



Administer Correction of Military Human Resources Record **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-6c process model.

Business Area Name: Administer Correction of Military Human Resources Record

Scope: This activity is associated with managing all aspects of requests to correct an error within, or remove an injustice from a military record. This activity includes conducting the Board for Corrections of Military Records and providing a decision on a correction of record request.

Trigger Events: Administer Correction of Military Human Resources Record process starts when a request (DD Form 149) and any supporting documentation (e.g., proof of proper interest or evidence) is submitted or resubmitted to correct an error within or remove an injustice from a Member's military record.

Business Area Outcome Information: Administer Correction of Military Human Resources Record process is complete after the appropriate parties have been notified that a request to correct a Member's record has been approved.

Business Area(s) interfacing with this *Administer Correction of Military Human Resources Record* activity includes (but not limited to):

Process Individual Information – This activity is used to show interactions with the Service Member during the correction of record business process.

Human Resources Information - This process is used to show that the profile (human resource record) is being updated and consolidated in other business areas to reflect the current state of the profile.