Human Resources Management (HRM) Enterprise Standards

HRM Enterprise Standards encapsulate policies, documented terms and definitions, business rules, required business processes (if any), and business information needs relative to a specific HRM functional area. By promoting Department of Defense (DoD)-wide semantic consistency and uniform reporting within the HRM Core Business Mission, HRM Enterprise Standards enable the consistent application of policy within the DoD HRM community.

Personnel and Readiness Information Management (P&R IM), Office of the Under Secretary of Defense (Personnel and Readiness), OUSD(P&R), is documenting HRM Enterprise Standards based on public laws, regulations, and DoD-wide policies that govern civilian, military, and Military Health System (MHS) HRM across the DoD. All HRM Enterprise Standards are reviewed and approved by the appropriate P&R policy owners and become part of the HRM Enterprise Architecture.

Elements of HRM Enterprise Standards

HRM Enterprise Standards comprise five elements:

1. **Authoritative Source** - Public laws, Joint publications, DoD issuances, and DoD regulations that establish HRM policy and provide general procedures for implementing that policy.
2. **Business Process Standard** - A description of an operational activity that may include a sequential list of required sub-activities if directed by law or policy.
3. **Business Rule Standard** - Business rules, derived from Authoritative Sources, intended to influence or guide business behavior.
4. **Common Human Resources Information Standard (CHRIS)**- An encapsulated view of a business information need conveying context in a semantically consistent manner.
5. **Business Glossary Standard** - A controlled HRM business vocabulary that includes relevant terms, phrases, and definitions , intended to be consistent across the HRM Enterprise.

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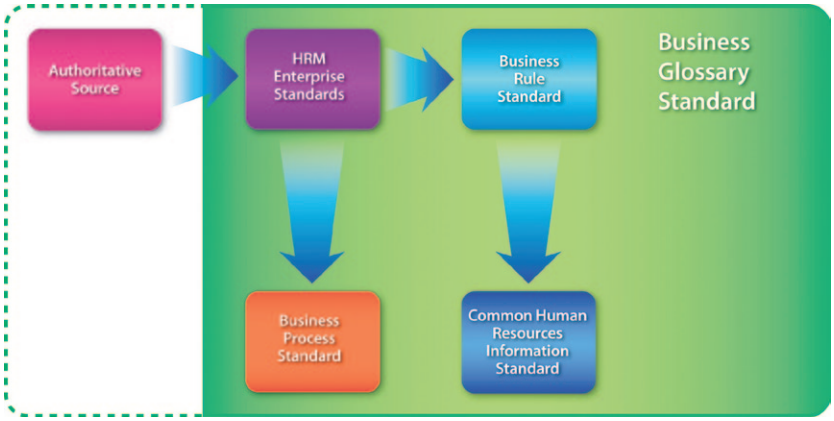
HRM Enterprise Standards Relationships

Relationships among HRM Enterprise Standard elements follow a specific pattern:

- Authoritative Sources are the foundations of all HRM Enterprise Standards,
- Business Rule Standards have information needs that CHRIS fulfill, and
- All HRM Enterprise Standard elements except Authoritative Sources use the Business Glossary Standard.



Objectives of HRM Enterprise Standards

HRM Enterprise Standards will facilitate:

- Consistent application of HRM policy across DoD,
- Semantic consistency within the DoD HRM Core Business Mission,
- Functional context for HRM business processes, rules, glossaries, and data,
- Information standardization across the DoD HRM enterprise,
- Information Technology (IT) system certification support and alignment to HRM Investment Review Board (IRB) requirements, and
- Standardized reporting of HRM information to Congress and DoD decision makers.

Availability of HRM Enterprise Standards

P&R IM has published the first release of HRM Enterprise Standards on its website at http://www.prim.osd.mil. P&R IM has also deployed a searchable web tool on its website called DiscovHR that is a living repository for completed HRM Enterprise Standards. DiscovHR provides users with easy access to HRM Enterprise Standards and allows P&R IM to make updates based on the creation of new policy or changes to existing policy.

About the Office of the Under Secretary of Defense (OUSD) Personnel and Readiness Information Management (P&R IM)

P&R IM responsibilities include:

- Management of the HRM Investment Review Board (IRB),
- Oversight of DoD participation in the Virtual Lifetime Electronic Record (VLER) initiative,
- Analysis of HRM functional policies,
- Facilitation of workshops and change management activities,
- Documentation of functional business information needs,
- Business Process Reengineering (BPR) and analysis of alternatives,
- Oversight of HRM information management initiatives,
- Development of HRM Enterprise Architecture,
- Management of the Defense Personnel Records Information Retrieval System (DPRIS), and
- Management of Information Technology (IT) initiatives for Inter-Agency personnel and benefits data sharing.

For More Information

For more information about HRM Enterprise Standards,
please e-mail: HRMEnterpriseStandards@osd.pentagon.mil or visit http://www.prim.osd.mil

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