### PRIVACY IMPACT ASSESSMENT (PIA)

**PRESCRIBING AUTHORITY:** DoD Instruction 5400.16, "DoD Privacy Impact Assessment (PIA) Guidance". Complete this form for Department of Defense (DoD) information systems or electronic collections of information (referred to as an "electronic collection" for the purpose of this form) that collect, maintain, use, and/or disseminate personally identifiable information (PII) about members of the public, Federal employees, contractors, or foreign nationals employed at U.S. military facilities internationally. In the case where no PII is collected, the PIA will serve as a conclusive determination that privacy requirements do not apply to system.

1. **DOD INFORMATION SYSTEM/ELECTRONIC COLLECTION NAME:**
   - Annual Retirement Point Record/Annual Statement of Service History (ARPR/ASOSH ONLINE)

2. **DOD COMPONENT NAME:**
   - Department of the Navy

3. **PIA APPROVAL DATE:**
   - 03/25/20

Bureau of Naval Personnel (BUPERS)

### SECTION 1: PII DESCRIPTION SUMMARY (FOR PUBLIC RELEASE)

a. 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] From Federal employees and/or Federal contractors
   - [ ] Not Collected (if checked proceed to Section 4)

b. The PII is in a: (Check one)
   - [ ] New DoD Information System
   - [ ] Existing DoD Information System
   - [x] New Electronic Collection
   - [ ] Existing Electronic Collection

To provide Navy Reservists with the ability to view their retirement points calculations on-line. The Annual Retirement Point Record/Annual Statement of Service History (ARPR/ASOSH) is available o-line on the BUPERS Online (BOL) website. This service is available to all Selected Reservists, members on the Temporary Disability Retired List (TDRL) and Individual Ready Reserve (IRR) members that are currently earning retirement points. The ARPR/ASOSH indicated the points earned (drills points and correspondence course points) and total qualifying years toward a non-regular retirement. The reservist is to monitor the points earned and qualifying years to determine when eligible for retirement and to request corrections when errors are identified.

The ARPR/ASOSH ONLINE consists of three text files (extracted from NSIPS). These text files are uploaded into a database where the retirement point calculations are posted under the web pages displayed on BUPERS ONLINE (BOL). NSIPS is not a mainframe system (those are all cobalt). NSIPS is PeopleSoft.

Personal Information: name, SSN, Birth Date, Mailing/Home Address, Education Information: Correspondences courses completed, Military Records: Reserve drill points earned.

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

Identification, Data Matching, Mission-Related Use

d. 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)

\[
\text{Yes} \quad \text{No}
\]

\[
\text{(1) If "Yes," describe the method by which individuals can object to the collection of PII.}
\]

\[
\text{(2) If "No," state the reason why individuals cannot object to the collection of PII.}
\]

PII is not collected directly from the individual.

f. Do individuals have the opportunity to consent to the specific uses of their PII?

\[
\text{Yes} \quad \text{No}
\]

\[
\text{(1) If "Yes," describe the method by which individuals can give or withhold their consent.}
\]

\[
\text{(2) If "No," state the reason why individuals cannot give or withhold their consent.}
\]

PII is not collected directly from the individual.
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
- Not Applicable

PII is not collected directly 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)

- Within the DoD Component: Navy Operations Support Centers (NOSC)
- Other DoD Components
- Other Federal Agencies
- State and Local Agencies
- Contractor (Name of contractor and describe the language in the contract that safeguards PII. Include whether FAR privacy clauses, i.e., 52.224-1, Privacy Act Notification, 52.224-2, Privacy Act, and FAR 39.105 are included in the contract.)
- Other (e.g., commercial providers, colleges).

There are four vendors that support ARPR/ASOSH (development, sustainment and shared services): Aries, SAIC, Capstone and Booze Allen Hamilton. We have verified that all of the vendors have the required language in their contracts to ensure the protection of all sensitive information (i.e., the contracts contained the applicable FAR privacy clauses).

i. Source of the PII collected is: (Check all that apply and list all information systems if applicable)

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

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

- E-mail
- Official Form (Enter Form Number(s) in the box below)
- Face-to-Face Contact
- Fax
- Information Sharing - System to System
- Telephone Interview
- 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 N01080-1/N01080-2/N07220-1

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

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.
I. 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?

(1) NARA Job Number or General Records Schedule Authority. [DAA-NU-2015-0001-001]

(2) If pending, provide the date the SF-115 was submitted to NARA.

(3) Retention Instructions.

Retirement calculation records contained ARPR/ASOSH are TEMPORARY and are filed under SSIC 1000-15. Cutoff at the end of the calendar year and destroy 75 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 N01080-1, Enlisted Master File Automated Systems (June 07, 2013, 78 FR 34354), authorities:

10 U.S.C. 5013, Secretary of the Navy; Department of Defense Instructions DoDI 1336.08, Military Human Resource Records Life Cycle Management; DoDI 1336.05, Automated Extract of Active Duty Military Personnel Records; DoDI 7730.54, Reserve Components Common Personnel Data System (RCCPDS); Chief of Naval Operations Instructions OPNAVINST 1070.2 Series, Automated Extracts of Active Duty Military Personnel Records; and OPNAVINST 1001.19 Series, Reserve Components Common Personnel Data System (RCCPDS); and E.O. 9397 (SSN), as amended.

SORN N01080-2, Officer Master File Automated Systems (November 01, 2013, 78 FR 65620), authorities:

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

SORN N01080-3, Reserve Command Management Information (February 22, 1993, 58 FR 10706), authorities:

5 U.S.C. 301, Department Regulations, E.O. 9397 (SSN), as amended.

Other authorities:
BUPERINST 1001.39F, Chapter 20
Title 10 USC 12732, 2006 Series

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.