#### Transmittal Sheet

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| Introduction | This is a procedural update of the Benefits Assistance Service (BAS) Manual, M27-1, Part III, Subpart i, Chapter 7 |

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| Date Submitted | July 6, 2016 |

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| Notable Changes Included in This Release | This updates the Veteran Not Found in DEERS procedures in M27-1, Part III, Subpart i, Chapter 7.3.b., “Veteran With a Record in Share” and Chapter 7.3.c. “Veterans Without a Record in Share” to reflect the use of the Inquiry Routing & Information System as the means of requesting an Add to DEERS action and to reflect the Benefits Assistance Service will take the Add to DEERS upon receiving a request. |

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| Rescissions | * None |

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| Authority | By direction of the Under Secretary for Benefits |

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| Signature | Robert Reynolds, Director  Benefits Assistance Service (27) |

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| Distribution | Distribution: RPC: 2068  FD: EX: ASO and AR (included in RPC 2068  **LOCAL REPRODUCTION AUTHORIZED AS NEEDED** |