

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:

Navy Enterprise Resource Planning (Navy ERP)

2. DOD COMPONENT NAME:

Department of the Navy

3. PIA APPROVAL DATE:

09/23/20

NAVWAR/PEO EIS/PMW220

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 checked="" type="checkbox"/> From Federal employees and/or Federal contractors |
| <input 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.

System Description: The Navy Enterprise Resource Planning (ERP) system uses business management software to standardize acquisition, financial, and supply chain operations providing management visibility and increases effectiveness and efficiency. Navy ERP is the Navy's financial system of record and also supports supply chain management, acquisition program management, workforce management, and procurement for the following commands: NAVAIR, NAVSUP, NAVSEA, NAVWAR, Office of Naval Research (ONR), and Strategic Systems Programs (SSP). In addition to providing tools for managing acquisition and financial records for equipment and supply purchases, Navy ERP facilitates Navy personnel's ability to manage training and work assignments.

PII collected by Navy ERP includes:

Employment information: name, address, phone number, SSN, DOB

Home/Cell Phone: medical and employment records

Mailing/Home Address: medical and employment records

Military Records: name, address, phone number, SSN, DOB

Birth Date: medical and employment records

Disability information: type of disability and disability code and emergency contact.

Educational information: name of school, type of degrees and transcripts.

DOD ID Number: EDPI number

Emergency contact: Name, address and phone numbers

Gender/Gender Identification: employment and military records

Names: full names, alias

Other ID Number: Personnel number "PERNR" - an eight-digit internal system identification number assigned by the system for use only within the Navy ERP system. This number is not associated with the SSN or any other PII data element. DOD ID Number, a unique ten (10) digit number that is assigned to every person with a direct relationship with the DOD.

Social Security Number: Used for financial disbursements (payroll and vendor payments)

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)

Administrative use.

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.

PII is not collected directly from the individual.

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.

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 Specify. Navy personnel with an official need to know, i.e. NAVSEA (Immediate Supervisors/time Approvers Only), NAVAIR (Immediate Supervisors/time Approvers Only), ONR (Immediate Supervisors/time Approvers Only), NAVWAR (Immediate Supervisors/time Approvers Only), SSP (Immediate Supervisors/time Approvers Only)
- Other DoD Components Specify. Defense Finance and Accounting Service financial (payroll) personnel.
- 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

Navy ERP's source of PII is existing data delivered through interfaces with DOD and Navy legacy systems:

- N07220-1. System name: Navy Standard Integrated Personnel System (NSIPS), November 29, 2012, 77 FR 71185
- N01080-1. System name: Enlisted Master File Automated Systems, June 07, 2013, 78 FR 34354
- N01080-2. System name: Officer Master File Automated Systems, November 01, 2013, 78 FR 65620
- DPR 34 DoD. System name: Defense Civilian Personnel Data System (DCPDS), November 15, 2010, 75 FR 69642
- T7335. System name: Defense Civilian Pay System (DCPS), March 13, 2014, 79 FR 14241

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)

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://dpcl.d.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.

Note: We are working on an ERP SORN. When the new SORN is approved, we will update the PIA.

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

Navy ERP contains records with multiple Standard Subject Identification Codes (SSIC) with differing retention dates. These records are covered under NARA General Records Schedules GRS 1, GRS 2, GRS 3, GRS 4, GRS 5, GRS 7, GRS 8. See Navy ERP Data Archiving Plan V2 for specifics.

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.

- N07220-1. System name: Navy Standard Integrated Personnel System (NSIPS), November 29, 2012, 77 FR 71185 FR 78688 authorities: 10 USC 5013, Secretary of the Navy and E.O. 9397 (SSN) as amended.
- N01080-1. System name: 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.
- N01080-2. System name: 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).

• DPR 34 DoD. System name: Defense Civilian Personnel Data System (DCPDS), November 15, 2010, 75 FR 69642 authorities: 5 U.S.C. 301, Department Regulations; 5 U.S.C. Chapter 11, Office of Personnel Management; 5 U.S.C. Chapter 13, Special Authority; 5 U.S.C. Chapter 29, Commissions, Oaths, Records, and Reports; 5 U.S.C. Chapter 31, Authority for Employment; 5 U.S.C. Chapter 33, Examination, Selection, and Placement; 5 U.S.C. Chapter 41, Training; 5 U.S.C. Chapter 43, Performance Appraisal; 5 U.S.C. Chapter 51, Classification; 5 U.S.C. Chapter 53, Pay Rates and Systems; 5 U.S.C. Chapter 55, Pay Administration; 5 U.S.C. Chapter 61, Hours of Work; 5 U.S.C. Chapter 63, Leave; 5 U.S.C. Chapter 72, Antidiscrimination; Right to Petition Congress; 5 U.S.C. Chapter 75, Adverse Actions; 5 U.S.C. Chapter 83, Retirement; 5 U.S.C. Chapter 99, Department of Defense National Security Personnel System; 5 U.S.C. 7201, Antidiscrimination Policy; minority recruitment program; 10 U.S.C. 136, Under Secretary of Defense for Personnel and Readiness; E. O. 9830, Amending the Civil Service Rules and Providing for Federal Personnel Administration, as amended; 29 CFR part 1614.601, EEO Group Statistics; and E. O. 9397 (SSN), as amended.

• T7335. System name: Defense Civilian Pay System (DCPS), March 13, 2014, 79 FR 14241 authorities: 5 U.S.C. 301, Departmental Regulations; 5 U.S.C. Chapter 53, 55, and 81; and E.O. 9397 (SSN).

Other authorities:

DoD Initiatives: Sea Power 21, Business Management Modernization Program (BMMP), and Enterprise Software Initiative (ESI).

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.

PII is not collected on members of the public.