**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:

NAVFIT98A (NAVFIT98A)

### 2. DOD COMPONENT NAME:

Department of the Navy

### 3. PIA APPROVAL DATE:

01/04/21

### NAVWAR - PEO EIS - PMW 240

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

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

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<thead>
<tr>
<th>Option</th>
<th>Description</th>
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<tbody>
<tr>
<td>☐</td>
<td>From members of the general public</td>
</tr>
<tr>
<td>☒</td>
<td>From Federal employees and/or Federal contractors</td>
</tr>
<tr>
<td>☐</td>
<td>Not Collected (If checked proceed to Section 4)</td>
</tr>
</tbody>
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b. The PII is in a: *(Check one)*

<table>
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<tr>
<th>Option</th>
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<tbody>
<tr>
<td>☐</td>
<td>New DoD Information System</td>
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<tr>
<td>☐</td>
<td>Existing DoD Information System</td>
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<tr>
<td>☒</td>
<td>Significantly Modified DoD Information System</td>
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<tr>
<td>☐</td>
<td>New Electronic Collection</td>
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<tr>
<td>☐</td>
<td>Existing Electronic Collection</td>
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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.

Navy Fitness Evaluation and Counseling Reporting (NAVFIT) is the US Navy program used for professional evaluations. This is a standalone Windows-based application for producing Officer fitness reports and Enlisted evaluations. Personnel information is manually entered and maintained by individual users; there is no central database. PII entered includes: name, grade/rate, SSN, UIC, ship/station, addresses, designator.

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, identification, authentication, data matching with Electronic Military Personnel Record System (EMPRS)

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 data entered and used is required by United States Code, Department of Defense Directives, Department of Defense Instructions, and/or NAVADMIN for performance evaluations and promotion boards. BUPERSINST 1610.10D CH-1

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 data entered into NAVFIT98A is printed as a fitness report document. The Commanding Officer and the person being evaluated will verify all information is correct and physically sign the document. That document becomes the official document outside the NAVFIT program boundary. That signed document is scanned into EMPRS to be used for evaluations, promotions, and entered into the Official Military Personnel File (OMPF).

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.)*

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<thead>
<tr>
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<tbody>
<tr>
<td>☐</td>
<td>Privacy Act Statement</td>
</tr>
<tr>
<td>☐</td>
<td>Privacy Advisory</td>
</tr>
<tr>
<td>☒</td>
<td>Not Applicable</td>
</tr>
</tbody>
</table>
h. With whom will the PII be shared through data exchange, both within your DoD Component and outside your Component? (Check all that apply)

<table>
<thead>
<tr>
<th>X</th>
<th>Within the DoD Component</th>
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<tr>
<td></td>
<td>Specify. Navy ECH I, ECH II, ECH III and ECH IV commands such as Navy Personnel Command, Commanding Officers etc..</td>
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</table>
| | Contractor name: aVenture Technologies, LLC  
Contract Number: N65236-13-D-4940 Task Order 0004 aVenture Technologies, LLC. |
| | The required Privacy FAR contract clauses are included in the contract. |
| | 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 93579, 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 in every subcontract awarded without a solicitation, when the work statement in the proposed subcontract requires the design, development, or operation of a system of records on individuals that is subject to the Act;  
(3) Include this clause, including this subparagraph (3), in all subcontracts awarded under this contract which requires the design, development, or operation of such a system of records.  
(b) In the event of violations of the Act, a civil action may be brought against the agency involved when the violation concerns the design, development, or operation of a system of records on individuals to accomplish an agency function, and criminal penalties may be imposed upon the officers or employees of the agency when the violation concerns the operation of a system of records on individuals to accomplish an agency function. For purposes of the Act, when the contract is for the operation of a system of records on individuals to accomplish an agency function, the Contractor and any employee of the Contractor is considered to be an employee of the agency.  
(c) For Systems of Record  
The operation of a system of records, as used in this clause, means performance of any of the activities associated with maintaining the system of records, including the collection, maintenance, use, and disposition of records.
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

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)

Form: NAVPERS 1610/2 (Fitness Report & Counseling Record)

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://dpcltd.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.

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?

(1) NARA Job Number or General Records Schedule Authority. 1070.1a (1000-2)

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

(3) Retention Instructions.

1000-2: 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.

N01080-1, Enlisted Master File Automated Systems  (June 07, 2013, 78 FR 34354), authorities:
10 U.S.C. 5013
DoDI 1336.08, Secretary of the Navy; Department of Defense Instructions
DoDI 1336.05, Military Human Resource Records Life Cycle Management
DoDI 7730.54, Automated Extract of Active Duty Military Personnel Records
Reserve Components Common Personnel Data System (RCCPDS)
OPNAVINST 1070.2 Series, Automated Extracts of Active Duty Military Personnel Records
OPNAVINST 1001.19 Series, Reserve Components Common Personnel Data System (RCCPDS)
E.O. 9397 (SSN), as amended

N01080-2, Officer Master File Automated Systems  (November 01, 2013, 78 FR 65620), authorities:
10 U.S.C. 5013, Secretary of the Navy
E.O. 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
E.O. 9397 (SSN), as amended

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.

NAVFIT98A does not collect PII from members of the public.