

Navy JAG Corps Applicant Survey

Paperwork Reduction Act, OMB 83-I Supporting Statement

A. Justification

1. The U. S. Navy Judge Advocate General requires a method to improve recruiting and accession board processes in order to recruit and select the best individuals as judge advocates. A survey will allow the JAG Corps to assess whether certain traits and/or behaviors are indicators of future success in the JAG Corps. If the survey is found to be predictive, it will be a reliable, valid, and fair survey to be used in recruiting and selection decisions.

2. As survey responses are collected and work performances assessed, correlations will be analyzed. If survey responses are proven to be predictive of future success in the JAG Corps, the survey will become a mandatory part of the application and will be considered by judge advocate accession boards along with objective measures and interview results.

3. JAG Corps applicants must complete an online application and submit it electronically. Likewise, the JAG Corps will collect survey responses online. The automated process will enhance the ability to collect data accurately and reduce the burden on the applicant.

4. The JAG Corps has ensured that the information being sought for collection is not readily available from some other source. The JAG Corps has researched military personnel records and they are inadequate for assessing successful traits and behaviors in relation to applicants.

5. The Navy JAG Corps Applicant Survey will have no significant impact on small entities.

6. If the JAG Corps could not collect any data, it would severely degrade the JAG Corps' ability to improve its recruiting and accession board processes and recruit and select the best individuals to be judge advocates.

7. There are no special circumstances.

8. The JAG Corps published a notice and solicited public comment on this proposed collection pursuant to 5 C.F.R. 1320.8(d) in the Federal Register on February 10, 2010. The JAG Corps did not receive any comments.

9. The JAG Corps provides no payment to the respondents to this collection.

10. A Privacy Act Statement is located at the beginning of the survey. The Privacy Act Statement for the survey is as follows:

Dear Applicant to the United States Navy Judge Advocate General (JAG)Corps,

The Navy JAG Corps has commissioned the Navy Personnel Research Studies and Technology Institute (NPRST) to collect information to assist the Navy JAG Corps in improving their process of selecting future Judge Advocates. NO INFORMATION YOU PROVIDE ON

THIS SURVEY WILL BE USED BY THE NAVY JAG CORPS IN YOUR SELECTION PROCESS.

You are being asked to volunteer to provide information for this research project. Your participation as a research subject will consist of taking a survey. This survey will be stored electronically in a secure database at the NPRST Survey Operations Center. Only the Principal Investigators at NPRST will have access to the identification items. If you are chosen to be a member of the JAG Corps and if you agree to enter the organization, periodic correlations will be made of your progress as a JAG Lawyer and the responses on the survey. It is hoped that certain survey results will be predictive of successful JAG Corps attorneys. After results have been tabulated and validated over several years, a Screening Survey will be developed which will form an integral part of the JAG Corps selection process. A decision to accept you into the JAG Corps will not be made using your responses.

Informed Consent and Privacy Act Statement JAG Applicant Screening Survey

You are being invited to take part in a research study titled "JAG Applicant Screening Survey" conducted by the Navy Personnel Research, Studies, and Technology (NPRST) division of the Bureau of Naval Personnel. A decision not to take part, or to stop being a part of the research project, will not negatively impact you in any way. Public Law 93-579, called the Privacy Act of 1974, requires that you be informed of the purpose of this survey and of the uses to be made of the information collected. Authority to request this information is granted to the Navy Personnel Research, Studies, and Technology division under 10 U.S.C. 5031 and 5032, and 5 U.S.C. 301: Executive Order 9397. License to administer this survey is granted per XXXXXX under OMB Report Control Symbol XXX, which expires XXX 2018.

Additionally, the public reporting burden for this collection of information is estimated to average 15 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the burden, to the Department of Defense, Washington Headquarters Services, Executive Services Directorate, Information Management Division, 1155 Defense Pentagon, Washington, DC 20301-1155 (XXXX-XXXX)[Insert OMB Control Number]. Respondents should be aware that notwithstanding any other provision of law, no person shall be subject to any penalty for failing to comply with a collection of information if it does not display a currently valid OMB control number.

PURPOSE/ ROUTINE USES: The purpose of this questionnaire is to collect information concerning the personality factors which may predict successful performance in the JAG Corps.

PARTICIPATION: Completion of this questionnaire is entirely voluntary. Failure to respond to any of the questions will NOT result in any penalties except possible lack of representation of your views in the final results and outcomes. You may discontinue participation at any time without penalty. There is no direct benefit from being in this study; however, taking part may help improve the Navy's JAG Corps selection process.

RISK(S): The only risk to you is inappropriate disclosure of data you provide. However, NPRST has a number of procedures in place to ensure that the data collected is safe and protected.

CONFIDENTIALITY: All responses will be held in confidence and protected by NPRST to the extent permitted by law. Information provided to the JAG Corps will be statistically summarized with the responses of others, and will not be attributable to any single individual.

QUESTIONS: If you have any questions about this research study, please contact the Project Director at DSN 882-2256 or COM (901) 874-2256. If you have any questions regarding Human Subjects issues, please contact the NPRST Protection of Human Subjects Committee, DSN 882-4994, COM (901) 874-4994, or email nprstirb@navy.mil.

NPRST PHS STATEMENT:

This study (NPRST-xxxx-xxxxcx-x) has been reviewed by the Navy Personnel Research, Studies, & Technology division's Protection of Human Subjects (PHS) Committee of the Bureau of Naval Personnel. For any questions about research subject's rights, call the NPRST PHS at (901) 874-4994, e-mail nprstirb@navy.mil.

Principal Investigators

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1. I have read the Informed Consent and Privacy Act Statement and I:

- Wish to voluntarily participate in this study. (You will continue in the study)
- Do not wish to participate in this study. (You will exit the study)

11. The survey asks respondents to provide their social security number (SSN). This information is necessary to compare survey responses with future work performance and fitness reports, which use SSNs as a unique identifier to avoid duplicate records. NPRST will collect and store SSNs in accordance with the Privacy Act and other relevant statues and/or regulations.

12. The JAG Corps application rate fluctuates year to year. The JAG Corps historically processes on average 250-300 application packages per year (although applications have significantly increased the previous two years – approximately 900 in FY-09 and 1500 in FY-10). All applicants will be asked to submit a survey, with an average burden of 15 minutes per respondent. Applicants will only be asked to complete the survey once, regardless of how many times they apply to the JAG Corps. Only applicants accepted by the JAG Corps and commissioned in the U.S. Navy who previously declined to take the survey will be asked to take the survey again during attendance at Naval Justice School.

13. There are not costs to the respondent for this collection.

14. Estimates of annualized costs to the Federal Government include:

- Administering survey and collecting/storing data \$5,000

- Analysis of survey responses and work performance \$5,000
- Total \$10,000

15. There is no change in burden. This is a new collection submitted for approval.
16. The results of this collection will not be published.
17. No exceptions.
18. There are no exceptions to the certification.