



PRIVACY IMPACT ASSESSMENT (PIA)

For the

Navy Enlisted Advancement System (NEAS)

Department of the Navy - NETC

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

Enter Expiration Date

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
E.O. 9397 (SSN), as amended.

Other authorities:

BUPERSINST 1430.16F, ADVANCEMENT MANUAL FOR ENLISTED PERSONNEL OF THE U.S. NAVY AND U.S. NAVY RESERVE
NETPDCINST 1550.9B, Management of the Defense Foreign Language Program
DODI 5160.71, DoD Language Testing Program

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.

NEAS is comprised of 4 discrete modules: NEAS – Navy Enlisted Advancement System; NEAS Web; EDS – Exam Development System; NFLTO – Navy Foreign Language Testing Office. NEAS integrates data from NAVPERSCOM, BUPERS and all Navy Commands to produce a consolidated, comprehensive advancement process for Navy Enlisted personnel. NEAS executes the promotion policy of the Navy to evaluate the whole sailor for advancement by measuring exam scores, performance evals, service in pay grade, awards and previous exam performance. NEAS controls, monitors and ships over 400,000 exams annually. NEAS rank orders all qualified candidates (E4 through E7) for advancement or Selection Board. Coordination and dissemination of results are made to the naval commands; BUPERS; Navy Finance Center; and the sailors. NEAS calculates and provides advancement dates and is the official Navy notification authority for Active and Reserve Sailors. NEAS Web provides the capability to order, ship and track exams and publish advancement and Armed Forces Classification Test exam results. NEAS web provides exam statistical advancement information and reports. EDS is used to write Navy advancement in rate exams per BUPERSINST 1430.16F. The exams are developed and delivered in both paper and electronic formats. EDS enables performance-based assessment of Navy personnel for advancement purposes providing the assurance sailors are qualified to perform their mission. NFLTO is a vital component of the Defense Language Testing Program critical to Navy's ability to capture and measure the language capabilities to determine readiness. NFLTO manages the administration and is responsible for program execution. NFLTO is the only mechanism within the Navy that receives Navy foreign language testing data from the DMDC and electronically disseminates subject data to OPNAV, NPC, CNRFC and SMART. NFLTO retains historical foreign language testing data of every Sailor that has taken a DLAB/DLPT/OPI since 2006 and is a key asset for determining Capability and Readiness for OPNAV N13F. NFLTO provides Navy ESOs and foreign language TCOs to request an OPI for a Sailor; eliminating email and fax requests reducing potential PII spillage. NFLTO maintains the official Navy database where ESOs/TCOs can retrieve test results of an exam. NFLTO provides the capability to meet objectives identified in OPNAVINST 5220.37 and NETPDTICINST 1550.9B, in support of CNO LREC Strategy and DODI 5160.71.

Personal Information includes: Name, SSN, citizenship, gender, and educational information: attainment of an advanced degree (Bachelor of Science, Bachelor of Arts, Masters, Master Business Administration, etc...).

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

PII safeguards are described in the Certification and Accreditation (C&A) Plan. Data access is based on defined roles and access requires Common Access Card (CAC) or User Identification/Password identification/authentication to access records within NEAS. Access is role-based and predicated on least privilege.

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.

BUPERS, NAVPERSCOM, OPNAV, CNRFC, Sailor-Marine American Council On Education Registry Transcript (SMART), Navy Commands

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.

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

PII is not collected directly from the individual by NEAS. Exam answer sheets (scantron) containing PII are electronically scanned into NEAS by Education Services Officers. NEAS also exchanges personal information via various DoD information systems (e.g. Inactive Manpower & Personnel Management Information (IMAPMIS); Navy Enlisted System (NES); Navy Standard Integrated Personnel System (NSIPS); Navy College Management Information System (NCMIS); Officer Promotion Administrative System (OPAS); Defense Manpower Data Center (DMDC); Execution Management Framework (EMF); Navy Enlisted Continuation Board (NECB).

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.

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(2) If "No," state the reason why individuals cannot give or withhold their consent.

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

- Privacy Act Statement
- Privacy Advisory
- Other
- None

Describe each applicable format.

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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.