



## PRIVACY IMPACT ASSESSMENT (PIA)

For the

Academic and Professionally Accredited Enterprise Education Enclave (AEEE)

Department of the Navy - United States Naval Academy (USNA)

### **SECTION 1: IS A PIA REQUIRED?**

a. Will this Department of Defense (DoD) information system or electronic collection of information (referred to as an "electronic collection" for the purpose of this form) collect, maintain, use, and/or disseminate PII about members of the public, Federal personnel, contractors or foreign nationals employed at U.S. military facilities internationally? Choose one option from the choices below. (Choose (3) for foreign nationals).

- (1) Yes, from members of the general public.
- (2) Yes, from Federal personnel\* and/or Federal contractors.
- (3) Yes, from both members of the general public and Federal personnel and/or Federal contractors.
- (4) No

\* "Federal personnel" are referred to in the DoD IT Portfolio Repository (DITPR) as "Federal employees."

b. If "No," ensure that DITPR or the authoritative database that updates DITPR is annotated for the reason(s) why a PIA is not required. If the DoD information system or electronic collection is not in DITPR, ensure that the reason(s) are recorded in appropriate documentation.

c. If "Yes," then a PIA is required. Proceed to Section 2.

**SECTION 2: PIA SUMMARY INFORMATION**

a. Why is this PIA being created or updated? Choose one:

- New DoD Information System
- Existing DoD Information System
- Significantly Modified DoD Information System
- New Electronic Collection
- Existing Electronic Collection

b. Is this DoD information system registered in the DITPR or the DoD Secret Internet Protocol Router Network (SIPRNET) IT Registry?

- Yes, DITPR      Enter DITPR System Identification Number
- Yes, SIPRNET      Enter SIPRNET Identification Number
- No

c. Does this DoD information system have an IT investment Unique Project Identifier (UPI), required by section 53 of Office of Management and Budget (OMB) Circular A-11?

- Yes
  - No
- If "Yes," enter UPI

If unsure, consult the Component IT Budget Point of Contact to obtain the UPI.

d. 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 should be consistent.

- Yes
  - No
- If "Yes," enter Privacy Act SORN Identifier

DoD Component-assigned designator, not the Federal Register number.  
Consult the Component Privacy Office for additional information or  
access DoD Privacy Act SORNs at: <http://www.defenselink.mil/privacy/notices/>

or

Date of submission for approval to Defense Privacy Office   
Consult the Component Privacy Office for this date.

**e. Does this DoD information system or electronic collection have an 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**

**Enter OMB Control Number**

0703-0036, 0703-0054

**Enter Expiration Date**

Expired. Pending Renewal.

**No**

**f. Authority to collect information. A Federal law, Executive Order of the President (EO), or DoD requirement must authorize the collection and maintenance of a system of records.**

(1) If this system has a Privacy Act SORN, the authorities in this PIA and the existing Privacy Act SORN should be the same.

(2) 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) Whenever possible, cite the specific provisions of the statute and/or EO that authorizes the operation of the system and the collection of PII.

(b) If a specific statute or EO does not exist, determine if an indirect statutory authority can be cited. An indirect 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) 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 should be identified.

SORN Authorities:

10 U.S.C. 5013, Secretary of the Navy  
10 U.S.C. 6956, Midshipmen: Nomination and Selection to fill Vacancies  
10 U.S.C. 6957, Selection of Persons from Foreign Countries  
10 U.S.C. 6958, Midshipmen: Qualifications for Admission  
10 U.S.C. 6962, Midshipmen: Discharge for Unsatisfactory Conduct or Inaptitude  
10 U.S.C. 6963, Midshipmen: Discharge for Deficiency  
E.O. 9397 (SSN), as amended.

**g. Summary of DoD information system or electronic collection. Answers to these questions should be consistent with security guidelines for release of information to the public.**

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

The USNA AEEE provides all information technology capabilities common to an undergraduate higher education institution. This encompasses typical functions such as student admissions (AIS) and student management (NSTAR, MIDS), including candidate applications and sponsor applications. The personal information collected by the system facilitates evaluation of prospective student enrollment applications, subsequent administration of matriculated students, and management of student sponsors.

PII collected are name, other names used, Social Security Number (SSN), DoD ID Number, driver's license, date of birth, place of birth, gender, race/ethnicity, citizenship, legal status, personal telephone number, home telephone number, personal email address, mailing/home address, religious preference, security clearance, mother's middle name, marital status, biometrics: height and weight, emergency contact, military records, branch of service, rank, spouse information: name; medical information: condition codes and waivers ; disability information: type of disability; law enforcement information: police records, school probation periods; education information: high school name and address, classes or courses taken, cumulative grade point average, class rank, type of diploma, year of high school graduation or expected graduation date, and transcripts; and employment information: work history; and company name, company address, alpha code, candidate number.

(2) Briefly describe the privacy risks associated with the PII collected and how these risks are addressed to safeguard privacy.

Release or unauthorized access of the PII contained in the system could cause personal and professional security concerns for those individuals affected. Information Assurance controls are implemented in accordance with DoD/DoN regulations including regular external audits. Research and implementation of cutting-edge security tools and practices provide additional defense-in-depth against unauthorized disclosure. Lastly, frequent security review of collected data, collection methods, and consolidation or elimination of data fields is routinely conducted.

**h. With whom will the PII be shared through data exchange, both within your DoD Component and outside your Component (e.g., other DoD Components, Federal Agencies)? Indicate all that apply.**

**Within the DoD Component.**

Specify.

**Other DoD Components.**

Specify.

**Other Federal Agencies.**

Specify.

**State and Local Agencies.**

Specify.

**Contractor** (Enter name and describe the language in the contract that safeguards PII.)

Specify.

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

Specify.

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

**Yes**

**No**

(1) If "Yes," describe method by which individuals can object to the collection of PII.

The PII collected is critical in ensuring applicant and sponsor files are complete. Refusal to provide any/all of the mandatory PII will result in a delay or inability to process the associated application or allow for enrollment in United States Naval Academy programs.

(2) If "No," state the reason why individuals cannot object.

**j. 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.

Collection, use, and maintenance of the information provided is strictly constrained in its use to only fulfill academic, professional and administrative requirements. Consent assumed when applicant applies for admission or participation in Naval Academy programs.

**k. What information is provided to an individual when asked to provide PII data? Indicate all that apply.**

- |  |   |
|--|---|
| <input checked="" type="checkbox"/> <b>Privacy Act Statement</b> | <input checked="" type="checkbox"/> <b>Privacy Advisory</b> |
| <input type="checkbox"/> <b>Other</b>                            | <input type="checkbox"/> <b>None</b>                        |

Describe each applicable format.

Individuals are notified by a Privacy Advisory and a Privacy Act Statement for electronic submissions and Privacy Act statements when utilizing paper submissions.

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**NOTE:**

**Sections 1 and 2 above are to be posted to the Component's Web site. Posting of these Sections indicates that the PIA has been reviewed to ensure that appropriate safeguards are in place to protect privacy.**

**A Component may restrict the publication of Sections 1 and/or 2 if they contain information that would reveal sensitive information or raise security concerns.**