



Manage Organizational Structure Scope Statement

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

Business Area Name: Manage Organizational Structure

Assumptions:

- Use cases, processes, and information detailed in the Office of the Secretary of Defense (OSD) Manpower Analysis document was leveraged for further background and insight.
- Business Rule Standards (BRS) developed for this area were based on the list of Laws, Regulations, and Policies (LRPs) listed in the Fourth Estate Manpower Tracking System (FMTS) Policy Hierarchy presentation.
- An official publication has already been made.

Scope: This business area is associated with forming Department of Defense (DoD) organizations within DoD command relationships that are needed to accomplish assigned missions within budgetary constraints. This business area also includes establishing, updating, reorganizing unit(s), developing organization specifications related to the allocation of human resources, Manpower requirements and tailoring organizations to reflect revisions of mission implementations; and is associated with the formulation of specifications for peacetime authorizations and wartime requirements needed to accomplish tasked DoD missions. This includes the occupation, skill, position requirements, education, and training specifications that the position requires to perform the specified mission.

HRM Capability: Manage Organization

Trigger Events: The Manage Organization Structure process starts when an organization change request (bottom-up) or a manpower directive (top-down) has been received to change the mission or force structure (e.g., organizations, units, personnel, equipment).

Business Area Outcome Information: This business area ends when the unit being established is activated, or the organization being changed has modified its organization structure and/or updated the unit (i.e., re-designation, inactivation, reactivation); and the position data is maintained and the manpower documents are updated.

Business Areas interfacing with the Administer Organization Unique Identifier activity include (but are not limited to):

Planning, Programming, Budgeting, Execution (PPBE) – This business area is used to show the updating of manpower documents with changes to the position data.

Account for Workforce – This business area is used to show the receiving and sending of manpower document and manpower document update information for a new, reorganized, or updated unit. This includes information used in assessing and maintaining the current force structure against the projected needs.

Perform Workforce Analysis – This business area is used to show the sending of manpower document update information for a new, reorganized, or updated unit to be used in the analyzing of workforce information to produce the required workforce information.

Manage Manpower Change – This business area is used to show the maintaining of positions (i.e., creating, updating, and deleting) and position details.

Manage Personnel Distribution – This business area is used to show the receipt of an organization change request in order to coordinate a bottom-up change to the organization structure (e.g., Mission or Force Structure) based on the evaluation of the proposed personnel requirement requests against the personnel distribution plan.

Manage Assignment – This business area is used to show the sending of manpower document update information for a new, reorganized, or updated unit to be used in the identification of potential candidates to fill personnel requisitions.

Financial Management (FM) – This area is associated with providing accurate and reliable financial information in support of the Planning, Programming, Budgeting, and Execution (PPBE) process to ensure adequate financial resources for warfighter mission requirements. This is used to show the receipt of program and funding document as well as the strategic planning guidance in order to execute the process.

Process External Organization Information – This area is associated with receiving the manpower directive to change the force structure. This may include, but not be limited to, changes to position attributes and can include an increase or decrease in manpower. This is a top-down request.