-help competency development material within a DoD computer system, web site, DoD and Service formal classroom, on-the-job and correspondence training and education courses.	Human Resources Specialist	Personnel Development Specialist	Manage Distributed Learning Program	Human Resources Customer	DoD Civilian Personnel	Process Individual Information	Electronic/Paper	Yes	As Required
Personnel Development Specialist - Non-DoD Personnel Exchange	Distributed Learning Program Catalog Information	This includes repository information associated with all Department of Defense (DoD) Distributed Learning programs. The Advanced Distributed Learning (ADL) Registry, Defense Technical Information Center (DTIC) managed DoD service, is the mandated site for registering the existence, location, description, and other relevant properties of distributed learning content developed or acquired by DoD. The information may include (but not be limited to) implementation utilization details of joint architecture, standards and technology library resources for embedding self-help competency development material within a DoD computer system, web site, DoD and Service formal classroom, on-the-job and correspondence training and education courses.	Human Resources Specialist	Personnel Development Specialist	Manage Distributed Learning Program	Human Resources Customer	Non-DoD Personnel	Process Individual Information	Electronic/Paper	Yes	As Required
Personnel Development Specialist - Other Human Resources Customer Exchange	Distributed Learning Program Catalog Information	This includes repository information associated with all Department of Defense (DoD) Distributed Learning programs. The Advanced Distributed Learning (ADL) Registry, Defense Technical Information Center (DTIC) managed DoD service, is the mandated site for registering the existence, location, description, and other relevant properties of distributed learning content developed or acquired by DoD. The information may include (but not be limited to) implementation utilization details of joint architecture, standards and technology library resources for embedding self-help competency development material within a DoD computer system, web site, DoD and Service formal classroom, on-the-job and correspondence training and education courses.	Human Resources Specialist	Personnel Development Specialist	Manage Distributed Learning Program	Human Resources Customer	Other Human Resources Customer	Process Individual Information	Electronic/Paper	Yes	As Required
Personnel Development Specialist - DoD Military Personnel Exchange	Distributed Learning Program Catalog Information	This includes repository information associated with all Department of Defense (DoD) Distributed Learning programs. The Advanced Distributed Learning (ADL) Registry, Defense Technical Information Center (DTIC) managed DoD service, is the mandated site for registering the existence, location, description, and other relevant properties of distributed learning content developed or acquired by DoD. The information may include (but not be limited to) implementation utilization details of joint architecture, standards and technology library resources for embedding self-help competency development material within a DoD computer system, web site, DoD and Service formal classroom, on-the-job and correspondence training and education courses.	Human Resources Specialist	Personnel Development Specialist	Manage Distributed Learning Program	Human Resources Customer	DoD Military Personnel	Process Warfighter Information	Electronic/Paper	Yes	As Required
DoD Military Personnel - Personnel Development Specialist Exchange	Distributed Learning Program Deficiency	This includes information associated with warfighter personnel identifying a perceived deficiency in specific Department of Defense (DoD) Distributed Learning program implementations or registry details (e.g., warfighter request for additional distributed learning material based on operational problem potential long term solution) potentially requiring a modification to a specific DoD Distributed Learning program implementation or registry details. The information may include (but not be limited to) requestor personal information (e.g., name, ID number, organization), Universal Joint Task List (UJTL) related item (e.g., Strategic Theater 1.1.2.6 Coordinate Joint Personnel Training and Tracking Activities, Strategic Theater 4.2.4 Establish and Coordinate Training of Joint and Combined Forces, narrative on exercise or combat operations related deficiency or problem, implementation utilization details of joint architecture, standards and technology library resources for embedding self-help competency development material within a DoD computer system, web site, DoD and Service formal classroom	Human Resources Customer	DoD Military Personnel	Process Warfighter Information	Human Resources Specialist	Personnel Development Specialist	Manage Distributed Learning Program	Electronic/Paper	Yes	As Required

Need Line	Information Exchange Name	Information Exchange Description	Source Node	Source Sub Node	Source Activity	Destination Node	Destination Sub Node	Destination Activity	Media	Privacy Act Protected	Frequency
DoD Military Personnel - Personnel Development Specialist Exchange	Distributed Learning Program Proposal	This includes information associated with personnel identifying a proposal (e.g., adjustment to the guideline's specified phase point for a distributed learning course) for a modification to a specific Department of Defense (DoD) Distributed Learning program implementations or registry details. The information may include (but not be limited to) requestor personal information (e.g., name, ID number, organization), implementation utilization details of joint architecture, standards and technology library resources for embedding self-help competency development material within a DoD computer system, web site, DoD and Service formal classroom, on-the-job and correspondence training and education courses.	Human Resources Customer	DoD Military Personnel	Process Individual Information	Human Resources Specialist	Personnel Development Specialist	Manage Distributed Learning Program	Electronic/Paper	Yes	As Required
DoD Civilian Personnel - Personnel Development Specialist Exchange	Distributed Learning Program Proposal	This includes information associated with personnel identifying a proposal (e.g., adjustment to the guideline's specified phase point for a distributed learning course) for a modification to a specific Department of Defense (DoD) Distributed Learning program implementations or registry details. The information may include (but not be limited to) requestor personal information (e.g., name, ID number, organization), implementation utilization details of joint architecture, standards and technology library resources for embedding self-help competency development material within a DoD computer system, web site, DoD and Service formal classroom, on-the-job and correspondence training and education courses.	Human Resources Customer	DoD Civilian Personnel	Process Individual Information	Human Resources Specialist	Personnel Development Specialist	Manage Distributed Learning Program	Electronic/Paper	Yes	As Required
Non-DoD Personnel - Personnel Development Specialist Exchange	Distributed Learning Program Proposal	This includes information associated with personnel identifying a proposal (e.g., adjustment to the guideline's specified phase point for a distributed learning course) for a modification to a specific Department of Defense (DoD) Distributed Learning program implementations or registry details. The information may include (but not be limited to) requestor personal information (e.g., name, ID number, organization), implementation utilization details of joint architecture, standards and technology library resources for embedding self-help competency development material within a DoD computer system, web site, DoD and Service formal classroom, on-the-job and correspondence training and education courses.	Human Resources Customer	Non-DoD Personnel	Process Individual Information	Human Resources Specialist	Personnel Development Specialist	Manage Distributed Learning Program	Electronic/Paper	Yes	As Required
Other Human Resources Customer - Personnel Development Specialist Exchange	Distributed Learning Program Proposal	This includes information associated with personnel identifying a proposal (e.g., adjustment to the guideline's specified phase point for a distributed learning course) for a modification to a specific Department of Defense (DoD) Distributed Learning program implementations or registry details. The information may include (but not be limited to) requestor personal information (e.g., name, ID number, organization), implementation utilization details of joint architecture, standards and technology library resources for embedding self-help competency development material within a DoD computer system, web site, DoD and Service formal classroom, on-the-job and correspondence training and education courses.	Human Resources Customer	Other Human Resources Customer	Process Individual Information	Human Resources Specialist	Personnel Development Specialist	Manage Distributed Learning Program	Electronic/Paper	Yes	As Required
Personnel Development Approval Authority - DoD Military Personnel Exchange	Distributed Learning Program Proposal Assessment	This includes information associated with the response to a perceived deficiency of, or proposal for a modification to, a specific Department of Defense (DoD) Distributed Learning program implementations or registry details. The information may include (but not be limited to) requestor personal information (e.g., name, ID number, organization), related assessment inputs received, analysis summary, evaluation results, proposal assessment information such as determination of related development actions to be further analyzed for implementation details, implementation utilization details of joint architecture, standards and technology library resources for embedding self-help competency development material within a DoD computer system, web site, DoD and Service formal classroom, on-the-job and correspondence training and education courses, and projected actions.	Human Resources Management Approval Authority	Personnel Development Approval Authority	Manage Distributed Learning Program	Human Resources Customer	DoD Military Personnel	Process Warfighter Information	Electronic/Paper	Yes	As Required
Personnel Development Specialist - Personnel Development Specialist Exchange	Distributed Learning Program Scheduling Information	This includes information associated with access and session information for all Department of Defense (DoD) distributed learning program implementations. The information may include (but not be limited to) self-help competency development implementation details within a DoD computer system, web site, DoD and Service formal classroom, on-the-job and correspondence training and education courses.	Human Resources Specialist	Personnel Development Specialist	Manage Distributed Learning Program	Human Resources Specialist	Personnel Development Specialist	Manage Personnel Development Resource Scheduling	Electronic/Paper	Yes	As Required

Need Line	Information Exchange Name	Information Exchange Description	Source Node	Source Sub Node	Source Activity	Destination Node	Destination Sub Node	Destination Activity	Media	Privacy Act Protected	Frequency
Personnel Development Specialist - DoD Military Personnel Exchange	Education Catalog Information	This includes repository information associated with the list of all Education programs (these programs could be implemented by distributed learning). The information may include (but not be limited to) eligibility specifications, administration, operations support, and course information needed for the management of higher education (degree granting) programs (Department of Defense (DoD) funded at both DoD and civilian institutions), DoD Education Activity programs, DoD Programs with Industry and schools covered within the National Defense University (e.g., National War College, the Industrial College of the Armed Forces, the Joint Advanced Warfighting School, and the Joint Forces Staff College), and the Services' Command and Staff colleges and War Colleges.	Human Resources Specialist	Personnel Development Specialist	Manage Education	Human Resources Customer	DoD Military Personnel	Process Individual Information	Electronic/Paper	Yes	As Required
Personnel Development Specialist - DoD Civilian Personnel Exchange	Education Catalog Information	This includes repository information associated with the list of all Education programs (these programs could be implemented by distributed learning). The information may include (but not be limited to) eligibility specifications, administration, operations support, and course information needed for the management of higher education (degree granting) programs (Department of Defense (DoD) funded at both DoD and civilian institutions), DoD Education Activity programs, DoD Programs with Industry and schools covered within the National Defense University (e.g., National War College, the Industrial College of the Armed Forces, the Joint Advanced Warfighting School, and the Joint Forces Staff College), and the Services' Command and Staff colleges and War Colleges.	Human Resources Specialist	Personnel Development Specialist	Manage Education	Human Resources Customer	DoD Civilian Personnel	Process Individual Information	Electronic/Paper	Yes	As Required
Personnel Development Specialist - Non-DoD Personnel Exchange	Education Catalog Information	This includes repository information associated with the list of all Education programs (these programs could be implemented by distributed learning). The information may include (but not be limited to) eligibility specifications, administration, operations support, and course information needed for the management of higher education (degree granting) programs (Department of Defense (DoD) funded at both DoD and civilian institutions), DoD Education Activity programs, DoD Programs with Industry and schools covered within the National Defense University (e.g., National War College, the Industrial College of the Armed Forces, the Joint Advanced Warfighting School, and the Joint Forces Staff College), and the Services' Command and Staff colleges and War Colleges.	Human Resources Specialist	Personnel Development Specialist	Manage Education	Human Resources Customer	Non-DoD Personnel	Process Individual Information	Electronic/Paper	Yes	As Required
Personnel Development Specialist - Other Human Resources Customer Exchange	Education Catalog Information	This includes repository information associated with the list of all Education programs (these programs could be implemented by distributed learning). The information may include (but not be limited to) eligibility specifications, administration, operations support, and course information needed for the management of higher education (degree granting) programs (Department of Defense (DoD) funded at both DoD and civilian institutions), DoD Education Activity programs, DoD Programs with Industry and schools covered within the National Defense University (e.g., National War College, the Industrial College of the Armed Forces, the Joint Advanced Warfighting School, and the Joint Forces Staff College), and the Services' Command and Staff colleges and War Colleges.	Human Resources Specialist	Personnel Development Specialist	Manage Education	Human Resources Customer	Other Human Resources Customer	Process Individual Information	Electronic/Paper	Yes	As Required
Personnel Development Specialist - DoD Military Personnel Exchange	Education Catalog Information	This includes repository information associated with the list of all Education programs (these programs could be implemented by distributed learning). The information may include (but not be limited to) eligibility specifications, administration, operations support, and course information needed for the management of higher education (degree granting) programs (Department of Defense (DoD) funded at both DoD and civilian institutions), DoD Education Activity programs, DoD Programs with Industry and schools covered within the National Defense University (e.g., National War College, the Industrial College of the Armed Forces, the Joint Advanced Warfighting School, and the Joint Forces Staff College), and the Services' Command and Staff colleges and War Colleges.	Human Resources Specialist	Personnel Development Specialist	Manage Education	Human Resources Customer	DoD Military Personnel	Process Warfighter Information	Electronic/Paper	Yes	As Required

Need Line	Information Exchange Name	Information Exchange Description	Source Node	Source Sub Node	Source Activity	Destination Node	Destination Sub Node	Destination Activity	Media	Privacy Act Protected	Frequency
DoD Military Personnel - Personnel Development Specialist Exchange	Education Course Proposal	This includes information associated with personnel identifying a proposal (e.g., adjustment to the eligibility criteria for a education course) for a modification to a specific Education program. The information may include (but not be limited to) requestor personal information (e.g., name, ID number, organization), eligibility specifications, administration, operations support, and course information needed for management of higher education (degree granting) programs (Department of Defense (DoD) funded at both DoD and civilian institutions), DoD Education Activity programs, DoD Programs with Industry and schools covered within the National Defense University (e.g., National War College, the Industrial College of the Armed Forces, the Joint Advanced Warfighting School, and the Joint Forces Staff College), and the Services' Command and Staff colleges and War Colleges.	Human Resources Customer	DoD Military Personnel	Process Individual Information	Human Resources Specialist	Personnel Development Specialist	Manage Education	Electronic/Paper	Yes	As Required
DoD Civilian Personnel - Personnel Development Specialist Exchange	Education Course Proposal	This includes information associated with personnel identifying a proposal (e.g., adjustment to the eligibility criteria for a education course) for a modification to a specific Education program. The information may include (but not be limited to) requestor personal information (e.g., name, ID number, organization), eligibility specifications, administration, operations support, and course information needed for management of higher education (degree granting) programs (Department of Defense (DoD) funded at both DoD and civilian institutions), DoD Education Activity programs, DoD Programs with Industry and schools covered within the National Defense University (e.g., National War College, the Industrial College of the Armed Forces, the Joint Advanced Warfighting School, and the Joint Forces Staff College), and the Services' Command and Staff colleges and War Colleges.	Human Resources Customer	DoD Civilian Personnel	Process Individual Information	Human Resources Specialist	Personnel Development Specialist	Manage Education	Electronic/Paper	Yes	As Required
Non-DoD Personnel - Personnel Development Specialist Exchange	Education Course Proposal	This includes information associated with personnel identifying a proposal (e.g., adjustment to the eligibility criteria for a education course) for a modification to a specific Education program. The information may include (but not be limited to) requestor personal information (e.g., name, ID number, organization), eligibility specifications, administration, operations support, and course information needed for management of higher education (degree granting) programs (Department of Defense (DoD) funded at both DoD and civilian institutions), DoD Education Activity programs, DoD Programs with Industry and schools covered within the National Defense University (e.g., National War College, the Industrial College of the Armed Forces, the Joint Advanced Warfighting School, and the Joint Forces Staff College), and the Services' Command and Staff colleges and War Colleges.	Human Resources Customer	Non-DoD Personnel	Process Individual Information	Human Resources Specialist	Personnel Development Specialist	Manage Education	Electronic/Paper	Yes	As Required
Other Human Resources Customer - Personnel Development Specialist Exchange	Education Course Proposal	This includes information associated with personnel identifying a proposal (e.g., adjustment to the eligibility criteria for a education course) for a modification to a specific Education program. The information may include (but not be limited to) requestor personal information (e.g., name, ID number, organization), eligibility specifications, administration, operations support, and course information needed for management of higher education (degree granting) programs (Department of Defense (DoD) funded at both DoD and civilian institutions), DoD Education Activity programs, DoD Programs with Industry and schools covered within the National Defense University (e.g., National War College, the Industrial College of the Armed Forces, the Joint Advanced Warfighting School, and the Joint Forces Staff College), and the Services' Command and Staff colleges and War Colleges.	Human Resources Customer	Other Human Resources Customer	Process Individual Information	Human Resources Specialist	Personnel Development Specialist	Manage Education	Electronic/Paper	Yes	As Required

Need Line	Information Exchange Name	Information Exchange Description	Source Node	Source Sub Node	Source Activity	Destination Node	Destination Sub Node	Destination Activity	Media	Privacy Act Protected	Frequency
DoD Military Personnel - Personnel Development Specialist Exchange	Education Deficiency	This includes information associated with warfighter personnel identifying a problem (e.g., warfighter request for additional course material based on operational problem potential long term solution) potentially requiring a modification to a specific education program. The information may include (but not be limited to) requestor personal information (e.g., name, ID number, organization), Universal Joint Task List (UJTL) related item (e.g., Strategic Theater 1.1.2.6 Coordinate Joint Personnel Training and Tracking Activities, Strategic Theater 4.2.4 Establish and Coordinate Training of Joint and Combined Forces, narrative on exercise or combat operations related deficiency or problem, eligibility specifications, administration, operations support, and course information needed for management of higher education (degree granting) programs (Department of Defense (DoD) funded at both DoD and civilian institutions), DoD Education Activity programs, DoD Programs with Industry and schools covered within the National Defense University (i.e., National War College, the Industrial College of the Armed Forces, the	Human Resources Customer	DoD Military Personnel	Process Warfighter Information	Human Resources Specialist	Personnel Development Specialist	Manage Education	Electronic/Paper	Yes	As Required
Personnel Development Approval Authority - DoD Military Personnel Exchange	Education Proposal Assessment	This includes information associated with the response to a perceived deficiency of, or proposal for a modification to, a specific education program. The information may include (but not be limited to) requestor personal information (e.g., name, ID number, organization), related assessment inputs received, analysis summary, evaluation results, proposal assessment information such as determination of related development actions to be further analyzed for implementation details, eligibility specifications, administration, operations support, and projected actions related to course information needed for management of higher education (degree granting) programs (Department of Defense (DoD) funded at both DoD and civilian institutions), DoD Education Activity, DoD Programs with Industry and schools covered within the National Defense University (e.g., National War College, the Industrial College of the Armed Forces, the Joint Advanced Warfighting School, and the Joint Forces Staff College), and the Services' Command and Staff colleges and War Colleges.	Human Resources Management Approval Authority	Personnel Development Approval Authority	Manage Education	Human Resources Customer	DoD Military Personnel	Process Individual Information	Electronic/Paper	Yes	As Required
Personnel Development Approval Authority - DoD Civilian Personnel Exchange	Education Proposal Assessment	This includes information associated with the response to a perceived deficiency of, or proposal for a modification to, a specific education program. The information may include (but not be limited to) requestor personal information (e.g., name, ID number, organization), related assessment inputs received, analysis summary, evaluation results, proposal assessment information such as determination of related development actions to be further analyzed for implementation details, eligibility specifications, administration, operations support, and projected actions related to course information needed for management of higher education (degree granting) programs (Department of Defense (DoD) funded at both DoD and civilian institutions), DoD Education Activity, DoD Programs with Industry and schools covered within the National Defense University (e.g., National War College, the Industrial College of the Armed Forces, the Joint Advanced Warfighting School, and the Joint Forces Staff College), and the Services' Command and Staff colleges and War Colleges.	Human Resources Management Approval Authority	Personnel Development Approval Authority	Manage Education	Human Resources Customer	DoD Civilian Personnel	Process Individual Information	Electronic/Paper	Yes	As Required

Need Line	Information Exchange Name	Information Exchange Description	Source Node	Source Sub Node	Source Activity	Destination Node	Destination Sub Node	Destination Activity	Media	Privacy Act Protected	Frequency
Personnel Development Approval Authority - Non-DoD Personnel Exchange	Education Proposal Assessment	This includes information associated with the response to a perceived deficiency of, or proposal for a modification to, a specific education program. The information may include (but not be limited to) requestor personal information (e.g., name, ID number, organization), related assessment inputs received, analysis summary, evaluation results, proposal assessment information such as determination of related development actions to be further analyzed for implementation details, eligibility specifications, administration, operations support, and projected actions related to course information needed for management of higher education (degree granting) programs (Department of Defense (DoD) funded at both DoD and civilian institutions), DoD Education Activity, DoD Programs with Industry and schools covered within the National Defense University (e.g., National War College, the Industrial College of the Armed Forces, the Joint Advanced Warfighting School, and the Joint Forces Staff College), and the Services' Command and Staff colleges and War Colleges.	Human Resources Management Approval Authority	Personnel Development Approval Authority	Manage Education	Human Resources Customer	Non-DoD Personnel	Process Individual Information	Electronic/Paper	Yes	As Required
Personnel Development Approval Authority - Other Human Resources Customer Exchange	Education Proposal Assessment	This includes information associated with the response to a perceived deficiency of, or proposal for a modification to, a specific education program. The information may include (but not be limited to) requestor personal information (e.g., name, ID number, organization), related assessment inputs received, analysis summary, evaluation results, proposal assessment information such as determination of related development actions to be further analyzed for implementation details, eligibility specifications, administration, operations support, and projected actions related to course information needed for management of higher education (degree granting) programs (Department of Defense (DoD) funded at both DoD and civilian institutions), DoD Education Activity, DoD Programs with Industry and schools covered within the National Defense University (e.g., National War College, the Industrial College of the Armed Forces, the Joint Advanced Warfighting School, and the Joint Forces Staff College), and the Services' Command and Staff colleges and War Colleges.	Human Resources Management Approval Authority	Personnel Development Approval Authority	Manage Education	Human Resources Customer	Other Human Resources Customer	Process Individual Information	Electronic/Paper	Yes	As Required
Personnel Development Approval Authority - DoD Military Personnel Exchange	Education Proposal Assessment	This includes information associated with the response to a perceived deficiency of, or proposal for a modification to, a specific education program. The information may include (but not be limited to) requestor personal information (e.g., name, ID number, organization), related assessment inputs received, analysis summary, evaluation results, proposal assessment information such as determination of related development actions to be further analyzed for implementation details, eligibility specifications, administration, operations support, and projected actions related to course information needed for management of higher education (degree granting) programs (Department of Defense (DoD) funded at both DoD and civilian institutions), DoD Education Activity, DoD Programs with Industry and schools covered within the National Defense University (e.g., National War College, the Industrial College of the Armed Forces, the Joint Advanced Warfighting School, and the Joint Forces Staff College), and the Services' Command and Staff colleges and War Colleges.	Human Resources Management Approval Authority	Personnel Development Approval Authority	Manage Education	Human Resources Customer	DoD Military Personnel	Process Warfighter Information	Electronic/Paper	Yes	As Required
Personnel Development Specialist - Personnel Development Specialist Exchange	Education Scheduling Information	This includes information associated with the location and education class session information within a specified time frame (e.g., 120 days at a specific education facility), for all Department of Defense (DoD) education programs.	Human Resources Specialist	Personnel Development Specialist	Manage Education	Human Resources Specialist	Personnel Development Specialist	Manage Personnel Development Resource Scheduling	Electronic/Paper	Yes	As Required
Personnel Development Specialist - MSSM Exchange	Evidence of Goods Tendered and Services Rendered	Information from government suppliers that documents the rendering of services or tendering of goods including, but not limited to, data for billing, collection and shipment planning, and product hazard or material safety information as appropriate.	Human Resources Specialist	Personnel Development Specialist	Manage Individual Training	MSSM	MSSM	External	Electronic/Paper	Yes	As Required
Personnel Development Specialist - MSSM Exchange	Evidence of Goods Tendered and Services Rendered	Information from government suppliers that documents the rendering of services or tendering of goods including, but not limited to, data for billing, collection and shipment planning, and product hazard or material safety information as appropriate.	Human Resources Specialist	Personnel Development Specialist	Manage Education	MSSM	MSSM	External	Electronic/Paper	Yes	As Required
Personnel Development Specialist - MSSM Exchange	Evidence of Goods Tendered and Services Rendered	Information from government suppliers that documents the rendering of services or tendering of goods including, but not limited to, data for billing, collection and shipment planning, and product hazard or material safety information as appropriate.	Human Resources Specialist	Personnel Development Specialist	Manage Distributed Learning Program	MSSM	MSSM	External	Electronic/Paper	Yes	As Required

Need Line	Information Exchange Name	Information Exchange Description	Source Node	Source Sub Node	Source Activity	Destination Node	Destination Sub Node	Destination Activity	Media	Privacy Act Protected	Frequency
Personnel Development Specialist - MSSM Exchange	Evidence of Goods Tendered and Services Rendered	Information from government suppliers that documents the rendering of services or tendering of goods including, but not limited to, data for billing, collection and shipment planning, and product hazard or material safety information as appropriate.	Human Resources Specialist	Personnel Development Specialist	Manage Competency Testing	MSSM	MSSM	External	Electronic/Paper	Yes	As Required
Workforce Analyst - Personnel Development Specialist Exchange	Force Structure	This includes position information depicted within the organizational structure and related subdivisions of the Total Force.	Force Manager	Workforce Analyst	Perform Workforce Analysis	Human Resources Specialist	Personnel Development Specialist	Determine Occupational Competencies	Electronic/Paper	Yes	As Required
Position Manager - Personnel Development Specialist Exchange	Force Structure	This includes position information depicted within the organizational structure and related subdivisions of the Total Force.	Force Manager	Position Manager	Administer Position Management	Human Resources Specialist	Personnel Development Specialist	Determine Occupational Competencies	Electronic/Paper	Yes	As Required
Organization Manager - Personnel Development Specialist Exchange	Force Structure	This includes position information depicted within the organizational structure and related subdivisions of the Total Force.	Force Manager	Organization Manager	Manage Organization Structure and Organization Unique Identification	Human Resources Specialist	Personnel Development Specialist	Determine Occupational Competencies	Electronic/Paper	Yes	As Required
DoD Civilian Personnel - Personnel Development Specialist Exchange	Individual Credential Request	This includes information associated with personnel submitting a request for the verification and capture of a person's specific credential. The information may include (but not be limited to) specific credential information (e.g., credential identification information, requestor and individual personal information (e.g., name, ID number, organization), credential version identification (e.g., Washington D.C. Bar Admission for Criminal Law, Board Certified Brain Surgeon, State of Maryland certified Master Plumber), civilian-acquired skills (e.g., firefighter, police detective, accountant), credential related competencies, specified Department of Defense (DoD) competency testing, credential mediums such as paper or electronic, credential expiration or renewal date, and the requested effective date for the credential's capture.	Human Resources Customer	DoD Civilian Personnel	Process Individual Information	Human Resources Specialist	Personnel Development Specialist	Manage Credentials	Electronic/Paper	Yes	As Required
Non-DoD Personnel - Personnel Development Specialist Exchange	Individual Credential Request	This includes information associated with personnel submitting a request for the verification and capture of a person's specific credential. The information may include (but not be limited to) specific credential information (e.g., credential identification information, requestor and individual personal information (e.g., name, ID number, organization), credential version identification (e.g., Washington D.C. Bar Admission for Criminal Law, Board Certified Brain Surgeon, State of Maryland certified Master Plumber), civilian-acquired skills (e.g., firefighter, police detective, accountant), credential related competencies, specified Department of Defense (DoD) competency testing, credential mediums such as paper or electronic, credential expiration or renewal date, and the requested effective date for the credential's capture.	Human Resources Customer	Non-DoD Personnel	Process Individual Information	Human Resources Specialist	Personnel Development Specialist	Manage Credentials	Electronic/Paper	Yes	As Required
Other Human Resources Customer - Personnel Development Specialist Exchange	Individual Credential Request	This includes information associated with personnel submitting a request for the verification and capture of a person's specific credential. The information may include (but not be limited to) specific credential information (e.g., credential identification information, requestor and individual personal information (e.g., name, ID number, organization), credential version identification (e.g., Washington D.C. Bar Admission for Criminal Law, Board Certified Brain Surgeon, State of Maryland certified Master Plumber), civilian-acquired skills (e.g., firefighter, police detective, accountant), credential related competencies, specified Department of Defense (DoD) competency testing, credential mediums such as paper or electronic, credential expiration or renewal date, and the requested effective date for the credential's capture.	Human Resources Customer	Other Human Resources Customer	Process Individual Information	Human Resources Specialist	Personnel Development Specialist	Manage Credentials	Electronic/Paper	Yes	As Required
DoD Military Personnel - Personnel Development Specialist Exchange	Individual Credential Request	This includes information associated with personnel submitting a request for the verification and capture of a person's specific credential. The information may include (but not be limited to) specific credential information (e.g., credential identification information, requestor and individual personal information (e.g., name, ID number, organization), credential version identification (e.g., Washington D.C. Bar Admission for Criminal Law, Board Certified Brain Surgeon, State of Maryland certified Master Plumber), civilian-acquired skills (e.g., firefighter, police detective, accountant), credential related competencies, specified Department of Defense (DoD) competency testing, credential mediums such as paper or electronic, credential expiration or renewal date, and the requested effective date for the credential's capture.	Human Resources Customer	DoD Military Personnel	Process Individual Information	Human Resources Specialist	Personnel Development Specialist	Manage Credentials	Electronic/Paper	Yes	As Required
Personnel Development Specialist - MSSM Exchange	Individual Training and Education Procurement Request	This includes information that is a requirement which defines the need for a training and education program, goods, or services. It may be an unfunded or funded requirement.	Human Resources Specialist	Personnel Development Specialist	Manage Individual Training	MSSM	MSSM	External	Electronic/Paper	Yes	As Required

Need Line	Information Exchange Name	Information Exchange Description	Source Node	Source Sub Node	Source Activity	Destination Node	Destination Sub Node	Destination Activity	Media	Privacy Act Protected	Frequency
Personnel Development Specialist - MSSM Exchange	Individual Training and Education Procurement Request	This includes information that is a requirement which defines the need for a training and education program, goods, or services. It may be an unfunded or funded requirement.	Human Resources Specialist	Personnel Development Specialist	Manage Education	MSSM	MSSM	External	Electronic/Paper	Yes	As Required
Personnel Development Specialist - MSSM Exchange	Individual Training and Education Procurement Request	This includes information that is a requirement which defines the need for a training and education program, goods, or services. It may be an unfunded or funded requirement.	Human Resources Specialist	Personnel Development Specialist	Manage Distributed Learning Program	MSSM	MSSM	External	Electronic/Paper	Yes	As Required
Personnel Development Specialist - MSSM Exchange	Individual Training and Education Procurement Request	This includes information that is a requirement which defines the need for a training and education program, goods, or services. It may be an unfunded or funded requirement.	Human Resources Specialist	Personnel Development Specialist	Manage Competency Testing	MSSM	MSSM	External	Electronic/Paper	Yes	As Required
Personnel Development Specialist - DoD Civilian Personnel Exchange	Individual Training Catalog Information	This repository includes information associated with all Training programs. The information may include (but not be limited to) eligibility specifications, administration, operations support, and course information needed for management of Department of Defense (DoD) and Service formal classroom, on-the-job and correspondence training courses.	Human Resources Specialist	Personnel Development Specialist	Manage Individual Training	Human Resources Customer	DoD Civilian Personnel	Process Individual Information	Electronic/Paper	Yes	As Required
Personnel Development Specialist - Non-DoD Personnel Exchange	Individual Training Catalog Information	This repository includes information associated with all Training programs. The information may include (but not be limited to) eligibility specifications, administration, operations support, and course information needed for management of Department of Defense (DoD) and Service formal classroom, on-the-job and correspondence training courses.	Human Resources Specialist	Personnel Development Specialist	Manage Individual Training	Human Resources Customer	Non-DoD Personnel	Process Individual Information	Electronic/Paper	Yes	As Required
Personnel Development Specialist - Other Human Resources Customer Exchange	Individual Training Catalog Information	This repository includes information associated with all Training programs. The information may include (but not be limited to) eligibility specifications, administration, operations support, and course information needed for management of Department of Defense (DoD) and Service formal classroom, on-the-job and correspondence training courses.	Human Resources Specialist	Personnel Development Specialist	Manage Individual Training	Human Resources Customer	Other Human Resources Customer	Process Individual Information	Electronic/Paper	Yes	As Required
Personnel Development Specialist - DoD Military Personnel Exchange	Individual Training Catalog Information	This repository includes information associated with all Training programs. The information may include (but not be limited to) eligibility specifications, administration, operations support, and course information needed for management of Department of Defense (DoD) and Service formal classroom, on-the-job and correspondence training courses.	Human Resources Specialist	Personnel Development Specialist	Manage Individual Training	Human Resources Customer	DoD Military Personnel	Process Individual Information	Electronic/Paper	Yes	As Required
Personnel Development Specialist - DoD Military Personnel Exchange	Individual Training Catalog Information	This repository includes information associated with all Training programs. The information may include (but not be limited to) eligibility specifications, administration, operations support, and course information needed for management of Department of Defense (DoD) and Service formal classroom, on-the-job and correspondence training courses.	Human Resources Specialist	Personnel Development Specialist	Manage Individual Training	Human Resources Customer	DoD Military Personnel	Process Warfighter Information	Electronic/Paper	Yes	As Required
DoD Civilian Personnel - Personnel Development Specialist Exchange	Individual Training Course Proposal	This includes information associated with personnel identifying a proposal (e.g., adjustment to the eligibility criteria for a education course) for a modification to a specific training program. The information requestor personal information (e.g., name, ID number, organization), eligibility specifications, administration, operations support, and course information needed for management of Department of Defense (DoD) and Service formal classroom, on-the-job and correspondence training courses.	Human Resources Customer	DoD Civilian Personnel	Process Individual Information	Human Resources Specialist	Personnel Development Specialist	Manage Individual Training	Electronic/Paper	Yes	As Required
Non-DoD Personnel - Personnel Development Specialist Exchange	Individual Training Course Proposal	This includes information associated with personnel identifying a proposal (e.g., adjustment to the eligibility criteria for a education course) for a modification to a specific training program. The information requestor personal information (e.g., name, ID number, organization), eligibility specifications, administration, operations support, and course information needed for management of Department of Defense (DoD) and Service formal classroom, on-the-job and correspondence training courses.	Human Resources Customer	Non-DoD Personnel	Process Individual Information	Human Resources Specialist	Personnel Development Specialist	Manage Individual Training	Electronic/Paper	Yes	As Required
Other Human Resources Customer - Personnel Development Specialist Exchange	Individual Training Course Proposal	This includes information associated with personnel identifying a proposal (e.g., adjustment to the eligibility criteria for a education course) for a modification to a specific training program. The information requestor personal information (e.g., name, ID number, organization), eligibility specifications, administration, operations support, and course information needed for management of Department of Defense (DoD) and Service formal classroom, on-the-job and correspondence training courses.	Human Resources Customer	Other Human Resources Customer	Process Individual Information	Human Resources Specialist	Personnel Development Specialist	Manage Individual Training	Electronic/Paper	Yes	As Required

Need Line	Information Exchange Name	Information Exchange Description	Source Node	Source Sub Node	Source Activity	Destination Node	Destination Sub Node	Destination Activity	Media	Privacy Act Protected	Frequency
DoD Military Personnel - Personnel Development Specialist Exchange	Individual Training Course Proposal	This includes information associated with personnel identifying a proposal (e.g., adjustment to the eligibility criteria for a education course) for a modification to a specific training program. The information requestor personal information (e.g., name, ID number, organization), eligibility specifications, administration, operations support, and course information needed for management of Department of Defense (DoD) and Service formal classroom, on-the-job and correspondence training courses.	Human Resources Customer	DoD Military Personnel	Process Individual Information	Human Resources Specialist	Personnel Development Specialist	Manage Individual Training	Electronic/Paper	Yes	As Required
DoD Military Personnel - Personnel Development Specialist Exchange	Individual Training Deficiency	This includes information associated with warfighter personnel identifying a problem (e.g., warfighter request for additional course material based on operational problem potential long term solution) potentially requiring a modification to a specific training program. This may include (but not be limited to) requestor personal information (e.g., name, ID number, organization), Universal Joint Task List (UJTL) related item (e.g., Strategic Theater 1.1.2.6 Coordinate Joint Personnel Training and Tracking Activities, Strategic Theater 4.2.4 Establish and Coordinate Training of Joint and Combined Forces, narrative on exercise or combat operations related deficiency or problem, eligibility specifications, administration, operations support, and course information needed for management of Department of Defense (DoD) and Service formal classroom, on-the-job and correspondence training courses).	Human Resources Customer	DoD Military Personnel	Process Warfighter Information	Human Resources Specialist	Personnel Development Specialist	Manage Individual Training	Electronic/Paper	Yes	As Required
Personnel Development Approval Authority - DoD Military Personnel Exchange	Individual Training Proposal Assessment	This includes information associated with the response to a perceived deficiency of, or proposal for a modification to, a specific training program. This may include (but not be limited to) requestor personal information (e.g., name, ID number, organization), related assessment inputs received, analysis summary, evaluation results, proposal assessment information such as determination of related development actions to be further analyzed for implementation details, eligibility specifications, administration, operations support, and course information needed for management of Department of Defense (DoD) and Service formal classroom, on-the-job and correspondence training courses.	Human Resources Management Approval Authority	Personnel Development Approval Authority	Manage Individual Training	Human Resources Customer	DoD Military Personnel	Process Individual Information	Electronic/Paper	Yes	As Required
Personnel Development Approval Authority - DoD Civilian Personnel Exchange	Individual Training Proposal Assessment	This includes information associated with the response to a perceived deficiency of, or proposal for a modification to, a specific training program. This may include (but not be limited to) requestor personal information (e.g., name, ID number, organization), related assessment inputs received, analysis summary, evaluation results, proposal assessment information such as determination of related development actions to be further analyzed for implementation details, eligibility specifications, administration, operations support, and course information needed for management of Department of Defense (DoD) and Service formal classroom, on-the-job and correspondence training courses.	Human Resources Management Approval Authority	Personnel Development Approval Authority	Manage Individual Training	Human Resources Customer	DoD Civilian Personnel	Process Individual Information	Electronic/Paper	Yes	As Required
Personnel Development Approval Authority - Non-DoD Personnel Exchange	Individual Training Proposal Assessment	This includes information associated with the response to a perceived deficiency of, or proposal for a modification to, a specific training program. This may include (but not be limited to) requestor personal information (e.g., name, ID number, organization), related assessment inputs received, analysis summary, evaluation results, proposal assessment information such as determination of related development actions to be further analyzed for implementation details, eligibility specifications, administration, operations support, and course information needed for management of Department of Defense (DoD) and Service formal classroom, on-the-job and correspondence training courses.	Human Resources Management Approval Authority	Personnel Development Approval Authority	Manage Individual Training	Human Resources Customer	Non-DoD Personnel	Process Individual Information	Electronic/Paper	Yes	As Required
Personnel Development Approval Authority - Other Human Resources Customer Exchange	Individual Training Proposal Assessment	This includes information associated with the response to a perceived deficiency of, or proposal for a modification to, a specific training program. This may include (but not be limited to) requestor personal information (e.g., name, ID number, organization), related assessment inputs received, analysis summary, evaluation results, proposal assessment information such as determination of related development actions to be further analyzed for implementation details, eligibility specifications, administration, operations support, and course information needed for management of Department of Defense (DoD) and Service formal classroom, on-the-job and correspondence training courses.	Human Resources Management Approval Authority	Personnel Development Approval Authority	Manage Individual Training	Human Resources Customer	Other Human Resources Customer	Process Individual Information	Electronic/Paper	Yes	As Required

Need Line	Information Exchange Name	Information Exchange Description	Source Node	Source Sub Node	Source Activity	Destination Node	Destination Sub Node	Destination Activity	Media	Privacy Act Protected	Frequency
Personnel Development Approval Authority - DoD Military Personnel Exchange	Individual Training Proposal Assessment	This includes information associated with the response to a perceived deficiency of, or proposal for a modification to, a specific training program. This may include (but not be limited to) requestor personal information (e.g., name, ID number, organization), related assessment inputs received, analysis summary, evaluation results, proposal assessment information such as determination of related development actions to be further analyzed for implementation details, eligibility specifications, administration, operations support, and course information needed for management of Department of Defense (DoD) and Service formal classroom, on-the-job and correspondence training courses.	Human Resources Management Approval Authority	Personnel Development Approval Authority	Manage Individual Training	Human Resources Customer	DoD Military Personnel	Process Warfighter Information	Electronic/Paper	Yes	As Required
Personnel Development Specialist - Personnel Development Specialist Exchange	Individual Training Scheduling Information	This includes information associated with the location and training class session information within a specified time frame (e.g., 120 days at a specific training facility), for all Department of Defense (DoD) training programs.	Human Resources Specialist	Personnel Development Specialist	Manage Individual Training	Human Resources Specialist	Personnel Development Specialist	Manage Personnel Development Resource Scheduling	Electronic/Paper	Yes	As Required
MSSM - Personnel Development Specialist Exchange	Market Information	Information gathered based on market research with the intent of developing or improving a strategic sourcing strategy. May include, but is not limited to, information on suppliers, pricing, volumes, quality of goods, and services.	MSSM	MSSM	External	Human Resources Specialist	Personnel Development Specialist	Manage Individual Training	Electronic/Paper	Yes	As Required
MSSM - Personnel Development Specialist Exchange	Market Information	Information gathered based on market research with the intent of developing or improving a strategic sourcing strategy. May include, but is not limited to, information on suppliers, pricing, volumes, quality of goods, and services.	MSSM	MSSM	External	Human Resources Specialist	Personnel Development Specialist	Manage Education	Electronic/Paper	Yes	As Required
MSSM - Personnel Development Specialist Exchange	Market Information	Information gathered based on market research with the intent of developing or improving a strategic sourcing strategy. May include, but is not limited to, information on suppliers, pricing, volumes, quality of goods, and services.	MSSM	MSSM	External	Human Resources Specialist	Personnel Development Specialist	Manage Distributed Learning Program	Electronic/Paper	Yes	As Required
MSSM - Personnel Development Specialist Exchange	Market Information	Information gathered based on market research with the intent of developing or improving a strategic sourcing strategy. May include, but is not limited to, information on suppliers, pricing, volumes, quality of goods, and services.	MSSM	MSSM	External	Human Resources Specialist	Personnel Development Specialist	Manage Competency Testing	Electronic/Paper	Yes	As Required
Financial Visibility - Personnel Development Specialist Exchange	Notification of Insufficient Funds	This includes information associated with a notification that funds are not available for the commitment or obligation request.	FM	Financial Visibility	External	Human Resources Specialist	Personnel Development Specialist	Manage Individual Training	Electronic/Paper	Yes	As Required
Financial Visibility - Personnel Development Specialist Exchange	Notification of Insufficient Funds	This includes information associated with a notification that funds are not available for the commitment or obligation request.	FM	Financial Visibility	External	Human Resources Specialist	Personnel Development Specialist	Manage Education	Electronic/Paper	Yes	As Required
Financial Visibility - Personnel Development Specialist Exchange	Notification of Insufficient Funds	This includes information associated with a notification that funds are not available for the commitment or obligation request.	FM	Financial Visibility	External	Human Resources Specialist	Personnel Development Specialist	Manage Distributed Learning Program	Electronic/Paper	Yes	As Required
Financial Visibility - Personnel Development Specialist Exchange	Notification of Insufficient Funds	This includes information associated with a notification that funds are not available for the commitment or obligation request.	FM	Financial Visibility	External	Human Resources Specialist	Personnel Development Specialist	Manage Competency Testing	Electronic/Paper	Yes	As Required
DoD Military Personnel - Personnel Development Specialist Exchange	Occupation Competencies Deficiency	This includes information associated with warfighter personnel identifying a problem (e.g., warfighter request based on operational problem potential short term solution) potentially requiring Department of Defense (DoD) modification to DoD competencies identified for DoD funded development actions. The information may include (but not be limited to) requestor personal information (e.g., name, ID number, organization), competency development proposal, proposed relationship of competency to occupations or occupation families, intended operational result of proposed competency development.	Human Resources Customer	DoD Military Personnel	Process Warfighter Information	Human Resources Specialist	Personnel Development Specialist	Determine Occupational Competencies	Electronic/Paper	Yes	As Required
DoD Civilian Personnel - Personnel Development Specialist Exchange	Occupation Competencies Proposal	This includes information associated with personnel identifying a problem (e.g., adjustment to the eligibility criteria, and related development activities, for a Department of Defense (DoD) competency is needed to resolve a safety problem identified from Safety incident reports) potentially requiring DoD modification to DoD competencies identified for DoD funded development actions (e.g., Education, Training, Distributed Learning, Competency Testing, Credential management). The information may include (but not be limited to) requestor personal information (e.g., name, ID number, organization), competency development proposal, proposed relationship of competency to occupations or occupation families, intended operational result of proposed competency development.	Human Resources Customer	DoD Civilian Personnel	Process Individual Information	Human Resources Specialist	Personnel Development Specialist	Determine Occupational Competencies	Electronic/Paper	Yes	As Required

Need Line	Information Exchange Name	Information Exchange Description	Source Node	Source Sub Node	Source Activity	Destination Node	Destination Sub Node	Destination Activity	Media	Privacy Act Protected	Frequency
Non-DoD Personnel - Personnel Development Specialist Exchange	Occupation Competencies Proposal	This includes information associated with personnel identifying a problem (e.g., adjustment to the eligibility criteria, and related development activities, for a Department of Defense (DoD) competency is needed to resolve a safety problem identified from Safety incident reports) potentially requiring DoD modification to DoD competencies identified for DoD funded development actions (e.g., Education, Training, Distributed Learning, Competency Testing, Credential management). The information may include (but not be limited to) requestor personal information (e.g., name, ID number, organization), competency development proposal, proposed relationship of competency to occupations or occupation families, intended operational result of proposed competency development.	Human Resources Customer	Non-DoD Personnel	Process Individual Information	Human Resources Specialist	Personnel Development Specialist	Determine Occupational Competencies	Electronic/Paper	Yes	As Required
Other Human Resources Customer - Personnel Development Specialist Exchange	Occupation Competencies Proposal	This includes information associated with personnel identifying a problem (e.g., adjustment to the eligibility criteria, and related development activities, for a Department of Defense (DoD) competency is needed to resolve a safety problem identified from Safety incident reports) potentially requiring DoD modification to DoD competencies identified for DoD funded development actions (e.g., Education, Training, Distributed Learning, Competency Testing, Credential management). The information may include (but not be limited to) requestor personal information (e.g., name, ID number, organization), competency development proposal, proposed relationship of competency to occupations or occupation families, intended operational result of proposed competency development.	Human Resources Customer	Other Human Resources Customer	Process Individual Information	Human Resources Specialist	Personnel Development Specialist	Determine Occupational Competencies	Electronic/Paper	Yes	As Required
DoD Military Personnel - Personnel Development Specialist Exchange	Occupation Competencies Proposal	This includes information associated with personnel identifying a problem (e.g., adjustment to the eligibility criteria, and related development activities, for a Department of Defense (DoD) competency is needed to resolve a safety problem identified from Safety incident reports) potentially requiring DoD modification to DoD competencies identified for DoD funded development actions (e.g., Education, Training, Distributed Learning, Competency Testing, Credential management). The information may include (but not be limited to) requestor personal information (e.g., name, ID number, organization), competency development proposal, proposed relationship of competency to occupations or occupation families, intended operational result of proposed competency development.	Human Resources Customer	DoD Military Personnel	Process Individual Information	Human Resources Specialist	Personnel Development Specialist	Determine Occupational Competencies	Electronic/Paper	Yes	As Required
Personnel Development Approval Authority - DoD Military Personnel Exchange	Occupation Competencies Proposal Assessment	This includes information associated with the response to a perceived deficiency of, or proposal for a modification to, Department of Defense (DoD) competencies identified for DoD development actions (e.g., Education, Training, Distributed Learning, Competency Testing, Credential management). The information may include (but not be limited to) requestor personal information (e.g., name, ID number, organization), specific competency identification information, proposal assessment information such as determination of related development actions to be further analyzed (within the context of development actions) for implementation details.	Human Resources Management Approval Authority	Personnel Development Approval Authority	Determine Occupational Competencies	Human Resources Customer	DoD Military Personnel	Process Individual Information	Electronic/Paper	Yes	As Required
Personnel Development Approval Authority - DoD Civilian Personnel Exchange	Occupation Competencies Proposal Assessment	This includes information associated with the response to a perceived deficiency of, or proposal for a modification to, Department of Defense (DoD) competencies identified for DoD development actions (e.g., Education, Training, Distributed Learning, Competency Testing, Credential management). The information may include (but not be limited to) requestor personal information (e.g., name, ID number, organization), specific competency identification information, proposal assessment information such as determination of related development actions to be further analyzed (within the context of development actions) for implementation details.	Human Resources Management Approval Authority	Personnel Development Approval Authority	Determine Occupational Competencies	Human Resources Customer	DoD Civilian Personnel	Process Individual Information	Electronic/Paper	Yes	As Required

Need Line	Information Exchange Name	Information Exchange Description	Source Node	Source Sub Node	Source Activity	Destination Node	Destination Sub Node	Destination Activity	Media	Privacy Act Protected	Frequency
Personnel Development Approval Authority - Non-DoD Personnel Exchange	Occupation Competencies Proposal Assessment	This includes information associated with the response to a perceived deficiency of, or proposal for a modification to, Department of Defense (DoD) competencies identified for DoD development actions (e.g., Education, Training, Distributed Learning, Competency Testing, Credential management). The information may include (but not be limited to) requestor personal information (e.g., name, ID number, organization), specific competency identification information, proposal assessment information such as determination of related development actions to be further analyzed (within the context of development actions) for implementation details.	Human Resources Management Approval Authority	Personnel Development Approval Authority	Determine Occupational Competencies	Human Resources Customer	Non-DoD Personnel	Process Individual Information	Electronic/Paper	Yes	As Required
Personnel Development Approval Authority - Other Human Resources Customer Exchange	Occupation Competencies Proposal Assessment	This includes information associated with the response to a perceived deficiency of, or proposal for a modification to, Department of Defense (DoD) competencies identified for DoD development actions (e.g., Education, Training, Distributed Learning, Competency Testing, Credential management). The information may include (but not be limited to) requestor personal information (e.g., name, ID number, organization), specific competency identification information, proposal assessment information such as determination of related development actions to be further analyzed (within the context of development actions) for implementation details.	Human Resources Management Approval Authority	Personnel Development Approval Authority	Determine Occupational Competencies	Human Resources Customer	Other Human Resources Customer	Process Individual Information	Electronic/Paper	Yes	As Required
Personnel Development Approval Authority - DoD Military Personnel Exchange	Occupation Competencies Proposal Assessment	This includes information associated with the response to a perceived deficiency of, or proposal for a modification to, Department of Defense (DoD) competencies identified for DoD development actions (e.g., Education, Training, Distributed Learning, Competency Testing, Credential management). The information may include (but not be limited to) requestor personal information (e.g., name, ID number, organization), specific competency identification information, proposal assessment information such as determination of related development actions to be further analyzed (within the context of development actions) for implementation details.	Human Resources Management Approval Authority	Personnel Development Approval Authority	Determine Occupational Competencies	Human Resources Customer	DoD Military Personnel	Process Warfighter Information	Electronic/Paper	Yes	As Required
Personnel Development Specialist - DoD Military Personnel Exchange	Occupation Competency Testing Catalog Information	This includes information associated with all Department of Defense (DoD) testing of a person's specific competency. The information may include (but not be limited to) specific test information (e.g., test identification information, test version identification, test mediums such as paper or electronic, test classification level, test eligibility requirements), testing facility requirements including specified locations and equipment, and test scoring information.	Human Resources Specialist	Personnel Development Specialist	Manage Competency Testing	Human Resources Customer	DoD Military Personnel	Process Individual Information	Electronic/Paper	Yes	As Required
Personnel Development Specialist - DoD Civilian Personnel Exchange	Occupation Competency Testing Catalog Information	This includes information associated with all Department of Defense (DoD) testing of a person's specific competency. The information may include (but not be limited to) specific test information (e.g., test identification information, test version identification, test mediums such as paper or electronic, test classification level, test eligibility requirements), testing facility requirements including specified locations and equipment, and test scoring information.	Human Resources Specialist	Personnel Development Specialist	Manage Competency Testing	Human Resources Customer	DoD Civilian Personnel	Process Individual Information	Electronic/Paper	Yes	As Required
Personnel Development Specialist - Non-DoD Personnel Exchange	Occupation Competency Testing Catalog Information	This includes information associated with all Department of Defense (DoD) testing of a person's specific competency. The information may include (but not be limited to) specific test information (e.g., test identification information, test version identification, test mediums such as paper or electronic, test classification level, test eligibility requirements), testing facility requirements including specified locations and equipment, and test scoring information.	Human Resources Specialist	Personnel Development Specialist	Manage Competency Testing	Human Resources Customer	Non-DoD Personnel	Process Individual Information	Electronic/Paper	Yes	As Required
Personnel Development Specialist - Other Human Resources Customer Exchange	Occupation Competency Testing Catalog Information	This includes information associated with all Department of Defense (DoD) testing of a person's specific competency. The information may include (but not be limited to) specific test information (e.g., test identification information, test version identification, test mediums such as paper or electronic, test classification level, test eligibility requirements), testing facility requirements including specified locations and equipment, and test scoring information.	Human Resources Specialist	Personnel Development Specialist	Manage Competency Testing	Human Resources Customer	Other Human Resources Customer	Process Individual Information	Electronic/Paper	Yes	As Required

Need Line	Information Exchange Name	Information Exchange Description	Source Node	Source Sub Node	Source Activity	Destination Node	Destination Sub Node	Destination Activity	Media	Privacy Act Protected	Frequency
Personnel Development Specialist - DoD Military Personnel Exchange	Occupation Competency Testing Catalog Information	This includes information associated with all Department of Defense (DoD) testing of a person's specific competency. The information may include (but not be limited to) specific test information (e.g., test identification information, test version identification, test mediums such as paper or electronic, test classification level, test eligibility requirements), testing facility requirements including specified locations and equipment, and test scoring information.	Human Resources Specialist	Personnel Development Specialist	Manage Competency Testing	Human Resources Customer	DoD Military Personnel	Process Warfighter Information	Electronic/Paper	Yes	As Required
Personnel Development Specialist - Personnel Development Specialist Exchange	Occupation Competencies Information	This includes information associated with the Department of Defense (DoD) competencies approved for expenditure of DoD resources for DoD personnel development actions (e.g., Education, Training, Distributed Learning, Competency Testing, Credential management). The information may include (but not be limited to) specific competency identification information related to DoD occupations (e.g., MOS, AFSC).	Human Resources Specialist	Personnel Development Specialist	Determine Occupational Competencies	Human Resources Specialist	Personnel Development Specialist	Manage Individual Training	Electronic/Paper	Yes	As Required
Personnel Development Specialist - Personnel Development Specialist Exchange	Occupation Competencies Information	This includes information associated with the Department of Defense (DoD) competencies approved for expenditure of DoD resources for DoD personnel development actions (e.g., Education, Training, Distributed Learning, Competency Testing, Credential management). The information may include (but not be limited to) specific competency identification information related to DoD occupations (e.g., MOS, AFSC).	Human Resources Specialist	Personnel Development Specialist	Determine Occupational Competencies	Human Resources Specialist	Personnel Development Specialist	Manage Education	Electronic/Paper	Yes	As Required
Personnel Development Specialist - Personnel Development Specialist Exchange	Occupation Competencies Information	This includes information associated with the Department of Defense (DoD) competencies approved for expenditure of DoD resources for DoD personnel development actions (e.g., Education, Training, Distributed Learning, Competency Testing, Credential management). The information may include (but not be limited to) specific competency identification information related to DoD occupations (e.g., MOS, AFSC).	Human Resources Specialist	Personnel Development Specialist	Determine Occupational Competencies	Human Resources Specialist	Personnel Development Specialist	Manage Distributed Learning Program	Electronic/Paper	Yes	As Required
Personnel Development Specialist - Personnel Development Specialist Exchange	Occupation Competencies Information	This includes information associated with the Department of Defense (DoD) competencies approved for expenditure of DoD resources for DoD personnel development actions (e.g., Education, Training, Distributed Learning, Competency Testing, Credential management). The information may include (but not be limited to) specific competency identification information related to DoD occupations (e.g., MOS, AFSC).	Human Resources Specialist	Personnel Development Specialist	Determine Occupational Competencies	Human Resources Specialist	Personnel Development Specialist	Manage Competency Testing	Electronic/Paper	Yes	As Required
Personnel Development Specialist - Personnel Development Specialist Exchange	Occupation Competencies Information	This includes information associated with the Department of Defense (DoD) competencies approved for expenditure of DoD resources for DoD personnel development actions (e.g., Education, Training, Distributed Learning, Competency Testing, Credential management). The information may include (but not be limited to) specific competency identification information related to DoD occupations (e.g., MOS, AFSC).	Human Resources Specialist	Personnel Development Specialist	Determine Occupational Competencies	Human Resources Specialist	Personnel Development Specialist	Manage Credentials	Electronic/Paper	Yes	As Required
DoD Military Personnel - Personnel Development Specialist Exchange	Occupational Competency Testing Deficiency	This includes information associated with personnel identifying a problem (e.g., warfighter request based on operational problem potential short term solution) potentially requiring a modification to Department of Defense (DoD) testing of an individual's specific competency. The information may include (but not be limited to) specific test information (e.g., test identification information, requestor personal information (e.g., name, ID number, organization), test version identification, test mediums such as paper or electronic, test classification level, test eligibility requirements), testing facility requirements including specified locations and equipment, and test scoring information).	Human Resources Customer	DoD Military Personnel	Process Warfighter Information	Human Resources Specialist	Personnel Development Specialist	Manage Competency Testing	Electronic/Paper	Yes	As Required
DoD Civilian Personnel - Personnel Development Specialist Exchange	Occupational Competency Testing Proposal	This includes information associated with personnel identifying a proposal (e.g., adjustment to the specified metals to be used in the competency testing of underwater electric arc welding) potentially requiring a modification to a specific competency test. The information may include (but not be limited to) specific test information (e.g., test identification information, test version identification, test mediums such as paper or electronic, test classification level, test eligibility requirements), testing facility requirements including specified locations and equipment, and test scoring information.	Human Resources Customer	DoD Civilian Personnel	Process Individual Information	Human Resources Specialist	Personnel Development Specialist	Manage Competency Testing	Electronic/Paper	Yes	As Required

Need Line	Information Exchange Name	Information Exchange Description	Source Node	Source Sub Node	Source Activity	Destination Node	Destination Sub Node	Destination Activity	Media	Privacy Act Protected	Frequency
Non-DoD Personnel - Personnel Development Specialist Exchange	Occupational Competency Testing Proposal	This includes information associated with personnel identifying a proposal (e.g., adjustment to the specified metals to be used in the competency testing of underwater electric arc welding) potentially requiring a modification to a specific competency test. The information may include (but not be limited to) specific test information (e.g., test identification information, test version identification, test mediums such as paper or electronic, test classification level, test eligibility requirements), testing facility requirements including specified locations and equipment, and test scoring information.	Human Resources Customer	Non-DoD Personnel	Process Individual Information	Human Resources Specialist	Personnel Development Specialist	Manage Competency Testing	Electronic/Paper	Yes	As Required
Other Human Resources Customer - Personnel Development Specialist Exchange	Occupational Competency Testing Proposal	This includes information associated with personnel identifying a proposal (e.g., adjustment to the specified metals to be used in the competency testing of underwater electric arc welding) potentially requiring a modification to a specific competency test. The information may include (but not be limited to) specific test information (e.g., test identification information, test version identification, test mediums such as paper or electronic, test classification level, test eligibility requirements), testing facility requirements including specified locations and equipment, and test scoring information.	Human Resources Customer	Other Human Resources Customer	Process Individual Information	Human Resources Specialist	Personnel Development Specialist	Manage Competency Testing	Electronic/Paper	Yes	As Required
DoD Military Personnel - Personnel Development Specialist Exchange	Occupational Competency Testing Proposal	This includes information associated with personnel identifying a proposal (e.g., adjustment to the specified metals to be used in the competency testing of underwater electric arc welding) potentially requiring a modification to a specific competency test. The information may include (but not be limited to) specific test information (e.g., test identification information, test version identification, test mediums such as paper or electronic, test classification level, test eligibility requirements), testing facility requirements including specified locations and equipment, and test scoring information.	Human Resources Customer	DoD Military Personnel	Process Individual Information	Human Resources Specialist	Personnel Development Specialist	Manage Competency Testing	Electronic/Paper	Yes	As Required
Personnel Development Approval Authority - DoD Military Personnel Exchange	Occupational Competency Testing Proposal Assessment	This includes information associated with the response to a perceived deficiency of, or proposal for a modification to, a specific competency test. The information may include (but not be limited to) specific test information (e.g., test identification information, requestor personal information (e.g. name, ID number, organization), test version identification, test mediums such as paper or electronic, test classification level, test eligibility requirements), testing facility requirements including specified locations and equipment, test scoring information, related assessment inputs received, analysis summary, evaluation results, proposal assessment information such as determination of related development actions to be further analyzed for implementation details, and projected actions).	Human Resources Management Approval Authority	Personnel Development Approval Authority	Manage Competency Testing	Human Resources Customer	DoD Military Personnel	Process Individual Information	Electronic/Paper	Yes	As Required
Personnel Development Approval Authority - DoD Civilian Personnel Exchange	Occupational Competency Testing Proposal Assessment	This includes information associated with the response to a perceived deficiency of, or proposal for a modification to, a specific competency test. The information may include (but not be limited to) specific test information (e.g., test identification information, requestor personal information (e.g. name, ID number, organization), test version identification, test mediums such as paper or electronic, test classification level, test eligibility requirements), testing facility requirements including specified locations and equipment, test scoring information, related assessment inputs received, analysis summary, evaluation results, proposal assessment information such as determination of related development actions to be further analyzed for implementation details, and projected actions).	Human Resources Management Approval Authority	Personnel Development Approval Authority	Manage Competency Testing	Human Resources Customer	DoD Civilian Personnel	Process Individual Information	Electronic/Paper	Yes	As Required
Personnel Development Approval Authority - Non-DoD Personnel Exchange	Occupational Competency Testing Proposal Assessment	This includes information associated with the response to a perceived deficiency of, or proposal for a modification to, a specific competency test. The information may include (but not be limited to) specific test information (e.g., test identification information, requestor personal information (e.g. name, ID number, organization), test version identification, test mediums such as paper or electronic, test classification level, test eligibility requirements), testing facility requirements including specified locations and equipment, test scoring information, related assessment inputs received, analysis summary, evaluation results, proposal assessment information such as determination of related development actions to be further analyzed for implementation details, and projected actions).	Human Resources Management Approval Authority	Personnel Development Approval Authority	Manage Competency Testing	Human Resources Customer	Non-DoD Personnel	Process Individual Information	Electronic/Paper	Yes	As Required

Need Line	Information Exchange Name	Information Exchange Description	Source Node	Source Sub Node	Source Activity	Destination Node	Destination Sub Node	Destination Activity	Media	Privacy Act Protected	Frequency
Personnel Development Approval Authority - Other Human Resources Customer Exchange	Occupational Competency Testing Proposal Assessment	This includes information associated with the response to a perceived deficiency of, or proposal for a modification to, a specific competency test. The information may include (but not be limited to) specific test information (e.g., test identification information, requestor personal information (e.g. name, ID number, organization), test version identification, test mediums such as paper or electronic, test classification level, test eligibility requirements), testing facility requirements including specified locations and equipment, test scoring information, related assessment inputs received, analysis summary, evaluation results, proposal assessment information such as determination of related development actions to be further analyzed for implementation details, and projected actions).	Human Resources Management Approval Authority	Personnel Development Approval Authority	Manage Competency Testing	Human Resources Customer	Other Human Resources Customer	Process Individual Information	Electronic/Paper	Yes	As Required
Personnel Development Approval Authority - DoD Military Personnel Exchange	Occupational Competency Testing Proposal Assessment	This includes information associated with the response to a perceived deficiency of, or proposal for a modification to, a specific competency test. The information may include (but not be limited to) specific test information (e.g., test identification information, requestor personal information (e.g. name, ID number, organization), test version identification, test mediums such as paper or electronic, test classification level, test eligibility requirements), testing facility requirements including specified locations and equipment, test scoring information, related assessment inputs received, analysis summary, evaluation results, proposal assessment information such as determination of related development actions to be further analyzed for implementation details, and projected actions).	Human Resources Management Approval Authority	Personnel Development Approval Authority	Manage Competency Testing	Human Resources Customer	DoD Military Personnel	Process Warfighter Information	Electronic/Paper	Yes	As Required
Personnel Development Specialist - Personnel Development Specialist Exchange	Occupational Competency Testing Scheduling Information	This includes information associated with the location, and test session information within a specified time frame (e.g., 120 days at a specific test facility), for all Department of Defense (DoD) testing of a person's specific competencies.	Human Resources Specialist	Personnel Development Specialist	Manage Competency Testing	Human Resources Specialist	Personnel Development Specialist	Manage Personnel Development Resource Scheduling	Electronic/Paper	Yes	As Required
Human Resources Specialist - Personnel Development Specialist Exchange	Occupational Safety Analysis Information	Information from Workforce Occupational Safety Analysis supporting determination of Human Resources Management actions such as formulation of force structure and development of personnel.	Human Resources Specialist	Human Resources Specialist	Manage Workforce Occupational Safety Analysis	Human Resources Specialist	Personnel Development Specialist	Determine Occupational Competencies	Electronic/Paper	Yes	As Required
Human Resources Specialist - Personnel Development Specialist Exchange	Occupational Safety Analysis Information	Information from Workforce Occupational Safety Analysis supporting determination of Human Resources Management actions such as formulation of force structure and development of personnel.	Human Resources Specialist	Human Resources Specialist	Manage Workforce Occupational Safety Analysis	Human Resources Specialist	Personnel Development Specialist	Manage Individual Training	Electronic/Paper	Yes	As Required
Human Resources Specialist - Personnel Development Specialist Exchange	Occupational Safety Analysis Information	Information from Workforce Occupational Safety Analysis supporting determination of Human Resources Management actions such as formulation of force structure and development of personnel.	Human Resources Specialist	Human Resources Specialist	Manage Workforce Occupational Safety Analysis	Human Resources Specialist	Personnel Development Specialist	Manage Education	Electronic/Paper	Yes	As Required
Human Resources Specialist - Personnel Development Specialist Exchange	Occupational Safety Analysis Information	Information from Workforce Occupational Safety Analysis supporting determination of Human Resources Management actions such as formulation of force structure and development of personnel.	Human Resources Specialist	Human Resources Specialist	Manage Workforce Occupational Safety Analysis	Human Resources Specialist	Personnel Development Specialist	Manage Distributed Learning Program	Electronic/Paper	Yes	As Required
Human Resources Specialist - Personnel Development Specialist Exchange	Occupational Safety Analysis Information	Information from Workforce Occupational Safety Analysis supporting determination of Human Resources Management actions such as formulation of force structure and development of personnel.	Human Resources Specialist	Human Resources Specialist	Manage Workforce Occupational Safety Analysis	Human Resources Specialist	Personnel Development Specialist	Manage Competency Testing	Electronic/Paper	Yes	As Required
Personnel Distribution Specialist - Personnel Development Specialist Exchange	Personnel Distribution Requirement Change Information	This includes the operational adjustments to redistribute forces in order to reflect current mission priorities and support warfighter actions. This information will be used to adjust the personnel distribution in the assignments process. This may include (but not be limited to) adjusted personnel distribution plans and related personnel requisitions.	Force Manager	Personnel Distribution Specialist	Administer Personnel Distribution Reconciliation	Human Resources Specialist	Personnel Development Specialist	Determine Occupational Competencies	Electronic/Paper	Yes	As Required
Personnel Development Specialist - DoD Civilian Personnel Exchange	Personnel Classification Catalog Information	This includes repository information associated with specifications and descriptions of all occupations or job families required to accomplish the mission taskings of the Department of Defense (DoD) within the overall context of the federal government. The information may include (but not be limited to) occupation identification information, job family information, eligibility specifications, service unique information (e.g., Air Force Specialty Code and Special Experience Identifiers, Army Military Occupation Specialty, Civilian Occupational Series) and related competencies.	Human Resources Specialist	Personnel Development Specialist	Manage Personnel Classification	Human Resources Customer	DoD Civilian Personnel	Process Individual Information	Electronic/Paper	Yes	As Required

Need Line	Information Exchange Name	Information Exchange Description	Source Node	Source Sub Node	Source Activity	Destination Node	Destination Sub Node	Destination Activity	Media	Privacy Act Protected	Frequency
Personnel Development Specialist - Non-DoD Personnel Exchange	Personnel Classification Catalog Information	This includes repository information associated with specifications and descriptions of all occupations or job families required to accomplish the mission taskings of the Department of Defense (DoD) within the overall context of the federal government. The information may include (but not be limited to) occupation identification information, job family information, eligibility specifications, service unique information (e.g., Air Force Specialty Code and Special Experience Identifiers, Army Military Occupation Specialty, Civilian Occupational Series) and related competencies.	Human Resources Specialist	Personnel Development Specialist	Manage Personnel Classification	Human Resources Customer	Non-DoD Personnel	Process Individual Information	Electronic/Paper	Yes	As Required
Personnel Development Specialist - Other Human Resources Customer Exchange	Personnel Classification Catalog Information	This includes repository information associated with specifications and descriptions of all occupations or job families required to accomplish the mission taskings of the Department of Defense (DoD) within the overall context of the federal government. The information may include (but not be limited to) occupation identification information, job family information, eligibility specifications, service unique information (e.g., Air Force Specialty Code and Special Experience Identifiers, Army Military Occupation Specialty, Civilian Occupational Series) and related competencies.	Human Resources Specialist	Personnel Development Specialist	Manage Personnel Classification	Human Resources Customer	Other Human Resources Customer	Process Individual Information	Electronic/Paper	Yes	As Required
Personnel Development Specialist - DoD Military Personnel Exchange	Personnel Classification Catalog Information	This includes repository information associated with specifications and descriptions of all occupations or job families required to accomplish the mission taskings of the Department of Defense (DoD) within the overall context of the federal government. The information may include (but not be limited to) occupation identification information, job family information, eligibility specifications, service unique information (e.g., Air Force Specialty Code and Special Experience Identifiers, Army Military Occupation Specialty, Civilian Occupational Series) and related competencies.	Human Resources Specialist	Personnel Development Specialist	Manage Personnel Classification	Human Resources Customer	DoD Military Personnel	Process Individual Information	Electronic/Paper	Yes	As Required
Personnel Development Specialist - DoD Military Personnel Exchange	Personnel Classification Catalog Information	This includes repository information associated with specifications and descriptions of all occupations or job families required to accomplish the mission taskings of the Department of Defense (DoD) within the overall context of the federal government. The information may include (but not be limited to) occupation identification information, job family information, eligibility specifications, service unique information (e.g., Air Force Specialty Code and Special Experience Identifiers, Army Military Occupation Specialty, Civilian Occupational Series) and related competencies.	Human Resources Specialist	Personnel Development Specialist	Manage Personnel Classification	Human Resources Customer	DoD Military Personnel	Process Warfighter Information	Electronic/Paper	Yes	As Required
Personnel Development Specialist - Personnel Development Specialist Exchange	Personnel Classification Catalog Information	This includes repository information associated with specifications and descriptions of all occupations or job families required to accomplish the mission taskings of the Department of Defense (DoD) within the overall context of the federal government. The information may include (but not be limited to) occupation identification information, job family information, eligibility specifications, service unique information (e.g., Air Force Specialty Code and Special Experience Identifiers, Army Military Occupation Specialty, Civilian Occupational Series) and related competencies.	Human Resources Specialist	Personnel Development Specialist	Manage Personnel Classification	Human Resources Specialist	Personnel Development Specialist	Determine Occupational Competencies	Electronic/Paper	Yes	As Required
Personnel Development Specialist - Personnel Development Specialist Exchange	Personnel Classification Catalog Information	This includes repository information associated with specifications and descriptions of all occupations or job families required to accomplish the mission taskings of the Department of Defense (DoD) within the overall context of the federal government. The information may include (but not be limited to) occupation identification information, job family information, eligibility specifications, service unique information (e.g., Air Force Specialty Code and Special Experience Identifiers, Army Military Occupation Specialty, Civilian Occupational Series) and related competencies.	Human Resources Specialist	Personnel Development Specialist	Manage Personnel Classification	Human Resources Specialist	Personnel Development Specialist	Manage Individual Training	Electronic/Paper	Yes	As Required
Personnel Development Specialist - Personnel Development Specialist Exchange	Personnel Classification Catalog Information	This includes repository information associated with specifications and descriptions of all occupations or job families required to accomplish the mission taskings of the Department of Defense (DoD) within the overall context of the federal government. The information may include (but not be limited to) occupation identification information, job family information, eligibility specifications, service unique information (e.g., Air Force Specialty Code and Special Experience Identifiers, Army Military Occupation Specialty, Civilian Occupational Series) and related competencies.	Human Resources Specialist	Personnel Development Specialist	Manage Personnel Classification	Human Resources Specialist	Personnel Development Specialist	Manage Education	Electronic/Paper	Yes	As Required
Personnel Development Specialist - Personnel Development Specialist Exchange	Personnel Classification Catalog Information	This includes repository information associated with specifications and descriptions of all occupations or job families required to accomplish the mission taskings of the Department of Defense (DoD) within the overall context of the federal government. The information may include (but not be limited to) occupation identification information, job family information, eligibility specifications, service unique information (e.g., Air Force Specialty Code and Special Experience Identifiers, Army Military Occupation Specialty, Civilian Occupational Series) and related competencies.	Human Resources Specialist	Personnel Development Specialist	Manage Personnel Classification	Human Resources Specialist	Personnel Development Specialist	Manage Distributed Learning Program	Electronic/Paper	Yes	As Required

Need Line	Information Exchange Name	Information Exchange Description	Source Node	Source Sub Node	Source Activity	Destination Node	Destination Sub Node	Destination Activity	Media	Privacy Act Protected	Frequency
Personnel Development Specialist - Personnel Development Specialist Exchange	Personnel Classification Catalog Information	This includes repository information associated with specifications and descriptions of all occupations or job families required to accomplish the mission taskings of the Department of Defense (DoD) within the overall context of the federal government. The information may include (but not be limited to) occupation identification information, job family information, eligibility specifications, service unique information (e.g., Air Force Specialty Code and Special Experience Identifiers, Army Military Occupation Specialty, Civilian Occupational Series) and related competencies.	Human Resources Specialist	Personnel Development Specialist	Manage Personnel Classification	Human Resources Specialist	Personnel Development Specialist	Manage Competency Testing	Electronic/Paper	Yes	As Required
Personnel Development Specialist - Personnel Development Specialist Exchange	Personnel Classification Catalog Information	This includes repository information associated with specifications and descriptions of all occupations or job families required to accomplish the mission taskings of the Department of Defense (DoD) within the overall context of the federal government. The information may include (but not be limited to) occupation identification information, job family information, eligibility specifications, service unique information (e.g., Air Force Specialty Code and Special Experience Identifiers, Army Military Occupation Specialty, Civilian Occupational Series) and related competencies.	Human Resources Specialist	Personnel Development Specialist	Manage Personnel Classification	Human Resources Specialist	Personnel Development Specialist	Manage Personnel Development Resource Scheduling	Electronic/Paper	Yes	As Required
Personnel Development Specialist - Personnel Development Specialist Exchange	Personnel Classification Catalog Information	This includes repository information associated with specifications and descriptions of all occupations or job families required to accomplish the mission taskings of the Department of Defense (DoD) within the overall context of the federal government. The information may include (but not be limited to) occupation identification information, job family information, eligibility specifications, service unique information (e.g., Air Force Specialty Code and Special Experience Identifiers, Army Military Occupation Specialty, Civilian Occupational Series) and related competencies.	Human Resources Specialist	Personnel Development Specialist	Manage Personnel Classification	Human Resources Specialist	Personnel Development Specialist	Manage Credentials	Electronic/Paper	Yes	As Required
DoD Military Personnel - Personnel Development Specialist Exchange	Personnel Classification Deficiency	This includes information associated with warfighter personnel identifying a problem (e.g., warfighter request based on operational problem potential short term solution) potentially requiring Department of Defense (DoD) modification to DoD occupations identified for a person. The information may include (but not be limited to) requestor personal information (e.g., name, ID number, organization), occupation proposal narrative, intended operational result of proposed competency development.	Human Resources Customer	DoD Military Personnel	Process Warfighter Information	Human Resources Specialist	Personnel Development Specialist	Manage Personnel Classification	Electronic/Paper	Yes	As Required
DoD Military Personnel - Personnel Development Specialist Exchange	Personnel Classification Determination Request	This includes information associated with personnel submitting a request for determination of a person's appropriate occupation family and occupation to be updated in the person's profile. The information may include (but not be limited to) requestor personal information (e.g., name, ID number, organization), Universal Joint Task List (UJTL) related item (e.g., Strategic Theater 1.1.2.6 Coordinate Joint Personnel Training and Tracking Activities, Strategic Theater 4.2.4 Establish and Coordinate Training of Joint and Combined Forces, narrative on exercise or combat operations related deficiency or problem, occupation identification information, job family information, eligibility specifications, service unique information (e.g., Air Force Specialty Code and Special Experience Identifiers, Army Military Occupation Specialty, Civilian Occupational Series) and related competencies. This request can be based on personnel plan implementations needed to rebalance DoD human resources against evolving DoD mission requirements.	Human Resources Customer	DoD Military Personnel	Process Individual Information	Human Resources Specialist	Personnel Development Specialist	Manage Personnel Classification	Electronic/Paper	Yes	As Required
DoD Civilian Personnel - Personnel Development Specialist Exchange	Personnel Classification Determination Request	This includes information associated with personnel submitting a request for determination of a person's appropriate occupation family and occupation to be updated in the person's profile. The information may include (but not be limited to) requestor personal information (e.g., name, ID number, organization), Universal Joint Task List (UJTL) related item (e.g., Strategic Theater 1.1.2.6 Coordinate Joint Personnel Training and Tracking Activities, Strategic Theater 4.2.4 Establish and Coordinate Training of Joint and Combined Forces, narrative on exercise or combat operations related deficiency or problem, occupation identification information, job family information, eligibility specifications, service unique information (e.g., Air Force Specialty Code and Special Experience Identifiers, Army Military Occupation Specialty, Civilian Occupational Series) and related competencies. This request can be based on personnel plan implementations needed to rebalance DoD human resources against evolving DoD mission requirements.	Human Resources Customer	DoD Civilian Personnel	Process Individual Information	Human Resources Specialist	Personnel Development Specialist	Manage Personnel Classification	Electronic/Paper	Yes	As Required

Need Line	Information Exchange Name	Information Exchange Description	Source Node	Source Sub Node	Source Activity	Destination Node	Destination Sub Node	Destination Activity	Media	Privacy Act Protected	Frequency
DoD Military Personnel - Personnel Development Specialist Exchange	Personnel Classification Determination Request	This includes information associated with personnel submitting a request for determination of a person's appropriate occupation family and occupation to be updated in the person's profile. The information may include (but not be limited to) requestor personal information (e.g., name, ID number, organization), Universal Joint Task List (UJTL) related item (e.g., Strategic Theater 1.1.2.6 Coordinate Joint Personnel Training and Tracking Activities, Strategic Theater 4.2.4 Establish and Coordinate Training of Joint and Combined Forces, narrative on exercise or combat operations related deficiency or problem, occupation identification information, job family information, eligibility specifications, service unique information (e.g., Air Force Specialty Code and Special Experience Identifiers, Army Military Occupation Specialty, Civilian Occupational Series) and related competencies. This request can be based on personnel plan implementations needed to rebalance DoD human resources against evolving DoD mission requirements.	Human Resources Customer	DoD Military Personnel	Process Warfighter Information	Human Resources Specialist	Personnel Development Specialist	Manage Personnel Classification	Electronic/Paper	Yes	As Required
DoD Military Personnel - Personnel Development Specialist Exchange	Personnel Classification Proposal	This includes information associated with personnel identifying a proposal potentially requiring Department of Defense (DoD) modification to DoD occupations identified for a person. The information may include (but not be limited to) requestor personal information (e.g., name, ID number, organization), occupation proposal narrative, intended operational result of proposed competency development.	Human Resources Customer	DoD Military Personnel	Process Individual Information	Human Resources Specialist	Personnel Development Specialist	Manage Personnel Classification	Electronic/Paper	Yes	As Required
DoD Civilian Personnel - Personnel Development Specialist Exchange	Personnel Classification Proposal	This includes information associated with personnel identifying a proposal potentially requiring Department of Defense (DoD) modification to DoD occupations identified for a person. The information may include (but not be limited to) requestor personal information (e.g., name, ID number, organization), occupation proposal narrative, intended operational result of proposed competency development.	Human Resources Customer	DoD Civilian Personnel	Process Individual Information	Human Resources Specialist	Personnel Development Specialist	Manage Personnel Classification	Electronic/Paper	Yes	As Required
Non-DoD Personnel - Personnel Development Specialist Exchange	Personnel Classification Proposal	This includes information associated with personnel identifying a proposal potentially requiring Department of Defense (DoD) modification to DoD occupations identified for a person. The information may include (but not be limited to) requestor personal information (e.g., name, ID number, organization), occupation proposal narrative, intended operational result of proposed competency development.	Human Resources Customer	Non-DoD Personnel	Process Individual Information	Human Resources Specialist	Personnel Development Specialist	Manage Personnel Classification	Electronic/Paper	Yes	As Required
Other Human Resources Customer - Personnel Development Specialist Exchange	Personnel Classification Proposal	This includes information associated with personnel identifying a proposal potentially requiring Department of Defense (DoD) modification to DoD occupations identified for a person. The information may include (but not be limited to) requestor personal information (e.g., name, ID number, organization), occupation proposal narrative, intended operational result of proposed competency development.	Human Resources Customer	Other Human Resources Customer	Process Individual Information	Human Resources Specialist	Personnel Development Specialist	Manage Personnel Classification	Electronic/Paper	Yes	As Required
DoD Military Personnel - Personnel Development Specialist Exchange	Personnel Classification Proposal	This includes information associated with personnel identifying a proposal potentially requiring Department of Defense (DoD) modification to DoD occupations identified for a person. The information may include (but not be limited to) requestor personal information (e.g., name, ID number, organization), occupation proposal narrative, intended operational result of proposed competency development.	Human Resources Customer	DoD Military Personnel	Process Warfighter Information	Human Resources Specialist	Personnel Development Specialist	Manage Personnel Classification	Electronic/Paper	Yes	As Required
Personnel Development Approval Authority - DoD Military Personnel Exchange	Personnel Classification Proposal Assessment	This includes information associated with the response to a perceived deficiency of, or proposal for a modification to, Department of Defense (DoD) occupations identified for a person. This includes, but is not limited to, requestor personal information (e.g., name, ID number, organization), related assessment inputs received, analysis summary, and evaluation results.	Human Resources Management Approval Authority	Personnel Development Approval Authority	Manage Personnel Classification	Human Resources Customer	DoD Military Personnel	Process Individual Information	Electronic/Paper	Yes	As Required
Personnel Development Approval Authority - DoD Civilian Personnel Exchange	Personnel Classification Proposal Assessment	This includes information associated with the response to a perceived deficiency of, or proposal for a modification to, Department of Defense (DoD) occupations identified for a person. This includes, but is not limited to, requestor personal information (e.g., name, ID number, organization), related assessment inputs received, analysis summary, and evaluation results.	Human Resources Management Approval Authority	Personnel Development Approval Authority	Manage Personnel Classification	Human Resources Customer	DoD Civilian Personnel	Process Individual Information	Electronic/Paper	Yes	As Required

Need Line	Information Exchange Name	Information Exchange Description	Source Node	Source Sub Node	Source Activity	Destination Node	Destination Sub Node	Destination Activity	Media	Privacy Act Protected	Frequency
Personnel Development Approval Authority - Non-DoD Personnel Exchange	Personnel Classification Proposal Assessment	This includes information associated with the response to a perceived deficiency of, or proposal for a modification to, Department of Defense (DoD) occupations identified for a person.. This includes, but is not limited to, requestor personal information (e.g., name, ID number, organization), related assessment inputs received, analysis summary, and evaluation results.	Human Resources Management Approval Authority	Personnel Development Approval Authority	Manage Personnel Classification	Human Resources Customer	Non-DoD Personnel	Process Individual Information	Electronic/Paper	Yes	As Required
Personnel Development Approval Authority - Other Human Resources Customer Exchange	Personnel Classification Proposal Assessment	This includes information associated with the response to a perceived deficiency of, or proposal for a modification to, Department of Defense (DoD) occupations identified for a person.. This includes, but is not limited to, requestor personal information (e.g., name, ID number, organization), related assessment inputs received, analysis summary, and evaluation results.	Human Resources Management Approval Authority	Personnel Development Approval Authority	Manage Personnel Classification	Human Resources Customer	Other Human Resources Customer	Process Individual Information	Electronic/Paper	Yes	As Required
Personnel Development Approval Authority - DoD Military Personnel Exchange	Personnel Classification Proposal Assessment	This includes information associated with the response to a perceived deficiency of, or proposal for a modification to, Department of Defense (DoD) occupations identified for a person.. This includes, but is not limited to, requestor personal information (e.g., name, ID number, organization), related assessment inputs received, analysis summary, and evaluation results.	Human Resources Management Approval Authority	Personnel Development Approval Authority	Manage Personnel Classification	Human Resources Customer	DoD Military Personnel	Process Warfighter Information	Electronic/Paper	Yes	As Required
Personnel Development Specialist - Assignment Specialist Exchange	Personnel Development Assignment Request	This includes information associated with an official request to generate an assignment order required to implement a development action. An official assignment request may include an action to modify (e.g., revoke, cancel) an existing order.	Human Resources Specialist	Personnel Development Specialist	Manage Personnel Development Resource Scheduling	Human Resources Specialist	Assignment Specialist	Prepare Assignment Order	Electronic/Paper	Yes	As Required
Human Resource Profile Administrator - Personnel Development Specialist Exchange	Personnel Development Profile Information	This includes personnel development information that is associated with a personnel/pay record. The information may include (but not be limited to) specific course or test session information (e.g., location, projected seat identification, test identification information, test version identification) and records of management approvals of individual development actions and agreements as well as related retention agreements, assignment actions information and expense authorizations where required (e.g., foreign military, employees of other agencies), course results (e.g., course completion date, course withdrawal date, course withdrawal reason, course test scores, course honor designation (e.g., distinguished graduate, honor graduate)), formal training feedback, occupations, credentials, competencies, operational experience information, and service information.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Specialist	Personnel Development Specialist	Manage Personnel Classification	Electronic	Yes	As Required
Human Resource Profile Administrator - Personnel Development Specialist Exchange	Personnel Development Profile Information	This includes personnel development information that is associated with a personnel/pay record. The information may include (but not be limited to) specific course or test session information (e.g., location, projected seat identification, test identification information, test version identification) and records of management approvals of individual development actions and agreements as well as related retention agreements, assignment actions information and expense authorizations where required (e.g., foreign military, employees of other agencies), course results (e.g., course completion date, course withdrawal date, course withdrawal reason, course test scores, course honor designation (e.g., distinguished graduate, honor graduate)), formal training feedback, occupations, credentials, competencies, operational experience information, and service information.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Specialist	Personnel Development Specialist	Manage Competency Development	Electronic	Yes	As Required
Human Resource Profile Administrator - Personnel Development Specialist Exchange	Personnel Development Profile Information	This includes personnel development information that is associated with a personnel/pay record. The information may include (but not be limited to) specific course or test session information (e.g., location, projected seat identification, test identification information, test version identification) and records of management approvals of individual development actions and agreements as well as related retention agreements, assignment actions information and expense authorizations where required (e.g., foreign military, employees of other agencies), course results (e.g., course completion date, course withdrawal date, course withdrawal reason, course test scores, course honor designation (e.g., distinguished graduate, honor graduate)), formal training feedback, occupations, credentials, competencies, operational experience information, and service information.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Specialist	Personnel Development Specialist	Manage Personnel Development Resource Scheduling	Electronic	Yes	As Required

Need Line	Information Exchange Name	Information Exchange Description	Source Node	Source Sub Node	Source Activity	Destination Node	Destination Sub Node	Destination Activity	Media	Privacy Act Protected	Frequency
Human Resource Profile Administrator - Personnel Development Specialist Exchange	Personnel Development Profile Information	This includes personnel development information that is associated with a personnel/pay record. The information may include (but not be limited to) specific course or test session information (e.g., location, projected seat identification, test identification information, test version identification) and records of management approvals of individual development actions and agreements as well as related retention agreements, assignment actions information and expense authorizations where required (e.g., foreign military, employees of other agencies), course results (e.g., course completion date, course withdrawal date, course withdrawal reason, course test scores, course honor designation (e.g., distinguished graduate, honor graduate)), formal training feedback, occupations, credentials, competencies, operational experience information, and service information.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Specialist	Personnel Development Specialist	Manage Credentials	Electronic	Yes	As Required
Human Resource Profile Administrator - Personnel Development Specialist Exchange	Personnel Development Profile Information	This includes personnel development information that is associated with a personnel/pay record. The information may include (but not be limited to) specific course or test session information (e.g., location, projected seat identification, test identification information, test version identification) and records of management approvals of individual development actions and agreements as well as related retention agreements, assignment actions information and expense authorizations where required (e.g., foreign military, employees of other agencies), course results (e.g., course completion date, course withdrawal date, course withdrawal reason, course test scores, course honor designation (e.g., distinguished graduate, honor graduate)), formal training feedback, occupations, credentials, competencies, operational experience information, and service information.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Specialist	Personnel Development Specialist	Manage Career Path	Electronic	Yes	As Required
Personnel Development Specialist - Human Resource Profile Administrator Exchange	Personnel Development Profile Update Information	This includes updated personnel development information that is associated with a personnel/pay record. The information may include (but not be limited to) specific course or test session information (e.g., location, projected seat identification, test identification information, test version identification) and records of management approvals of individual development actions and agreements as well as related retention agreements, assignment actions information and expense authorizations where required (e.g., foreign military, employees of other agencies), course results (e.g., course completion date, course withdrawal date, course withdrawal reason, course test scores, course honor designation (e.g., distinguished graduate, honor graduate)), formal training feedback, occupations, credentials, competencies, operational experience information, and service information.	Human Resources Specialist	Personnel Development Specialist	Manage Personnel Classification	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Electronic	Yes	As Required
Personnel Development Specialist - Human Resource Profile Administrator Exchange	Personnel Development Profile Update Information	This includes updated personnel development information that is associated with a personnel/pay record. The information may include (but not be limited to) specific course or test session information (e.g., location, projected seat identification, test identification information, test version identification) and records of management approvals of individual development actions and agreements as well as related retention agreements, assignment actions information and expense authorizations where required (e.g., foreign military, employees of other agencies), course results (e.g., course completion date, course withdrawal date, course withdrawal reason, course test scores, course honor designation (e.g., distinguished graduate, honor graduate)), formal training feedback, occupations, credentials, competencies, operational experience information, and service information.	Human Resources Specialist	Personnel Development Specialist	Manage Career Path	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Electronic	Yes	As Required

Need Line	Information Exchange Name	Information Exchange Description	Source Node	Source Sub Node	Source Activity	Destination Node	Destination Sub Node	Destination Activity	Media	Privacy Act Protected	Frequency
Personnel Development Specialist - Human Resource Profile Administrator Exchange	Personnel Development Profile Update Information	This includes updated personnel development information that is associated with a personnel/pay record. The information may include (but not be limited to) specific course or test session information (e.g., location, projected seat identification, test identification information, test version identification) and records of management approvals of individual development actions and agreements as well as related retention agreements, assignment actions information and expense authorizations where required (e.g., foreign military, employees of other agencies), course results (e.g., course completion date, course withdrawal date, course withdrawal reason, course test scores, course honor designation (e.g., distinguished graduate, honor graduate)), formal training feedback, occupations, credentials, competencies, operational experience information, and service information.	Human Resources Specialist	Personnel Development Specialist	Manage Personnel Development Resource Scheduling	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Electronic	Yes	As Required
Personnel Development Specialist - Human Resource Profile Administrator Exchange	Personnel Development Profile Update Information	This includes updated personnel development information that is associated with a personnel/pay record. The information may include (but not be limited to) specific course or test session information (e.g., location, projected seat identification, test identification information, test version identification) and records of management approvals of individual development actions and agreements as well as related retention agreements, assignment actions information and expense authorizations where required (e.g., foreign military, employees of other agencies), course results (e.g., course completion date, course withdrawal date, course withdrawal reason, course test scores, course honor designation (e.g., distinguished graduate, honor graduate)), formal training feedback, occupations, credentials, competencies, operational experience information, and service information.	Human Resources Specialist	Personnel Development Specialist	Manage Credentials	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Electronic	Yes	As Required
Personnel Development Specialist - DoD Military Personnel Exchange	Personnel Development Resource Attendance Notification	This includes the notification information reflecting the details of a decision made by a Personnel Development Approval Authority on a personnel development action. The information will include documentation of an individual's rights associated with the decision (e.g., right to appeal). The information may include (but not be limited to) development action identifier, action status and related decision date and time.	Human Resources Specialist	Personnel Development Specialist	Manage Personnel Development Resource Scheduling	Human Resources Customer	DoD Military Personnel	Process Individual Information	Electronic	Yes	As Required
Personnel Development Specialist - DoD Civilian Personnel Exchange	Personnel Development Resource Attendance Notification	This includes the notification information reflecting the details of a decision made by a Personnel Development Approval Authority on a personnel development action. The information will include documentation of an individual's rights associated with the decision (e.g., right to appeal). The information may include (but not be limited to) development action identifier, action status and related decision date and time.	Human Resources Specialist	Personnel Development Specialist	Manage Personnel Development Resource Scheduling	Human Resources Customer	DoD Civilian Personnel	Process Individual Information	Electronic	Yes	As Required
Personnel Development Specialist - Non-DoD Personnel Exchange	Personnel Development Resource Attendance Notification	This includes the notification information reflecting the details of a decision made by a Personnel Development Approval Authority on a personnel development action. The information will include documentation of an individual's rights associated with the decision (e.g., right to appeal). The information may include (but not be limited to) development action identifier, action status and related decision date and time.	Human Resources Specialist	Personnel Development Specialist	Manage Personnel Development Resource Scheduling	Human Resources Customer	Non-DoD Personnel	Process Individual Information	Electronic	Yes	As Required
Personnel Development Specialist - Other Human Resources Customer Exchange	Personnel Development Resource Attendance Notification	This includes the notification information reflecting the details of a decision made by a Personnel Development Approval Authority on a personnel development action. The information will include documentation of an individual's rights associated with the decision (e.g., right to appeal). The information may include (but not be limited to) development action identifier, action status and related decision date and time.	Human Resources Specialist	Personnel Development Specialist	Manage Personnel Development Resource Scheduling	Human Resources Customer	Other Human Resources Customer	Process Individual Information	Electronic	Yes	As Required
Personnel Development Specialist - DoD Military Personnel Exchange	Personnel Development Resource Attendance Notification	This includes the notification information reflecting the details of a decision made by a Personnel Development Approval Authority on a personnel development action. The information will include documentation of an individual's rights associated with the decision (e.g., right to appeal). The information may include (but not be limited to) development action identifier, action status and related decision date and time.	Human Resources Specialist	Personnel Development Specialist	Manage Personnel Development Resource Scheduling	Human Resources Customer	DoD Military Personnel	Process Warfighter Information	Electronic	Yes	As Required

Need Line	Information Exchange Name	Information Exchange Description	Source Node	Source Sub Node	Source Activity	Destination Node	Destination Sub Node	Destination Activity	Media	Privacy Act Protected	Frequency
Personnel Development Specialist - DoD Military Personnel Exchange	Personnel Development Resource Master Schedule	This includes repository information associated with all Department of Defense (DoD) management of all training, education, distributed learning, and competency testing resources (e.g., course and testing seats, facilities, and equipment within a facility). The information may include (but not be limited to) specific course or test session information (e.g., location, seats still available, simulation equipment utilization, test identification information, test version identification) and records of management approvals of individual development actions and related assignment travel actions and expense authorizations.	Human Resources Specialist	Personnel Development Specialist	Manage Personnel Development Resource Scheduling	Human Resources Customer	DoD Military Personnel	Process Individual Information	Electronic/Paper	Yes	As Required
Personnel Development Specialist - DoD Civilian Personnel Exchange	Personnel Development Resource Master Schedule	This includes repository information associated with all Department of Defense (DoD) management of all training, education, distributed learning, and competency testing resources (e.g., course and testing seats, facilities, and equipment within a facility). The information may include (but not be limited to) specific course or test session information (e.g., location, seats still available, simulation equipment utilization, test identification information, test version identification) and records of management approvals of individual development actions and related assignment travel actions and expense authorizations.	Human Resources Specialist	Personnel Development Specialist	Manage Personnel Development Resource Scheduling	Human Resources Customer	DoD Civilian Personnel	Process Individual Information	Electronic/Paper	Yes	As Required
Personnel Development Specialist - Non-DoD Personnel Exchange	Personnel Development Resource Master Schedule	This includes repository information associated with all Department of Defense (DoD) management of all training, education, distributed learning, and competency testing resources (e.g., course and testing seats, facilities, and equipment within a facility). The information may include (but not be limited to) specific course or test session information (e.g., location, seats still available, simulation equipment utilization, test identification information, test version identification) and records of management approvals of individual development actions and related assignment travel actions and expense authorizations.	Human Resources Specialist	Personnel Development Specialist	Manage Personnel Development Resource Scheduling	Human Resources Customer	Non-DoD Personnel	Process Individual Information	Electronic/Paper	Yes	As Required
Personnel Development Specialist - Other Human Resources Customer Exchange	Personnel Development Resource Master Schedule	This includes repository information associated with all Department of Defense (DoD) management of all training, education, distributed learning, and competency testing resources (e.g., course and testing seats, facilities, and equipment within a facility). The information may include (but not be limited to) specific course or test session information (e.g., location, seats still available, simulation equipment utilization, test identification information, test version identification) and records of management approvals of individual development actions and related assignment travel actions and expense authorizations.	Human Resources Specialist	Personnel Development Specialist	Manage Personnel Development Resource Scheduling	Human Resources Customer	Other Human Resources Customer	Process Individual Information	Electronic/Paper	Yes	As Required
Personnel Development Specialist - DoD Military Personnel Exchange	Personnel Development Resource Master Schedule	This includes repository information associated with all Department of Defense (DoD) management of all training, education, distributed learning, and competency testing resources (e.g., course and testing seats, facilities, and equipment within a facility). The information may include (but not be limited to) specific course or test session information (e.g., location, seats still available, simulation equipment utilization, test identification information, test version identification) and records of management approvals of individual development actions and related assignment travel actions and expense authorizations.	Human Resources Specialist	Personnel Development Specialist	Manage Personnel Development Resource Scheduling	Human Resources Customer	DoD Military Personnel	Process Warfighter Information	Electronic/Paper	Yes	As Required
DoD Military Personnel - Personnel Development Specialist Exchange	Personnel Development Resource Scheduling Deficiency	This includes information associated with warfighter personnel identifying a problem (e.g., warfighter request based on operational problem potential short term solution) potentially requiring a modification to Department of Defense (DoD) management of development resource scheduling (e.g., course and testing seats, facilities, and equipment within a facility). The information may include (but not be limited to) specific course or test session information (e.g., location, seats still available, simulation equipment utilization, test identification information, test version identification) requestor and individual personal information (e.g., name, ID number, organization), Universal Joint Task List (UJTL) related item (e.g., Strategic Theater 4.2 Coordinate Support for Forces in Theater, Strategic Theater 4.2.3 Reconstitute Theater Forces), narrative on exercise or combat operations related deficiency or problem, and specifications for management approvals of individual development actions and related assignment travel actions and expense authorizations.	Human Resources Customer	DoD Military Personnel	Process Warfighter Information	Human Resources Specialist	Personnel Development Specialist	Manage Personnel Development Resource Scheduling	Electronic/Paper	Yes	As Required

Need Line	Information Exchange Name	Information Exchange Description	Source Node	Source Sub Node	Source Activity	Destination Node	Destination Sub Node	Destination Activity	Media	Privacy Act Protected	Frequency
DoD Military Personnel - Personnel Development Specialist Exchange	Personnel Development Resource Scheduling Proposal	This includes information associated with personnel identifying a problem (e.g., request for 3 more sessions of a course per year to graduate more students, add a module to the Department of Defense (DoD) Auditors course to address recent GAO findings) potentially requiring a modification to DoD management of development resource scheduling (e.g., course and testing seats, facilities, and equipment within a facility). The information may include (but not be limited to) specific course or test session information (e.g., location, seats still available, simulation equipment utilization, test identification information, test version identification) requestor and individual personal information (e.g., name, ID number, organization), and specifications for management approvals of individual development actions and related assignment travel actions and expense authorizations.	Human Resources Customer	DoD Military Personnel	Process Individual Information	Human Resources Specialist	Personnel Development Specialist	Manage Personnel Development Resource Scheduling	Electronic/Paper	Yes	As Required
DoD Civilian Personnel - Personnel Development Specialist Exchange	Personnel Development Resource Scheduling Proposal	This includes information associated with personnel identifying a problem (e.g., request for 3 more sessions of a course per year to graduate more students, add a module to the Department of Defense (DoD) Auditors course to address recent GAO findings) potentially requiring a modification to DoD management of development resource scheduling (e.g., course and testing seats, facilities, and equipment within a facility). The information may include (but not be limited to) specific course or test session information (e.g., location, seats still available, simulation equipment utilization, test identification information, test version identification) requestor and individual personal information (e.g., name, ID number, organization), and specifications for management approvals of individual development actions and related assignment travel actions and expense authorizations.	Human Resources Customer	DoD Civilian Personnel	Process Individual Information	Human Resources Specialist	Personnel Development Specialist	Manage Personnel Development Resource Scheduling	Electronic/Paper	Yes	As Required
Non-DoD Personnel - Personnel Development Specialist Exchange	Personnel Development Resource Scheduling Proposal	This includes information associated with personnel identifying a problem (e.g., request for 3 more sessions of a course per year to graduate more students, add a module to the Department of Defense (DoD) Auditors course to address recent GAO findings) potentially requiring a modification to DoD management of development resource scheduling (e.g., course and testing seats, facilities, and equipment within a facility). The information may include (but not be limited to) specific course or test session information (e.g., location, seats still available, simulation equipment utilization, test identification information, test version identification) requestor and individual personal information (e.g., name, ID number, organization), and specifications for management approvals of individual development actions and related assignment travel actions and expense authorizations.	Human Resources Customer	Non-DoD Personnel	Process Individual Information	Human Resources Specialist	Personnel Development Specialist	Manage Personnel Development Resource Scheduling	Electronic/Paper	Yes	As Required
Other Human Resources Customer - Personnel Development Specialist Exchange	Personnel Development Resource Scheduling Proposal	This includes information associated with personnel identifying a problem (e.g., request for 3 more sessions of a course per year to graduate more students, add a module to the Department of Defense (DoD) Auditors course to address recent GAO findings) potentially requiring a modification to DoD management of development resource scheduling (e.g., course and testing seats, facilities, and equipment within a facility). The information may include (but not be limited to) specific course or test session information (e.g., location, seats still available, simulation equipment utilization, test identification information, test version identification) requestor and individual personal information (e.g., name, ID number, organization), and specifications for management approvals of individual development actions and related assignment travel actions and expense authorizations.	Human Resources Customer	Other Human Resources Customer	Process Individual Information	Human Resources Specialist	Personnel Development Specialist	Manage Personnel Development Resource Scheduling	Electronic/Paper	Yes	As Required
DoD Military Personnel - Personnel Development Specialist Exchange	Personnel Development Scheduling Request	This includes information related to a request for a personnel development action for an individual to be scheduled to utilize personnel development resources. The information may include (but not be limited to) requestor and individual personal information (e.g., name, ID number, organization), development resources requested (e.g., requested scheduling dates, training course, education course, testing resource), reason for request (e.g., classification requirements, cross training requirements, career path requirement), proposed funding source (e.g., acquisition program, central service fund, organization fund).	Human Resources Customer	DoD Military Personnel	Process Individual Information	Human Resources Specialist	Personnel Development Specialist	Manage Personnel Development Resource Scheduling	Electronic/Paper	Yes	As Required

Need Line	Information Exchange Name	Information Exchange Description	Source Node	Source Sub Node	Source Activity	Destination Node	Destination Sub Node	Destination Activity	Media	Privacy Act Protected	Frequency
DoD Civilian Personnel - Personnel Development Specialist Exchange	Personnel Development Scheduling Request	This includes information related to a request for a personnel development action for an individual to be scheduled to utilize personnel development resources. The information may include (but not be limited to) requestor and individual personal information (e.g., name, ID number, organization), development resources requested (e.g., requested scheduling dates, training course, education course, testing resource), reason for request (e.g., classification requirements, cross training requirements, career path requirement), proposed funding source (e.g., acquisition program, central service fund, organization fund).	Human Resources Customer	DoD Civilian Personnel	Process Individual Information	Human Resources Specialist	Personnel Development Specialist	Manage Personnel Development Resource Scheduling	Electronic/Paper	Yes	As Required
Non-DoD Personnel - Personnel Development Specialist Exchange	Personnel Development Scheduling Request	This includes information related to a request for a personnel development action for an individual to be scheduled to utilize personnel development resources. The information may include (but not be limited to) requestor and individual personal information (e.g., name, ID number, organization), development resources requested (e.g., requested scheduling dates, training course, education course, testing resource), reason for request (e.g., classification requirements, cross training requirements, career path requirement), proposed funding source (e.g., acquisition program, central service fund, organization fund).	Human Resources Customer	Non-DoD Personnel	Process Individual Information	Human Resources Specialist	Personnel Development Specialist	Manage Personnel Development Resource Scheduling	Electronic/Paper	Yes	As Required
Other Human Resources Customer - Personnel Development Specialist Exchange	Personnel Development Scheduling Request	This includes information related to a request for a personnel development action for an individual to be scheduled to utilize personnel development resources. The information may include (but not be limited to) requestor and individual personal information (e.g., name, ID number, organization), development resources requested (e.g., requested scheduling dates, training course, education course, testing resource), reason for request (e.g., classification requirements, cross training requirements, career path requirement), proposed funding source (e.g., acquisition program, central service fund, organization fund).	Human Resources Customer	Other Human Resources Customer	Process Individual Information	Human Resources Specialist	Personnel Development Specialist	Manage Personnel Development Resource Scheduling	Electronic/Paper	Yes	As Required
Personnel Development Specialist - Personnel Development Specialist Exchange	Personnel Occupation Competency Information	This includes occupation information associated with the competencies needed to sustain the classification structure specifications and descriptions of all occupations or job families required to accomplish the mission taskings of the Department of Defense (DoD) within the overall context of the federal government. The information may include (but not be limited to) competency identification information, related occupation and job family information, and competency performance specifications (e.g., ability to free fall, with full combat equipment, from altitudes in excess of 50,000 feet and deploy a parachute at altitudes of 5,000 feet and below; ability of a DoD civilian auditor to evaluate a DoD financial audit according to GAO standards for a clean audit, ability to execute federal common supplier contracting procedures).	Human Resources Specialist	Personnel Development Specialist	Manage Personnel Classification	Human Resources Specialist	Personnel Development Specialist	Determine Occupational Competencies	Electronic/Paper	Yes	As Required
Personnel Development Specialist - Personnel Development Specialist Exchange	Personnel Occupation Competency Information	This includes occupation information associated with the competencies needed to sustain the classification structure specifications and descriptions of all occupations or job families required to accomplish the mission taskings of the Department of Defense (DoD) within the overall context of the federal government. The information may include (but not be limited to) competency identification information, related occupation and job family information, and competency performance specifications (e.g., ability to free fall, with full combat equipment, from altitudes in excess of 50,000 feet and deploy a parachute at altitudes of 5,000 feet and below; ability of a DoD civilian auditor to evaluate a DoD financial audit according to GAO standards for a clean audit, ability to execute federal common supplier contracting procedures).	Human Resources Specialist	Personnel Development Specialist	Manage Personnel Classification	Human Resources Specialist	Personnel Development Specialist	Determine Occupational Competencies	Electronic/Paper	Yes	As Required
Workforce Planner - Personnel Development Specialist Exchange	Personnel Plan	This includes the personnel plans (e.g., promotion, accession, retention, development, occupation) that will aid in personnel projections for future budget years.	Force Manager	Workforce Planner	Manage Personnel Plan	Human Resources Specialist	Personnel Development Specialist	Determine Occupational Competencies	Electronic/Paper	Yes	As Required
Workforce Planner - Personnel Development Specialist Exchange	Personnel Plan	This includes the personnel plans (e.g., promotion, accession, retention, development, occupation) that will aid in personnel projections for future budget years.	Force Manager	Workforce Planner	Manage Personnel Plan	Human Resources Specialist	Personnel Development Specialist	Manage Individual Training	Electronic/Paper	Yes	As Required
Workforce Planner - Personnel Development Specialist Exchange	Personnel Plan	This includes the personnel plans (e.g., promotion, accession, retention, development, occupation) that will aid in personnel projections for future budget years.	Force Manager	Workforce Planner	Manage Personnel Plan	Human Resources Specialist	Personnel Development Specialist	Manage Education	Electronic/Paper	Yes	As Required

Need Line	Information Exchange Name	Information Exchange Description	Source Node	Source Sub Node	Source Activity	Destination Node	Destination Sub Node	Destination Activity	Media	Privacy Act Protected	Frequency
MSSM - Personnel Development Specialist Exchange	Procurement Change Request	A request for modification to a sourced procurement.	MSSM	MSSM	External	Human Resources Specialist	Personnel Development Specialist	Manage Distributed Learning Program	Electronic/Paper	Yes	As Required
MSSM - Personnel Development Specialist Exchange	Procurement Change Request	A request for modification to a sourced procurement.	MSSM	MSSM	External	Human Resources Specialist	Personnel Development Specialist	Manage Competency Testing	Electronic/Paper	Yes	As Required
Financial Visibility - Personnel Development Specialist Exchange	Program and Funding Document	This document establishes legal and fiduciary responsibility of funds. This is an OSD released document that reflects OSD's approval of program funding levels. This document is one of the three main sources that must be approved prior to issuing the Budget Authority to the component.	FM	Financial Visibility	External	Human Resources Specialist	Personnel Development Specialist	Manage Individual Training	Electronic/Paper	Yes	As Required
Financial Visibility - Personnel Development Specialist Exchange	Program and Funding Document	This document establishes legal and fiduciary responsibility of funds. This is an OSD released document that reflects OSD's approval of program funding levels. This document is one of the three main sources that must be approved prior to issuing the Budget Authority to the component.	FM	Financial Visibility	External	Human Resources Specialist	Personnel Development Specialist	Manage Education	Electronic/Paper	Yes	As Required
Financial Visibility - Personnel Development Specialist Exchange	Program and Funding Document	This document establishes legal and fiduciary responsibility of funds. This is an OSD released document that reflects OSD's approval of program funding levels. This document is one of the three main sources that must be approved prior to issuing the Budget Authority to the component.	FM	Financial Visibility	External	Human Resources Specialist	Personnel Development Specialist	Manage Distributed Learning Program	Electronic/Paper	Yes	As Required
Financial Visibility - Personnel Development Specialist Exchange	Program and Funding Document	This document establishes legal and fiduciary responsibility of funds. This is an OSD released document that reflects OSD's approval of program funding levels. This document is one of the three main sources that must be approved prior to issuing the Budget Authority to the component.	FM	Financial Visibility	External	Human Resources Specialist	Personnel Development Specialist	Manage Competency Testing	Electronic/Paper	Yes	As Required
Personnel Development Specialist - Financial Visibility Exchange	Sales Reimbursement Information	This is reimbursement information from the sale of goods or services (e.g., commissary receipts, training).	Human Resources Specialist	Personnel Development Specialist	Manage Personnel Development Resource Scheduling	FM	Financial Visibility	External	Electronic/Paper	Yes	As Required
Financial Visibility - Personnel Development Specialist Exchange	Strategic Planning Guidance	Strategic Planning Guidance (SPG) is a single fiscally informed document that replaced the policy/strategy sections of the Defense Planning Guidance. The draft is issued early in the Planning process to provide overall policy and strategy guidance to be used in developing the defense program. SPG provides DoD Components with direction on defense policy, strategy, force and resource planning, and fiscal matters for use in developing their Program Objective Memorandum (POM).	FM	Financial Visibility	External	Human Resources Specialist	Personnel Development Specialist	Determine Occupational Competencies	Electronic/Paper	Yes	As Required

Manage Military Personnel Separation Operational Information Exchange Matrix (OV-3)

Need Line	Information Exchange Name	Information Exchange Description	Source Operational Node	Source Sub Operational Node	Source Activity	Destination Operational Node	Destination Sub Operational Node	Destination Activity	Media	Privacy Act Protected	Frequency
Travel Specialist - Separation Specialist Exchange	Individual Travel Authorizator	This includes the authorization for physical relocation and related funds obligation of a person in support of DoD business and/or operations. The information contained in this ICOM will be the basis for a financial obligation of funds in the Financial Visibility Business Area	Human Resources Specialist	Travel Specialist	Manage Travel Authorizator	Human Resources Specialist	Separation Specialist	Provide Separation Order Decision	Electronic/Paper	Yes	As Required
Separation Specialist - Separation Approval Authority Exchange	Involuntary Separation Concurrence	This includes information associated with an official determination that the request for involuntary separation is valid. This may include (but not be limited to) recommendations to further review the request, the eligibility on any requested waivers, and Characterization of Service recommendations for the departing Member.	Human Resources Specialist	Separation Specialist	Identify Member(s) for Involuntary Separation	Human Resources Management Approval Authority	Separation Approval Authority	Provide Involuntary Separation Decision	Electronic/Paper	Yes	As Required
Separation Specialist - Separation Specialist Exchange	Involuntary Separation Concurrence	This includes information associated with an official determination that the request for involuntary separation is valid. This may include (but not be limited to) recommendations to further review the request, the eligibility on any requested waivers, and Characterization of Service recommendations for the departing Member.	Human Resources Specialist	Separation Specialist	Identify Member(s) for Involuntary Separation	Human Resources Specialist	Separation Specialist	Counsel Member on Involuntary Separation	Electronic/Paper	Yes	As Required
Separation Specialist - DoD Military Personnel Exchange	Involuntary Separation Nonconcurrency	This includes information associated with an official determination that the request for involuntary separation is invalid, inaccurate, or otherwise has been erroneously submitted. This may include (but not be limited to) the areas of the request that were invalid and the date of nonconcurrency.	Human Resources Specialist	Separation Specialist	Identify Member(s) for Involuntary Separation	Human Resources Customer	DoD Military Personnel	Process Individual Information	Electronic/Paper	Yes	As Required
Separation Specialist - DoD Military Personnel Exchange	Involuntary Separation Notificator	This includes information associated with a notification that an involuntary separation has been initiated against a Member. This may include (but not be limited to) current Service or component, proof of eligibility for a specific involuntary separation action, cause for separation, and justification for involuntary separation	Human Resources Specialist	Separation Specialist	Identify Member(s) for Involuntary Separation	Human Resources Customer	DoD Military Personnel	Process Individual Information	Electronic/Paper	Yes	As Required
DoD Military Personnel - Separation Specialist Exchange	Involuntary Separation Notification Acknowledgement	This includes information related to a Member's response to a notification of involuntary separation. This may include (but not be limited to) a Member's concurrence on their Statement of Service, a written response to the involuntary separation recommendation, or a decision to seek legal counsel	Human Resources Customer	DoD Military Personnel	Process Individual Information	Human Resources Specialist	Separation Specialist	Identify Member(s) for Involuntary Separation	Electronic/Paper	Yes	As Required
DoD Military Personnel - Separation Specialist Exchange	Involuntary Separation Request	This includes the request information related to an involuntary separation. Additionally, this may also include information related to any waivers that are part of the involuntary separation request. The information in this request may include (but not be limited to) Member name, current Service or component, proof of eligibility for a specific involuntary separation action, cause for separation, and justification for involuntary separation	Human Resources Customer	DoD Military Personnel	Process Individual Information	Human Resources Specialist	Separation Specialist	Identify Member(s) for Involuntary Separation	Electronic/Paper	Yes	As Required
Separation Specialist - Separation Specialist Exchange	Involuntary Separation Verified Checklist	This includes a completed and verified list of required activities, appointments, and tasks that must be performed by Members to complete an involuntary separation	Human Resources Specialist	Separation Specialist	Manage Involuntary Separation Checklist	Human Resources Specialist	Separation Specialist	Execute Involuntary Separation	Electronic/Paper	Yes	As Required
Separation Specialist - Separation Specialist Exchange	Military Experience and Training Discrepancies	This includes all information related to discrepancies noted during transition assistance reviews within a Member's military experience and training information. This may include (but not be limited to) discrepancies in assignment dates, discrepancies in ranks held, discrepancies in promotion dates, or discrepancies in training activities.	Human Resources Specialist	Separation Specialist	Manage Transition Assistance Programs	Human Resources Specialist	Separation Specialist	Manage Voluntary Separation Checklist	Electronic/Paper	Yes	As Required
Separation Specialist - Separation Specialist Exchange	Military Experience and Training Discrepancies	This includes all information related to discrepancies noted during transition assistance reviews within a Member's military experience and training information. This may include (but not be limited to) discrepancies in assignment dates, discrepancies in ranks held, discrepancies in promotion dates, or discrepancies in training activities.	Human Resources Specialist	Separation Specialist	Manage Transition Assistance Programs	Human Resources Specialist	Separation Specialist	Manage Involuntary Separation Checklist	Electronic/Paper	Yes	As Required
Human Resource Profile Administrator - Separation Specialist Exchange	Order Profile Information	This includes order information that is associated with a personnel/pay record. The information may include (but not be limited to) personnel restriction information, administrative action reason information, order type, order number, order effective date, and order status.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Specialist	Separation Specialist	Distribute Separation Order	Electronic	Yes	As Required
Human Resource Profile Administrator - Separation Specialist Exchange	Order Profile Information	This includes order information that is associated with a personnel/pay record. The information may include (but not be limited to) personnel restriction information, administrative action reason information, order type, order number, order effective date, and order status.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Specialist	Separation Specialist	Prepare Separation Order	Electronic	Yes	As Required
Human Resource Profile Administrator - Separation Approval Authority Exchange	Order Profile Information	This includes order information that is associated with a personnel/pay record. The information may include (but not be limited to) personnel restriction information, administrative action reason information, order type, order number, order effective date, and order status.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Management Approval Authority	Separation Approval Authority	Provide Separation Order Decision	Electronic	Yes	As Required

Need Line	Information Exchange Name	Information Exchange Description	Source Operational Node	Source Sub Operational Node	Source Activity	Destination Operational Node	Destination Sub Operational Node	Destination Activity	Media	Privacy Act Protected	Frequency
Separation Specialist - Human Resource Profile Administrator Exchange	Order Profile Update Information	This includes updated order information that is associated with a personnel/pay record. The information may include (but not be limited to) Service obligation start date, Service obligation length, Service obligation type, order type, order number, order effective date, and order status.	Human Resources Specialist	Separation Specialist	Distribute Separation Order	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Electronic	Yes	As Required
Separation Specialist - Human Resource Profile Administrator Exchange	Order Profile Update Information	This includes updated order information that is associated with a personnel/pay record. The information may include (but not be limited to) Service obligation start date, Service obligation length, Service obligation type, order type, order number, order effective date, and order status.	Human Resources Specialist	Separation Specialist	Provide Separation Order Decision	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Electronic	Yes	As Required
Separation Approval Authority - Separation Specialist Exchange	Personnel Action Decisior	This includes all decisions made by an Approval Authority on a personnel action. The information will include documentation of a Member's rights associated with the decision (e.g., right to appeal). The personnel action decision may include (but not be limited to) personnel action identifier, personnel action status, and personnel action status date and time	Human Resources Management Approval Authority	Separation Approval Authority	Provide Voluntary Separation Decision	Human Resources Specialist	Separation Specialist	Counsel Member on Voluntary Separation	Electronic	Yes	As Required
Separation Approval Authority - Separation Specialist Exchange	Personnel Action Decisior	This includes all decisions made by an Approval Authority on a personnel action. The information will include documentation of a Member's rights associated with the decision (e.g., right to appeal). The personnel action decision may include (but not be limited to) personnel action identifier, personnel action status, and personnel action status date and time	Human Resources Management Approval Authority	Separation Approval Authority	Provide Voluntary Separation Decision	Human Resources Specialist	Separation Specialist	Manage Voluntary Separation Checklist	Electronic	Yes	As Required
Separation Approval Authority - Separation Specialist Exchange	Personnel Action Decisior	This includes all decisions made by an Approval Authority on a personnel action. The information will include documentation of a Member's rights associated with the decision (e.g., right to appeal). The personnel action decision may include (but not be limited to) personnel action identifier, personnel action status, and personnel action status date and time	Human Resources Management Approval Authority	Separation Approval Authority	Provide Involuntary Separation Decision	Human Resources Specialist	Separation Specialist	Counsel Member on Involuntary Separation	Electronic	Yes	As Required
Separation Approval Authority - Separation Specialist Exchange	Personnel Action Decisior	This includes all decisions made by an Approval Authority on a personnel action. The information will include documentation of a Member's rights associated with the decision (e.g., right to appeal). The personnel action decision may include (but not be limited to) personnel action identifier, personnel action status, and personnel action status date and time	Human Resources Management Approval Authority	Separation Approval Authority	Provide Involuntary Separation Decision	Human Resources Specialist	Separation Specialist	Manage Involuntary Separation Checklist	Electronic	Yes	As Required
Separation Approval Authority - Separation Specialist Exchange	Personnel Action Decisior	This includes all decisions made by an Approval Authority on a personnel action. The information will include documentation of a Member's rights associated with the decision (e.g., right to appeal). The personnel action decision may include (but not be limited to) personnel action identifier, personnel action status, and personnel action status date and time	Human Resources Management Approval Authority	Separation Approval Authority	Provide Separation Order Decision	Human Resources Specialist	Separation Specialist	Distribute Separation Order	Electronic	Yes	As Required
Separation Approval Authority - Separation Specialist Exchange	Personnel Action Decisior	This includes all decisions made by an Approval Authority on a personnel action. The information will include documentation of a Member's rights associated with the decision (e.g., right to appeal). The personnel action decision may include (but not be limited to) personnel action identifier, personnel action status, and personnel action status date and time	Human Resources Management Approval Authority	Separation Approval Authority	Provide Involuntary Separation Appeal Decision	Human Resources Specialist	Separation Specialist	Manage Involuntary Separation Checklist	Electronic	Yes	As Required
Separation Approval Authority - DoD Military Personnel Exchange	Personnel Action Decision Notificator	This includes the notification information to reflect the details of a decision made by an Approval Authority on a personnel action. The information may include (but not be limited to) decision recipient, notification date, personnel action identifier and personnel action status.	Human Resources Management Approval Authority	Separation Approval Authority	Provide Voluntary Separation Decision	Human Resources Customer	DoD Military Personne	Process Individual Information	Electronic/Paper	Yes	As Required
Separation Approval Authority - DoD Military Personnel Exchange	Personnel Action Decision Notificator	This includes the notification information to reflect the details of a decision made by an Approval Authority on a personnel action. The information may include (but not be limited to) decision recipient, notification date, personnel action identifier and personnel action status.	Human Resources Management Approval Authority	Separation Approval Authority	Provide Involuntary Separation Decision	Human Resources Customer	DoD Military Personne	Process Individual Information	Electronic/Paper	Yes	As Required
Separation Approval Authority - DoD Military Personnel Exchange	Personnel Action Decision Notificator	This includes the notification information to reflect the details of a decision made by an Approval Authority on a personnel action. The information may include (but not be limited to) decision recipient, notification date, personnel action identifier and personnel action status.	Human Resources Management Approval Authority	Separation Approval Authority	Provide Involuntary Separation Appeal Decision	Human Resources Customer	DoD Military Personne	Process Individual Information	Electronic/Paper	Yes	As Required
Separation Specialist - DoD Military Personnel Exchange	Personnel Action Decision Notificator	This includes the notification information to reflect the details of a decision made by an Approval Authority on a personnel action. The information may include (but not be limited to) decision recipient, notification date, personnel action identifier and personnel action status.	Human Resources Specialist	Separation Specialist	Distribute Separation Order	Human Resources Customer	DoD Military Personne	Process Individual Information	Electronic/Paper	Yes	As Required
Workforce Analyst - Separation Specialist Exchange	Reduction in Force Informatior	This includes information that states that the military force must be reduced by a certain amount or percentage. This information includes what criteria to select personnel for separation or transfer to reserve status. This information also includes what military components must reduce their force and how quickly the reduction must occur	Human Resources Specialist	Workforce Analyst	Perform Workforce Analysis	Human Resources Specialist	Separation Specialist	Identify Member(s) for Involuntary Separation	Electronic/Paper	Yes	As Required

Need Line	Information Exchange Name	Information Exchange Description	Source Operational Node	Source Sub Operational Node	Source Activity	Destination Operational Node	Destination Sub Operational Node	Destination Activity	Media	Privacy Act Protected	Frequency
Separation Specialist - MSSM Exchange	Separation Checklist Action Requirement	This includes all information related to a requirement for an activity outside the boundaries of separation activities (e.g., logistics) to be performed in order to successfully complete a separation. This may include (but not be limited to) separation date, transition assistance eligibility, and a separation medical review requirement.	Human Resources Specialist	Separation Specialist	Manage Voluntary Separation Checklist	MSSM	MSSM	Perform Asset Accountability	Electronic/Paper	Yes	As Required
Separation Specialist - Family Support Manager Exchange	Separation Checklist Action Requirement	This includes all information related to a requirement for an activity outside the boundaries of separation activities (e.g., logistics) to be performed in order to successfully complete a separation. This may include (but not be limited to) separation date, transition assistance eligibility, and a separation medical review requirement.	Human Resources Specialist	Separation Specialist	Manage Voluntary Separation Checklist	Family Support Manager	Family Support Manager	Manage Quality of Life	Electronic/Paper	Yes	As Required
Separation Specialist - Medical Administrator Exchange	Separation Checklist Action Requirement	This includes all information related to a requirement for an activity outside the boundaries of separation activities (e.g., logistics) to be performed in order to successfully complete a separation. This may include (but not be limited to) separation date, transition assistance eligibility, and a separation medical review requirement.	Human Resources Specialist	Separation Specialist	Manage Voluntary Separation Checklist	Medical Administrator	Medical Administrator	Manage Military Health Services	Electronic/Paper	Yes	As Required
Separation Specialist - MSSM Exchange	Separation Checklist Action Requirement	This includes all information related to a requirement for an activity outside the boundaries of separation activities (e.g., logistics) to be performed in order to successfully complete a separation. This may include (but not be limited to) separation date, transition assistance eligibility, and a separation medical review requirement.	Human Resources Specialist	Separation Specialist	Manage Involuntary Separation Checklist	MSSM	MSSM	Perform Asset Accountability	Electronic/Paper	Yes	As Required
Separation Specialist - Family Support Manager Exchange	Separation Checklist Action Requirement	This includes all information related to a requirement for an activity outside the boundaries of separation activities (e.g., logistics) to be performed in order to successfully complete a separation. This may include (but not be limited to) separation date, transition assistance eligibility, and a separation medical review requirement.	Human Resources Specialist	Separation Specialist	Manage Involuntary Separation Checklist	Family Support Manager	Family Support Manager	Manage Quality of Life	Electronic/Paper	Yes	As Required
Separation Specialist - Medical Administrator Exchange	Separation Checklist Action Requirement	This includes all information related to a requirement for an activity outside the boundaries of separation activities (e.g., logistics) to be performed in order to successfully complete a separation. This may include (but not be limited to) separation date, transition assistance eligibility, and a separation medical review requirement.	Human Resources Specialist	Separation Specialist	Manage Involuntary Separation Checklist	Medical Administrator	Medical Administrator	Manage Military Health Services	Electronic/Paper	Yes	As Required
DoD Military Personnel - Separation Approval Authority Exchange	Separation Appeal Request	This includes a request to appeal the separation action decision. The information may include (but not be limited to) appeal date, appeal status, and appeal justification	Human Resources Customer	DoD Military Personnel	Process Individual Information	Human Resources Management Approval Authority	Separation Approval Authority	Provide Voluntary Separation Decision	Electronic/Paper	Yes	As Required
DoD Military Personnel - Separation Approval Authority Exchange	Separation Appeal Request	This includes a request to appeal the separation action decision. The information may include (but not be limited to) appeal date, appeal status, and appeal justification	Human Resources Customer	DoD Military Personnel	Process Individual Information	Human Resources Management Approval Authority	Separation Approval Authority	Provide Involuntary Separation Appeal Decision	Electronic/Paper	Yes	As Required
MSSM - Separation Specialist Exchange	Separation Checklist Action Completion Information	This includes all information related to the completion of a required action outside the boundaries of separation activities (e.g., logistics asset management, resolution of morale, welfare, and recreation (MWR) debts) in order to successfully complete a separation. This may include (but not be limited to) action completion date, appropriate dispositions related to the action, and any additional activities and tasks to be completed by the Member.	MSSM	MSSM	Perform Asset Accountability	Human Resources Specialist	Separation Specialist	Manage Voluntary Separation Checklist	Electronic/Paper	Yes	As Required
Family Support Manager - Separation Specialist Exchange	Separation Checklist Action Completion Information	This includes all information related to the completion of a required action outside the boundaries of separation activities (e.g., logistics asset management, resolution of morale, welfare, and recreation (MWR) debts) in order to successfully complete a separation. This may include (but not be limited to) action completion date, appropriate dispositions related to the action, and any additional activities and tasks to be completed by the Member.	Family Support Manager	Family Support Manager	Manage Quality of Life	Human Resources Specialist	Separation Specialist	Manage Voluntary Separation Checklist	Electronic/Paper	Yes	As Required
Medical Administrator - Separation Specialist Exchange	Separation Checklist Action Completion Information	This includes all information related to the completion of a required action outside the boundaries of separation activities (e.g., logistics asset management, resolution of morale, welfare, and recreation (MWR) debts) in order to successfully complete a separation. This may include (but not be limited to) action completion date, appropriate dispositions related to the action, and any additional activities and tasks to be completed by the Member.	Medical Administrator	Medical Administrator	Manage Military Health Services	Human Resources Specialist	Separation Specialist	Manage Voluntary Separation Checklist	Electronic/Paper	Yes	As Required
MSSM - Separation Specialist Exchange	Separation Checklist Action Completion Information	This includes all information related to the completion of a required action outside the boundaries of separation activities (e.g., logistics asset management, resolution of morale, welfare, and recreation (MWR) debts) in order to successfully complete a separation. This may include (but not be limited to) action completion date, appropriate dispositions related to the action, and any additional activities and tasks to be completed by the Member.	MSSM	MSSM	Perform Asset Accountability	Human Resources Specialist	Separation Specialist	Manage Involuntary Separation Checklist	Electronic/Paper	Yes	As Required

Need Line	Information Exchange Name	Information Exchange Description	Source Operational Node	Source Sub Operational Node	Source Activity	Destination Operational Node	Destination Sub Operational Node	Destination Activity	Media	Privacy Act Protected	Frequency
Family Support Manager - Separation Specialist Exchange	Separation Checklist Action Completion Information	This includes all information related to the completion of a required action outside the boundaries of separation activities (e.g., logistics asset management, resolution of morale, welfare, and recreation (MWR) debts) in order to successfully complete a separation. This may include (but not be limited to) action completion date, appropriate dispositions related to the action, and any additional activities and tasks to be completed by the Member.	Family Support Manager	Family Support Manager	Manage Quality of Life	Human Resources Specialist	Separation Specialist	Manage Involuntary Separation Checklist	Electronic/Paper	Yes	As Required
Medical Administrator - Separation Specialist Exchange	Separation Checklist Action Completion Information	This includes all information related to the completion of a required action outside the boundaries of separation activities (e.g., logistics asset management, resolution of morale, welfare, and recreation (MWR) debts) in order to successfully complete a separation. This may include (but not be limited to) action completion date, appropriate dispositions related to the action, and any additional activities and tasks to be completed by the Member.	Medical Administrator	Medical Administrator	Manage Military Health Services	Human Resources Specialist	Separation Specialist	Manage Involuntary Separation Checklist	Electronic/Paper	Yes	As Required
Separation Specialist - DoD Military Personnel Exchange	Separation Documentation	This includes the official documents that record and report the separation of military personnel from the Service. This may include (but not be limited to) information pertaining to the certificate of release from active duty.	Human Resources Specialist	Separation Specialist	Execute Voluntary Separation	Human Resources Customer	DoD Military Personne	Process Individual Information	Electronic/Paper	Yes	As Required
Separation Specialist - DoD Military Personnel Exchange	Separation Documentation	This includes the official documents that record and report the separation of military personnel from the Service. This may include (but not be limited to) information pertaining to the certificate of release from active duty.	Human Resources Specialist	Separation Specialist	Execute Involuntary Separation	Human Resources Customer	DoD Military Personne	Process Individual Information	Electronic/Paper	Yes	As Required
Separation Specialist - Separation Approval Authority Exchange	Separation Draft Order	This includes information pertaining to a draft separation order based on order requirements. The information may include (but not be limited to) draft order date, order effective date, order type, and order action. The information contained in this ICOM will be the basis for a financial commitment of funds in the Financial Visibility Business Area	Human Resources Specialist	Separation Specialist	Prepare Separation Order	Human Resources Management Approval Authority	Separation Approval Authority	Provide Separation Order Decision	Electronic/Paper	Yes	As Required
Separation Specialist - Travel Specialist Exchange	Separation Draft Order	This includes information pertaining to a draft separation order based on order requirements. The information may include (but not be limited to) draft order date, order effective date, order type, and order action. The information contained in this ICOM will be the basis for a financial commitment of funds in the Financial Visibility Business Area	Human Resources Specialist	Separation Specialist	Prepare Separation Order	Human Resources Specialist	Travel Specialist	Manage Travel	Electronic/Paper	Yes	As Required
Separation Specialist - FM Exchange	Separation Draft Order	This includes information pertaining to a draft separation order based on order requirements. The information may include (but not be limited to) draft order date, order effective date, order type, and order action. The information contained in this ICOM will be the basis for a financial commitment of funds in the Financial Visibility Business Area	Human Resources Specialist	Separation Specialist	Prepare Separation Order	FM	FM	Administer Financial Assets and Liabilities	Electronic/Paper	Yes	As Required
Separation Specialist - DoD Military Personnel Exchange	Separation Final Clearance Notificator	This includes all information necessary to convey the final clearance of a separating Member from a duty station. This may include (but not be limited to) final clearance date and a Member's current duty station.	Human Resources Specialist	Separation Specialist	Execute Voluntary Separation	Human Resources Customer	DoD Military Personne	Process Individual Information	Electronic/Paper	Yes	As Required
Separation Specialist - DoD Military Personnel Exchange	Separation Final Clearance Notificator	This includes all information necessary to convey the final clearance of a separating Member from a duty station. This may include (but not be limited to) final clearance date and a Member's current duty station.	Human Resources Specialist	Separation Specialist	Execute Involuntary Separation	Human Resources Customer	DoD Military Personne	Process Individual Information	Electronic/Paper	Yes	As Required
Separation Specialist - Separation Specialist Exchange	Separation Final Order	This includes the information needed to document an approved order for a personnel action. The information may include (but not be limited to) approved order date and status, order number, order effective date, and order type. The information contained in this ICOM will be the basis for a financial obligation (a financial decommitment in the case of an order to cancel) of funds in the Financial Visibility Business Area. The information may also contain personnel requisition details that will be used to update or modify the Manage Personnel Distribution.	Human Resources Specialist	Separation Specialist	Distribute Separation Order	Human Resources Specialist	Separation Specialist	Execute Voluntary Separation	Electronic/Paper	Yes	As Required
Separation Specialist - Separation Specialist Exchange	Separation Final Order	This includes the information needed to document an approved order for a personnel action. The information may include (but not be limited to) approved order date and status, order number, order effective date, and order type. The information contained in this ICOM will be the basis for a financial obligation (a financial decommitment in the case of an order to cancel) of funds in the Financial Visibility Business Area. The information may also contain personnel requisition details that will be used to update or modify the Manage Personnel Distribution.	Human Resources Specialist	Separation Specialist	Distribute Separation Order	Human Resources Specialist	Separation Specialist	Manage Voluntary Separation Checklist	Electronic/Paper	Yes	As Required

Need Line	Information Exchange Name	Information Exchange Description	Source Operational Node	Source Sub Operational Node	Source Activity	Destination Operational Node	Destination Sub Operational Node	Destination Activity	Media	Privacy Act Protected	Frequency
Separation Specialist - Separation Specialist Exchange	Separation Final Order	This includes the information needed to document an approved order for a personnel action. The information may include (but not be limited to) approved order date and status, order number, order effective date, and order type. The information contained in this ICOM will be the basis for a financial obligation (a financial decommitment in the case of an order to cancel) of funds in the Financial Visibility Business Area. The information may also contain personnel requisition details that will be used to update or modify the Manage Personnel Distribution.	Human Resources Specialist	Separation Specialist	Distribute Separation Order	Human Resources Specialist	Separation Specialist	Manage Involuntary Separation Checklist	Electronic/Paper	Yes	As Required
Separation Specialist - Separation Specialist Exchange	Separation Final Order	This includes the information needed to document an approved order for a personnel action. The information may include (but not be limited to) approved order date and status, order number, order effective date, and order type. The information contained in this ICOM will be the basis for a financial obligation (a financial decommitment in the case of an order to cancel) of funds in the Financial Visibility Business Area. The information may also contain personnel requisition details that will be used to update or modify the Manage Personnel Distribution.	Human Resources Specialist	Separation Specialist	Distribute Separation Order	Human Resources Specialist	Separation Specialist	Execute Involuntary Separation	Electronic/Paper	Yes	As Required
Separation Specialist - FM Exchange	Separation Final Order	This includes the information needed to document an approved order for a personnel action. The information may include (but not be limited to) approved order date and status, order number, order effective date, and order type. The information contained in this ICOM will be the basis for a financial obligation (a financial decommitment in the case of an order to cancel) of funds in the Financial Visibility Business Area. The information may also contain personnel requisition details that will be used to update or modify the Manage Personnel Distribution.	Human Resources Specialist	Separation Specialist	Distribute Separation Order	FM	FM	Administer Financial Assets and Liabilities	Electronic/Paper	Yes	As Required
DoD Military Personnel - Separation Specialist Exchange	Separation Order Acknowledgement	This includes information necessary to acknowledge an order. The information may include (but not be limited to) individual notification, acknowledgement status, individual notification acknowledgement status date, and individual notification acknowledgement time limit.	Human Resources Customer	DoD Military Personnel	Process Individual Information	Human Resources Specialist	Separation Specialist	Provide Separation Order Decision	Electronic/Paper	Yes	As Required
Separation Approval Authority - Separation Specialist Exchange	Separation Order Requirement	This includes information related to an official requirement to generate a separation order. The information may include (but not be limited to) personnel action status, personnel action start date, and personnel action identifier.	Human Resources Management Approval Authority	Separation Approval Authority	Provide Voluntary Separation Decision	Human Resources Specialist	Separation Specialist	Prepare Separation Order	Electronic/Paper	Yes	As Required
Separation Approval Authority - Separation Specialist Exchange	Separation Order Requirement	This includes information related to an official requirement to generate a separation order. The information may include (but not be limited to) personnel action status, personnel action start date, and personnel action identifier.	Human Resources Management Approval Authority	Separation Approval Authority	Provide Involuntary Separation Decision	Human Resources Specialist	Separation Specialist	Prepare Separation Order	Electronic/Paper	Yes	As Required
Separation Specialist - Separation Specialist Exchange	Separation Order Requirement	This includes information related to an official requirement to generate a separation order. The information may include (but not be limited to) personnel action status, personnel action start date, and personnel action identifier.	Human Resources Specialist	Separation Specialist	Provide Involuntary Separation Appeal Decision	Human Resources Specialist	Separation Specialist	Prepare Separation Order	Electronic/Paper	Yes	As Required
Human Resource Profile Administrator - Separation Specialist Exchange	Separation Profile Information	This includes separation information associated with a personnel/pay record. This may include (but not be limited to) personnel restriction information, administrative action reason information, Member name, promotion history information, enlisted agreement or officer obligation, adverse action information, separation reason, transfer information, and Member current Service and component.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Specialist	Separation Specialist	Assess Eligibility for Voluntary Separation	Electronic	Yes	As Required
Human Resource Profile Administrator - Separation Specialist Exchange	Separation Profile Information	This includes separation information associated with a personnel/pay record. This may include (but not be limited to) personnel restriction information, administrative action reason information, Member name, promotion history information, enlisted agreement or officer obligation, adverse action information, separation reason, transfer information, and Member current Service and component.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Specialist	Separation Specialist	Counsel Member on Voluntary Separation	Electronic	Yes	As Required
Human Resource Profile Administrator - Separation Specialist Exchange	Separation Profile Information	This includes separation information associated with a personnel/pay record. This may include (but not be limited to) personnel restriction information, administrative action reason information, Member name, promotion history information, enlisted agreement or officer obligation, adverse action information, separation reason, transfer information, and Member current Service and component.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Specialist	Separation Specialist	Execute Voluntary Separation	Electronic	Yes	As Required
Human Resource Profile Administrator - Separation Specialist Exchange	Separation Profile Information	This includes separation information associated with a personnel/pay record. This may include (but not be limited to) personnel restriction information, administrative action reason information, Member name, promotion history information, enlisted agreement or officer obligation, adverse action information, separation reason, transfer information, and Member current Service and component.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Specialist	Separation Specialist	Manage Voluntary Separation Checklist	Electronic	Yes	As Required

Need Line	Information Exchange Name	Information Exchange Description	Source Operational Node	Source Sub Operational Node	Source Activity	Destination Operational Node	Destination Sub Operational Node	Destination Activity	Media	Privacy Act Protected	Frequency
Workforce Analyst - Separation Specialist Exchange	Stop Loss Criteria	This includes the criteria that specify which personnel need to be retained. This criteria may include (but not be limited to) military occupational specialty (MOS) and period of retention	Human Resources Specialist	Workforce Analyst	Perform Workforce Analysis	Human Resources Specialist	Separation Specialist	Assess Eligibility for Voluntary Separation	Electronic/Paper	Yes	As Required
Workforce Analyst - Separation Specialist Exchange	Stop Loss Criteria	This includes the criteria that specify which personnel need to be retained. This criteria may include (but not be limited to) military occupational specialty (MOS) and period of retention	Human Resources Specialist	Workforce Analyst	Perform Workforce Analysis	Human Resources Specialist	Separation Specialist	Identify Member(s) for Involuntary Separation	Electronic/Paper	Yes	As Required
Transfer Specialist - Separation Specialist Exchange	Transfer Eligibility Concurrence	This includes an official determination that a Member is eligible for a transfer and that the affected Services or components concur with the transfer request. For approval to attend a commission program (e.g., a transfer between military personnel class), the transfer eligibility concurrence includes a determination that a Member meets minimum requirements to be considered for admission to a commissioning source or Warrant Officer program (e.g., 4 year college degree, time in service, time in grade). A transfer eligibility concurrence may also include (but not be limited to) Member information, date, and transfer type.	Human Resources Specialist	Transfer Specialist	Assess Intraservice Transfer Eligibility	Human Resources Specialist	Separation Specialist	Assess Eligibility for Voluntary Separation	Electronic/Paper	Yes	As Required
Separation Specialist - Separation Approval Authority Exchange	Voluntary Separation Concurrence	This includes an official determination that a Member is eligible for a voluntary separation and that the losing services and components concur with the voluntary separation request. This may include (but not be limited to) recommendations to further decision activities, the eligibility on any requested waivers, and the date of concurrence	Human Resources Specialist	Separation Specialist	Assess Eligibility for Voluntary Separation	Human Resources Management Approval Authority	Separation Approval Authority	Provide Voluntary Separation Decision	Electronic/Paper	Yes	As Required
Separation Specialist - Transfer Specialist Exchange	Voluntary Separation Concurrence	This includes an official determination that a Member is eligible for a voluntary separation and that the losing services and components concur with the voluntary separation request. This may include (but not be limited to) recommendations to further decision activities, the eligibility on any requested waivers, and the date of concurrence	Human Resources Specialist	Separation Specialist	Assess Eligibility for Voluntary Separation	Human Resources Specialist	Transfer Specialist	Assess Intraservice Transfer Eligibility	Electronic/Paper	Yes	As Required
Separation Specialist - DoD Military Personnel Exchange	Voluntary Separation Nonconcurrency	This includes information associated with an official determination that the losing services and components do not concur with the voluntary separation request. This may include (but not be limited to) justification for ineligibility or areas where the voluntary separation request may have been inaccurate.	Human Resources Specialist	Separation Specialist	Assess Eligibility for Voluntary Separation	Human Resources Customer	DoD Military Personne	Process Individual Information	Electronic/Paper	Yes	As Required
DoD Military Personnel - Separation Specialist Exchange	Voluntary Separation Request	This includes the request information related to a voluntary separation. Additionally, this may also include information related to any waivers that are part of the voluntary separation request. The information in this request may include (but not be limited to) Member name, current Service or component, proof of eligibility for a voluntary separation, and justification for voluntary separation.	Human Resources Customer	DoD Military Personne	Process Individual Information	Human Resources Specialist	Separation Specialist	Assess Eligibility for Voluntary Separation	Electronic/Paper	Yes	As Required
Separation Specialist - Separation Specialist Exchange	Voluntary Separation Verified Checklist	This includes a completed and verified list of required activities, appointments, and tasks that must be performed by personnel to complete a voluntary separation	Human Resources Specialist	Separation Specialist	Manage Voluntary Separation Checklist	Human Resources Specialist	Separation Specialist	Execute Voluntary Separation	Electronic/Paper	Yes	As Required

Manage Military Personnel Retirement Operational Information Exchange Matrix (OV-3)

Need Line	Information Exchange Name	Information Exchange Description	Source Operational Node	Source Sub Operational Node	Source Activity	Destination Operational Node	Destination Sub Operational Node	Destination Activity	Media	Privacy Act Protected	Frequency
Travel Specialist - Retirement Specialist Exchange	Individual Travel Authorization	This includes the authorization for physical relocation and related funds obligation of a person in support of DoD business and/or operations. The information contained in this ICOM will be the basis for a financial obligation of funds in the Financial Visibility Business Area.	Human Resources Specialist	Travel Specialist	Prepare Travel Authorization	Human Resources Specialist	Retirement Specialist	Generate Retirement Order	Electronic/Paper	Yes	As Needed
Retirement Specialist - DoD Military Personnel Exchange	Mandatory Retirement Projection Notification	This includes a notification to the Member that he or she has been identified as involuntary retirement eligible and has been given the option to voluntarily retire. These reasons may include (but not be limited to) being passed over twice for promotion, medical (e.g., temporary/permanent disability), and years of service and age. If the Member does not choose to voluntarily retire, he or she will be involuntarily separated.	Human Resources Specialist	Retirement Specialist	Assess Retirement Eligibility	Human Resources Customer	DoD Military Personnel	Process Individual Information	Electronic/Paper	Yes	As Needed
Retirement Specialist - Retirement Specialist Exchange	Military Experience and Training Discrepancies	This includes all information related to discrepancies noted during transition assistance reviews within a Member's military experience and training information. This may include (but not be limited to) discrepancies in assignment dates, discrepancies in ranks held, discrepancies in promotion dates, or discrepancies in training activities.	Human Resources Specialist	Retirement Specialist	Manage Transition Assistance Programs	Human Resources Specialist	Retirement Specialist	Manage Retirement Checklist	Electronic/Paper	Yes	As Needed
Human Resource Profile Administrator - Retirement Specialist Exchange	Order Profile Information	This includes order information that is associated with a personnel/pay record. The information may include (but not be limited to) personnel restriction information, administrative action reason information, order type, order number, order effective date, and order status.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Specialist	Retirement Specialist	Generate Retirement Order	Electronic	Yes	As Needed
Retirement Specialist - Human Resource Profile Administrator Exchange	Order Profile Update Information	This includes updated order information that is associated with a personnel/pay record. The information may include (but not be limited to) Service obligation start date, Service obligation length, Service obligation type, order type, order number, order effective date, and order status.	Human Resources Specialist	Retirement Specialist	Generate Retirement Order	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resources Profile	Electronic	Yes	As Needed
Retirement Approval Authority - Retirement Specialist Exchange	Personnel Action Decision	This includes all decisions made by an Approval Authority on a personnel action. The information will include documentation of a Member's rights associated with the decision (e.g., right to appeal). The personnel action decision may include (but not be limited to) personnel action identifier, personnel action status, and personnel action status date and time.	Human Resources Management Approval Authority	Retirement Approval Authority	Provide Retirement Decision	Human Resources Specialist	Retirement Specialist	Manage Retirement Checklist	Electronic	Yes	As Needed
Retirement Specialist - DoD Military Personnel Exchange	Personnel Action Decision Notification	This includes the notification information to reflect the details of a decision made by an Approval Authority on a personnel action. The information may include (but not be limited to) decision recipient, notification date, personnel action identifier and personnel action status.	Human Resources Specialist	Retirement Specialist	Generate Retirement Order	Human Resources Customer	DoD Military Personnel	Process Individual Information	Electronic/Paper	Yes	As Needed
Retirement Specialist - DoD Military Personnel Exchange	Personnel Action Decision Notification	This includes the notification information to reflect the details of a decision made by an Approval Authority on a personnel action. The information may include (but not be limited to) decision recipient, notification date, personnel action identifier and personnel action status.	Human Resources Specialist	Retirement Specialist	Provide Retirement Decision	Human Resources Customer	DoD Military Personnel	Process Individual Information	Electronic/Paper	Yes	As Needed
MSSM - Retirement Specialist Exchange	Retirement Checklist Action Completion Information	This includes all necessary information related to the completion of a required action outside the boundaries of retirement activities (e.g., logistics asset management, resolution of MWR debts) in order to successfully complete a retirement. This may include (but not be limited to) action completion date, appropriate dispositions related to the action, or any additional activities and tasks to be completed by the Member.	MSSM	MSSM	Perform Asset Accountability	Human Resources Specialist	Retirement Specialist	Manage Retirement Checklist	Electronic/Paper	Yes	As Needed
Family Support Manager - Retirement Specialist Exchange	Retirement Checklist Action Completion Information	This includes all necessary information related to the completion of a required action outside the boundaries of retirement activities (e.g., logistics asset management, resolution of MWR debts) in order to successfully complete a retirement. This may include (but not be limited to) action completion date, appropriate dispositions related to the action, or any additional activities and tasks to be completed by the Member.	Family Support Manager	Family Support Manager	Manage Quality of Life	Human Resources Specialist	Retirement Specialist	Manage Retirement Checklist	Electronic/Paper	Yes	As Needed
Medical Administrator - Retirement Specialist Exchange	Retirement Checklist Action Completion Information	This includes all necessary information related to the completion of a required action outside the boundaries of retirement activities (e.g., logistics asset management, resolution of MWR debts) in order to successfully complete a retirement. This may include (but not be limited to) action completion date, appropriate dispositions related to the action, or any additional activities and tasks to be completed by the Member.	Medical Administrator	Medical Administrator	Manage Military Health Services	Human Resources Specialist	Retirement Specialist	Manage Retirement Checklist	Electronic/Paper	Yes	As Needed
Retirement Specialist - MSSM Exchange	Retirement Checklist Action Requirement	This includes all necessary information related to a requirement for a Member to perform activities outside the boundaries of retirement activities (e.g., logistics) in order to successfully complete a retirement. This may include (but not be limited to) retirement date, transition assistance eligibility, and a retirement medical review requirement.	Human Resources Specialist	Retirement Specialist	Manage Retirement Checklist	MSSM	MSSM	Perform Asset Accountability	Electronic/Paper	Yes	As Needed

Need Line	Information Exchange Name	Information Exchange Description	Source Operational Node	Source Sub Operational Node	Source Activity	Destination Operational Node	Destination Sub Operational Node	Destination Activity	Media	Privacy Act Protected	Frequency
Retirement Specialist - Family Support Manager Exchange	Retirement Checklist Action Requirement	This includes all necessary information related to a requirement for a Member to perform activities outside the boundaries of retirement activities (e.g., logistics) in order to successfully complete a retirement. This may include (but not be limited to) retirement date, transition assistance eligibility, and a retirement medical review requirement.	Human Resources Specialist	Retirement Specialist	Manage Retirement Checklist	Family Support Manager	Family Support Manager	Manage Quality of Life	Electronic/Paper	Yes	As Needed
Retirement Specialist - Medical Administrator Exchange	Retirement Checklist Action Requirement	This includes all necessary information related to a requirement for a Member to perform activities outside the boundaries of retirement activities (e.g., logistics) in order to successfully complete a retirement. This may include (but not be limited to) retirement date, transition assistance eligibility, and a retirement medical review requirement.	Human Resources Specialist	Retirement Specialist	Manage Retirement Checklist	Medical Administrator	Medical Administrator	Manage Military Health Services	Electronic/Paper	Yes	As Needed
DoD Military Personnel - Retirement Specialist Exchange	Retirement Appeal Request	This includes a request to appeal the retirement action decision. This information may include (but not be limited to) retirement date and retirement status.	Human Resources Customer	DoD Military Personnel	Process Individual Information	Human Resources Specialist	Retirement Specialist	Provide Retirement Decision	Electronic/Paper	Yes	As Needed
Retirement Specialist - Retirement Approval Authority Exchange	Retirement Counsel Completion Information	This includes information which states that the Member has completed and fully understands the consequences of proceeding with the retirement process.	Human Resources Specialist	Retirement Specialist	Counsel Member on Retirement	Human Resource Management Approval Authority	Retirement Approval Authority	Provide Retirement Decision	Electronic/Paper	Yes	As Needed
Retirement Specialist - Human Resource Profile Administrator Exchange	Retirement Documentation	This includes the official documents that record and report the retirement of military personnel. This may include (but not be limited to) information pertaining to the certificate of release from active duty.	Human Resources Specialist	Retirement Specialist	Execute Retirement	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resources Profile	Electronic/Paper	Yes	As Needed
Retirement Specialist - FM Exchange	Retirement Draft Order	This includes information pertaining to a draft retirement order based on order requirements. The information may include (but not be limited to) draft order date, order effective date, order type, and order action. The information contained in this ICOM will be the basis for a financial commitment of funds in the Financial Visibility Business Area.	Human Resources Specialist	Retirement Specialist	Generate Retirement Order	FM	FM	Administer Financial Assets and Liabilities	Electronic/Paper	Yes	As Needed
Retirement Specialist - DoD Military Personnel Exchange	Retirement Eligibility Concurrence	This includes the retirement request information along with the retirement eligibility information and any other recommendations and endorsements pertaining to it.	Human Resources Specialist	Retirement Specialist	Assess Retirement Eligibility	Human Resources Customer	DoD Military Personnel	Process Individual Information	Electronic/Paper	Yes	As Needed
Retirement Specialist - Retirement Approval Authority Exchange	Retirement Eligibility Concurrence	This includes the retirement request information along with the retirement eligibility information and any other recommendations and endorsements pertaining to it.	Human Resources Specialist	Retirement Specialist	Assess Retirement Eligibility	Human Resource Management Approval Authority	Retirement Approval Authority	Provide Retirement Decision	Electronic/Paper	Yes	As Needed
Retirement Specialist - DoD Military Personnel Exchange	Retirement Eligibility Nonconcurrence	This includes the retirement request information along with the retirement ineligible information along with reasons for denial.	Human Resources Specialist	Retirement Specialist	Assess Retirement Eligibility	Human Resources Customer	DoD Military Personnel	Process Individual Information	Electronic/Paper	Yes	As Needed
Retirement Specialist - Human Resource Profile Administrator Exchange	Retirement Final Clearance Notification	This includes all information necessary to convey the final clearance of a retiring Member. This may include (but not be limited to) final retirement date and a Member's current duty station.	Human Resources Specialist	Retirement Specialist	Execute Retirement	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resources Profile	Electronic/Paper	Yes	As Needed
Retirement Specialist - DoD Military Personnel Exchange	Retirement Final Clearance Notification	This includes all information necessary to convey the final clearance of a retiring Member. This may include (but not be limited to) final retirement date and a Member's current duty station.	Human Resources Specialist	Retirement Specialist	Execute Retirement	Human Resources Customer	DoD Military Personnel	Process Individual Information	Electronic/Paper	Yes	As Needed
Retirement Specialist - DoD Military Personnel Exchange	Retirement Final Order	This includes the information needed to document an approved order for a personnel action. The information may include (but not be limited to) approved order date and status, order number, order effective date, and order type. The information contained in this ICOM will be the basis for a financial obligation (a financial decommitment in the case of an order to cancel) of funds in the Financial Visibility Business Area.	Human Resources Specialist	Retirement Specialist	Generate Retirement Order	Human Resources Customer	DoD Military Personnel	Process Individual Information	Electronic/Paper	Yes	As Needed
Retirement Specialist - Personnel Distribution Specialist Exchange	Retirement Final Order	This includes the information needed to document an approved order for a personnel action. The information may include (but not be limited to) approved order date and status, order number, order effective date, and order type. The information contained in this ICOM will be the basis for a financial obligation (a financial decommitment in the case of an order to cancel) of funds in the Financial Visibility Business Area.	Human Resources Specialist	Retirement Specialist	Generate Retirement Order	Force Manager	Personnel Distribution Specialist	Manage Personnel Inventory	Electronic/Paper	Yes	As Needed
Retirement Specialist - Travel Specialist Exchange	Retirement Final Order	This includes the information needed to document an approved order for a personnel action. The information may include (but not be limited to) approved order date and status, order number, order effective date, and order type. The information contained in this ICOM will be the basis for a financial obligation (a financial decommitment in the case of an order to cancel) of funds in the Financial Visibility Business Area.	Human Resources Specialist	Retirement Specialist	Generate Retirement Order	Human Resources Specialist	Travel Specialist	Manage Travel	Electronic/Paper	Yes	As Needed
Retirement Specialist - Retirement Specialist Exchange	Retirement Final Order	This includes the information needed to document an approved order for a personnel action. The information may include (but not be limited to) approved order date and status, order number, order effective date, and order type. The information contained in this ICOM will be the basis for a financial obligation (a financial decommitment in the case of an order to cancel) of funds in the Financial Visibility Business Area.	Human Resources Specialist	Retirement Specialist	Generate Retirement Order	Human Resources Specialist	Retirement Specialist	Execute Retirement	Electronic/Paper	Yes	As Needed

Need Line	Information Exchange Name	Information Exchange Description	Source Operational Node	Source Sub Operational Node	Source Activity	Destination Operational Node	Destination Sub Operational Node	Destination Activity	Media	Privacy Act Protected	Frequency
Retirement Specialist - FM Exchange	Retirement Final Order	This includes the information needed to document an approved order for a personnel action. The information may include (but not be limited to) approved order date and status, order number, order effective date, and order type. The information contained in this ICOM will be the basis for a financial obligation (a financial decommitment in the case of an order to cancel) of funds in the Financial Visibility Business Area.	Human Resources Specialist	Retirement Specialist	Generate Retirement Order	FM	FM	Administer Financial Assets and Liabilities	Electronic/Paper	Yes	As Needed
DoD Military Personnel - Retirement Specialist Exchange	Retirement Inquiry	This includes the Member's documented inquiry indicating his or her intention of possible retirement in the near future. This inquiry initiates the evaluation of their retirement eligibility as well as modeling of various retirement scenarios (e.g., retirement pay or grade depending on retirement date).	Human Resources Customer	DoD Military Personnel	Process Individual Information	Human Resources Specialist	Retirement Specialist	Assess Retirement Eligibility	Electronic/Paper	Yes	As Needed
Retirement Specialist - DoD Military Personnel Exchange	Retirement Inquiry Response	This includes the response to the Member's inquiry into their retirement status. This response can answer the questions about the various retirement scenarios, and recommends whether or not to proceed with the retirement process.	Human Resources Specialist	Retirement Specialist	Assess Retirement Eligibility	Human Resources Customer	DoD Military Personnel	Process Individual Information	Electronic/Paper	Yes	As Needed
DoD Military Personnel - Retirement Specialist Exchange	Retirement Order Acknowledgement	This includes information necessary to acknowledge the receipt of a retirement order. The information may include (but not be limited to) individual notification, acknowledgement status, individual notification acknowledgement status date, and individual notification acknowledgement time limit.	Human Resources Customer	DoD Military Personnel	Process Individual Information	Human Resources Specialist	Retirement Specialist	Generate Retirement Order	Electronic/Paper	Yes	As Needed
Retirement Approval Authority - Retirement Specialist Exchange	Retirement Order Requirement	This includes information related to an official requirement to generate a retirement order. An official order requirement may include an action to modify (e.g., revoke, cancel, change) an existing order. The information may include (but not be limited to) retirement action status, retirement start and stop date, and retirement action identifier.	Human Resources Management Approval Authority	Retirement Approval Authority	Provide Retirement Decision	Human Resources Specialist	Retirement Specialist	Generate Retirement Order	Electronic/Paper	Yes	As Needed
Human Resource Profile Administrator - Retirement Specialist Exchange	Retirement Profile Information	This includes retirement information associated with a personnel/pay record. The information may include (but not be limited to) personnel restriction information, administrative action reason information, Service obligation, current Service and component, retirement points information, and Members who have been identified as mandatory retirement candidates.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Specialist	Retirement Specialist	Assess Retirement Eligibility	Electronic	Yes	As Needed
Human Resource Profile Administrator - Retirement Approval Authority Exchange	Retirement Profile Information	This includes retirement information associated with a personnel/pay record. The information may include (but not be limited to) personnel restriction information, administrative action reason information, Service obligation, current Service and component, retirement points information, and Members who have been identified as mandatory retirement candidates.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Management Approval Authority	Retirement Approval Authority	Provide Retirement Decision	Electronic	Yes	As Needed
Retirement Specialist - Retirement Specialist Exchange	Retirement Profile Information	This includes retirement information associated with a personnel/pay record. The information may include (but not be limited to) personnel restriction information, administrative action reason information, Service obligation, current Service and component, retirement points information, and Members who have been identified as mandatory retirement candidates.	Human Resources Specialist	Retirement Specialist	Assess Retirement Eligibility	Human Resources Specialist	Retirement Specialist	Manage Retirement Checklist	Electronic	Yes	As Needed
Retirement Specialist - Retirement Specialist Exchange	Retirement Profile Information	This includes retirement information associated with a personnel/pay record. The information may include (but not be limited to) personnel restriction information, administrative action reason information, Service obligation, current Service and component, retirement points information, and Members who have been identified as mandatory retirement candidates.	Human Resources Specialist	Retirement Specialist	Assess Retirement Eligibility	Human Resources Specialist	Retirement Specialist	Generate Retirement Order	Electronic	Yes	As Needed
Human Resource Profile Administrator - Retirement Specialist Exchange	Retirement Profile Information	This includes retirement information associated with a personnel/pay record. The information may include (but not be limited to) personnel restriction information, administrative action reason information, Service obligation, current Service and component, retirement points information, and Members who have been identified as mandatory retirement candidates.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Specialist	Retirement Specialist	Counsel Member on Retirement Decision	Electronic	Yes	As Needed
Human Resource Profile Administrator - Retirement Specialist Exchange	Retirement Profile Information	This includes retirement information associated with a personnel/pay record. The information may include (but not be limited to) personnel restriction information, administrative action reason information, Service obligation, current Service and component, retirement points information, and Members who have been identified as mandatory retirement candidates.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Specialist	Retirement Specialist	Execute Retirement	Electronic	Yes	As Needed
Retirement Specialist - Human Resource Profile Administrator Exchange	Retirement Profile Update Information	This includes updated retirement information associated with a personnel/pay record. The information may include (but not be limited to) retirement status, retirement points information, eligibility status, retirement date.	Human Resources Specialist	Retirement Specialist	Assess Retirement Eligibility	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resources Profile	Electronic	Yes	As Needed

Need Line	Information Exchange Name	Information Exchange Description	Source Operational Node	Source Sub Operational Node	Source Activity	Destination Operational Node	Destination Sub Operational Node	Destination Activity	Media	Privacy Act Protected	Frequency
Retirement Specialist - Human Resource Profile Administrator Exchange	Retirement Profile Update Information	This includes updated retirement information associated with a personnel/pay record. The information may include (but not be limited to) retirement status, retirement points information, eligibility status, retirement date.	Human Resources Specialist	Retirement Specialist	Counsel Member on Retirement Decision	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resources Profile	Electronic	Yes	As Needed
Retirement Specialist - Human Resource Profile Administrator Exchange	Retirement Profile Update Information	This includes updated retirement information associated with a personnel/pay record. The information may include (but not be limited to) retirement status, retirement points information, eligibility status, retirement date.	Human Resources Specialist	Retirement Specialist	Execute Retirement	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resources Profile	Electronic	Yes	As Needed
DoD Military Personnel - Retirement Specialist Exchange	Retirement Request	This includes the request information related to a retirement. The information on the retirement request may include (but not be limited to) name, current Service or component, proof of eligibility for retirement, and waiver request information.	Human Resources Customer	DoD Military Personnel	Process Individual Information	Human Resources Specialist	Retirement Specialist	Assess Retirement Eligibility	Electronic/Paper	Yes	As Needed
Retirement Approval Authority - Retirement Specialist Exchange	Retirement Verified Checklist	This includes a completed and verified list of required activities, appointments, and tasks that must be performed by personnel to complete retirement eligibility.	Human Resources Management Approval Authority	Retirement Approval Authority	Manage Retirement Checklist	Human Resources Specialist	Retirement Specialist	Execute Retirement	Electronic/Paper	Yes	As Needed

Manage Benefits Operational Information Exchange Matrix (OV-3)

Need Line	Information Exchange Name	Information Exchange Description	Source Operational Node	Source Sub Operational Node	Source Activity	Destination Operational Node	Destination Sub Operational Node	Destination Activity	Media	Privacy Act Protected	Frequency
Human Resources Specialist - DoD Military Personnel Exchange	Benefit Administration Information	This is information required by external organizations such as Veterans Affairs (VA) or Office of Personnel Management (OPM) to control participation in programs supporting Department of Defense Human Resources.	Human Resources Specialist	Human Resources Specialist	Manage Other Benefits Manage Educational Benefits Manage Retirement Benefits Support Health Insurance Program Manage Military Health Services Manage Quality of Life Manage State and Local Support Manage Private Organization Support Manage Foreign Government Support Manage Other Federal Government Support	Human Resources Customer	DoD Military Personne	External Activity	Electronic/Paper	Yes	As Required
Human Resources Specialist - DoD Civilian Personnel Exchange	Benefit Administration Information	This is information required by external organizations such as Veterans Affairs (VA) or Office of Personnel Management (OPM) to control participation in programs supporting Department of Defense Human Resources.	Human Resources Specialist	Human Resources Specialist	Manage Other Benefits Manage Educational Benefits Manage Retirement Benefits Support Health Insurance Program Manage Military Health Services Manage Quality of Life Manage State and Local Support Manage Private Organization Support Manage Foreign Government Support Manage Other Federal Government Support	Human Resources Customer	DoD Civilian Personne	External Activity	Electronic/Paper	Yes	As Required
DoD Military Personnel - Human Resources Specialist Exchange	Benefit Information	This is data on a person, or related general population information, regarding benefit enrollment, costs, and benefit program availability.	Human Resources Customer	DoD Military Personne	External Activity	Human Resources Specialist	Human Resources Specialist	Support Health Insurance Program Manage Educational Benefits Manage Retirement Benefits Manage Other Benefits	Electronic/Paper	Yes	As Required
DoD Civilian Personnel - Human Resources Specialist Exchange	Benefit Information	This is data on a person, or related general population information, regarding benefit enrollment, costs, and benefit program availability.	Human Resources Customer	DoD Civilian Personne	External Activity	Human Resources Specialist	Human Resources Specialist	Support Health Insurance Program Manage Educational Benefits Manage Retirement Benefits Manage Other Benefits	Electronic/Paper	Yes	As Required
Non-DoD Personnel - Human Resources Specialist Exchange	Benefit Information	This is data on a person, or related general population information, regarding benefit enrollment, costs, and benefit program availability.	Human Resources Customer	Non-DoD Personnel	External Activity	Human Resources Specialist	Human Resources Specialist	Support Health Insurance Program Manage Educational Benefits Manage Retirement Benefits Manage Other Benefits	Electronic/Paper	Yes	As Required
Other Human Resources Customer - Human Resources Specialist Exchange	Benefit Information	This is data on a person, or related general population information, regarding benefit enrollment, costs, and benefit program availability.	Human Resources Customer	Other Human Resources Customer	External Activity	Human Resources Specialist	Human Resources Specialist	Support Health Insurance Program Manage Educational Benefits Manage Retirement Benefits Manage Other Benefits	Electronic/Paper	Yes	As Required
FM - Human Resources Specialist Exchange	Commitment	This identifies commitments that have been approved based on the existence of available funding or decommitments that have been recorded based on decommitment requests. This commitment/decommitment is an administrative reservation/dereservation of funds for a procurement request, order, directive, or equivalent instrument. This also identifies commitments that have been rejected due to insufficient funding or management discretion.	FM	FM	External Activity	Human Resources Specialist	Human Resources Specialist	Manage Educational Benefits Manage Retirement Benefits Support Health Insurance Program Manage Pay and Expense Reimbursements Manage Other Benefits	Electronic/Paper	Yes	As Required
Human Resources Specialist - FM Exchange	Cost Performance Information Request	The form used by internal or external customers to request cost/performance information. Request includes in as much detail as possible: purpose, objective, originating organization, description of request, priority, deadline, one-time or recurring, specific exceptions or considerations, and output parameters (format, delivery instructions, frequency).	Human Resources Specialist	Human Resources Specialist	Manage Pay and Expense Reimbursements Manage Educational Benefits	FM	FM	External Activity	Electronic/Paper	Yes	As Required

Need Line	Information Exchange Name	Information Exchange Description	Source Operational Node	Source Sub Operational Node	Source Activity	Destination Operational Node	Destination Sub Operational Node	Destination Activity	Media	Privacy Act Protected	Frequency
Human Resource Profile Administrator - DoD Military Personnel Exchange	Human Resource Profile Created or Updated	A created or revised Human Resource Profile that includes personal, professional, benefit and payroll information related to the activities of Perform Organizational Management, Perform Personnel and Pay Management, and Manage Benefits. This information resource can be initially captured during a candidate's evaluation and is formally established when a candidate is accessed.	Human Resources Specialist	Human Resource Profile Administrator	Manage Other Benefits Manage Educational Benefits Manage Retirement Benefits Support Health Insurance Program Develop Personnel Manage and Sustain Personnel Access Candidate Manage Vacancy Recruiting Separate or Terminate Personnel Manage Human Resources Contact and Relations	Human Resources Customer	DoD Military Personne	External Activity	Electronic/Paper	Yes	As Required
Human Resource Profile Administrator - DoD Civilian Personnel Exchange	Human Resource Profile Created or Updated	A created or revised Human Resource Profile that includes personal, professional, benefit and payroll information related to the activities of Perform Organizational Management, Perform Personnel and Pay Management, and Manage Benefits. This information resource can be initially captured during a candidate's evaluation and is formally established when a candidate is accessed.	Human Resources Specialist	Human Resource Profile Administrator	Manage Other Benefits Manage Educational Benefits Manage Retirement Benefits Support Health Insurance Program Develop Personnel Manage and Sustain Personnel Access Candidate Manage Vacancy Recruiting Separate or Terminate Personnel Manage Human Resources Contact and Relations	Human Resources Customer	DoD Civilian Personne	External Activity	Electronic/Paper	Yes	As Required
Human Resource Profile Administrator - Other Human Resources Customer Exchange	Human Resource Profile Created or Updated	A created or revised Human Resource Profile that includes personal, professional, benefit and payroll information related to the activities of Perform Organizational Management, Perform Personnel and Pay Management, and Manage Benefits. This information resource can be initially captured during a candidate's evaluation and is formally established when a candidate is accessed.	Human Resources Specialist	Human Resource Profile Administrator	Manage Other Benefits Manage Educational Benefits Manage Retirement Benefits Support Health Insurance Program Develop Personnel Manage and Sustain Personnel Access Candidate Manage Vacancy Recruiting Separate or Terminate Personnel Manage Human Resources Contact and Relations	Human Resources Customer	Other Human Resources Customer	External Activity	Electronic/Paper	Yes	As Required
Human Resource Profile Administrator - Non-DoD Personnel Exchange	Human Resource Profile Created or Updated	A created or revised Human Resource Profile that includes personal, professional, benefit and payroll information related to the activities of Perform Organizational Management, Perform Personnel and Pay Management, and Manage Benefits. This information resource can be initially captured during a candidate's evaluation and is formally established when a candidate is accessed.	Human Resources Specialist	Human Resource Profile Administrator	Manage Other Benefits Manage Educational Benefits Manage Retirement Benefits Support Health Insurance Program Develop Personnel Manage and Sustain Personnel Access Candidate Manage Vacancy Recruiting Separate or Terminate Personnel Manage Human Resources Contact and Relations	Human Resources Customer	Non-DoD Personnel	External Activity	Electronic/Paper	Yes	As Required
Human Resources Specialist - DoD Military Personnel Exchange	Performance Information	This is the flow of actual performance data back into the control system so that actual performance can be compared with planned performance.	Human Resources Specialist	Human Resources Specialist	Manage Educational Benefits Manage Pay and Expense Reimbursements	Human Resources Customer	DoD Military Personne	External Activity	Electronic/Paper	Yes	As Required
Human Resources Specialist - DoD Civilian Personnel Exchange	Performance Information	This is the flow of actual performance data back into the control system so that actual performance can be compared with planned performance.	Human Resources Specialist	Human Resources Specialist	Manage Educational Benefits Manage Pay and Expense Reimbursements	Human Resources Customer	DoD Civilian Personne	External Activity	Electronic/Paper	Yes	As Required
Human Resources Specialist - Non-DoD Personnel Exchange	Performance Information	This is the flow of actual performance data back into the control system so that actual performance can be compared with planned performance.	Human Resources Specialist	Human Resources Specialist	Manage Educational Benefits Manage Pay and Expense Reimbursements	Human Resources Customer	Non-DoD Personnel	External Activity	Electronic/Paper	Yes	As Required
Human Resources Specialist - DoD Military Personnel Exchange	Performance Information	This is the flow of actual performance data back into the control system so that actual performance can be compared with planned performance.	Human Resources Specialist	Human Resources Specialist	Manage Educational Benefits Manage Military Health Services Manage Quality of Life Perform Workforce Analysis Manage Pay and Expense Reimbursements	Human Resources Customer	DoD Military Personne	External Activity	Electronic/Paper	Yes	As Required
Human Resources Specialist - DoD Civilian Personnel Exchange	Performance Information	This is the flow of actual performance data back into the control system so that actual performance can be compared with planned performance.	Human Resources Specialist	Human Resources Specialist	Manage Educational Benefits Manage Military Health Services Manage Quality of Life Perform Workforce Analysis Manage Pay and Expense Reimbursements	Human Resources Customer	DoD Civilian Personne	External Activity	Electronic/Paper	Yes	As Required

Need Line	Information Exchange Name	Information Exchange Description	Source Operational Node	Source Sub Operational Node	Source Activity	Destination Operational Node	Destination Sub Operational Node	Destination Activity	Media	Privacy Act Protected	Frequency
Human Resources Specialist - Non-DoD Personnel Exchange	Performance Information	This is the flow of actual performance data back into the control system so that actual performance can be compared with planned performance.	Human Resources Specialist	Human Resources Specialist	Manage Educational Benefits Manage Military Health Services Manage Quality of Life Perform Workforce Analysis Manage Pay and Expense Reimbursements	Human Resources Customer	Non-DoD Personnel	External Activity	Electronic/Paper	Yes	As Required
Human Resources Specialist - DoD Civilian Personnel Exchange	Federal Long Term Care Insurance Program (FLTCIP) Information	This is information about an employee sent to the Federal Long Term Care Insurance Program (FLTCIP). Employees elect to deduct from their paychecks based on their age and the benefits they select. The information exchanged includes the "deduct/no-deduct" file, which contains the SSNs of the members and the amount they are paying. This exchange includes resolving any issues such as corrections, adjustments, or failed transactions.	Human Resources Specialist	Human Resources Specialist	Manage Other Benefits	Human Resources Customer	DoD Civilian Personne	External Activity	Electronic/Paper	Yes	As Required
Human Resources Specialist - DoD Military Personnel Exchange	Housing Entitlement Notificator	This is a person's validated requirement for DoD housing with mission impact information to be utilized in priority determinations.	Human Resources Specialist	Human Resources Specialist	Manage Other Benefits	Human Resources Customer	DoD Military Personne	External Activity	Electronic/Paper	Yes	As Required
Human Resources Specialist - DoD Civilian Personnel Exchange	Housing Entitlement Notificator	This is a person's validated requirement for DoD housing with mission impact information to be utilized in priority determinations.	Human Resources Specialist	Human Resources Specialist	Manage Other Benefits	Human Resources Customer	DoD Civilian Personne	External Activity	Electronic/Paper	Yes	As Required
Human Resource Profile Administrator - Personnel Security Specialist Exchange	Human Resources Profile Informatior	This includes captured personal, professional, and pay information related to the processes of administering manpower and staffing, human resources, personnel development, benefits, and pay. Information in the Human Resource Profile is for limited access for authorized personnel only.	Human Resources Specialist	Human Resource Profile Administrator	Access Candidate	Personnel Security Specialist	Personnel Security Specialist	Verify Access, Benefits, and Entitlements eligibility	Electronic/Paper	Yes	As Required
DoD Military Personnel - Human Resources Specialist Exchange	Individual Human Resource Informatior	This includes information used as an input into Human Resources Management activities from a person. This may include (but not be limited to) travel voucher information, family member information update, and individual development information.	Human Resources Customer	DoD Military Personne	External Activity	Human Resources Specialist	Human Resources Specialist	Manage Other Benefits Support Health Insurance Program Manage Educational Benefits Manage Retirement Benefits Manage and Sustain Personnel Access Candidate Develop Personnel Manage Vacancy Recruiting Separate or Terminate Personnel	Electronic/Paper	Yes	As Required
DoD Civilian Personnel - Human Resources Specialist Exchange	Individual Human Resource Informatior	This includes information used as an input into Human Resources Management activities from a person. This may include (but not be limited to) travel voucher information, family member information update, and individual development information.	Human Resources Customer	DoD Civilian Personne	External Activity	Human Resources Specialist	Human Resources Specialist	Manage Other Benefits Support Health Insurance Program Manage Educational Benefits Manage Retirement Benefits Manage and Sustain Personnel Access Candidate Develop Personnel Manage Vacancy Recruiting Separate or Terminate Personnel	Electronic/Paper	Yes	As Required
Non-DoD Personnel - Human Resources Specialist Exchange	Individual Human Resource Informatior	This includes information used as an input into Human Resources Management activities from a person. This may include (but not be limited to) travel voucher information, family member information update, and individual development information.	Human Resources Customer	Non-DoD Personnel	External Activity	Human Resources Specialist	Human Resources Specialist	Manage Other Benefits Support Health Insurance Program Manage Educational Benefits Manage Retirement Benefits Manage and Sustain Personnel Access Candidate Develop Personnel Manage Vacancy Recruiting Separate or Terminate Personnel	Electronic/Paper	Yes	As Required
FM - Human Resources Specialist Exchange	Obligation	This identifies obligations that have been approved based on the existence of available funding or deobligations that have been recorded based on deobligation requests. This obligation/deobligation is a legal reservation/dereservation of funds for a procurement request, order, directive, or equivalent instrument. This also identifies obligation requests that have been rejected due to insufficient funding or management discretion.	FM	FM	External Activity	Human Resources Specialist	Human Resources Specialist	Support Health Insurance Program Manage Pay and Expense Reimbursements Manage Other Benefits Manage Educational Benefits Manage Retirement Benefits	Electronic/Paper	Yes	As Required
DoD Military Personnel - Human Resources Specialist Exchange	Plan	This is the collection of individually prepared strategic and tactical documents that govern execution of the Department of Defense mission.	Human Resources Customer	DoD Military Personne	External Activity	Human Resources Specialist	Human Resources Specialist	Support Health Insurance Program Manage Educational Benefits Manage Retirement Benefits Develop Personnel Manage and Sustain Personnel Access Candidate Manage Vacancy Recruiting Manage Other Benefits Separate or Terminate Personnel	Electronic/Paper	Yes	As Required

Need Line	Information Exchange Name	Information Exchange Description	Source Operational Node	Source Sub Operational Node	Source Activity	Destination Operational Node	Destination Sub Operational Node	Destination Activity	Media	Privacy Act Protected	Frequency
DoD Civilian Personnel - Human Resources Specialist Exchange	Plan	This is the collection of individually prepared strategic and tactical documents that govern execution of the Department of Defense mission.	Human Resources Customer	DoD Civilian Personne	External Activity	Human Resources Specialist	Human Resources Specialist	Support Health Insurance Program Manage Educational Benefits Manage Retirement Benefits Develop Personnel Manage and Sustain Personnel Access Candidate Manage Vacancy Recruiting Manage Other Benefits Separate or Terminate Personnel	Electronic/Paper	Yes	As Required
DoD Military Personnel - Human Resources Specialist Exchange	Planning Objective	This is the translation of the component program objectives into specified guidance that articulates the Component desired operational capabilities, force structure, sustainment capability, weapon system strategies and associated performance measures. These objectives provide the basis for developing the Resource and Performance Plan	Human Resources Customer	DoD Military Personne	External Activity	Human Resources Specialist	Human Resources Specialist	Support Health Insurance Program Manage Educational Benefits Manage Retirement Benefits Access Candidate Manage and Sustain Personnel Develop Personnel Manage Vacancy Recruiting Manage Other Benefits Separate or Terminate Personnel	Electronic/Paper	Yes	As Required
DoD Civilian Personnel - Human Resources Specialist Exchange	Planning Objective	This is the translation of the component program objectives into specified guidance that articulates the Component desired operational capabilities, force structure, sustainment capability, weapon system strategies and associated performance measures. These objectives provide the basis for developing the Resource and Performance Plan	Human Resources Customer	DoD Civilian Personne	External Activity	Human Resources Specialist	Human Resources Specialist	Support Health Insurance Program Manage Educational Benefits Manage Retirement Benefits Access Candidate Manage and Sustain Personnel Develop Personnel Manage Vacancy Recruiting Manage Other Benefits Separate or Terminate Personnel	Electronic/Paper	Yes	As Required
Non-DoD Personnel - Human Resources Specialist Exchange	Planning Objective	This is the translation of the component program objectives into specified guidance that articulates the Component desired operational capabilities, force structure, sustainment capability, weapon system strategies and associated performance measures. These objectives provide the basis for developing the Resource and Performance Plan	Human Resources Customer	Non-DoD Personnel	External Activity	Human Resources Specialist	Human Resources Specialist	Support Health Insurance Program Manage Educational Benefits Manage Retirement Benefits Access Candidate Manage and Sustain Personnel Develop Personnel Manage Vacancy Recruiting Manage Other Benefits Separate or Terminate Personnel	Electronic/Paper	Yes	As Required
Other Human Resources Customer - Human Resources Specialist Exchange	Planning Objective	This is the translation of the component program objectives into specified guidance that articulates the Component desired operational capabilities, force structure, sustainment capability, weapon system strategies and associated performance measures. These objectives provide the basis for developing the Resource and Performance Plan	Human Resources Customer	Other Human Resources Customer	External Activity	Human Resources Specialist	Human Resources Specialist	Support Health Insurance Program Manage Educational Benefits Manage Retirement Benefits Access Candidate Manage and Sustain Personnel Develop Personnel Manage Vacancy Recruiting Manage Other Benefits Separate or Terminate Personnel	Electronic/Paper	Yes	As Required
FM - Human Resources Specialist Exchange	Program and Funding Document	This document establishes legal and fiduciary responsibility of funds. This is an OSD released document that reflects OSD's approval of program funding levels. This document is one of the three main sources that must be approved prior to issuing the Budget Authority to the component	FM	FM	External Activity	Human Resources Specialist	Human Resources Specialist	Manage Retirement Benefits Manage Other Benefits Manage Educational Benefits Develop Personnel Manage and Sustain Personnel Manage Pay and Expense Reimbursements	Electronic/Paper	Yes	As Required
FM - Human Resources Specialist Exchange	Request for Corrective Action	Request to DoD's functional area for recording correcting business event identified during initial Trial Balance analysis	Fm	FM	External Activity	Human Resources Specialist	Human Resources Specialist	Manage Other Benefits Manage Educational Benefits Manage Retirement Benefits Manage Pay and Expense Reimbursements	Electronic/Paper	Yes	As Required

Need Line	Information Exchange Name	Information Exchange Description	Source Operational Node	Source Sub Operational Node	Source Activity	Destination Operational Node	Destination Sub Operational Node	Destination Activity	Media	Privacy Act Protected	Frequency
DoD Military Personnel - Human Resources Specialist Exchange	Requirement Response	A business approach designed to implement National Security Strategy objectives to include near term and long term constraints. Constraints could may include (but not be limited to), funding and appropriations levels, delivery requirements, POM submissions, political considerations, time, performance specifications, and urgency.	Human Resources Customer	DoD Military Personne	External Activity	Human Resources Specialist	Human Resources Specialist	Manage Retirement Benefits Manage Other Benefits Manage Educational Benefits Support Health Insurance Program Manage Vacancy Recruiting Access Candidate Manage and Sustain Personnel Develop Personnel Separate or Terminate Personnel	Electronic/Paper	Yes	As Required
DoD Civilian Personnel - Human Resources Specialist Exchange	Requirement Response	A business approach designed to implement National Security Strategy objectives to include near term and long term constraints. Constraints could may include (but not be limited to), funding and appropriations levels, delivery requirements, POM submissions, political considerations, time, performance specifications, and urgency.	Human Resources Customer	DoD Civilian Personne	External Activity	Human Resources Specialist	Human Resources Specialist	Manage Retirement Benefits Manage Other Benefits Manage Educational Benefits Support Health Insurance Program Manage Vacancy Recruiting Access Candidate Manage and Sustain Personnel Develop Personnel Separate or Terminate Personnel	Electronic/Paper	Yes	As Required
Non-DoD Personnel - Human Resources Specialist Exchange	Requirement Response	A business approach designed to implement National Security Strategy objectives to include near term and long term constraints. Constraints could may include (but not be limited to), funding and appropriations levels, delivery requirements, POM submissions, political considerations, time, performance specifications, and urgency.	Human Resources Customer	Non-DoD Personnel	External Activity	Human Resources Specialist	Human Resources Specialist	Manage Retirement Benefits Manage Other Benefits Manage Educational Benefits Support Health Insurance Program Manage Vacancy Recruiting Access Candidate Manage and Sustain Personnel Develop Personnel Separate or Terminate Personnel	Electronic/Paper	Yes	As Required
FM - Human Resources Specialist Exchange	Standard Financial Information Structure	The Standard Financial Information Structure (SFIS) is the DoD's common business language that provides the ability to collect and summarize information along several dimensions to include Appropriation Account, Budget Program, Organization, Trading Partner, Transaction and Cost Accounting information. SFIS aligns and extends the Office of Management and Budget (OMB) Common Government-wide Accounting Code (CGAC). This information is used to support financial, cost, and managerial reporting requirements as well as provide insight into the strategic decision-making process at multiple levels in the government.	FM	FM	External Activity	Human Resources Specialist	Human Resources Specialist	Manage and Sustain Personnel Manage Other Benefits Manage Educational Benefits Manage Retirement Benefits Support Health Insurance Program Develop Personnel Manage Pay and Expense Reimbursements	Electronic/Paper	Yes	As Required
Human Resources Specialist - DoD Military Personnel Exchange	VEAP Deduction Data	This information includes the employee's monthly Veterans Educational Assistance Program (VEAP) deduction data. The information provided is captured in the DD-214	Human Resources Specialist	Human Resources Specialist	Manage Educational Benefits	Human Resources Customer	DoD Military Personne	External Activity	Electronic/Paper	Yes	As Required
Human Resources Specialist - DoD Civilian Personnel Exchange	VEAP Deduction Data	This information includes the employee's monthly Veterans Educational Assistance Program (VEAP) deduction data. The information provided is captured in the DD-214	Human Resources Specialist	Human Resources Specialist	Manage Educational Benefits	Human Resources Customer	DoD Civilian Personne	External Activity	Electronic/Paper	Yes	As Required
Human Resources Specialist - Non-DoD Personnel Exchange	VEAP Deduction Data	This information includes the employee's monthly Veterans Educational Assistance Program (VEAP) deduction data. The information provided is captured in the DD-214	Human Resources Specialist	Human Resources Specialist	Manage Educational Benefits	Human Resources Customer	Non-DoD Personnel	External Activity	Electronic/Paper	Yes	As Required

Manage Noncombatant Evacuation Operations (NEO) Operational Information Exchange Matrix (OV-3)

Need Line	Information Exchange Name	Information Exchange Description	Source Operational Node	Source Sub Operational Node	Source Activity	Destination Operational Node	Destination Sub Operational Node	Destination Activity	Media	Privacy Act Protected	Frequency
MSSM - Noncombatant Evacuation Operations (NEO) Specialist Exchange	Arrival Information	Acknowledgement of the arrival or delivery of cargo and passengers at a destination.	MSSM	MSSM	Deliver Property and Forces	Human Resources Specialist	Noncombatant Evacuation Operations (NEO) Specialist	Closeout Noncombatant Evacuation Operations	Electronic/Paper	Yes	As Required
MSSM - Noncombatant Evacuation Operations (NEO) Specialist Exchange	Deployment Information	Final passenger list and associated materiel and equipment related to a force movement. Includes updated and validated Unit Deployment List (UDL) and Unit Equipment List (UEL)	MSSM	MSSM	Deliver Property and Forces	Human Resources Specialist	Noncombatant Evacuation Operations (NEO) Specialist	Coordinate Noncombatant Evacuee for Transportation	Electronic/Paper	Yes	As Required
MSSM - Noncombatant Evacuation Operations (NEO) Specialist Exchange	Deployment Information	Final passenger list and associated materiel and equipment related to a force movement. Includes updated and validated Unit Deployment List (UDL) and Unit Equipment List (UEL)	MSSM	MSSM	Deliver Property and Forces	Human Resources Specialist	Noncombatant Evacuation Operations (NEO) Specialist	Closeout Noncombatant Evacuation Operations	Electronic/Paper	Yes	As Required
Noncombatant Evacuation Operations (NEO) Specialist - MSSM Exchange	Military Lift Request	Military Transportation resources scheduling inquiry for personnel movement (may include cargo specifications) within mission guidelines	Human Resources Specialist	Noncombatant Evacuation Operations (NEO) Specialist	Coordinate Noncombatant Evacuee for Transportation	MSSM	MSSM	Deliver Property and Forces	Electronic/Paper	Yes	As Required
DoD Military Personnel - Noncombatant Evacuation Operations (NEO) Specialist Exchange	Noncombatant Evacuation Operations Departure Confirmation Informator	This includes the actual departure confirmation of the Noncombatant Evacuation Operations (NEO) Evacuee. This information may include (but not be limited to) NEO evacuee name, actual departure date/time, and actual departure place	Human Resources Customer	DoD Military Personne	Process Warfighter Information	Human Resources Specialist	Noncombatant Evacuation Operations (NEO) Specialist	Closeout Noncombatant Evacuation Operations	Electronic/Paper	Yes	As Required
DoD Civilian Personnel - Noncombatant Evacuation Operations (NEO) Specialist Exchange	Noncombatant Evacuation Operations Departure Confirmation Informator	This includes the actual departure confirmation of the Noncombatant Evacuation Operations (NEO) Evacuee. This information may include (but not be limited to) NEO evacuee name, actual departure date/time, and actual departure place	Human Resources Customer	DoD Civilian Personne	External	Human Resources Specialist	Noncombatant Evacuation Operations (NEO) Specialist	Closeout Noncombatant Evacuation Operations	Electronic/Paper	Yes	As Required
Non-DoD Personnel - Noncombatant Evacuation Operations (NEO) Specialist Exchange	Noncombatant Evacuation Operations Departure Confirmation Informator	This includes the actual departure confirmation of the Noncombatant Evacuation Operations (NEO) Evacuee. This information may include (but not be limited to) NEO evacuee name, actual departure date/time, and actual departure place	Human Resources Customer	Non-DoD Personnel	External	Human Resources Specialist	Noncombatant Evacuation Operations (NEO) Specialist	Closeout Noncombatant Evacuation Operations	Electronic/Paper	Yes	As Required
Other Human Resources Customer - Noncombatant Evacuation Operations (NEO) Specialist Exchange	Noncombatant Evacuation Operations Departure Confirmation Informator	This includes the actual departure confirmation of the Noncombatant Evacuation Operations (NEO) Evacuee. This information may include (but not be limited to) NEO evacuee name, actual departure date/time, and actual departure place	Human Resources Customer	Other Human Resources Customer	External	Human Resources Specialist	Noncombatant Evacuation Operations (NEO) Specialist	Closeout Noncombatant Evacuation Operations	Electronic/Paper	Yes	As Required
Noncombatant Evacuation Operations (NEO) Specialist - DoD Military Personnel Exchange	Noncombatant Evacuation Operations Evacuee Arrival Notification	This includes the notification of Noncombatant Evacuation Operations (NEO) Evacuee's arrival at the destination point, which is sent to the appropriate parties. This information may include (but not be limited to) NEO evacuee name, arrival date/time, and arrival location.	Human Resources Specialist	Noncombatant Evacuation Operations (NEO) Specialist	Closeout Noncombatant Evacuation Operations	Human Resources Customer	DoD Military Personne	Process Individual Information	Electronic	Yes	As Required
Noncombatant Evacuation Operations (NEO) Specialist - Noncombatant Evacuation Operations (NEO) Specialist Exchange	Noncombatant Evacuation Operations Evacuee List	This includes a validated list of Noncombatant Evacuation Operations (NEO) Evacuees for a specific NEO incident. This information may include (but not be limited to) the list of evacuees from the Warfighter.	Human Resources Specialist	Noncombatant Evacuation Operations (NEO) Specialist	Identify Noncombatant for Evacuation	Human Resources Specialist	Noncombatant Evacuation Operations (NEO) Specialist	Coordinate Noncombatant Evacuee for Transportation	Electronic	Yes	As Required
Noncombatant Evacuation Operations (NEO) Specialist - DoD Civilian Personnel Exchange	Noncombatant Evacuation Operations Evacuee Travel Notification	This includes the notification of Noncombatant Evacuation Operations (NEO) Evacuee's departure and arrival schedule information, which is sent to the appropriate parties. This information may include (but not be limited to) NEO evacuee name, departure date/time, departure location, arrival date/time, and arrival location.	Human Resources Specialist	Noncombatant Evacuation Operations (NEO) Specialist	Coordinate Noncombatant Evacuee for Transportation	Human Resources Customer	DoD Civilian Personne	External	Electronic	Yes	As Required
Noncombatant Evacuation Operations (NEO) Specialist - Non-DoD Personnel Exchange	Noncombatant Evacuation Operations Evacuee Travel Notification	This includes the notification of Noncombatant Evacuation Operations (NEO) Evacuee's departure and arrival schedule information, which is sent to the appropriate parties. This information may include (but not be limited to) NEO evacuee name, departure date/time, departure location, arrival date/time, and arrival location.	Human Resources Specialist	Noncombatant Evacuation Operations (NEO) Specialist	Coordinate Noncombatant Evacuee for Transportation	Human Resources Customer	Non-DoD Personnel	External	Electronic	Yes	As Required
Noncombatant Evacuation Operations (NEO) Specialist - Other Human Resources Customer Exchange	Noncombatant Evacuation Operations Evacuee Travel Notification	This includes the notification of Noncombatant Evacuation Operations (NEO) Evacuee's departure and arrival schedule information, which is sent to the appropriate parties. This information may include (but not be limited to) NEO evacuee name, departure date/time, departure location, arrival date/time, and arrival location.	Human Resources Specialist	Noncombatant Evacuation Operations (NEO) Specialist	Coordinate Noncombatant Evacuee for Transportation	Human Resources Customer	Other Human Resources Customer	External	Electronic	Yes	As Required
Noncombatant Evacuation Operations (NEO) Specialist - DoD Military Personnel Exchange	Noncombatant Evacuation Operations Evacuee Travel Notification	This includes the notification of Noncombatant Evacuation Operations (NEO) Evacuee's departure and arrival schedule information, which is sent to the appropriate parties. This information may include (but not be limited to) NEO evacuee name, departure date/time, departure location, arrival date/time, and arrival location.	Human Resources Specialist	Noncombatant Evacuation Operations (NEO) Specialist	Coordinate Noncombatant Evacuee for Transportation	Human Resources Customer	DoD Military Personne	Process Individual Information	Electronic	Yes	As Required
Non-DoD Personnel - Noncombatant Evacuation Operations (NEO) Specialist Exchange	Noncombatant Evacuation Operations Information	This includes Noncombatant Evacuation Operations (NEO) information that is associated with determining and tracking a NEO evacuee. This information may include (but not be limited to) the NEO declaration from the Department of State, NEO evacuee qualification criteria, and a list of NEO evacuees.	Human Resources Customer	Non-DoD Personnel	External	Human Resources Specialist	Noncombatant Evacuation Operations (NEO) Specialist	Identify Noncombatant for Evacuation	Electronic/Paper	Yes	As Required

Need Line	Information Exchange Name	Information Exchange Description	Source Operational Node	Source Sub Operational Node	Source Activity	Destination Operational Node	Destination Sub Operational Node	Destination Activity	Media	Privacy Act Protected	Frequency
Human Resource Profile Administrator - Noncombatant Evacuation Operations (NEO) Specialist Exchange	Noncombatant Evacuation Operations Profile Information	This includes Noncombatant Evacuation Operations Information associated with a personnel/pay record. This information may include (but not be limited to) traveler's eligibility and credentials, traveler's location, and traveler's authorization to travel.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Specialist	Noncombatant Evacuation Operations (NEO) Specialist	Identify Noncombatant for Evacuation	Electronic	Yes	As Required
Human Resource Profile Administrator - Noncombatant Evacuation Operations (NEO) Specialist Exchange	Noncombatant Evacuation Operations Profile Information	This includes Noncombatant Evacuation Operations Information associated with a personnel/pay record. This information may include (but not be limited to) traveler's eligibility and credentials, traveler's location, and traveler's authorization to travel.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Specialist	Noncombatant Evacuation Operations (NEO) Specialist	Coordinate Noncombatant Evacuee for Transportation	Electronic	Yes	As Required
Human Resource Profile Administrator - Noncombatant Evacuation Operations (NEO) Specialist Exchange	Noncombatant Evacuation Operations Profile Information	This includes Noncombatant Evacuation Operations Information associated with a personnel/pay record. This information may include (but not be limited to) traveler's eligibility and credentials, traveler's location, and traveler's authorization to travel.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Specialist	Noncombatant Evacuation Operations (NEO) Specialist	Closeout Noncombatant Evacuation Operations	Electronic	Yes	As Required
Noncombatant Evacuation Operations (NEO) Specialist - Human Resource Profile Administrator Exchange	Noncombatant Evacuation Operations Profile Update Information	This includes updated Noncombatant Evacuation Operations Profile Information associated with a personnel/pay record. This information may include (but not be limited to) traveler's eligibility and credentials, traveler's location, and traveler's authorization to travel.	Human Resources Specialist	Noncombatant Evacuation Operations (NEO) Specialist	Identify Noncombatant for Evacuation	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Electronic	Yes	As Required
Noncombatant Evacuation Operations (NEO) Specialist - Human Resource Profile Administrator Exchange	Noncombatant Evacuation Operations Profile Update Information	This includes updated Noncombatant Evacuation Operations Profile Information associated with a personnel/pay record. This information may include (but not be limited to) traveler's eligibility and credentials, traveler's location, and traveler's authorization to travel.	Human Resources Specialist	Noncombatant Evacuation Operations (NEO) Specialist	Coordinate Noncombatant Evacuee for Transportation	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Electronic	Yes	As Required
Noncombatant Evacuation Operations (NEO) Specialist - Human Resource Profile Administrator Exchange	Noncombatant Evacuation Operations Profile Update Information	This includes updated Noncombatant Evacuation Operations Profile Information associated with a personnel/pay record. This information may include (but not be limited to) traveler's eligibility and credentials, traveler's location, and traveler's authorization to travel.	Human Resources Specialist	Noncombatant Evacuation Operations (NEO) Specialist	Closeout Noncombatant Evacuation Operations	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Electronic	Yes	As Required
MSSM - Noncombatant Evacuation Operations (NEO) Specialist Exchange	Transportation Schedule	A movement plan for specific cargo or passengers. For example, scheduled intermediate stops, marshaling area information, movement times, specific locations (e.g., origin, destination), mode, etc.	MSSM	MSSM	Determine Route and Carriers	Human Resources Specialist	Noncombatant Evacuation Operations (NEO) Specialist	Coordinate Noncombatant Evacuee for Transportation	Electronic/Paper	Yes	As Required

Manage Human Resource Interaction Operational Information Exchange Matrix OV-3

Need Line	Information Exchange	Information Exchange Description	Source Node	Source Sub Node	Source Activity	Destination Node	Destination Sub Node	Destination Activity	Media	Privacy Act Protected	Frequency
Human Resources Management Interaction Specialist - DoD Military Personnel Exchange	Customer Communication	This includes the flow of narratives from management to all DoD supported personnel. This may include direct communications (e.g., newsletters, e-mail and web pages, bulletin boards, commander's calls, rosters), official surveys, as well as managing publications and postal support.	Human Resources Specialist	Human Resources Management Interaction Specialist	Manage Workforce Communications	Human Resources Customer	DoD Military Personnel	External	Electronic/Paper	Yes	As Required
Human Resources Management Interaction Specialist - DoD Civilian Personnel Exchange	Customer Communication	This includes the flow of narratives from management to all DoD supported personnel. This may include direct communications (e.g., newsletters, e-mail and web pages, bulletin boards, commander's calls, rosters), official surveys, as well as managing publications and postal support.	Human Resources Specialist	Human Resources Management Interaction Specialist	Manage Workforce Communications	Human Resources Customer	DoD Civilian Personnel	External	Electronic/Paper	Yes	As Required
Human Resources Management Interaction Specialist - Other Human Resources Customer Exchange	Customer Communication	This includes the flow of narratives from management to all DoD supported personnel. This may include direct communications (e.g., newsletters, e-mail and web pages, bulletin boards, commander's calls, rosters), official surveys, as well as managing publications and postal support.	Human Resources Specialist	Human Resources Management Interaction Specialist	Manage Workforce Communications	Human Resources Customer	Other Human Resources Customer	External	Electronic/Paper	Yes	As Required
Human Resource Profile Administrator - Human Resources Management Interaction Specialist Exchange	Human Resource Profile Information	This includes captured personal, professional, and pay information related to the processes of administering manpower and staffing, human resources, personnel development, benefits, and pay. Information in the Human Resource Profile is for limited access for authorized personnel only.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Specialist	Human Resources Management Interaction Specialist	Manage Workforce Communications	Electronic	Yes	As Required
Human Resource Profile Administrator - Human Resources Management Interaction Specialist Exchange	Human Resource Profile Information	This includes captured personal, professional, and pay information related to the processes of administering manpower and staffing, human resources, personnel development, benefits, and pay. Information in the Human Resource Profile is for limited access for authorized personnel only.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Specialist	Human Resources Management Interaction Specialist	Manage Union Relations Program	Electronic	Yes	As Required
Human Resource Profile Administrator - Human Resources Management Interaction Specialist Exchange	Human Resource Profile Information	This includes captured personal, professional, and pay information related to the processes of administering manpower and staffing, human resources, personnel development, benefits, and pay. Information in the Human Resource Profile is for limited access for authorized personnel only.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Specialist	Human Resources Management Interaction Specialist	Manage Labor Rights	Electronic	Yes	As Required
Human Resource Profile Administrator - Human Resources Management Interaction Specialist Exchange	Human Resource Profile Information	This includes captured personal, professional, and pay information related to the processes of administering manpower and staffing, human resources, personnel development, benefits, and pay. Information in the Human Resource Profile is for limited access for authorized personnel only.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Specialist	Human Resources Management Interaction Specialist	Manage Correction of Military Profile	Electronic	Yes	As Required
Human Resources Management Interaction Specialist - Human Resource Profile Administrator Exchange	Human Resource Profile Update Information	This includes updated personal, professional, and pay information related to the processes of administering manpower and staffing, human resources, personnel development, benefits, and pay. Information in the Human Resource Profile is for limited access for authorized personnel only.	Human Resources Specialist	Human Resources Management Interaction Specialist	Manage Correction of Military Profile	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Electronic	Yes	As Required
DoD Military Personnel - Human Resources Management Interaction Specialist Exchange	Individual Human Resource Personal Data	This includes personal information representing an input into Human Resources Management Profile from a person whose information is stored within that profile. The information may include (but not be limited to) specific information that has only the person as a source and can only be subjected to very general edits (e.g., local address, email address, local phone number, allotment start / modification, savings bond start / modification, casualty notification information update, documentation that an individual is a military dependent for the purpose of receiving military medical care) needed to support DoD missions.	Human Resources Customer	DoD Military Personnel	Process Individual Information	Human Resources Specialist	Human Resources Management Interaction Specialist	Manage Human Resources Personal Information	Electronic/Paper	Yes	As Required
DoD Military Personnel - Human Resources Management Interaction Specialist Exchange	Investigating Officer Report	This includes information summarizing an investigating officer's findings during a tasked examination of facts and circumstances related to a correction of military records request. The information may include (but not be limited to) investigating officer personal information (e.g., name, ID number, organization), general nature of the findings (e.g., favorable, unfavorable), report summary narrative, report details (e.g., facts related to correction requested, notations on perceived problems or injustices, and suggestions on potential improvements), and date of report.	Human Resources Customer	DoD Military Personnel	External	Human Resources Specialist	Human Resources Management Interaction Specialist	Manage Correction of Military Profile	Electronic/Paper	Yes	As Required

Need Line	Information Exchange	Information Exchange Description	Source Node	Source Sub Node	Source Activity	Destination Node	Destination Sub Node	Destination Activity	Media	Privacy Act Protected	Frequency
Human Resources Management Interaction Specialist - DoD Military Personnel Exchange	Investigating Officer Request	Request for appointment of an investigating officer IAW installation host procedures. Request can be made to the chief of a central installation authority or to a individual installation unit commander who is next on an installation rotation schedule for appointment of an investigating officer. The information may include (but not be limited to) requestor personal information (e.g., name, official title, organization), required attributes of the investigating officer (e.g., field grade vs. company grade military officer or civilian equivalent, competencies required), narrative nature of the investigation, and required time parameters for the investigation.	Human Resources Specialist	Human Resources Management Interaction Specialist	Manage Correction of Military Profile	Human Resources Customer	DoD Military Personnel	External	Electronic/Paper	Yes	As Required
Human Resources Management Interaction Specialist - DoD Civilian Personnel Exchange	Investigating Officer Request	Request for appointment of an investigating officer IAW installation host procedures. Request can be made to the chief of a central installation authority or to a individual installation unit commander who is next on an installation rotation schedule for appointment of an investigating officer. The information may include (but not be limited to) requestor personal information (e.g., name, official title, organization), required attributes of the investigating officer (e.g., field grade vs. company grade military officer or civilian equivalent, competencies required), narrative nature of the investigation, and required time parameters for the investigation.	Human Resources Specialist	Human Resources Management Interaction Specialist	Manage Correction of Military Profile	Human Resources Customer	DoD Civilian Personnel	External	Electronic/Paper	Yes	As Required
Human Resources Management Interaction Specialist - DoD Military Personnel Exchange	Labor Rights Issue Analysis Summary	This includes summary information associated with the responses, following analysis, to civilian direct hire employees (e.g., civil service, Non Appropriated Fund (NAF) employees) labor rights issue requests. This information may be utilized by the chain of command for general analysis of labor agreements, morale and other issues. The information may include (but not be limited to) summary of submitter's personal information (e.g., number of anonymous notations, number of submissions with submitter name, list of cited organizations), summary of general legal basis of the feedback (e.g., citation of specific civilian employee labor rights guaranteed by the Federal government such as Fair Labor Standards Act, Family Medical Leave Act, Occupational Health and Safety Act), summary of narrative feedback details, dates of feedback vs dates of replies, summary of related feedback inputs received, summary of analysis narratives, summary of evaluation results narratives, summary of narratives for pending related procedural adjustments or other actions, narrative summary of implemen	Human Resources Specialist	Human Resources Management Interaction Specialist	Manage Labor Rights	Human Resources Customer	DoD Military Personnel	External	Electronic/Paper	Yes	As Required
DoD Civilian Personnel - Human Resources Management Interaction Specialist Exchange	Investigating Officer Report	This includes information summarizing an investigating officer's findings during a tasked examination of facts and circumstances related to a correction of military records request. The information may include (but not be limited to) investigating officer personal information (e.g., name, ID number, organization), general nature of the findings (e.g., favorable, unfavorable), report summary narrative, report details (e.g., facts related to correction requested, notations on perceived problems or injustices, and suggestions on potential improvements), and date of report.	Human Resources Customer	DoD Civilian Personnel	External	Human Resources Specialist	Human Resources Management Interaction Specialist	Manage Correction of Military Profile	Electronic/Paper	Yes	As Required
DoD Civilian Personnel - Human Resources Management Interaction Specialist Exchange	Labor Rights Issue Request	This includes information associated with a civilian direct hire employee (e.g., civil service, Non Appropriated Fund (NAF) employees) submitting a request for resolution of a Labor Rights Management issue. Labor Rights Management refers to those actions undertaken to ensure that employees and employers are aware of and comply with all statutes and regulations concerning labor rights, including those pertaining to wages, benefits, safety and health, whistleblower, and non-discrimination policies. The information may include (but not be limited to) requestor and individual personal information (e.g., name, ID number, organization), union labor agreement authorized comments, summary of general legal basis of the feedback (e.g., citation of specific civilian employee labor rights guaranteed by the Federal government such as Fair Labor Standards Act, Family Medical Leave Act, Occupational Health and Safety Act), narrative request details, and date of request.	Human Resources Customer	DoD Civilian Personnel	External	Human Resources Specialist	Human Resources Management Interaction Specialist	Manage Labor Rights	Electronic/Paper	Yes	As Required

Need Line	Information Exchange	Information Exchange Description	Source Node	Source Sub Node	Source Activity	Destination Node	Destination Sub Node	Destination Activity	Media	Privacy Act Protected	Frequency
DoD Civilian Personnel - Human Resources Interaction Approval Authority Exchange	Labor Rights Issue Request	This includes information associated with a civilian direct hire employee (e.g., civil service, Non Appropriated Fund (NAF) employees) submitting a request for resolution of a Labor Rights Management issue. Labor Rights Management refers to those actions undertaken to ensure that employees and employers are aware of and comply with all statutes and regulations concerning labor rights, including those pertaining to wages, benefits, safety and health, whistleblower, and non-discrimination policies. The information may include (but not be limited to) requestor and individual personal information (e.g., name, ID number, organization), union labor agreement authorized comments, summary of general legal basis of the feedback (e.g., citation of specific civilian employee labor rights guaranteed by the Federal government such as Fair Labor Standards Act, Family Medical Leave Act, Occupational Health and Safety Act), narrative request details, and date of request.	Human Resources Customer	DoD Civilian Personnel	External	Human Resources Management Approval Authority	Human Resources Interaction Approval Authority	Manage Labor Rights	Electronic/Paper	Yes	As Required
Human Resources Management Interaction Specialist - DoD Civilian Personnel Exchange	Labor Rights Issue Response	This includes information associated with the response to a civilian direct hire employee's (e.g., civil service, Non Appropriated Fund (NAF) employees) request for resolution of a labor rights issue. This information may be utilized by the chain of command for general analysis of labor agreements, morale and other issues. The information may include (but not be limited to) requestor and individual personal information (e.g., name, ID number, organization), union labor agreement authorized comments, summary of general legal basis of the feedback (e.g., citation of specific civilian employee labor rights guaranteed by the Federal government such as Fair Labor Standards Act, Family Medical Leave Act, Occupational Health and Safety Act), narrative request details, date of request, analysis narratives, summary of evaluation results narratives, narrative for pending related procedural adjustments or other actions, narrative summary of implementation details).	Human Resources Specialist	Human Resources Management Interaction Specialist	Manage Labor Rights	Human Resources Customer	DoD Civilian Personnel	External	Electronic/Paper	Yes	As Required
Human Resources Management Interaction Specialist - DoD Military Personnel Exchange	Labor Rights Issue Response	This includes information associated with the response to a civilian direct hire employee's (e.g., civil service, Non Appropriated Fund (NAF) employees) request for resolution of a labor rights issue. This information may be utilized by the chain of command for general analysis of labor agreements, morale and other issues. The information may include (but not be limited to) requestor and individual personal information (e.g., name, ID number, organization), union labor agreement authorized comments, summary of general legal basis of the feedback (e.g., citation of specific civilian employee labor rights guaranteed by the Federal government such as Fair Labor Standards Act, Family Medical Leave Act, Occupational Health and Safety Act), narrative request details, date of request, analysis narratives, summary of evaluation results narratives, narrative for pending related procedural adjustments or other actions, narrative summary of implementation details).	Human Resources Specialist	Human Resources Management Interaction Specialist	Manage Labor Rights	Human Resources Customer	DoD Military Personnel	External	Electronic/Paper	Yes	As Required
Human Resources Interaction Approval Authority - DoD Civilian Personnel Exchange	Personnel Action Decision Notification	This includes the notification information to reflect the details of a decision made by an Approval Authority on a personnel action. The information may include (but not be limited to) decision recipient, notification date, personnel action identifier and personnel action status.	Human Resources Management Approval Authority	Human Resources Interaction Approval Authority	Manage Correction of Military Profile	Human Resources Customer	DoD Civilian Personnel	External	Electronic/Paper	Yes	As Required
Human Resources Interaction Approval Authority - Non-DoD Personnel Exchange	Personnel Action Decision Notification	This includes the notification information to reflect the details of a decision made by an Approval Authority on a personnel action. The information may include (but not be limited to) decision recipient, notification date, personnel action identifier and personnel action status.	Human Resources Management Approval Authority	Human Resources Interaction Approval Authority	Manage Correction of Military Profile	Human Resources Customer	Non-DoD Personnel	External	Electronic/Paper	Yes	As Required
Human Resources Interaction Approval Authority - Other Human Resources Customer Exchange	Personnel Action Decision Notification	This includes the notification information to reflect the details of a decision made by an Approval Authority on a personnel action. The information may include (but not be limited to) decision recipient, notification date, personnel action identifier and personnel action status.	Human Resources Management Approval Authority	Human Resources Interaction Approval Authority	Manage Correction of Military Profile	Human Resources Customer	Other Human Resources Customer	External	Electronic/Paper	Yes	As Required
Human Resources Interaction Approval Authority - DoD Military Personnel Exchange	Personnel Action Decision Notification	This includes the notification information to reflect the details of a decision made by an Approval Authority on a personnel action. The information may include (but not be limited to) decision recipient, notification date, personnel action identifier and personnel action status.	Human Resources Management Approval Authority	Human Resources Interaction Approval Authority	Manage Correction of Military Profile	Human Resources Customer	DoD Military Personnel	External	Electronic/Paper	Yes	As Required

Need Line	Information Exchange	Information Exchange Description	Source Node	Source Sub Node	Source Activity	Destination Node	Destination Sub Node	Destination Activity	Media	Privacy Act Protected	Frequency
DoD Civilian Personnel - Human Resources Interaction Approval Authority Exchange	Military Record Correction Request	This includes information associated with a person submitting a request to the Secretary of a military department to correct an error within, or remove an injustice from, a military record. Corrections will be made under the procedures established by the Secretary concerned. The information may include (but not be limited to) requestor and individual personal information (e.g., name, ID number, organization), narrative request details, and date of request.	Human Resources Customer	DoD Civilian Personnel	External	Human Resources Management Approval Authority	Human Resources Interaction Approval Authority	Manage Correction of Military Profile	Electronic/Paper	Yes	As Required
Non-DoD Personnel - Human Resources Interaction Approval Authority Exchange	Military Record Correction Request	This includes information associated with a person submitting a request to the Secretary of a military department to correct an error within, or remove an injustice from, a military record. Corrections will be made under the procedures established by the Secretary concerned. The information may include (but not be limited to) requestor and individual personal information (e.g., name, ID number, organization), narrative request details, and date of request.	Human Resources Customer	Non-DoD Personnel	External	Human Resources Management Approval Authority	Human Resources Interaction Approval Authority	Manage Correction of Military Profile	Electronic/Paper	Yes	As Required
Other Human Resources Customer - Human Resources Interaction Approval Authority Exchange	Military Record Correction Request	This includes information associated with a person submitting a request to the Secretary of a military department to correct an error within, or remove an injustice from, a military record. Corrections will be made under the procedures established by the Secretary concerned. The information may include (but not be limited to) requestor and individual personal information (e.g., name, ID number, organization), narrative request details, and date of request.	Human Resources Customer	Other Human Resources Customer	External	Human Resources Management Approval Authority	Human Resources Interaction Approval Authority	Manage Correction of Military Profile	Electronic/Paper	Yes	As Required
DoD Military Personnel - Human Resources Interaction Approval Authority Exchange	Military Record Correction Request	This includes information associated with a person submitting a request to the Secretary of a military department to correct an error within, or remove an injustice from, a military record. Corrections will be made under the procedures established by the Secretary concerned. The information may include (but not be limited to) requestor and individual personal information (e.g., name, ID number, organization), narrative request details, and date of request.	Human Resources Customer	DoD Military Personnel	External	Human Resources Management Approval Authority	Human Resources Interaction Approval Authority	Manage Correction of Military Profile	Electronic/Paper	Yes	As Required
DoD Civilian Personnel - Human Resources Management Interaction Specialist Exchange	Military Record Correction Request	This includes information associated with a person submitting a request to the Secretary of a military department to correct an error within, or remove an injustice from, a military record. Corrections will be made under the procedures established by the Secretary concerned. The information may include (but not be limited to) requestor and individual personal information (e.g., name, ID number, organization), narrative request details, and date of request.	Human Resources Customer	DoD Civilian Personnel	External	Human Resources Specialist	Human Resources Management Interaction Specialist	Manage Correction of Military Profile	Electronic/Paper	Yes	As Required
Non-DoD Personnel - Human Resources Management Interaction Specialist Exchange	Military Record Correction Request	This includes information associated with a person submitting a request to the Secretary of a military department to correct an error within, or remove an injustice from, a military record. Corrections will be made under the procedures established by the Secretary concerned. The information may include (but not be limited to) requestor and individual personal information (e.g., name, ID number, organization), narrative request details, and date of request.	Human Resources Customer	Non-DoD Personnel	External	Human Resources Specialist	Human Resources Management Interaction Specialist	Manage Correction of Military Profile	Electronic/Paper	Yes	As Required
Other Human Resources Customer - Human Resources Management Interaction Specialist Exchange	Military Record Correction Request	This includes information associated with a person submitting a request to the Secretary of a military department to correct an error within, or remove an injustice from, a military record. Corrections will be made under the procedures established by the Secretary concerned. The information may include (but not be limited to) requestor and individual personal information (e.g., name, ID number, organization), narrative request details, and date of request.	Human Resources Customer	Other Human Resources Customer	External	Human Resources Specialist	Human Resources Management Interaction Specialist	Manage Correction of Military Profile	Electronic/Paper	Yes	As Required
DoD Military Personnel - Human Resources Management Interaction Specialist Exchange	Military Record Correction Request	This includes information associated with a person submitting a request to the Secretary of a military department to correct an error within, or remove an injustice from, a military record. Corrections will be made under the procedures established by the Secretary concerned. The information may include (but not be limited to) requestor and individual personal information (e.g., name, ID number, organization), narrative request details, and date of request.	Human Resources Customer	DoD Military Personnel	External	Human Resources Specialist	Human Resources Management Interaction Specialist	Manage Correction of Military Profile	Electronic/Paper	Yes	As Required

Need Line	Information Exchange	Information Exchange Description	Source Node	Source Sub Node	Source Activity	Destination Node	Destination Sub Node	Destination Activity	Media	Privacy Act Protected	Frequency
Human Resources Interaction Approval Authority - DoD Civilian Personnel Exchange	Negotiated Labor Agreement	This includes information contained in a binding legal agreement's documentation of the relationship between DoD and a represented group (Federal Labor Management Relations Program for all DoD civilian employees except those that the President has excluded from coverage by Executive Order) of direct hire employees (e.g., civil service, Non Appropriated Fund (NAF) employees). Relationships with unions representing non-U.S. citizens employed at DoD activities must remain consistent with pertinent intergovernmental agreements, local practices, customs, and DoD instructions. Relationships with unions representing non-U.S. citizens employed at DoD activities must be kept consistent with pertinent intergovernmental agreements, local practices, customs, and DoD instructions. The Defense Civilian Personnel Management Service (CPMS) must review and approve agreements pursuant to Title 5 Section 7114. The information may include (but not be limited to) signatory personal information (e.g., name, official title, organization), agreement narrative, date of final ratification.	Human Resources Management Approval Authority	Human Resources Interaction Approval Authority	Manage Union Relations Program	Human Resources Customer	DoD Civilian Personnel	External	Electronic/Paper	Yes	As Required
Human Resources Interaction Approval Authority - Human Resources Management Interaction Specialist Exchange	Negotiated Labor Agreement	This includes information contained in a binding legal agreement's documentation of the relationship between DoD and a represented group (Federal Labor Management Relations Program for all DoD civilian employees except those that the President has excluded from coverage by Executive Order) of direct hire employees (e.g., civil service, Non Appropriated Fund (NAF) employees). Relationships with unions representing non-U.S. citizens employed at DoD activities must remain consistent with pertinent intergovernmental agreements, local practices, customs, and DoD instructions. Relationships with unions representing non-U.S. citizens employed at DoD activities must be kept consistent with pertinent intergovernmental agreements, local practices, customs, and DoD instructions. The Defense Civilian Personnel Management Service (CPMS) must review and approve agreements pursuant to Title 5 Section 7114. The information may include (but not be limited to) signatory personal information (e.g., name, official title, organization), agreement narrative, date of final ratification.	Human Resources Management Approval Authority	Human Resources Interaction Approval Authority	Manage Union Relations Program	Human Resources Specialist	Human Resources Management Interaction Specialist	Manage Labor Rights	Electronic/Paper	Yes	As Required
Human Resource Profile Administrator - Human Resources Management Interaction Specialist Exchange	Personal Profile Information	This includes personal information for a person. The information may include (but not be limited to) specific personal information (e.g., local address, email address, local phone number, allotment start / modification, savings bond start / modification, casualty notification information update, documentation that an individual is a military dependent for the purpose of receiving military medical care) needed to support DoD missions.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Specialist	Human Resources Management Interaction Specialist	Manage Human Resources Personal Information	Electronic	Yes	As Required
Human Resources Management Interaction Specialist - Human Resource Profile Administrator Exchange	Personal Profile Update Information	This includes updated personal information for a person. The information may include (but not be limited to) specific personal information (e.g., local address, email address, local phone number, allotment start / modification, savings bond start / modification, casualty notification information update, documentation that an individual is a military dependent for the purpose of receiving military medical care) needed to support DoD missions.	Human Resources Specialist	Human Resources Management Interaction Specialist	Manage Human Resources Personal Information	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Electronic	Yes	As Required
DoD Civilian Personnel - Human Resources Management Interaction Specialist Exchange	Union Relations Program Request	This includes information contained in a action request related to a union relations program (e.g., Federal Labor Management Relations Program for all DoD civilian employees except those that the President has excluded from coverage by Executive Order, terms of a specific labor agreement). Relationships with unions representing non-U.S. citizens employed at DoD activities must remain consistent with pertinent intergovernmental agreements, local practices, customs, and DoD instructions. Relationships with unions representing non-U.S. citizens employed at DoD activities must be kept consistent with pertinent intergovernmental agreements, local practices, customs, and DoD instructions. The Defense Civilian Personnel Management Service (CPMS) must review and approve agreements pursuant to Title 5 Section 7114. The information may include (but not be limited to) requestor's personal information (e.g., name, official title, organization), narrative request, date of request.	Human Resources Customer	DoD Civilian Personnel	External	Human Resources Specialist	Human Resources Management Interaction Specialist	Manage Union Relations Program	Electronic/Paper	Yes	As Required

Need Line	Information Exchange	Information Exchange Description	Source Node	Source Sub Node	Source Activity	Destination Node	Destination Sub Node	Destination Activity	Media	Privacy Act Protected	Frequency
DoD Civilian Personnel - Human Resources Interaction Approval Authority Exchange	Union Relations Program Request	This includes information contained in a action request related to a union relations program (e.g., Federal Labor Management Relations Program for all DoD civilian employees except those that the President has excluded from coverage by Executive Order, terms of a specific labor agreement). Relationships with unions representing non-U.S. citizens employed at DoD activities must remain consistent with pertinent intergovernmental agreements, local practices, customs, and DoD instructions. Relationships with unions representing non-U.S. citizens employed at DoD activities must be kept consistent with pertinent intergovernmental agreements, local practices, customs, and DoD instructions. The Defense Civilian Personnel Management Service (CPMS) must review and approve agreements pursuant to Title 5 Section 7114. The information may include (but not be limited to) requestor's personal information (e.g., name, official title, organization), narrative request, date of request.	Human Resources Customer	DoD Civilian Personnel	External	Human Resources Management Approval Authority	Human Resources Interaction Approval Authority	Manage Union Relations Program	Electronic/Paper	Yes	As Required
DoD Military Personnel - Human Resources Management Interaction Specialist Exchange	Workforce Analysis Information	This includes the end result information of workforce analysis to be utilized in the projection and allocation of force structure	Human Resources Customer	DoD Military Personnel	External	Human Resources Specialist	Human Resources Management Interaction Specialist	Manage Workforce Communications	Electronic/Paper	Yes	As Required
DoD Military Personnel - Human Resources Management Interaction Specialist Exchange	Workforce Analysis Information	This includes the end result information of workforce analysis to be utilized in the projection and allocation of force structure	Human Resources Customer	DoD Military Personnel	External	Human Resources Specialist	Human Resources Management Interaction Specialist	Manage Union Relations Program	Electronic/Paper	Yes	As Required
DoD Military Personnel - Human Resources Management Interaction Specialist Exchange	Workforce Analysis Information	This includes the end result information of workforce analysis to be utilized in the projection and allocation of force structure	Human Resources Customer	DoD Military Personnel	External	Human Resources Specialist	Human Resources Management Interaction Specialist	Manage Labor Rights	Electronic/Paper	Yes	As Required
DoD Civilian Personnel - Human Resources Interaction Approval Authority Exchange	Workforce Communication Request	This includes information related to a request for communications to the specified workforce on a HRM issue. Communications are between management, labor and all DoD supported personnel. The information may include (but not be limited to) requestor personal information (e.g., name, official title, organization), type(s) of communications (e.g., newsletters, e-mail and web pages, bulletin boards, official surveys, commander's call presentation materials, rosters, postal support materials), designated workforce specifications (e.g., occupations, occupation groups), date of request, projected effective date for communication, and narrative description of communication requested.	Human Resources Customer	DoD Civilian Personnel	External	Human Resources Management Approval Authority	Human Resources Interaction Approval Authority	Manage Workforce Communications	Electronic/Paper	Yes	As Required
Non-DoD Personnel - Human Resources Interaction Approval Authority Exchange	Workforce Communication Request	This includes information related to a request for communications to the specified workforce on a HRM issue. Communications are between management, labor and all DoD supported personnel. The information may include (but not be limited to) requestor personal information (e.g., name, official title, organization), type(s) of communications (e.g., newsletters, e-mail and web pages, bulletin boards, official surveys, commander's call presentation materials, rosters, postal support materials), designated workforce specifications (e.g., occupations, occupation groups), date of request, projected effective date for communication, and narrative description of communication requested.	Human Resources Customer	Non-DoD Personnel	External	Human Resources Management Approval Authority	Human Resources Interaction Approval Authority	Manage Workforce Communications	Electronic/Paper	Yes	As Required
Other Human Resources Customer - Human Resources Interaction Approval Authority Exchange	Workforce Communication Request	This includes information related to a request for communications to the specified workforce on a HRM issue. Communications are between management, labor and all DoD supported personnel. The information may include (but not be limited to) requestor personal information (e.g., name, official title, organization), type(s) of communications (e.g., newsletters, e-mail and web pages, bulletin boards, official surveys, commander's call presentation materials, rosters, postal support materials), designated workforce specifications (e.g., occupations, occupation groups), date of request, projected effective date for communication, and narrative description of communication requested.	Human Resources Customer	Other Human Resources Customer	External	Human Resources Management Approval Authority	Human Resources Interaction Approval Authority	Manage Workforce Communications	Electronic/Paper	Yes	As Required
DoD Military Personnel - Human Resources Interaction Approval Authority Exchange	Workforce Communication Request	This includes information related to a request for communications to the specified workforce on a HRM issue. Communications are between management, labor and all DoD supported personnel. The information may include (but not be limited to) requestor personal information (e.g., name, official title, organization), type(s) of communications (e.g., newsletters, e-mail and web pages, bulletin boards, official surveys, commander's call presentation materials, rosters, postal support materials), designated workforce specifications (e.g., occupations, occupation groups), date of request, projected effective date for communication, and narrative description of communication requested.	Human Resources Customer	DoD Military Personnel	External	Human Resources Management Approval Authority	Human Resources Interaction Approval Authority	Manage Workforce Communications	Electronic/Paper	Yes	As Required

Manage InterAgency Support Operational Information Exchange Matrix (OV-3)

Need Line	Information Exchange Name	Information Exchange Description	Source Node	Source Sub Node	Source Activity	Destination Node	Destination Sub Node	Destination Activity	Media	Privacy Act Protected	Frequency
Medical Administrator - Non-DoD Personnel Exchange	Beneficiary Financial/Demographic Data (dental)	Beneficiary financial and demographic data used to support enrollment and eligibility into a Health Insurance Program	Medical Administrator	Medical Administrator	Manage Private Organizations Support	Human Resources Customer	Non-DoD Personnel	External Activity	Electronic	Yes	Event-Driven
Medical Administrator - Non-DoD Personnel Exchange	Benefit Administration Information	This is information required by external organizations such as Veterans Affairs (VA) or Office of Personnel Management (OPM) to control participation in programs supporting Department of Defense Human Resources.	Medical Administrator	Medical Administrator	Manage Other Federal Government Support	Human Resources Customer	Non-DoD Personnel	External Activity	Electronic	Yes	Event-Driven
Human Resources Specialist - Non-DoD Personnel (SSA) Exchange	Casualty Information	This includes information on casualties sent to the Social Security Administration.	Human Resources Specialist	Human Resources Specialist	Manage Other Federal Government Support	Human Resources Customer	Non-DoD Personnel (SSA)	External Activity	Electronic	Yes	As Required
Non-DoD Personnel (VA CMS) - Medical Administrator Exchange	Customer Health Care Information	All information about customer health data, customer care information (including encoded diagnoses and procedures), customer encounter data, customer demographic data, and customer insurance information. Selected information is provided to both external and internal customers contingent upon confidentiality restrictions. Information provided includes immunization certifications and reports, birth information, and customer medical and dental readiness status. Information may be accumulated through diagnosis, health history, interviews, examinations, evaluations, radiological studies, and laboratory tests, such as blood titers, including both current and historical data. Historical data may include treatments and consent for those treatments, and diagnostics performed on the individual. Information can include veterinary data when the customer is a non-human animal. Includes information from (automated, standardized) surveys completed by individual service members before and after deployment. Pre- and Post-deployment surveys document individual service member's assessment of their health status	Human Resources Customer	Non-DoD Personnel (VA CMS)	External Activity	Medical Administrator	Medical Administrator	Manage Other Federal Government Agencies Support	Electronic	Yes	Event-Driven
Medical Administrator - Non-DoD Personnel (VA CMS) Exchange	Customer Health Care Information	All information about customer health data, customer care information (including encoded diagnoses and procedures), customer encounter data, customer demographic data, and customer insurance information. Selected information is provided to both external and internal customers contingent upon confidentiality restrictions. Information provided includes immunization certifications and reports, birth information, and customer medical and dental readiness status. Information may be accumulated through diagnosis, health history, interviews, examinations, evaluations, radiological studies, and laboratory tests, such as blood titers, including both current and historical data. Historical data may include treatments and consent for those treatments, and diagnostics performed on the individual. Information can include veterinary data when the customer is a non-human animal. Includes information from (automated, standardized) surveys completed by individual service members before and after deployment. Pre- and Post-deployment surveys document individual service member's assessment of their health status	Medical Administrator	Medical Administrator	Manage Other Federal Government Support	Human Resources Customer	Non-DoD Personnel (VA CMS)	External Activity	Electronic	Yes	Event-Driven
Medical Administrator - Non-DoD Personnel (CDC) Exchange	Disease Outbreak Information	Information relating to the near real-time surveillance of clinical indicators for outbreak signal detection of disease clusters, as well as for chemical/biological exposures. Includes an aggregated analysis and reporting of such data elements as individual demographic data; medical signs and symptoms; treatments/procedures (CPT codes); diagnoses (ICD codes); immunizations administered; reportable diseases; dates, times and locations of clinical visits; injury/illness circumstances; and disposition	Medical Administrator	Medical Administrator	Manage Other Federal Government Support	Human Resources Customer	Non-DoD Personnel (CDC)	External Activity	Electronic	No	Event-Driven
Time, Absence, and Labor Specialist - Non-DoD Personnel (US State Department) Exchange	Employee Desertion Information	This is information on an employee's desertion and suspected whereabouts sent to the U.S. Department of State.	Human Resources Specialist	Time, Absence, and Labor Specialist	Manage Other Federal Government Support	Human Resources Customer	Non-DoD Personnel (US State Department)	External Activity	Electronic	Yes	Event-Driven
Time, Absence, and Labor Specialist - Non-DoD Personnel (FBI-NCIC) Exchange	Employee Desertion Information to FBI	This is information on an employee's desertion and suspected whereabouts sent to the Federal Bureau of Investigation's National Crime Information Center (NCIC).	Human Resources Specialist	Time, Absence, and Labor Specialist	Manage Other Federal Government Support	Human Resources Customer	Non-DoD Personnel (FBI-NCIC)	External Activity	Electronic	Yes	Event-Driven
Non-DoD Personnel (SSA) - Human Resources Specialist Exchange	Historical W2 Information Response	This is historical tax information sent from the Social Security Administration. For instance, an Human Resources Specialist may request five-year tax history data for a set of employees.	Human Resources Customer	Non-DoD Personnel (SSA)	External Activity	Human Resources Specialist	Human Resources Specialist	Manage Other Federal Government Agencies Support	Electronic	Yes	Event-Driven
Time, Absence, and Labor Specialist - Non-DoD Personnel (National Archive) Exchange	Separated Member Information	This information includes data on an employee's service record sent to the National Archive.	Human Resources Specialist	Time, Absence, and Labor Specialist	Manage Other Federal Government Support	Human Resources Customer	Non-DoD Personnel (National Archive)	External Activity	Electronic	Yes	Monthly
Non-DoD Personnel (SSA) - Human Resources Specialist Exchange	SSN Verification Requests	The Social Security Administration may request the verification of an employee's Social Security Number	Human Resources Customer	Non-DoD Personnel (SSA)	External Activity	Human Resources Specialist	Human Resources Specialist	Manage Other Federal Government Agencies Support	Electronic	Yes	Event-Driven
Human Resources Specialist - Non-DoD Personnel (SSA) Exchange	SSN Verification Response	This information includes SSN verification data, new accessions data, personnel data. This includes the SSN Verified Results. Often employers send verifications to correct names and SSNs on W-2 wage reports. SSN and Name are the primary pieces of data exchanged.	Human Resources Specialist	Human Resources Specialist	Manage Other Federal Government Agencies Support	Human Resources Customer	Non-DoD Personnel (SSA)	External Activity	Electronic	Yes	Event-Driven

Need Line	Information Exchange Name	Information Exchange Description	Source Node	Source Sub Node	Source Activity	Destination Node	Destination Sub Node	Destination Activity	Media	Privacy Act Protected	Frequency
Human Resources Specialist - Non-DoD Personnel (VA) Exchange	VA Claims Request Response	This information includes the response to the VA's request for an employee's personnel record.	Human Resources Specialist	Human Resources Specialist	Manage Other Federal Government Support	Human Resources Customer	Non-DoD Personnel (VA)	External Activity	Electronic	Yes	Event-Driven
Non-DoD Personnel (VA) - Human Resources Specialist Exchange	Veterans Affairs Claims Request	This information includes the Veterans Affairs request for a personnel record of an employee.	Human Resources Customer	Non-DoD Personnel (VA)	External Activity	Human Resources Specialist	Human Resources Specialist	Manage Other Federal Government Agencies Support	Electronic	Yes	Event-Driven
Human Resources Specialist - Non-DoD Personnel Exchange	W-2 State Tax Information	This includes information on an employee's annual wage and tax information for his particular state.	Human Resources Specialist	Human Resources Specialist	Manage Other Federal Government Support	Human Resources Customer	Non-DoD Personnel	External Activity	Electronic	Yes	Annually

Manage Human Resource Profile Information Operational Information Exchange Matrix (OV-3)

Need Line	Information Exchange Name	Information Exchange Description	Source Operational Node	Source Sub Operational Node	Source Activity	Destination Operational Node	Destination Sub Operational Node	Destination Activity	Media	Privacy Act Protected	Frequency
Accession Specialist - Human Resource Profile Administrator Exchange	Accession Agreement Requirement	This includes agreement requirements established during the recruiting and accession process. This may include (but not be limited to) incentives, bonuses, benefits, and terms of agreement.	Human Resources Specialist	Accession Specialist	Obtain Accession Information	Human Resources Specialist	Human Resource Profile Administrator	Create Human Resource Profile	Electronic	Yes	As Required
Accession Specialist - Human Resource Profile Administrator Exchange	Candidate Accession Certified Information	This includes the initial information collected from the Candidate (e.g., military members, civilian employees, volunteers, coalition force members, family members, specified contractors, and persons specified in treaties and other agreements). This information may include (but not be limited to) information needed to complete a basic set of information required based on the accession type such as, name and aliases, phone numbers, address, social security number (SSN), degree (if applicable), citizenship documentation (if necessary), correctional records (if applicable), and previous employment contact information.	Human Resources Specialist	Accession Specialist	Obtain Accession Information	Human Resources Specialist	Human Resource Profile Administrator	Create Human Resource Profile	Electronic	Yes	As Required
Human Resource Profile Administrator - Human Resources Specialist Exchange	Human Resource Information	This includes an extraction of selected data related to a human resources application and human resource information request.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Specialist	Human Resources Specialist	Manage InterAgency Support	Electronic/Paper	Yes	As Required
Human Resource Profile Administrator - DoD Military Personnel Exchange	Human Resource Information	This includes an extraction of selected data related to a human resources application and human resource information request.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Customer	DoD Military Personnel	Process Individual Information	Electronic/Paper	Yes	As Required
Human Resource Profile Administrator - Non-DoD Personnel Exchange	Human Resource Information	This includes an extraction of selected data related to a human resources application and human resource information request.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Customer	Non-DoD Personnel	External	Electronic/Paper	Yes	As Required
Human Resource Profile Administrator - Other Human Resources Customer Exchange	Human Resource Information	This includes an extraction of selected data related to a human resources application and human resource information request.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Customer	Other Human Resources Customer	External	Electronic/Paper	Yes	As Required
Human Resource Profile Administrator - DoD Civilian Personnel Exchange	Human Resource Information	This includes an extraction of selected data related to a human resources application and human resource information request.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Customer	DoD Civilian Personnel	External	Electronic/Paper	Yes	As Required
Human Resources Specialist - Human Resource Profile Administrator Exchange	Human Resource Information Request	This includes a request from components external to Human Resources Management to an extraction of selected data related to a human resources application and human resource information. The information may include (but not limited to) requestor's name, request date, and requested human resource information.	Human Resources Specialist	Human Resources Specialist	Manage InterAgency Support	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Electronic/Paper	Yes	As Required
Human Resource Profile Administrator - Human Resources Specialist Exchange	Human Resource Profile Disposition Information	This includes captured personal, professional, and pay information related to the processes of administering manpower and staffing, human resources, personnel development, benefits, and pay to be archived. This information may include (but not be limited to) archive date, disposition status, and retention period.	Human Resources Specialist	Human Resource Profile Administrator	Archive Human Resource Profile	Human Resources Specialist	Human Resources Specialist	Manage InterAgency Support	Electronic/Paper	Yes	As Required
Human Resource Profile Administrator - Non-DoD Personnel Exchange	Human Resource Profile Disposition Information	This includes captured personal, professional, and pay information related to the processes of administering manpower and staffing, human resources, personnel development, benefits, and pay to be archived. This information may include (but not be limited to) archive date, disposition status, and retention period.	Human Resources Specialist	Human Resource Profile Administrator	Manage InterAgency Support	Human Resources Customer	Non-DoD Personnel	External	Electronic/Paper	Yes	As Required
Human Resource Profile Administrator - Force Manager Exchange	Human Resource Profile Information	This includes captured personal, professional, and pay information related to the processes of administering manpower and staffing, human resources, personnel development, benefits, and pay. Information in the Human Resource Profile is for limited access for authorized personnel only.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Force Manager	Force Manager	Manage Organization	Electronic	Yes	As Required
Human Resource Profile Administrator - Human Resources Specialist Exchange	Human Resource Profile Information	This includes captured personal, professional, and pay information related to the processes of administering manpower and staffing, human resources, personnel development, benefits, and pay. Information in the Human Resource Profile is for limited access for authorized personnel only.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Specialist	Human Resources Specialist	Manage Personnel and Pay	Electronic	Yes	As Required
Human Resource Profile Administrator - Human Resources Specialist Exchange	Human Resource Profile Information	This includes captured personal, professional, and pay information related to the processes of administering manpower and staffing, human resources, personnel development, benefits, and pay. Information in the Human Resource Profile is for limited access for authorized personnel only.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Specialist	Human Resources Specialist	Manage Benefits	Electronic	Yes	As Required
Human Resource Profile Administrator - Human Resources Specialist Exchange	Human Resource Profile Information	This includes captured personal, professional, and pay information related to the processes of administering manpower and staffing, human resources, personnel development, benefits, and pay. Information in the Human Resource Profile is for limited access for authorized personnel only.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Specialist	Human Resources Specialist	Manage Travel	Electronic	Yes	As Required

Need Line	Information Exchange Name	Information Exchange Description	Source Operational Node	Source Sub Operational Node	Source Activity	Destination Operational Node	Destination Sub Operational Node	Destination Activity	Media	Privacy Act Protected	Frequency
Human Resource Profile Administrator - Human Resources Specialist Exchange	Human Resource Profile Information	This includes captured personal, professional, and pay information related to the processes of administering manpower and staffing, human resources, personnel development, benefits, and pay. Information in the Human Resource Profile is for limited access for authorized personnel only.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Specialist	Human Resources Specialist	Manage Human Resources Organizational Infrastructure Support	Electronic	Yes	As Required
Human Resource Profile Administrator - Human Resources Specialist Exchange	Human Resource Profile Information	This includes captured personal, professional, and pay information related to the processes of administering manpower and staffing, human resources, personnel development, benefits, and pay. Information in the Human Resource Profile is for limited access for authorized personnel only.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Specialist	Human Resources Specialist	Manage InterAgency Support	Electronic	Yes	As Required
Human Resource Profile Administrator - Human Resource Profile Administrator Exchange	Human Resource Profile Information	This includes captured personal, professional, and pay information related to the processes of administering manpower and staffing, human resources, personnel development, benefits, and pay. Information in the Human Resource Profile is for limited access for authorized personnel only.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Human Resources Specialist	Human Resource Profile Administrator	Archive Human Resource Profile	Electronic	Yes	As Required
Human Resources Specialist - Human Resource Profile Administrator Exchange	Human Resource Profile Update Information	This includes updated personal, professional, and pay information related to the processes of administering manpower and staffing, human resources, personnel development, benefits, and pay. Information in the Human Resource Profile is for limited access for authorized personnel only.	Human Resources Specialist	Human Resources Specialist	Manage Human Resources Organizational Infrastructure Support	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Electronic	Yes	As Required
Human Resources Specialist - Human Resource Profile Administrator Exchange	Human Resource Profile Update Information	This includes updated personal, professional, and pay information related to the processes of administering manpower and staffing, human resources, personnel development, benefits, and pay. Information in the Human Resource Profile is for limited access for authorized personnel only.	Human Resources Specialist	Human Resources Specialist	Manage InterAgency Support	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Electronic	Yes	As Required
Force Manager - Human Resource Profile Administrator Exchange	Human Resource Profile Update Information	This includes updated personal, professional, and pay information related to the processes of administering manpower and staffing, human resources, personnel development, benefits, and pay. Information in the Human Resource Profile is for limited access for authorized personnel only.	Force Manager	Force Manager	Manage Organization	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Electronic	Yes	As Required
Human Resources Specialist - Human Resource Profile Administrator Exchange	Human Resource Profile Update Information	This includes updated personal, professional, and pay information related to the processes of administering manpower and staffing, human resources, personnel development, benefits, and pay. Information in the Human Resource Profile is for limited access for authorized personnel only.	Human Resources Specialist	Human Resources Specialist	Manage Personnel and Pay	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Electronic	Yes	As Required
Human Resources Specialist - Human Resource Profile Administrator Exchange	Human Resource Profile Update Information	This includes updated personal, professional, and pay information related to the processes of administering manpower and staffing, human resources, personnel development, benefits, and pay. Information in the Human Resource Profile is for limited access for authorized personnel only.	Human Resources Specialist	Human Resources Specialist	Manage Benefits	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Electronic	Yes	As Required
Human Resources Specialist - Human Resource Profile Administrator Exchange	Human Resource Profile Update Information	This includes updated personal, professional, and pay information related to the processes of administering manpower and staffing, human resources, personnel development, benefits, and pay. Information in the Human Resource Profile is for limited access for authorized personnel only.	Human Resources Specialist	Human Resources Specialist	Manage Travel	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Electronic	Yes	As Required
Human Resource Profile Administrator - Rater Exchange	Performance Report Shell	This includes a blank performance report form that contains the information on the individual being rated. This may include (but not be limited to) name, SSN, rank, period of performance, rating scheme, and reason for evaluation.	Human Resources Specialist	Human Resource Profile Administrator	Update Human Resource Profile	Performance Evaluation Approval Authority	Rater	Evaluate Personnel Performance	Electronic/Paper	Yes	As Required

Manage Human Resources Management Policy and Guidance Operational Information Exchange Matrix (OV-3)

Need Line	Information Exchange Name	Information Exchange Description	Source Node	Source Sub Operational Node	Source Activity	Destination Node	Destination Sub Operational Node	Destination Activity	Media	Privacy Act Protected	Frequency
FM - Human Resources Management Policy Analyst Exchange	DoD Information to OMB	This parent ICOM represents a combination of the information provided by the following children ICOMs: Transfer Request, DoD Budget Submission for President's Budget, Deferral Report, DoD Apportionment Request, DoD Topline Passback Response, Reprogramming Request, Request for Additional Continuing Resolution Amount, Rescission Language, and Rescission Report.	FM	FM	Perform Budgeting	Human Resources Management Policy Analyst	Human Resources Management Policy Analyst	Develop Human Resources Management Policy and Guidance	Electronic	N	As Required
Human Resources Management Policy Analyst - FM Exchange	Draft Human Resources Management Policy and Guidance	This includes a draft of the Human Resources Management (HRM) policy and guidance document that will be sent for collaboration with the appropriate parties for their input. Draft HRM policy and guidance may include (but not be limited to) accession policy, compensation policy, enlisted and officer personnel management policy. This information may include (but not be limited to) policy date, policy name, and policy description.	Human Resources Management Policy Analyst	Human Resources Management Policy Analyst	Develop Human Resources Management Policy and Guidance	FM	FM	Issue Policy and Guidance	Electronic	N	As Required
Human Resources Management Policy Analyst - Human Resources Specialist Exchange	Draft Human Resources Management Policy and Guidance	This includes a draft of the Human Resources Management (HRM) policy and guidance document that will be sent for collaboration with the appropriate parties for their input. Draft HRM policy and guidance may include (but not be limited to) accession policy, compensation policy, enlisted and officer personnel management policy. This information may include (but not be limited to) policy date, policy name, and policy description.	Human Resources Management Policy Analyst	Human Resources Management Policy Analyst	Develop Human Resources Management Policy and Guidance	Human Resources Specialist	Human Resources Specialist	Manage InterAgency Support	Electronic	N	As Required
Human Resources Management Policy Analyst - Human Resources Management Policy Analyst Exchange	Draft Human Resources Management Policy and Guidance	This includes a draft of the Human Resources Management (HRM) policy and guidance document that will be sent for collaboration with the appropriate parties for their input. Draft HRM policy and guidance may include (but not be limited to) accession policy, compensation policy, enlisted and officer personnel management policy. This information may include (but not be limited to) policy date, policy name, and policy description.	Human Resources Management Policy Analyst	Human Resources Management Policy Analyst	Develop Human Resources Management Policy and Guidance	Human Resources Management Policy Analyst	Human Resources Management Policy Analyst	Coordinate Human Resources Management Policy and Guidance	Electronic	N	As Required
Human Resources Management Policy Analyst - DoD Military Personnel Exchange	Draft Human Resources Management Policy and Guidance	This includes a draft of the Human Resources Management (HRM) policy and guidance document that will be sent for collaboration with the appropriate parties for their input. Draft HRM policy and guidance may include (but not be limited to) accession policy, compensation policy, enlisted and officer personnel management policy. This information may include (but not be limited to) policy date, policy name, and policy description.	Human Resources Management Policy Analyst	Human Resources Management Policy Analyst	Develop Human Resources Management Policy and Guidance	Human Resources Customer	DoD Military Personnel	External Activity	Electronic	N	As Required
Human Resources Management Policy Analyst - Non-DoD Personnel Exchange	Draft Human Resources Management Policy and Guidance	This includes a draft of the Human Resources Management (HRM) policy and guidance document that will be sent for collaboration with the appropriate parties for their input. Draft HRM policy and guidance may include (but not be limited to) accession policy, compensation policy, enlisted and officer personnel management policy. This information may include (but not be limited to) policy date, policy name, and policy description.	Human Resources Management Policy Analyst	Human Resources Management Policy Analyst	Develop Human Resources Management Policy and Guidance	Human Resources Customer	Non-DoD Personnel	External Activity	Electronic	N	As Required

Human Resources Management Policy Analyst - DoD Civilian Personnel Exchange	Draft Human Resources Management Policy and Guidance	This includes a draft of the Human Resources Management (HRM) policy and guidance document that will be sent for collaboration with the appropriate parties for their input. Draft HRM policy and guidance may include (but not be limited to) accession policy, compensation policy, enlisted and officer personnel management policy. This information may include (but not be limited to) policy date, policy name, and policy description.	Human Resources Management Policy Analyst	Human Resources Management Policy Analyst	Develop Human Resources Management Policy and Guidance	Human Resources Customer	DoD Civilian Personnel	External Activity	Electronic	N	As Required
Human Resources Management Policy Analyst - Other Human Resources Customer Exchange	Draft Human Resources Management Policy and Guidance	This includes a draft of the Human Resources Management (HRM) policy and guidance document that will be sent for collaboration with the appropriate parties for their input. Draft HRM policy and guidance may include (but not be limited to) accession policy, compensation policy, enlisted and officer personnel management policy. This information may include (but not be limited to) policy date, policy name, and policy description.	Human Resources Management Policy Analyst	Human Resources Management Policy Analyst	Develop Human Resources Management Policy and Guidance	Human Resources Customer	Other Human Resources Customer	External Activity	Electronic	N	As Required
Human Resources Specialist - Human Resources Management Policy Analyst Exchange	Draft Human Resources Management Policy and Guidance Input	This includes comments and/or recommendations to the draft Human Resources Management policy and guidance from the appropriate parties. This information may include (but not be limited to) input date, input provider name, and input description.	Human Resources Specialist	Human Resources Specialist	Manage InterAgency Support	Human Resources Management Policy Analyst	Human Resources Management Policy Analyst	Develop Human Resources Management Policy and Guidance	Electronic	N	As Required
FM - Human Resources Management Policy Analyst Exchange	Draft Human Resources Management Policy and Guidance Input	This includes comments and/or recommendations to the draft Human Resources Management policy and guidance from the appropriate parties. This information may include (but not be limited to) input date, input provider name, and input description.	FM	FM	Issue Policy and Guidance	Human Resources Management Policy Analyst	Human Resources Management Policy Analyst	Develop Human Resources Management Policy and Guidance	Electronic	N	As Required
DoD Military Personnel - Human Resources Management Policy Analyst Exchange	Draft Human Resources Management Policy and Guidance Input	This includes comments and/or recommendations to the draft Human Resources Management policy and guidance from the appropriate parties. This information may include (but not be limited to) input date, input provider name, and input description.	Human Resources Customer	DoD Military Personnel	External Activity	Human Resources Management Policy Analyst	Human Resources Management Policy Analyst	Develop Human Resources Management Policy and Guidance	Electronic	N	As Required
Non-DoD Personnel - Human Resources Management Policy Analyst Exchange	Draft Human Resources Management Policy and Guidance Input	This includes comments and/or recommendations to the draft Human Resources Management policy and guidance from the appropriate parties. This information may include (but not be limited to) input date, input provider name, and input description.	Human Resources Customer	Non-DoD Personnel	External Activity	Human Resources Management Policy Analyst	Human Resources Management Policy Analyst	Develop Human Resources Management Policy and Guidance	Electronic	N	As Required
DoD Civilian Personnel - Human Resources Management Policy Analyst Exchange	Draft Human Resources Management Policy and Guidance Input	This includes comments and/or recommendations to the draft Human Resources Management policy and guidance from the appropriate parties. This information may include (but not be limited to) input date, input provider name, and input description.	Human Resources Customer	DoD Civilian Personnel	External Activity	Human Resources Management Policy Analyst	Human Resources Management Policy Analyst	Develop Human Resources Management Policy and Guidance	Electronic	N	As Required
Other Human Resources Customer - Human Resources Management Policy Analyst Exchange	Draft Human Resources Management Policy and Guidance Input	This includes comments and/or recommendations to the draft Human Resources Management policy and guidance from the appropriate parties. This information may include (but not be limited to) input date, input provider name, and input description.	Human Resources Customer	Other Human Resources Customer	External Activity	Human Resources Management Policy Analyst	Human Resources Management Policy Analyst	Develop Human Resources Management Policy and Guidance	Electronic	N	As Required
Human Resources Management Policy Approval Authority - Human Resources Management Policy Analyst Exchange	Final Human Resources Management Policy and Guidance	This includes a final Human Resources Management (HRM) policy and guidance document which has been fully approved and is disseminated to the appropriate parties. Final HRM policy and guidance may include (but not be limited to) accession policy, compensation policy, enlisted and officer personnel management policy. This information may include (but not be limited to) policy date, policy name, policy description, and approval authority signature.	Human Resources Management Approval Authority	Human Resources Management Policy Approval Authority	Provide Human Resources Management Policy and Guidance Decision	Human Resources Management Policy Analyst	Human Resources Management Policy Analyst	Provide Human Resources Management Policy and Guidance Decision	Electronic	N	As Required

Human Resources Management Policy Analyst - DoD Military Personnel Exchange	Final Human Resources Management Policy and Guidance	This includes a final Human Resources Management (HRM) policy and guidance document which has been fully approved and is disseminated to the appropriate parties. Final HRM policy and guidance may include (but not be limited to) accession policy, compensation policy, enlisted and officer personnel management policy. This information may include (but not be limited to) policy date, policy name, policy description, and approval authority signature.	Human Resources Management Policy Analyst	Human Resources Management Policy Analyst	Provide Human Resources Management Policy and Guidance Decision	Human Resources Customer	DoD Military Personnel	External Activity	Electronic	N	As Required
Human Resources Management Policy Analyst - Non-DoD Personnel Exchange	Final Human Resources Management Policy and Guidance	This includes a final Human Resources Management (HRM) policy and guidance document which has been fully approved and is disseminated to the appropriate parties. Final HRM policy and guidance may include (but not be limited to) accession policy, compensation policy, enlisted and officer personnel management policy. This information may include (but not be limited to) policy date, policy name, policy description, and approval authority signature.	Human Resources Management Policy Analyst	Human Resources Management Policy Analyst	Provide Human Resources Management Policy and Guidance Decision	Human Resources Customer	Non-DoD Personnel	External Activity	Electronic	N	As Required
Human Resources Management Policy Analyst - DoD Civilian Personnel Exchange	Final Human Resources Management Policy and Guidance	This includes a final Human Resources Management (HRM) policy and guidance document which has been fully approved and is disseminated to the appropriate parties. Final HRM policy and guidance may include (but not be limited to) accession policy, compensation policy, enlisted and officer personnel management policy. This information may include (but not be limited to) policy date, policy name, policy description, and approval authority signature.	Human Resources Management Policy Analyst	Human Resources Management Policy Analyst	Provide Human Resources Management Policy and Guidance Decision	Human Resources Customer	DoD Civilian Personnel	External Activity	Electronic	N	As Required
Human Resources Management Policy Analyst - Other Human Resources Customer Exchange	Final Human Resources Management Policy and Guidance	This includes a final Human Resources Management (HRM) policy and guidance document which has been fully approved and is disseminated to the appropriate parties. Final HRM policy and guidance may include (but not be limited to) accession policy, compensation policy, enlisted and officer personnel management policy. This information may include (but not be limited to) policy date, policy name, policy description, and approval authority signature.	Human Resources Management Policy Analyst	Human Resources Management Policy Analyst	Provide Human Resources Management Policy and Guidance Decision	Human Resources Customer	Other Human Resources Customer	External Activity	Electronic	N	As Required
Human Resources Management Policy Analyst - Human Resources Interaction Specialist Exchange	Final Human Resources Management Policy and Guidance	This includes a final Human Resources Management (HRM) policy and guidance document which has been fully approved and is disseminated to the appropriate parties. Final HRM policy and guidance may include (but not be limited to) accession policy, compensation policy, enlisted and officer personnel management policy. This information may include (but not be limited to) policy date, policy name, policy description, and approval authority signature.	Human Resources Management Policy Analyst	Human Resources Management Policy Analyst	Provide Human Resources Management Policy and Guidance Decision	Human Resources Specialist	Human Resources Interaction Specialist	Manage Workforce Communications	Electronic	N	As Required
Human Resources Management Policy Analyst - FM Exchange	Final Human Resources Management Policy and Guidance	This includes a final Human Resources Management (HRM) policy and guidance document which has been fully approved and is disseminated to the appropriate parties. Final HRM policy and guidance may include (but not be limited to) accession policy, compensation policy, enlisted and officer personnel management policy. This information may include (but not be limited to) policy date, policy name, policy description, and approval authority signature.	Human Resources Management Policy Analyst	Human Resources Management Policy Analyst	Provide Human Resources Management Policy and Guidance Decision	FM	FM	Issue Policy and Guidance	Electronic	N	As Required
Human Resources Management Policy Analyst - Human Resources Specialist Exchange	Final Human Resources Management Policy and Guidance	This includes a final Human Resources Management (HRM) policy and guidance document which has been fully approved and is disseminated to the appropriate parties. Final HRM policy and guidance may include (but not be limited to) accession policy, compensation policy, enlisted and officer personnel management policy. This information may include (but not be limited to) policy date, policy name, policy description, and approval authority signature.	Human Resources Management Policy Analyst	Human Resources Management Policy Analyst	Provide Human Resources Management Policy and Guidance Decision	Human Resources Specialist	Human Resources Specialist	Manage InterAgency Support	Electronic	N	As Required

DoD Military Personnel - Human Resources Management Policy Analyst Exchange	Human Resources Management Policy and Guidance Request	This includes a request to develop a new policy or modify an existing one or a response to an inquiry. This information may include (but not be limited to) request date, requestor name, policy name, request description and inquiry response.	Human Resources Customer	DoD Military Personnel	External Activity	Human Resources Management Policy Analyst	Human Resources Management Policy Analyst	Develop Human Resources Management Policy and Guidance	Electronic	N	As Required
Non-DoD Personnel - Human Resources Management Policy Analyst Exchange	Human Resources Management Policy and Guidance Request	This includes a request to develop a new policy or modify an existing one or a response to an inquiry. This information may include (but not be limited to) request date, requestor name, policy name, request description and inquiry response.	Human Resources Customer	Non-DoD Personnel	External Activity	Human Resources Management Policy Analyst	Human Resources Management Policy Analyst	Develop Human Resources Management Policy and Guidance	Electronic	N	As Required
DoD Civilian Personnel - Human Resources Management Policy Analyst Exchange	Human Resources Management Policy and Guidance Request	This includes a request to develop a new policy or modify an existing one or a response to an inquiry. This information may include (but not be limited to) request date, requestor name, policy name, request description and inquiry response.	Human Resources Customer	DoD Civilian Personnel	External Activity	Human Resources Management Policy Analyst	Human Resources Management Policy Analyst	Develop Human Resources Management Policy and Guidance	Electronic	N	As Required
Other Human Resources Customer - Human Resources Management Policy Analyst Exchange	Human Resources Management Policy and Guidance Request	This includes a request to develop a new policy or modify an existing one or a response to an inquiry. This information may include (but not be limited to) request date, requestor name, policy name, request description and inquiry response.	Human Resources Customer	Other Human Resources Customer	External Activity	Human Resources Management Policy Analyst	Human Resources Management Policy Analyst	Develop Human Resources Management Policy and Guidance	Electronic	N	As Required
Human Resources Management Policy Analyst - DoD Military Personnel Exchange	Human Resources Management Policy and Guidance Request Inquiry	This includes a request for additional information or clarification concerning the request received for development or modification of policy and guidance. This information may include (but not be limited to) request date, requestor name, policy name, request description, inquirer name and organization, and inquiry description.	Human Resources Management Policy Analyst	Human Resources Management Policy Analyst	Develop Human Resources Management Policy and Guidance	Human Resources Customer	DoD Military Personnel	External Activity	Electronic	N	As Required
Human Resources Management Policy Analyst - Non-DoD Personnel Exchange	Human Resources Management Policy and Guidance Request Inquiry	This includes a request for additional information or clarification concerning the request received for development or modification of policy and guidance. This information may include (but not be limited to) request date, requestor name, policy name, request description, inquirer name and organization, and inquiry description.	Human Resources Management Policy Analyst	Human Resources Management Policy Analyst	Develop Human Resources Management Policy and Guidance	Human Resources Customer	Non-DoD Personnel	External Activity	Electronic	N	As Required
Human Resources Management Policy Analyst - DoD Civilian Personnel Exchange	Human Resources Management Policy and Guidance Request Inquiry	This includes a request for additional information or clarification concerning the request received for development or modification of policy and guidance. This information may include (but not be limited to) request date, requestor name, policy name, request description, inquirer name and organization, and inquiry description.	Human Resources Management Policy Analyst	Human Resources Management Policy Analyst	Develop Human Resources Management Policy and Guidance	Human Resources Customer	DoD Civilian Personnel	External Activity	Electronic	N	As Required
Human Resources Management Policy Analyst - Other Human Resources Customer Exchange	Human Resources Management Policy and Guidance Request Inquiry	This includes a request for additional information or clarification concerning the request received for development or modification of policy and guidance. This information may include (but not be limited to) request date, requestor name, policy name, request description, inquirer name and organization, and inquiry description.	Human Resources Management Policy Analyst	Human Resources Management Policy Analyst	Develop Human Resources Management Policy and Guidance	Human Resources Customer	Other Human Resources Customer	External Activity	Electronic	N	As Required
FM - Human Resources Management Policy Analyst Exchange	Human Resources Management Policy and Guidance Review	This includes a review of the proposed Human Resources Management policy and guidance from appropriate parties. This also includes comments and/or recommendations from workforce communications (e.g., publishers of the policy and guidance) as the final reviewer. This information may include (but not be limited to) policy date, policy name, policy description, appropriate parties signatures, review date, reviewer name and organization, and review description.	FM	FM	Issue Policy and Guidance	Human Resources Management Policy Analyst	Human Resources Management Policy Analyst	Coordinate Human Resources Management Policy and Guidance	Electronic	N	As Required
Legal Services Professional - Human Resources Management Policy Analyst Exchange	Human Resources Management Policy and Guidance Review	This includes a review of the proposed Human Resources Management policy and guidance from appropriate parties. This also includes comments and/or recommendations from workforce communications (e.g., publishers of the policy and guidance) as the final reviewer. This information may include (but not be limited to) policy date, policy name, policy description, appropriate parties signatures, review date, reviewer name and organization, and review description.	Legal Services Professional	Legal Services Professional	Administer Legal Personnel Programs	Human Resources Management Policy Analyst	Human Resources Management Policy Analyst	Coordinate Human Resources Management Policy and Guidance	Electronic	N	As Required

Human Resources Specialist - Human Resources Management Policy Analyst Exchange	Human Resources Management Policy and Guidance Review	This includes a review of the proposed Human Resources Management policy and guidance from appropriate parties. This also includes comments and/or recommendations from workforce communications (e.g., publishers of the policy and guidance) as the final reviewer. This information may include (but not be limited to) policy date, policy name, policy description, appropriate parties signatures, review date, reviewer name and organization, and review description.	Human Resources Specialist	Human Resources Specialist	Manage InterAgency Support	Human Resources Management Policy Analyst	Human Resources Management Policy Analyst	Coordinate Human Resources Management Policy and Guidance	Electronic	N	As Required
DoD Military Personnel - Human Resources Management Policy Analyst Exchange	Human Resources Management Policy and Guidance Review	This includes a review of the proposed Human Resources Management policy and guidance from appropriate parties. This also includes comments and/or recommendations from workforce communications (e.g., publishers of the policy and guidance) as the final reviewer. This information may include (but not be limited to) policy date, policy name, policy description, appropriate parties signatures, review date, reviewer name and organization, and review description.	Human Resources Customer	DoD Military Personnel	External Activity	Human Resources Management Policy Analyst	Human Resources Management Policy Analyst	Coordinate Human Resources Management Policy and Guidance	Electronic	N	As Required
Non-DoD Personnel - Human Resources Management Policy Analyst Exchange	Human Resources Management Policy and Guidance Review	This includes a review of the proposed Human Resources Management policy and guidance from appropriate parties. This also includes comments and/or recommendations from workforce communications (e.g., publishers of the policy and guidance) as the final reviewer. This information may include (but not be limited to) policy date, policy name, policy description, appropriate parties signatures, review date, reviewer name and organization, and review description.	Human Resources Customer	Non-DoD Personnel	External Activity	Human Resources Management Policy Analyst	Human Resources Management Policy Analyst	Coordinate Human Resources Management Policy and Guidance	Electronic	N	As Required
DoD Civilian Personnel - Human Resources Management Policy Analyst Exchange	Human Resources Management Policy and Guidance Review	This includes a review of the proposed Human Resources Management policy and guidance from appropriate parties. This also includes comments and/or recommendations from workforce communications (e.g., publishers of the policy and guidance) as the final reviewer. This information may include (but not be limited to) policy date, policy name, policy description, appropriate parties signatures, review date, reviewer name and organization, and review description.	Human Resources Customer	DoD Civilian Personnel	External Activity	Human Resources Management Policy Analyst	Human Resources Management Policy Analyst	Coordinate Human Resources Management Policy and Guidance	Electronic	N	As Required
Other Human Resources Customer - Human Resources Management Policy Analyst Exchange	Human Resources Management Policy and Guidance Review	This includes a review of the proposed Human Resources Management policy and guidance from appropriate parties. This also includes comments and/or recommendations from workforce communications (e.g., publishers of the policy and guidance) as the final reviewer. This information may include (but not be limited to) policy date, policy name, policy description, appropriate parties signatures, review date, reviewer name and organization, and review description.	Human Resources Customer	Other Human Resources Customer	External Activity	Human Resources Management Policy Analyst	Human Resources Management Policy Analyst	Coordinate Human Resources Management Policy and Guidance	Electronic	N	As Required
Human Resources Interaction Specialist - Human Resources Management Policy Analyst Exchange	Human Resources Management Policy and Guidance Review	This includes a review of the proposed Human Resources Management policy and guidance from appropriate parties. This also includes comments and/or recommendations from workforce communications (e.g., publishers of the policy and guidance) as the final reviewer. This information may include (but not be limited to) policy date, policy name, policy description, appropriate parties signatures, review date, reviewer name and organization, and review description.	Human Resources Specialist	Human Resources Interaction Specialist	Manage Workforce Communications	Human Resources Management Policy Analyst	Human Resources Management Policy Analyst	Coordinate Human Resources Management Policy and Guidance	Electronic	N	As Required
Non-DoD Personnel - Human Resources Management Policy Analyst Exchange	Legislation	This includes existing or newly enacted law that affects Human Resources Management policy and guidance. This information may include (but not be limited to) legislation date, legislation name, and legislation description.	Human Resources Customer	Non-DoD Personnel	External Activity	Human Resources Management Policy Analyst	Human Resources Management Policy Analyst	Develop Human Resources Management Policy and Guidance	Electronic	N	As Required

DoD Military Personnel - Human Resources Management Policy Analyst Exchange	National Military Strategy	An analysis of the National Security Strategy to determine Department of Defense resources required to support the National Security Strategy. Provides focus for military activities by defining a set of interrelated military objectives from which the Service Chiefs and combatant commanders identify desired capabilities and against which Chairman, Joint Chiefs of Staff (CJCS) assesses risk.	Human Resources Customer	DoD Military Personnel	External Activity	Human Resources Management Policy Analyst	Human Resources Management Policy Analyst	Develop Human Resources Management Policy and Guidance	Electronic	N	As Required
DoD Civilian Personnel - Human Resources Management Policy Analyst Exchange	National Military Strategy	An analysis of the National Security Strategy to determine Department of Defense resources required to support the National Security Strategy. Provides focus for military activities by defining a set of interrelated military objectives from which the Service Chiefs and combatant commanders identify desired capabilities and against which Chairman, Joint Chiefs of Staff (CJCS) assesses risk.	Human Resources Customer	DoD Civilian Personnel	External Activity	Human Resources Management Policy Analyst	Human Resources Management Policy Analyst	Develop Human Resources Management Policy and Guidance	Electronic	N	As Required
FM - Human Resources Management Policy Analyst Exchange	Program and Budget Output Information	This parent ICOM represents a combination of the information provided by the following children ICOMs: Unapproved Transfer Request, OSD Transfer Decision, OMB Transfer Decision, Impact Statement, Report of Programs, Baseline Report, Base for Reprogramming Action, Work Schedule, Unapproved Reprogramming Requirement, Unapproved Reprogramming Request, Unapproved Additional Temporary Requirement, Technical Programming Guidance, Rebaseline Report, Program Decision Memorandum, Program Budget Decision, Other Budget Decision, Notification of Adjustment, Joint Programming Guidance, Fiscal Guidance, Draft Reconciled Report, Draft Budget Decision, Draft Baseline Report, Continuing Resolution Amount, Continuing Resolution Act Estimate Request, Congressional Tracking Report, Budget Planning Memorandum, Appeal Submission Instructions, and Additional Program Information Request.	FM	FM	Perform Budgeting	Human Resources Management Policy Analyst	Human Resources Management Policy Analyst	Develop Human Resources Management Policy and Guidance	Electronic	N	As Required
Human Resources Management Policy Analyst - Legal Services Professional Exchange	Proposed Human Resources Management Policy and Guidance	This includes a proposed Human Resources Management (HRM) policy and guidance document that will be sent to the appropriate parties for coordination and final approval. Proposed HRM policy and guidance may include (but not be limited to) accession policy, compensation policy, enlisted and officer personnel management policy. This information may include (but not be limited to) policy date, policy name, and policy description.	Human Resources Management Policy Analyst	Human Resources Management Policy Analyst	Coordinate Human Resources Management Policy and Guidance	Legal Services Professional	Legal Services Professional	Administer Legal Personnel Programs	Electronic	N	As Required
Human Resources Management Policy Analyst - Human Resources Specialist Exchange	Proposed Human Resources Management Policy and Guidance	This includes a proposed Human Resources Management (HRM) policy and guidance document that will be sent to the appropriate parties for coordination and final approval. Proposed HRM policy and guidance may include (but not be limited to) accession policy, compensation policy, enlisted and officer personnel management policy. This information may include (but not be limited to) policy date, policy name, and policy description.	Human Resources Management Policy Analyst	Human Resources Management Policy Analyst	Coordinate Human Resources Management Policy and Guidance	Human Resources Specialist	Human Resources Specialist	Manage InterAgency Support	Electronic	N	As Required
Human Resources Management Policy Analyst - Human Resources Management Policy Approval Authority Exchange	Proposed Human Resources Management Policy and Guidance	This includes a proposed Human Resources Management (HRM) policy and guidance document that will be sent to the appropriate parties for coordination and final approval. Proposed HRM policy and guidance may include (but not be limited to) accession policy, compensation policy, enlisted and officer personnel management policy. This information may include (but not be limited to) policy date, policy name, and policy description.	Human Resources Management Policy Analyst	Human Resources Management Policy Analyst	Coordinate Human Resources Management Policy and Guidance	Human Resources Management Approval Authority	Human Resources Management Policy Approval Authority	Provide Human Resources Management Policy and Guidance Decision	Electronic	N	As Required

Human Resources Management Policy Analyst - FM Exchange	Proposed Human Resources Management Policy and Guidance	This includes a proposed Human Resources Management (HRM) policy and guidance document that will be sent to the appropriate parties for coordination and final approval. Proposed HRM policy and guidance may include (but not be limited to) accession policy, compensation policy, enlisted and officer personnel management policy. This information may include (but not be limited to) policy date, policy name, and policy description.	Human Resources Management Policy Analyst	Human Resources Management Policy Analyst	Coordinate Human Resources Management Policy and Guidance	FM	FM	Issue Policy and Guidance	Electronic	N	As Required
Human Resources Management Policy Analyst - DoD Military Personnel Exchange	Proposed Human Resources Management Policy and Guidance	This includes a proposed Human Resources Management (HRM) policy and guidance document that will be sent to the appropriate parties for coordination and final approval. Proposed HRM policy and guidance may include (but not be limited to) accession policy, compensation policy, enlisted and officer personnel management policy. This information may include (but not be limited to) policy date, policy name, and policy description.	Human Resources Management Policy Analyst	Human Resources Management Policy Analyst	Coordinate Human Resources Management Policy and Guidance	Human Resources Customer	DoD Military Personnel	External Activity	Electronic	N	As Required
Human Resources Management Policy Analyst - Non-DoD Personnel Exchange	Proposed Human Resources Management Policy and Guidance	This includes a proposed Human Resources Management (HRM) policy and guidance document that will be sent to the appropriate parties for coordination and final approval. Proposed HRM policy and guidance may include (but not be limited to) accession policy, compensation policy, enlisted and officer personnel management policy. This information may include (but not be limited to) policy date, policy name, and policy description.	Human Resources Management Policy Analyst	Human Resources Management Policy Analyst	Coordinate Human Resources Management Policy and Guidance	Human Resources Customer	Non-DoD Personnel	External Activity	Electronic	N	As Required
Human Resources Management Policy Analyst - DoD Civilian Personnel Exchange	Proposed Human Resources Management Policy and Guidance	This includes a proposed Human Resources Management (HRM) policy and guidance document that will be sent to the appropriate parties for coordination and final approval. Proposed HRM policy and guidance may include (but not be limited to) accession policy, compensation policy, enlisted and officer personnel management policy. This information may include (but not be limited to) policy date, policy name, and policy description.	Human Resources Management Policy Analyst	Human Resources Management Policy Analyst	Coordinate Human Resources Management Policy and Guidance	Human Resources Customer	DoD Civilian Personnel	External Activity	Electronic	N	As Required
Human Resources Management Policy Analyst - Other Human Resources Customer Exchange	Proposed Human Resources Management Policy and Guidance	This includes a proposed Human Resources Management (HRM) policy and guidance document that will be sent to the appropriate parties for coordination and final approval. Proposed HRM policy and guidance may include (but not be limited to) accession policy, compensation policy, enlisted and officer personnel management policy. This information may include (but not be limited to) policy date, policy name, and policy description.	Human Resources Management Policy Analyst	Human Resources Management Policy Analyst	Coordinate Human Resources Management Policy and Guidance	Human Resources Customer	Other Human Resources Customer	External Activity	Electronic	N	As Required
Human Resources Management Policy Analyst - Human Resources Interaction Specialist Exchange	Proposed Human Resources Management Policy and Guidance	This includes a proposed Human Resources Management (HRM) policy and guidance document that will be sent to the appropriate parties for coordination and final approval. Proposed HRM policy and guidance may include (but not be limited to) accession policy, compensation policy, enlisted and officer personnel management policy. This information may include (but not be limited to) policy date, policy name, and policy description.	Human Resources Management Policy Analyst	Human Resources Management Policy Analyst	Coordinate Human Resources Management Policy and Guidance	Human Resources Specialist	Human Resources Interaction Specialist	Manage Workforce Communications	Electronic	N	As Required
DoD Military Personnel - Human Resources Management Policy Analyst Exchange	Strategic Planning Guidance	Strategic Planning Guidance (SPG) is a single fiscally-informed document that replaced the policy/strategy sections of the Defense Planning Guidance. The draft is issued early in the Planning process to provide overall policy and strategy guidance to be used in developing the defense program. SPG provides DoD Components with direction on defense policy, strategy, force and resource planning, and fiscal matters for use in developing their Program Objective Memorandum (POM).	Human Resources Customer	DoD Military Personnel	External Activity	Human Resources Management Policy Analyst	Human Resources Management Policy Analyst	Develop Human Resources Management Policy and Guidance	Electronic	N	As Required

DoD Civilian Personnel - Human Resources Management Policy Analyst Exchange	Strategic Planning Guidance	Strategic Planning Guidance (SPG) is a single fiscally informed document that replaced the policy/strategy sections of the Defense Planning Guidance. The draft is issued early in the Planning process to provide overall policy and strategy guidance to be used in developing the defense program. SPG provides DoD Components with direction on defense policy, strategy, force and resource planning, and fiscal matters for use in developing their Program Objective Memorandum (POM).	Human Resources Customer	DoD Civilian Personnel	External Activity	Human Resources Management Policy Analyst	Human Resources Management Policy Analyst	Develop Human Resources Management Policy and Guidance	Electronic	N	As Required
Workforce Analyst - Human Resources Management Policy Analyst Exchange	Workforce Analysis Information	This includes the end result of workforce analysis to be utilized in the projection of force structure/authorizations, strength planning, force restructuring, force distribution, force leveling, and in all aspects of workforce planning (e.g., Stop Loss, war plan sustainability studies, mandated retraining, Reduction-in-Force, recruiting projections, reserve strengths including active duty tour requirements, current strength level, and strength projections at specified future dates).	Force Manager	Workforce Analyst	Perform Workforce Analysis	Human Resources Management Policy Analyst	Human Resources Management Policy Analyst	Develop Human Resources Management Policy and Guidance	Electronic	N	As Required
Workforce Analyst - Human Resources Management Policy Analyst Exchange	Workforce Analysis Information	This includes the end result of workforce analysis to be utilized in the projection of force structure/authorizations, strength planning, force restructuring, force distribution, force leveling, and in all aspects of workforce planning (e.g., Stop Loss, war plan sustainability studies, mandated retraining, Reduction-in-Force, recruiting projections, reserve strengths including active duty tour requirements, current strength level, and strength projections at specified future dates).	Force Manager	Workforce Analyst	Perform Workforce Analysis	Human Resources Management Policy Analyst	Human Resources Management Policy Analyst	Coordinate Human Resources Policy and Guidance	Electronic	N	As Required
Workforce Analyst - Human Resources Management Policy Approval Authority Exchange	Workforce Analysis Information	This includes the end result of workforce analysis to be utilized in the projection of force structure/authorizations, strength planning, force restructuring, force distribution, force leveling, and in all aspects of workforce planning (e.g., Stop Loss, war plan sustainability studies, mandated retraining, Reduction-in-Force, recruiting projections, reserve strengths including active duty tour requirements, current strength level, and strength projections at specified future dates).	Force Manager	Workforce Analyst	Perform Workforce Analysis	Human Resources Management Approval Authority	Human Resources Management Policy Approval Authority	Provide Human Resources Management Policy and Guidance Decision	Electronic	N	As Required
Human Resources Management Policy Analyst - Workforce Analyst Exchange	Workforce Analysis Request	This includes a request for analysis of specified information (e.g., strength, authorization) within the context of modeling future scenarios. This information may include (but not be limited to) request date, requestor name, and request description.	Human Resources Management Policy Analyst	Human Resources Management Policy Analyst	Develop Human Resources Management Policy and Guidance	Force Manager	Workforce Analyst	Perform Workforce Analysis	Electronic	N	As Required
Human Resources Management Policy Analyst - Workforce Analyst Exchange	Workforce Analysis Request	This includes a request for analysis of specified information (e.g., strength, authorization) within the context of modeling future scenarios. This information may include (but not be limited to) request date, requestor name, and request description.	Human Resources Management Policy Analyst	Human Resources Management Policy Analyst	Coordinate Human Resources Management Policy and Guidance	Force Manager	Workforce Analyst	Perform Workforce Analysis	Electronic	N	As Required
Human Resources Management Policy Approval Authority - Workforce Analyst Exchange	Workforce Analysis Request	This includes a request for analysis of specified information (e.g., strength, authorization) within the context of modeling future scenarios. This information may include (but not be limited to) request date, requestor name, and request description.	Human Resources Management Approval Authority	Human Resources Management Policy Approval Authority	Provide Human Resources Management Policy and Guidance Decision	Force Manager	Workforce Analyst	Perform Workforce Analysis	Electronic	N	As Required