



OFFICE OF THE ASSISTANT TO THE SECRETARY OF DEFENSE FOR  
PRIVACY, CIVIL LIBERTIES, AND TRANSPARENCY

1155 DEFENSE PENTAGON  
WASHINGTON, DC 20301-1155

September 23, 2022  
Ref: SSNJ-2022-0025-R/E

MEMORANDUM FOR UNDER SECRETARY OF DEFENSE FOR RESEARCH AND  
ENGINEERING

SUBJECT: Justification for the Use of Social Security Numbers for the Science, Mathematics and  
Research for Transformation Program and DD Form 3067-12, SMART Scholarship  
Service Agreement - Approval

Thank you for completing a review of social security number (SSN) use within the subject system and DD Form. My office has reviewed and approved your request to use the SSN for the following Acceptable Uses: (7) Federal Taxpayer Identification (ID) Number. Note, SSN use is approved indefinitely or until the establishment of a reasonable alternative for the collection of data other than the SSN such as the Department of Defense (DoD) Identification Number, the program's mission changes thus eliminating the need for the SSN use, or the system is decommissioned.

The DD Form 3067-12 collects the full SSN of individuals to initiate the scholarship application process which is subsequently, entered into the SMART system. SMART is a computer-based information system designed to enable officials to select qualified applicants to be awarded scholarships, monitor program status, and distribute scholarship funding. The SMART system provides individual earning notifications using the Internal Revenue Service (IRS) Form 1099-MISC, for the income received and must be reported to the IRS using the SSN as the primary identifier. Additionally, if an individual fail to complete their service commitment, the DoD is required to pursue a debt to recoup any scholarship funds paid, via the Defense Finance and Accounting Service utilizing the SSN as the tax payer ID for collection proceedings.

While this system has been identified as requiring the collection, maintenance and use of the SSN, you must ensure 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 approval in your records.

The reference number for this action is listed at the top of this memorandum. If you have any questions, my point of contact is Mr. Greg Taylor at [ernest.g.taylor.civ@mail.mil](mailto:ernest.g.taylor.civ@mail.mil).

Ms. Rahwa A. Keleta  
Chief, Privacy and  
Civil Liberties Division

Cc:  
Under Secretary of Defense for Research and Engineering  
WHS/ESD/DD (forms)