

SUPPORTING STATEMENT – PART A

GlobalNET User Registration Form—OMB Control No. 0704—XXXX

A. JUSTIFICATION

1. Need for the Information Collection

10 U.S.C. 134, Under Secretary of Defense for Policy; DoD Directive 5101.1, DoD Executive Agent, Section 5.2.7; DoD Directive 5105.65, Defense Security Cooperation Agency (DSCA), Section 5.n; DoD Directive 5132.03, DoD Policy and Responsibilities Relating to Security Cooperation; and DoD Directive 5200.41, DoD Centers for Regional Centers for Security Studies, Section 3.1.

GlobalNET collects information on students in order to allow them to share information with peers, faculty, and regional center personnel. GlobalNET is the official DSCA system for performing alumni outreach, facilitating alumnus/professor communication and peer-to-peer communications (or social networking). The system was initiated by PDB 704-004 Regional International Outreach for DSCA signed December 2, 2003:

The USD(P) requested funding to initiate a Regional International Outreach (RIO) effort at the National Defense University (NDU), in coordination with the Defense Security Cooperative Agency (DSCA), that will expand on the Partnership for Peace (PfP) Information Management System (PIMS), JFCOM's Regional Security Cooperation Network (RSCN), and the NDU outreach programs in support of the Defense Planning Guidance related to focused security cooperation. The Alternative funds a new program with a management office and activities at NDU that, in coordination with DSCA, leverages Joint Professional Military Education and training initiatives and information technology to enhance co-development of U.S. and alliance international educational content in support of international partners, Theater Security Cooperation Programs, individual Ambassador Plans, and regional civilian-military outreach.

DSCA was given the management of the system on Aug 23, 2005 through an Information Memo I-05/010987-STRAT signed by PDUSP Ryan Henry:

DSCA will act as lead agent to ensure coordination with OUSD(P) and provide requirements and guidance for implementing the GlobalNET site. DSCA will assign a program manager for matters associated with implementation of the RIO suite. DSCA will maintain a configuration control process for the technical aspects of the RIO program.

Furthermore, DSCA was assigned as the Executive Agent for the regional centers for Security Studies through Information Memorandum 19340-05. Per responsibilities of the executive agent, DSCA shall:

“5.2.6. Obtain reports and information, consistent with DoD Directive 8910.1 (reference (f)), as necessary, to carry out assigned DoD Executive Agent responsibilities, functions, and authorities.

5.2.7. Establish, maintain, and preserve information as records, consistent with DoD Directive 5015.2.”

DSCA collects information in support of each of these directions.

2. Use of the Information

Any user and/or student requesting a GlobalNET account is required to complete an online request via the GlobalNET website. Users consist of International or DoD government/contractor personnel, students, and professors. The information collected will be used by alumni outreach personnel, alumnus, professors, and peers for outreach and collaboration and to create the account. Users can search of expertise, course information, name, or country. Mandatory information consists of given name, family name, email address and country of residence. If the information is not provided, the user will not be able to establish a GlobalNET account. Other profile information can be included consisting of but not limited to education, work history, and contact information. This information is voluntary and users have the ability to identify what information he/she wants to share.

3. Use of Information Technology

GlobalNET is a web based application and collects 100% of its information electronically. Users complete the user registration form online and no physical documents/papers are collected for use. The profile data is used in order to create a GlobalNET account. The information within the user profile is also used as part of the user profile and can be shared with other users who have a GlobalNET account. Users outside of GlobalNET do not have access to profile information for other users.

4. Non-duplication

There are no duplicates to the GlobalNET user registration form.

5. Burden on Small Business

There is no burden on Small Business.

6. Less Frequent Collection

The collection of the information is voluntary and is not collected on any specific frequency. Failure to provide minimal information for the user registration form could result in the individual not receiving a GlobalNET account.

7. Paperwork Reduction Act Guidelines

GlobalNET will collect information in accordance with 5 CFR 1320.5(d)(2).

8. Consultation and Public Comments

- Part A: PUBLIC NOTICE

The GlobalNET collection 60 day Federal Register Notice was published October 30, 2015 (80 FRN 66885). No comments received.

- Part B: CONSULTATION

GlobalNET meets with stakeholders on a bi-annual basis. There have been no additional comments regarding the collection of information.

9. Gifts or Payment

Individuals do not receive gifts or payments for the collection of information.

10. Confidentiality

Other than personal information, there is no collection of proprietary information or highly sensitive PII. Information is encrypted at rest (stored in the databases) and in motion (through Secure Socket Layer (SSL) Federal Information Processing Standard (FIPS) 140-2 algorithms. Appropriate software controls such as role based access controls (RBAC), username and password requirements commensurate with DoD policies, and physical controls to the physical servers. Users may choose to make their information public or choose to keep it private or a hybrid option to share with only friends or certain individuals.

The following excerpt is listed under the Privacy Policy on the GlobalNET website.

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PURPOSE: To improve international outreach efforts (with students, graduates and subject matter experts) and collaboration among the Department's Regional Centers for Security Studies, School of International Graduate Studies, OSD Policy, and the Defense Security Cooperation Agency.

ROUTINE USES: This data is subject to all the published routine uses of the system of records notice.

DISCLOSURE: The information is voluntary. However, failure to provide the requested information may prevent access to the system.

GlobalNET is required to complete a System of Records Notice (SORN). The final SORN will be published upon completion of the 30-day notice publishing in the Federal Register.

A copy of the DRAFT SORN can be accessed by visiting the following link:

<http://dpcl.d.defense.gov/Privacy/SORNsIndex/DOD-Component-Article-View/Article/570587/dsca-02/>

GlobalNET also requires a Privacy Impact Assessment (PIA) which can be accessed by visiting the following link:

http://www.dsca.mil/sites/default/files/dd_form_2930-globalnet_pia.pdf

Retention and Disposal: Data is destroyed/deleted 3 years after users request for account is terminated or inactive; or when information posted is superseded.

11. Sensitive Questions

We require given name, family name, email address and country of residence. Users also have additional account options to include an explanation of why they need a GlobalNET account and the course they are attending

12. Respondent Burden, and its Labor Costs

a. Estimation of Respondent Burden: GlobalNET User Form

Estimation of Respondent Burden Hours					
	Number of Respondents	Number of Responses per Respondent	Number of Total Annual Responses	Response Time (Amount of time needed to complete the collection instrument)	Respondent Burden Hours (Total Annual Responses multiplied by Response Time) Please compute these into hours)
Collection Instrument #1	6000	1	6000	5min	500 hours

(GlobalNET user Form)					
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- Numbers in above table have been adjusted to take into account the redesign of New User Form. It no longer takes user 10 min to fill out the form. The time has been reduced to 5 min per response.

b. Labor Cost of Respondent Burden

Labor Cost of Respondent Burden					
	Number of Responses	Response Time per Response	Respondent Hourly Wage	Labor Burden per Response (Response Time multiplied by Respondent Hourly Wage)	Total Labor Burden (Number of Respondents multiplied by Response Time multiplied by Respondent Hourly Wage)
Collection Instrument #1(GlobalNET user Form)	6000	5 min	\$26.37	\$2.20	\$13,200.00

13. Respondent Costs Other Than Burden Hour Costs

There are no other (\$0) Respondent Costs.

14. Cost to the Federal Government

The labor cost(s) to the Federal Government is \$13,200.00 and is the same as the Respondent Burden. The time to review and approve the account is the same time for completing the user registration form which is completed by the respondent. Additionally, the pay ranks/grades of individuals reviewing/approving the form are equivalent to those of the respondents.

Due to the wide range of ranks and paygrades of Organizational managers who approve the account, an average was used to determine the respondent hourly wage. Calculations are based on the GSA 2015 Salary table using the GS 9, Step-5 paygrade.

Labor Cost to the Federal Government			
	Collection Instrument #1		Total
Number of Responses	6000		6000
Processing Time Per Response (in hours)	5 min		5 min
Hourly Wage of Worker(s) Processing Responses	\$26.37		\$26.37
Cost to Process Each Response (Processing Time Per Response multiplied by Hourly Wage of Worker(s) Processing Responses)	\$2.20		\$2.20
Total Cost to Process Responses (Cost to Process Each Response multiplied by Number of Responses)	\$13,200.00		\$13,200.00

Operational and Maintenance Costs						
Equipment	Printing	Postage	Software Purchases	Licensing Costs	Other	Total

					\$1,500,000.00	\$1,500,000.00
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Total Operational and Maintenance Costs for GlobalNET based on the 2017 Program Objective Memoranda (POM) \$1.5M which includes O&M costs associated with software upgrades and licensing for GlobalNET. There are no additional O&M costs to collect this information.

Total Cost to the Federal Government		
Operational and Maintenance Costs	Labor Cost to the Federal Government	Total Cost (O&M Costs + Labor Cost)
1,500,000.00	13,200.00	1,513,200.00

15. Reasons for Change in Burden

This is an existing collection currently in use without an OMB Control Number. The Burden hours in this document have been adjusted from what was previously reported on the 60 Day Federal Register Notice, because we shortened the information sheet based on a new redesign and no longer require users to include additional information such as education and biography when creating a new user account. Subsequently, it does not take user as long to fill out the form.

16. Publication of Results

There is no Publication of Results associated with this collection.

17. Non-Display of OMB Expiration Date

The Non-Display of OMB Expiration Date is not applicable.

18. Exceptions to "Certification for Paperwork Reduction Submissions"

There are no Exceptions to "Certification for Paperwork Reduction Submissions"