Section 1: PII Description Summary (For Public Release)

- The PII is: (Check one. Note: foreign nationals are included in general public.)
  - From members of the general public
  - From both members of the general public and Federal employees and/or Federal contractors [X]
  - Not Collected (If checked proceed to Section 4)

- The PII is in a: (Check one)
  - New DoD Information System
  - New Electronic Collection
  - Existing DoD Information System [X]
  - Existing Electronic Collection
  - Significantly Modified DoD Information System

- Describe the purpose of this DoD information system or electronic collection and describe the types of personal information about individuals collected in the system.

The Officer Personnel Information System (OPINS) is a corporate system that generates and maintains the official automated personnel records of all the United States Navy (USN) active duty officers and officer candidates for both current and historical purposes. OPINS also maintains personnel records for active duty officers (Active Duty for Special Work (ADSW), Training Active Reserve (TAR)), Officer Candidates Accounting and Reporting Subsystem (OCARS), Naval Reserve Officer Training Corps (NROTC), and United States Naval Academy (USNA). OPINS is primarily used to calculate officer staffing strength, authorize the establishment of a pay record at the Defense Finance and Accounting Service (DFAS), prepare Officer Data Cards (ODC) for dissemination to officers, and prepare Officer Distribution Control Reports (ODCR) for dispersal to field activities. The officer distribution and promotion processes are dependent upon the quality of OPINS information, as are numerous managerial and congressional groups seeking aggregated information about the Active Officer populations. OPINS provides critical, historical, and current data for decision support systems as well as selection boards. Force Management (FORMAN) automates the first term reenlistment process, retirements and Navy in-rate approvals with available quotas, processes first term extensions, and meets Navy functional priorities.

PII data collected: Name, SSN, Citizenship, Legal Status, Gender, Race/Ethnicity, Birth Date, Place of Birth, Religious Preference, Security Clearance, Spouse Information, Marital Status, Medical Information, Disability Information, Military Records, Education Information.

- Why is the PII collected and/or what is the intended use of the PII? (e.g., verification, identification, authentication, data matching, mission-related use, administrative use)
  - Verification

- Do individuals have the opportunity to object to the collection of their PII?
  - Yes [X] No

  1. If "Yes," describe the method by which individuals can object to the collection of PII.
  2. If "No," state the reason why individuals cannot object to the collection of PII.

PII is not collected from the individual.

- Do individuals have the opportunity to consent to the specific uses of their PII?
  - Yes [X] No

  1. If "Yes," describe the method by which individuals can give or withhold their consent.
  2. If "No," state the reason why individuals cannot give or withhold their consent.
g. When an individual is asked to provide PII, a Privacy Act Statement (PAS) and/or a Privacy Advisory must be provided.  (Check as appropriate and provide the actual wording.)

- [ ] Privacy Act Statement  - [ ] Privacy Advisory  - [x] Not Applicable

PII is not collected from the individual.

h. With whom will the PII be shared through data exchange, both within your DoD Component and outside your Component?  (Check all that apply)

- [x] Within the DoD Component  Specify.  Center for Naval Analysis (CNA), Chief of Naval Education and Training (CNET), Naval Center For Cost Analysis (NCCCA), Naval Visibility and Management of Operating and Support Costs (VAMOSC), Naval Sea Systems Command (NAVSEA), Navy Bloodborne Infection Management Center (NBIMC), Navy Bureau Of Medicine and Surgery (BUMED), Navy Director, Acquisition Career Management (DACM), Navy Enterprise Business Solutions (NAVEBS) Program Office (PMW 220) Navy Enterprise Resource Planning (ERP) System, Navy Expeditionary Combat Command (NECC), Navy Manpower, Personnel, and Distribution Systems (NMPDS), Navy Personnel Commands PERS-33, BUPERS-34, and PERS-54, Navy Training Management and Planning System (NTMPS), Office of the Chief of Naval Operations (CNO), Readiness Cost and Reporting Program (RCRP), United States Naval Academy (USNA)

- [x] Other DoD Components  Specify.  Defense Joint Military Pay System (DJMS), Defense Manpower Data Center (DMDC), Defense Medical Human Resource System Internet (DMHRSi), Defense Retiree And Annuitant Pay System (DRAS)

- [x] Other Federal Agencies  Specify.  National Archives and Records Administration (NARA)

- [ ] State and Local Agencies  Specify.

Contractor name: aVenture Technologies, LLC, Contract Number: N65236-13-D-4940 Task Order 0004 aVenture Technologies, LLC,

52.204-21 Basic Safeguarding of Covered Contractor Information Systems

52.224-1 Privacy Act Notification
The Contractor will be required to design, develop, or operate a system of records on individuals, to accomplish an agency function subject to the Privacy Act of 1974, Public Law 93-579, December 31, 1974 (5 U.S.C. 552a) and applicable agency regulations. Violation of the Act may involve the imposition of criminal penalties.

52.224-2 Privacy Act
(a) The Contractor agrees to
(1) Comply with the Privacy Act of 1974 (the Act) and the agency rules and regulations issued under the Act in the design, development, or operation of any system of records on individuals to accomplish an agency function when the contract specifically identifies
   (i) The systems of records; and (ii) The design, development, or operation work that the contractor is to perform;
   (2) Include the Privacy Act notification contained in this contract in every solicitation and resulting subcontract and...
i. Source of the PII collected is: (Check all that apply and list all information systems if applicable)

- Individuals
- Databases
- Existing DoD Information Systems
- Commercial Systems
- Other Federal Information Systems

All information is obtained through authorized system interfaces with DoN applications. Specifically, OPINS receives PII data via secure file transfer from:

- BUREA OF MED & SURG MNPWR INFO SYS
- CENTER FOR NAVAL ANALYSIS
- CORPORATE ENTERPRISE TRAINING ACTIVITY RESOURCE SYSTEM
- DEFENSE RETIREE AND ANNUITANT PAY SYSTEM
- ENLISTED ASSIGNMENT INFORMATION SYSTEM
- INACTIVE MANPOWER AND PERSONNEL MANAGEMENT INFORMATION SYSTEM
- NAVAL ACADEMY
- NAVAL EDUCATION AND TRAINING FUTURE OFFICER AND CITIZENSHIP USER SYSTEM
- NAVY DEPARTMENTAL SYSTEMS
- NAVY ENLISTED ADVANCEMENT SYSTEM
- NAVY ENLISTED SYSTEM
- NAVY MILITARY PERSONNEL DISTRIBUTION SYSTEM
- NAVY PERSONNEL DATABASE
- NAVY STANDARD INTEGRATED PERSONNEL SYSTEM
- NAVY-MARINE CORPS MOBILIZATION PROCESSING SYSTEM
- OFFICER PROMOTIONS ADMINISTRATIVE SYSTEM
- TOTAL FORCE MANPOWER MANAGEMENT SYSTEM
- NP2 - NSIPS 2

j. How will the information be collected? (Check all that apply and list all Official Form Numbers if applicable)

- E-mail
- Official Form
- Face-to-Face Contact
- Paper
- Fax
- Telephone Interview
- Information Sharing - System to System
- Website/E-Form
- Other (If Other, enter the information in the box below)

k. Does this DoD Information system or electronic collection require a Privacy Act System of Records Notice (SORN)?

A Privacy Act SORN is required if the information system or electronic collection contains information about U.S. citizens or lawful permanent U.S. residents that is retrieved by name or other unique identifier. PIA and Privacy Act SORN information must be consistent.

- Yes
- No

If "Yes," enter SORN System Identifier

[SORN Identifier, not the Federal Register (FR) Citation. Consult the DoD Component Privacy Office for additional information or http://dpcld.defense.gov/Privacy/SORNs/]

[N01080-2; N07220-1]

If a SORN has not yet been published in the Federal Register, enter date of submission for approval to Defense Privacy, Civil Liberties, and Transparency Division (DPCLTD). Consult the DoD Component Privacy Office for this date

If "No," explain why the SORN is not required in accordance with DoD Regulation 5400.11-R: Department of Defense Privacy Program.

l. What is the National Archives and Records Administration (NARA) approved, pending or general records schedule (GRS) disposition authority for the system or for the records maintained in the system?

- NARA Job Number or General Records Schedule Authority

[DAU-NU-2015-0001-000]
(2) If pending, provide the date the SF-115 was submitted to NARA.

(3) Retention Instructions.

PERMANENT: Cutoff upon separation of service member. Transfer to the National Archives 62 years after cutoff.

m. What is the authority to collect information? A Federal law or Executive Order must authorize the collection and maintenance of a system of records. For PII not collected or maintained in a system of records, the collection or maintenance of the PII must be necessary to discharge the requirements of a statute or Executive Order.

(1) If this system has a Privacy Act SORN, the authorities in this PIA and the existing Privacy Act SORN should be similar.

(2) If a SORN does not apply, cite the authority for this DoD information system or electronic collection to collect, use, maintain and/or disseminate PII. (If multiple authorities are cited, provide all that apply).

(a) Cite the specific provisions of the statute and/or EO that authorizes the operation of the system and the collection of PII.

(b) If direct statutory authority or an Executive Order does not exist, indirect statutory authority may be cited if the authority requires the operation or administration of a program, the execution of which will require the collection and maintenance of a system of records.

(c) If direct or indirect authority does not exist, DoD Components can use their general statutory grants of authority ("internal housekeeping") as the primary authority. The requirement, directive, or instruction implementing the statute within the DoD Component must be identified.

SORN 1080-2, Officer Master File Automated Systems (November 01, 2013, 78 FR 65620), authorities:

Title 10 U.S.C. 5013, Secretary of the Navy
Executive Order 9397 (SSN), as amended.

N07220-1, Navy Standard Integrated Personnel System (NSIPS) (November 29, 2012, 77 FR 71185), authorities:

10 U.S.C. 5013, Secretary of the Navy and E.O. 9397 (SSN), as amended.

Other authorities:

DoDI 1336.08, Military Human Resource Records Life Cycle Management
DoDI 1336.05, Automated Extracts of Active Duty Military Personnel Records
DoDI 7730.54, Reserve Components Common Personnel Data System (RCCPDS)
OPNAVINST 1070.2 Series, Automated Extracts of Active Duty Military Personnel Records

n. Does this DoD information system or electronic collection have an active and approved Office of Management and Budget (OMB) Control Number?

Contact the Component Information Management Control Officer or DoD Clearance Officer for this information. This number indicates OMB approval to collect data from 10 or more members of the public in a 12-month period regardless of form or format.

☐ Yes ☑ No ☐ Pending

(1) If "Yes," list all applicable OMB Control Numbers, collection titles, and expiration dates.

(2) If "No," explain why OMB approval is not required in accordance with DoD Manual 8910.01, Volume 2, "DoD Information Collections Manual: Procedures for DoD Public Information Collections."

(3) If "Pending," provide the date for the 60 and/or 30 day notice and the Federal Register citation.

DoD Manual 8910.01, Volume 2, Section 2b (1), Section 2b (3), 8b(7)

OPINS does not collect information from the members of the public.