

SUPPORTING STATEMENT – PART A
Personalized Recruiting for Immediate and Delayed
Enlistment Modernization (PRIDE Mod) - 0703-0062

Summary of Changes from Previously Approved Collection

- Language and Faith Based Codes have been revised and may be viewed under the supplementary documentation
- DoDI 7730.54-M was updated in January 2019 to redefine the ethnic reporting requirement. Pri-Mod is currently revising their system to reflect these changes and will be updated for the next OMB renewal.

1. Need for the Information Collection

This information collection needed to assess respondents who are persons who wish to be considered for accession into the U.S. Navy. The authority to collect this information is granted by the following laws and policy:

10 U.S.C. Sections 136, 503, 504, 505, 12102; DoDI 1304.02 Accession Processing Data Collection Forms ; DoDI 1304.26 Qualification Standards for Enlistment, Appointment, and Induction; AR 601–270/OPNAVINST 1100.4C CH–2/AFI 36–2003_IP/MCO 1100.75F/COMDTINST M 1100.2E Military Entrance Processing Station (MEPS); COMNAVCRUITCOMINST 1130.8J Navy Recruiting Manual - Enlisted; COMNAVCRUITCOMINST 1131.2E Navy Recruiting Manual - Officer; and E.O. 9397, as amended (SSN).

2. Use of the Information

The collected information is used to support the U.S. Navy’s process to recruit and access persons for naval service. The information is used to support accession decisions, including the mental, physical, and financial fitness of the individual, potential qualification (or disqualification) of certain types of duty, the eligibility for special programs or jobs, and the awarding of the appropriate military pay and benefits.

Applicants are prospected through various methods. Recruiters contact applicants by phone to set appointments to submit necessary information into PRIDE Mod. Respondents contact information is gathered through their responses to U.S. Navy advertising agency commercials, newspaper ads, and recruiting events. Once applicants for Naval service, including both enlisted, officer - active and reserve components have been prospected, interviewed and determined to be mentally, morally and physically qualified for processing, they are processed for enlistment, affiliation and commissioning utilizing PRIDE Mod.

Recruiters and/or processors collect all required information from potential applicants in person. The applicants are asked questions and never access the PRIDE Mod Website. They can also provide source documents in person that include Birth Certificates, Social Security cards, High

School diplomas or Marriage Certificates This information is used to determine eligibility and determine qualifications for enlistment, affiliation or commissioning. The Navy recruiters and or processors input the data and upload copies of the applicant's source documents into the Pride Mod system. PRIDE Mod is the only system that is used to process applicants for Navy service. Pride Mod is used to determine eligibility for enlistment or commissioning. PRIDE Mod is used to determine if qualified for enlistment or commissioning and PRIDE Mod is also used to track and process through shipping/reporting to Recruit Training Command and Officer Training Command. All applicants are notified of their result by phone call or in person face to face conversation. The successful end result for this collection is that the Navy Recruiting Command will be able to determine if an applicant is eligible for commission or enlistments in the United States Navy.

3. Use of Information Technology

100% of responses are collected electronically. All information is collected verbally from the respondents in person, and is input into PRIDE Mod by a Navy recruiter or processor.

4. Non-duplication

The information obtained through this collection is unique and is not already available for use or adaptation from another cleared source.

5. Burden on Small Business

This information collection does not impose a significant economic impact on a substantial number of small businesses or entities.

6. Less Frequent Collection

If the information is not collected in a real time process as the applicant is processing for enlistment or commissioning, then the determination of mental/moral/physical qualifications could not be determined and all processing would stop until the required data is acquired.

7. Paperwork Reduction Act Guidelines

This collection of information does not require collection to be conducted in a manner inconsistent with the guidelines delineated in 5 CFR 1320.5(d)(2).

8. Consultation and Public Comments

A 60-Day Federal Register Notice for the collection published on Friday, August 16, 2019. The 60-Day FRN citation is 84 FRN 41976.

No comments were received during the 60-Day Comment Period.

A 30-Day Federal Register Notice for the collection published on Friday, November 8, 2019. The 30-Day FRN citation is 84 FRN 60385.

9. Gifts or Payment

No payments or gifts are being offered to respondents as an incentive to participate in the collection.

10. Confidentiality

A Privacy Act Statement (PAS) is required. Information collected in PRIDE Mod is transmitted in an encrypted state using the https protocol. The PAS is posted on the PRIDE Mod website. A copy of the Privacy Act Statement and the Agency Disclosure Notice is provided to the applicants prior to the start of processing.

A System of Records Notice (SORN) is required. A draft copy of the SORN (SORN N01130-1, Navy Recruiting System), has been provided with this package for OMB's review.

A Privacy Impact Assessment is required. A link to the PIA, PRIDE Mod, is being provided below for OMB's review: <http://www.doncio.navy.mil/contentview.aspx?id=678>. Additionally, a copy of the PIA has been included with this submission.

Records are retained and destroyed in accordance to the Record Management Manual (SECNAV M-5210.1). For officer recruiting records: Control card records and summary record forms will be destroyed either when an applicant is commissioned or five years after the applicant is rejected, whichever is earlier; withdrawn or rejected applications for commission will be destroyed after rejection determination is made by Commander, Navy Recruiting Command; correspondence with the individual applicants for commission, prospective applicants, or other interested individuals will be destroyed after six months.

For enlisted recruiting records: correspondence with individuals requesting general information regarding enlistment or reenlistment will be destroyed after two years; congressional and low quality recruit reports after two years; pre-enlistment and enlistment papers for enlistment personnel (including investigations, medical examinations, parental consents, birth certificates, and waivers) will be transferred to FRC when one year old and destroyed when after four years; card (summary) records or individual data cards of accepted and rejected applicants for enlistment in the Naval Services will be destroyed after five years. Records are destroyed by shredding, burning, degaussing, and erasing.

11. Sensitive Questions

All information collected, which includes educational background and medical, criminal, and employment history, is required to process individuals for service in the U.S. military. No questions violate the Privacy Act, and all information collected is authorized by law, statute, or policy. If respondents have questions regarding the necessity for collecting their data, they are referred to the Privacy Act Statement. Furthermore, SSN collection has been determined to be absolutely necessary, and an SSN Justification Memorandum has been submitted as part of this collection package.

12. Respondent Burden, and its Labor Costs

a. Estimation of Respondent Burden

1. PRIDE Mod

- a. Number of Respondents: 60,000
- b. Number of Responses per Respondent: 1
- c. Number of Total Annual Responses: 60,000
- d. Response Time: 1 hour
- e. Respondent Burden Hours: 60,000 hours

2. **Total Submission Burden**

- a. Total Number of Respondents: 60,000
- b. Total Number of Annual Responses: 60,000
- c. Total Respondent Burden Hours: 60,000 hours

b. Labor Cost of Respondent Burden

1. **PRIDE Mod**

- a. Number of Total Annual Responses: 60,000
- b. Response Time: 1 hour
- c. Respondent Hourly Wage: \$12.47
- d. Labor Burden per Response: \$12.47
- e. Total Labor Burden: \$748,200

2. **Overall Labor Burden**

- a. Total Number of Annual Responses: 60,000
- b. Total Labor Burden: \$748,200

The respondent hourly wage was determined using a report from the Bureau of Labor and Statistics report found here: <https://www.bls.gov/cps/cpsaat37.htm>.

13. Respondent Costs Other Than Burden Hour Costs

There are no annualized costs to respondents other than the labor burden costs addressed in Section 12 of this document to complete this collection.

14. Cost to the Federal Government

a. Labor Cost to the Federal Government

1. PRIDE Mod

a. Number of Total Annual Responses: 60,000

b. Processing Time per Response: 2 hours

c. Hourly Average Wage of Workers Processing Responses: \$22.17

d. Cost to Process Each Response: \$44.34

e. Total Cost to Process Responses: \$2,660,400

* The above hourly average wage of workers processing responses (item c) was for a government employee GS-5 step 5 and averaging the locality pay into the base pay. This was based on 1920 hours per year.

2. Overall Labor Burden to Federal Government

a. Total Number of Annual Responses: 60,000

Total Labor Burden: \$2,660,400

b. Operational and Maintenance Costs

a. Equipment - \$237,078

b. Printing – N/A

c. Postage – N/A

d. Software Purchases:

- Development Costs = \$19,100,000

- Sustainment Costs = \$2,003,000 (sustainment costs are for the contractor to implement fixes, enhancements, and updates)

e. Licensing Costs - \$51,000

f. Other – \$0

g. Total - \$21,391,078

1. Total Operational and Maintenance Costs - \$21,391,078

2. Total Labor Cost to Federal Government - \$2,660,400

3. Total Cost to the Federal Government - \$24,051,478

15. Reasons for Change in Burden

There has been no change in burden since the last approval.

16. Publication of Results

The results of this information collection will not be published.

17. Non-Display of OMB Expiration Date

We are not seeking approval to omit the display of the expiration date of the OMB approval on the collection instrument.

18. Exceptions to "Certification for Paperwork Reduction Submissions"

We are not requesting any exemptions to the provisions stated in 5 CFR 1320.9.