

## 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:**

Combat Related Special Compensation Board (CRSC)

**2. DOD COMPONENT NAME:**

Department of the Navy

**3. PIA APPROVAL DATE:**

05/07/20

DALO - SECNAVCORB

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

**a. The PII is:** (Check one. Note: foreign nationals are included in general public.)

- |  |  |
|--|--|
| <input type="checkbox"/> From members of the general public  | <input type="checkbox"/> From Federal employees and/or Federal contractors |
| <input checked="" type="checkbox"/> From both members of the general public and Federal employees and/or Federal contractors | <input type="checkbox"/> Not Collected (if checked proceed to Section 4)   |

**b. The PII is in a:** (Check one)

- |  |   |
|--|---|
| <input type="checkbox"/> New DoD Information System                    | <input type="checkbox"/> New Electronic Collection      |
| <input checked="" type="checkbox"/> Existing DoD Information System    | <input type="checkbox"/> Existing Electronic Collection |
| <input type="checkbox"/> Significantly Modified DoD Information System |   |

**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.**

The DON SECNAV Council of Review Boards utilizes the Combat Related Special Compensation System to process claims. The board uses the Combat Related Special Compensation System to adjudicate each case and then input their decision creating a decisional document that is output and can be sent to the applicant and also to DFAS (Defense Finance and Accounting Service) when appropriate. The Combat Related Special Compensation System maintains all data and certain information can be retrieved for reports and Quality assurance (QA).

PII collected: Name, Other Names Used, SSN, gender, race/ethnicity, date of birth, place of birth, personal cell telephone number, home telephone number, personal email address, work email address, mailing/home address, disability information, military records.

**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)

Verification. The PII is used to verify eligibility for the DOD Combat Related Special Compensation (CRSC) program.

**e. Do individuals have the opportunity to object to the collection of their PII?**  Yes  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.

The Combat Related Special Compensation System collects PII only from individuals who submit a claim or request for service to the SECNAV Council of Review Boards (CORB). If the individual submitting the claim does not provide the required information the claim cannot be processed.

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

The individual consents by providing the information on the application and signing. The application includes a Privacy Act Statement.

**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.)

- |   |   |   |
|---|---|---|
| <input checked="" type="checkbox"/> Privacy Act Statement | <input type="checkbox"/> Privacy Advisory | <input type="checkbox"/> Not Applicable |
|---|---|---|

PRIVACY ACT STATEMENT

AUTHORITY: 10 U.S. Code Section 1413a; DoD Financial Management Regulation, Volume 7B Chapter 63; and E.O. 9397 (SSN).

PRINCIPAL PURPOSE(S): Used by a military retiree to submit a claim through the appropriate uniformed service for Combat-Related Special Compensation (CRSC). Claim is reviewed to determine eligibility for benefits, and determine the amount and effective dates of payment.

ROUTINE USE(S): The DoD "Routine Uses" described in the system SORN (NM01850-3) found at https://dpclo.defense.gov/privacy/SORNsIndex/DOD-wide-SORN-Article-View/Article/570429/nm01850-3/ apply to the completed form.

DISCLOSURE: Voluntary; however, failure to provide any required information may result in member not being considered eligible for CRSC.

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

Specify. Secretary of the Navy Counsel of Review Boards Combat Related Special Compensation Board Members

Other DoD Components

Specify.

Other Federal Agencies

Specify.

State and Local Agencies

Specify.

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.)

Specify.

Other (e.g., commercial providers, colleges).

Specify.

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

PII is in some cases collected through CRCS board members access to IT systems and not through system to system access. The PII collected from these systems is only necessary when applicants do not provide all the necessary PII on the standard submission form / application. While external systems and sources are leveraged for almost all cases they are not always a source of PII. External sources include: Veteran Affairs Benefits Management System (VBMS) - Department of Veteran Affairs system, Defense Personnel Records Information Retrieval System (DPRIS) - DoD system, Defense Retired and Annuitant Pay System (DRAS) - DoD system, Enterprise Record Client (ERC) - OPNAV system, U.S. Navy Awards - OPNAV system, CAR/HSM Database - USMC System, Joint Disability Evaluation Tracking System - SECNAVCORB PEB system.

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

Paper

Fax

Telephone Interview

Information Sharing - System to System

Website/E-Form

Other (If Other, enter the information in the box below)

All information is manual input into the CRSC application and are not system to system level data transfers. Applicants submit the standard DD Form 2860 via multiple methods which include: email, fax, mail, and external document transfer mechanisms such as DoD SAFE.

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 NM01850-3

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

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

(3) Retention Instructions.

Records are retained on-site at the Secretary of the Navy Council of Review Boards for one year. Cutoff at CY. Destroy 75 years after cutoff. (retention SSIC 1000-15)

**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 NM01850-3, Combat-Related Special Compensation Branch Files (March 05, 2004, 69 FR 10435), authorities: 5 U.S.C. 5013, Secretary of the Navy; 10 U.S.C. 1413a; and E.O. 9397 (SSN).

**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.

A request for an OMB control number is under development for submission as of 1 May 2020.