



OVERSIGHT AND  
COMPLIANCE

**OFFICE OF THE DEPUTY CHIEF MANAGEMENT OFFICER**  
9010 DEFENSE PENTAGON  
WASHINGTON, DC 20301-9010

July 12, 2017

MEMORANDUM FOR THE DEFENSE HUMAN RESOURCES ACTIVITY

SUBJECT: Justification for the Continued Use of Social Security Numbers in Standard Form (SF) 76, Federal Post Card Application – Accepted

Thank you for completing your review of Social Security Number (SSN) use within Standard Form (SF 76), Federal Post Card Application (FPCA). After review, the Defense Privacy Civil Liberties, and Transparency Division (DPCLTD) has accepted your request to continue using SSNs in the form under Enclosure 2.c. (13). Further review of the form will be required on a biennial basis and a new justification will be provided if any changes to the form occur.

While the form has been identified as still requiring collection, maintenance, and use of the SSN, you must continue to ensure that this data is afforded the highest protections practicable through use of appropriate administrative, technical and physical safeguards. Please maintain a copy of your justification and this memo in your records.

If you have any questions, please contact Mr. Brent Bice, DPCLTD, Management Analyst at (703) 571-0075 or e-mail: [brent.j.bice.civ@mail.mil](mailto:brent.j.bice.civ@mail.mil).

Cindy Allard  
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