

COMPUTER MATCHING AGREEMENT  
BETWEEN  
THE U.S. DEPARTMENT OF EDUCATION AND  
THE DEFENSE MANPOWER DATA CENTER OF  
THE U.S. DEPARTMENT OF DEFENSE

I. INTRODUCTION

This computer matching agreement (CMA) is between the U.S. Department of Education (ED) and the Defense Manpower Data Center (DMDC) of the U.S. Department of Defense (DoD) (the “Parties”) in accordance with the Privacy Act of 1974 (5 U.S.C. 552a), as amended by the Computer Matching and Privacy Protection Act of 1988 (Pub. L. 100-503) and the Computer Matching and Privacy Protection Amendments of 1990 (Pub. L. 101-508) (Privacy Act); the Office of Management and Budget (OMB) Final Guidance Interpreting the Provisions of Pub. L. 100-503, the Computer Matching and Privacy Protection Act of 1988 (54 FR 25818, June 19, 1989); and OMB Circular A-108, Federal Agency Responsibilities for Review, Reporting, and Publication under the Privacy Act (81 FR 94424, December 23, 2016).

The Privacy Act requires that agencies involved in any matching program covered by the Privacy Act execute a written agreement specifying the terms and conditions under which matches will be conducted. The CMA must also include the procedural requirements and verification safeguards of the Privacy Act. This CMA provides for a computer match between the ED Federal Student Aid Application File, the DoD Defense Enrollment Eligibility Reporting System (DEERS) data file extracts, and the DoD Defense Manpower Data Center Data Base data file extracts.

II. PURPOSE, AUTHORITY AND DEFINITIONS

The purpose of this CMA is to fulfill the requirements of section 473(b)(3) of the Higher Education Act of 1965, as amended (HEA) (20 U.S.C. §1087mm(b)(3)), which requires the Secretary of Defense to provide the Secretary of Education with information to identify children whose parent or guardian was a member of the Armed Forces of the United States (U.S.) and died as a result of performing military service in Iraq or Afghanistan after September 11, 2001. Under the provisions of sections 473(b) and 420R of the HEA (20 U.S.C. §1070h), such persons may be eligible for increased amounts of student assistance authorized under Title IV of the HEA. DoD is the lead contact agency for information related to military service records and those records of service member dependents and as such, provides the required data to ED.

Definitions:

- A) DEERS means the Defense Enrollment Eligibility Reporting System.
- B) Dependent’s Benefit File is a data file extract from DEERS that contains the dependent’s information.

- C) DMDC means the Defense Manpower Data Center.
- D) DMDC 01 means Defense Manpower Data Center Data Base system.
- E) DMDC 02 means Defense Enrollment Eligibility Reporting Systems (DEERS)
- F) FSA means Federal Student Aid.
- G) Recipient Agency, as defined by the Privacy Act (5 U.S.C. 552a (a) (9)), means the agency receiving the records and actually performing the computer match; i.e., the matching agency, ED.
- H) Source Agency, as defined by the Privacy Act (5 U.S.C. 552a (a) (11)), means the agency initially disclosing the records for the purpose of the match; i.e., DoD.
- K) ED's Central Processing System (CPS) receives and stores data from students who complete the Free Application for Federal Student Aid (FAFSA) and from other Federal Student Aid systems and other Federal Agencies to determine each applicant's general eligibility for Federal Student Aid and the Federal Pell Grant.
- L) CPS DOD Database Table is the area in the CPS in which the DEERS file data is entered and stored. The Federal Student Aid Application File is matched with the table each business day to identify Federal student aid applicants who meet the qualifications for increased Federal student financial assistance pursuant to sections 473(b) and 420R of the HEA.
- M) The Federal Student Aid Application File contains applicants' FAFSA data elements which are matched against the DoD Database Table to identify Federal student aid applicants who meet the qualifications for increased Federal student financial assistance pursuant to sections 473(b) and 420R of the HEA.

### III. JUSTIFICATION AND EXPECTED RESULTS

ED and DoD have determined that a computer matching program is the most efficient, expeditious, and effective means of obtaining and processing the information needed by ED to identify applicants who are children of military personnel that died as a result of U.S. military service in Iraq or Afghanistan after September 11, 2001. DoD will provide ED, from DoD's DEERS system, with a list containing the dependent's name, Social Security number (SSN), and date of birth; as well as, from DoD's DMDC Data Base, the date of death of the parent or guardian of each child whose parent or guardian died as a result of performing military service in Iraq or Afghanistan after September 11, 2001. By matching those data with ED's Federal Student Aid Application File, ED will be able to identify Federal student aid applicants who meet the qualifications for increased Federal student financial assistance pursuant to sections 473(b) and 420R of the HEA. Because of the number of individuals who apply for Federal

student financial assistance (more than 19 million annually), an automated matching program is the only practical method to identify applicants who may be eligible for increased amounts of Federal student assistance.

This CMA will allow both ED and DoD to accomplish their statutory mandates under the HEA. There are no other data sources available with the information needed to comply with the legal requirements. The use of computer technology to transfer data between DoD and ED is faster and more efficient than the use of any manual process.

Attached is a cost-benefit analysis for the 2015-16 academic year, demonstrating the benefit of using the computer matching program. The cost of running the computer matching program was \$15,678, but the total quantifiable benefit to recipients is estimated to be \$459,539 (See Appendix A: Cost-Benefit Analysis).

#### IV. RECORDS DESCRIPTION

##### A. Records that will be matched:

- (1) ED System of Records: Federal Student Aid Application File (18-11-01) (ED system of records notice was last published in the *Federal Register* on August 3, 2011 (76 FR 46774). Routine Uses 1,2 and 3 primarily apply to this computer matching agreement. (See Appendix B.)
- (2) DoD Systems of Records:
  - (a) DMDC 01, Defense Manpower Data Center Data Base, last published in the *Federal Register* on November 23, 2011, 76 FR 72391. Routine use “15” applies to this CMA. (See Appendix C.)
  - (b) DMDC 02 DoD, Defense Enrollment Eligibility Reporting System (DEERS), (July 27, 2016, 81 FR 49210). Routine use “7. c.”<sup>1</sup> applies to this CMA. (See Appendix D.)

##### B. DoD will identify from the DMDC 01 system deceased service members who meet the definition in sections 473(b) and 420R of the HEA. DoD will then match those records against the DMDC 02 system to obtain the data on the children of those deceased military sponsors for submission to ED.

To identify financial aid applicants who may be eligible for increased amounts of Federal student aid, ED will match the names and SSNs received from DoD with information contained within the Federal Student Aid Application File system using IBM’s Transmission Communication Protocol/Internet Protocol (TCP/IP) capabilities via File Transfer Protocol (FTP) using the FIPS-197 publications standards at a minimum of the 128 Advanced Encryption Standard (AES) level.

##### C. Data elements contained within the DoD databases to be provided to ED as a result of the matching program:

DoD data elements:

- (1) Dependent's Name – extracted from DEERS;
- (2) Dependent's Date of Birth – extracted from DEERS;
- (3) Dependent's SSN – extracted from DEERS;
- (4) Parent or Guardian's Date of Death – extracted from DMDC Data Base.

- D. Number of records that will be matched: DoD reports that about 6,251 children of deceased military sponsors are in the file as of January 1, 2017, and thus would be included in the files sent to ED. As new children are added to the DEERS system, those additional records will be covered under this CMA, as applicable.
- E. Duration of the CMA: This matching agreement may remain in effect for a period not to exceed eighteen (18) months commencing as stated in section XII, Effective Date. The Parties may renew this CMA for no more than one additional year.

#### V. NOTICE PROCEDURES

ED agrees to publish in the *Federal Register* a notice of this computer matching program, as specified in the Privacy Act and OMB Circular A-108. If neither agency wishes to extend this CMA, it should notify the other of its intention at least 90 days before the expiration of the CMA. It will be the responsibility of ED as the matching agency to draft the renewal. The parties may modify this CMA at any time with the consent of each agency. All such modifications must be in writing, satisfy the requirements of the Privacy Act, and must be approved by each agency's respective Data Integrity Board (DIB).

#### VI. VERIFICATION OF MATCH INFORMATION

##### A. Verification of Match Procedures

The OMB Final Guidelines for the Privacy Act (Final Guidance Interpreting the Provisions of Pub. L. 100-503, the Computer Matching and Privacy Protection Act of 1988, 54 FR 25818, June 19, 1989) state that the type of verification procedures used for a particular matching program depend upon the purpose of that program. This match will identify the Title IV, HEA applicants who are eligible for increased amounts of Federal student assistance because they are dependents of military personnel who died as a result of performing military service in Iraq or Afghanistan after September 11, 2001. ED and DoD will ensure that they develop verification procedures that yield confirmatory data and provide ED with a reasonable basis for taking positive action. This includes full updates to the file provided which helps capture deaths that were erroneously classified as either performing or not performing military service in Iraq and Afghanistan, as well as DoD providing record-level lookup assistance when needed by ED to determine the validity of a dependent's claim.

The qualifying deceased service member's record in the DMDC 01 system and the corresponding qualified dependent's record in the DMDC 02 system will be reviewed and verified by DoD before the record is sent to ED.

For each financial aid applicant for whom a match occurs, ED will inform the schools listed on the student's financial aid application, that the applicant is eligible to receive additional Title IV, HEA assistance due to the circumstance of his or her parent's or guardian's death as a result of performing military service in Iraq or Afghanistan after September 11, 2001.

#### B. Notice and Opportunity to Contest

This CMA identifies students who are eligible for the benefit of increased Federal student aid and not a denial of benefits. As stated earlier, DoD is the source agency for the information required to identify individuals who are eligible. Therefore, the only possible contestant of this match would be a student who claims he or she meets the eligibility criteria under section 473(b) or 420R of the HEA, but is not in the DoD file. A non-matched student who believes that he or she meets the criteria for increased amounts of aid must so inform his or her school, and the school must refer the case to ED no later than the end of the relevant award year.

If the applicant makes an inquiry, within the specified timeframe, regarding a non-match, ED will obtain DoD's assistance to determine if the student's circumstances meet the statutory requirements. ED will inform the student of the results of the DoD determination.

If the applicant does not make an inquiry to ED, within the specified time, regarding his or her eligibility, ED's initial finding will be upheld as final.

#### VII. DISPOSITION OF MATCHED ITEMS

ED will retain all matched records received from the DoD data file(s) with identifying information in accordance with the requirements of the Department of Education Comprehensive Records Retention and Disposition Schedule, 072 FSA Application, Origination, and Disbursement Records (DAA-0441-2013-0002) (ED 072). ED is currently in the process of preparing, and submitting for the National Archives and Records Administration's (NARA) review, amendments to ED 072. ED will not destroy the aforementioned records until such time as NARA approves these amendments.

#### VIII. SECURITY AND PRIVACY SAFEGUARDS

ED and DoD will comply with all Federal requirements relating to information security, information systems security, and privacy, including the Federal Information Security Modernization Act of 2014 (FISMA), the E-Government Act of 2002, OMB memoranda related to privacy, and National Institute of Standards and Technology (NIST) directives in the Special Publications (SP) 800 series (e.g., NIST SP 800-53, Rev. 4, and NIST SP 800-37, Rev. 1). Specific security requirements include, but are not limited to, the following:

- A. Data must be protected at the Moderate system certification criticality level according to Federal Information Processing Standards (FIPS) Publication 199, Standards for Security Categorization of Federal Information and Information Systems.
- B. ED and DoD must have completed the Security Assessment and Authorization (SA&A) process (formerly called certification and accreditation) within the last three years, using the required NIST guidance, and have an Authorization to Operate (ATO) with the appropriate signatures.
- C. Electronic files must be encrypted using the FIPS 140-2 standard and are interoperable with ED's personal identity verification logical access control card (PIV LAC) for government employees and support contractors authorized to have an HSPD-12 card (HSPD-12= Homeland Security Presidential Directive #12).
- D. Electronic files must be encrypted while in transit, with the use of FIPS 140-2 product(s) that provide a secure tunnel between DoD and FSA sites.
- E. ED and DoD information systems must reside behind a Trusted Internet Connection (TIC).

FISMA requirements apply to all Federal contractors, organizations, or entities that possess or use Federal information, or that operate, use, or have access to Federal information systems on behalf of an agency. ED and DoD agree that they are responsible for oversight and compliance of their own contractors and agents. ED and DoD each reserve the right to conduct onsite inspections of any contractor or agent who has access to matched data in order to monitor compliance with FISMA regulations during the lifetime of this CMA.

ED and DoD will also comply with the personally identifiable information (PII) breach reporting and security requirements as required by M-17-12, "Preparing for and Responding to a Breach of Personally Identifiable Information (PII)." ED and DoD also agree to report information security incidents, where the confidentiality, integrity or availability of a federal information system of a civilian, Executive Branch agency is potentially compromised, to the NCCIC/US-CERT with the required data elements, as well as any other available information, within one hour of being identified by the agency's top-level Computer Security Incident Response Team (CSIRT), Security Operations Center (SOC), or information technology department.

In addition, the agency experiencing the loss of PII will notify the other agency's Systems Security Contact named in section XIII of this CMA. If ED is unable to speak with the DoD Systems Security Contact within one hour or if for some other reason notifying the DoD Systems Security Contact is not practicable (e.g., it is outside of the normal business hours), ED will contact the DoD/DMDC Security and Incident Response Team at: [dodhra.dodc-mb.dmdc.list.ir-team@mail.mil](mailto:dodhra.dodc-mb.dmdc.list.ir-team@mail.mil). If DoD is unable to speak with ED's Systems Security Contact within one hour, DoD will contact the Department of Education Security Operations Center (EDSOC), (202) 245-6550, [EDSOC@ED.GOV](mailto:EDSOC@ED.GOV) and Daniel Commons, Chief Information Systems Security Officer, at (202) 377-4240. Email: [Daniel.Commons@ed.gov](mailto:Daniel.Commons@ed.gov).

Using established criteria, if the agency that experienced the breach of PII determines that the risk of harm to affected individuals or to the agency requires notification to affected individuals and/or other remedies, that agency will carry out these remedies without cost to the other agency.

#### IX. RECORDS USE, DUPLICATION, AND REDISCLOSURE RESTRICTIONS

ED agrees not to use or disclose any records received from DoD pursuant to this CMA, except as required by law or essential to the conduct of the matching program. However, the information may be used for necessary follow-up action as well as to support criminal investigations, prosecutions, or other law enforcement activity, if the match uncovers activity that warrants such a result.

- A) The matching file exchanged under this CMA remains the property of the Source Agency and will be destroyed after match activity involving the files has been completed under this program as provided above in section VII.
- B) The data exchanged under this CMA will be used and accessed only for the purpose of determining eligibility for Title IV, HEA program assistance, except as required by law.
- C) Neither DoD nor ED will extract information from the electronic data files concerning the individuals that are described therein for any purpose not stated in this CMA.
- D) Except as provided in this CMA, neither DMDC nor ED will duplicate or disseminate the data produced without the other agency's permission. Neither agency shall give such permission unless the re-disclosure is required by law or essential to the conduct of the matching program. In such cases, DMDC and ED will specify in writing which records are being disclosed and to whom and the reasons that justify such re-disclosure.

#### X. RECORDS ACCURACY ASSESSMENT

DoD data is obtained directly from military personnel or from the Service system from which the sponsor is affiliated. The data is reviewed for accuracy prior to inclusion in the DMDC Data Base (DMDC 01) and DEERS (DMDC 02) systems. DoD currently estimates that the information within the Dependent's Benefits File, a file that contains the data elements specified in section IV.C.(1) through IV.C.(3) of this CMA, is 99% accurate.

The personal identification data (SSN, name, and date of birth) contained in ED's Federal Student Aid Application File (18-11-01), the system of records being used in this matching program, are provided to ED by applicants for Title IV, HEA program assistance and verified with the Social Security Administration. It is estimated that the identifier information is virtually 100% accurate.

ED and DoD have reviewed the records subject to this CMA and concluded that the records are being maintained to a standard of accuracy that ensures fairness in any eligibility determination made on the basis of this record.

#### XI. COMPTROLLER GENERAL

The Government Accountability Office (Comptroller General) may have access to all ED and DoD records as necessary in order to verify compliance with this CMA.

#### XII. EFFECTIVE DATE

The life of this CMA is estimated to cover the 18-month period from June 14, 2018 through December 13, 2019. However, the effective date of this CMA and the date when the match may begin shall be whichever date is the latest of the following three dates: (1) the date of the last signatory to this CMA as set forth in Article XIX, below; (2) at the expiration of the 30-day public comment period following ED's publication of notice of this matching program in the *Federal Register*, assuming that ED receives no public comments or receives public comments but makes no changes to the Matching Notice as a result of the public comments, or 30 days from the date on which ED publishes a Revised Matching Notice in the *Federal Register*, assuming that ED receives public comments and revises the Matching Notice as a result of public comments; or (3) at the expiration of the 60-day period following ED's transmittal of a report concerning the matching program to OMB and to the appropriate Congressional Committees, along with a copy of this agreement, unless OMB waives any of the 60-day review period for compelling reasons, in which case, 60 days minus the number of days waived by OMB from the date of ED's transmittal of the report of the matching program.

#### Termination and Modification of Agreement

This CMA may be terminated by either party upon written notice to the other party. The termination shall be effective 90 days after the date of such notice, or a later date specified in the notice, so long as such later date does not exceed the original completion date or, if extended, the extended expiration date of the match. This CMA may be terminated at any time with the consent of both parties.

The CMA may be amended at any time by a written modification that satisfies both parties, is approved by the Data Integrity Boards, and, if necessary, is properly published in the *Federal Register*, with copies having been provided to Congress and OMB at least 40 days before its implementation.

#### XIII. PERSONS TO CONTACT

ED Contacts:

A. Computer Matching Issues:



Marya Dennis, Management and Program Analyst  
Application Processing  
U.S. Department of Education  
Federal Student Aid Program Operations Channel  
830 First Street, NE.  
Washington, DC 20202-5454  
Telephone: (202) 377-3385  
Fax: (202) 275-0492  
Email: [Marya.Dennis@ed.gov](mailto:Marya.Dennis@ed.gov)

B. Security Issues:

Daniel Commons, Chief Information Systems Security Officer  
U.S. Department of Education  
Federal Student Aid  
Technology Office  
IT Risk Management  
830 First Street, NE  
UCP-102E4  
Washington, DC 20202-5454  
Telephone: (202) 377-4240  
Email: [Daniel.Commons@ed.gov](mailto:Daniel.Commons@ed.gov)

Department of Education Computer Incident Response Capability (EDCIRC)  
[edcirc@ed.gov](mailto:edcirc@ed.gov)

DoD Contacts:

A. Computer Matching Issues:

Brent Bice, Management Analyst  
Defense Privacy, Civil Liberties, and Transparency Division  
4800 Mark Center Drive  
Alexandria, VA 22350  
Telephone: (703) 571-0070  
Email: [brent.j.bice.civ@mail.mil](mailto:brent.j.bice.civ@mail.mil)

B. DMDC Privacy Issues

Samuel M. Peterson  
Privacy Branch Chief  
IT Governance Division  
Defense Manpower Data Center

Telephone: (831) 583-2400x4457  
Email: [Samuel.m.peterson2.civ@mail.mil](mailto:Samuel.m.peterson2.civ@mail.mil)

C. DMDC Security and Incident Response:

Donna Naulivou  
Branch Chief, Operations  
Cyber Security Division  
Defense Manpower Data Center  
400 Gigling Road  
Seaside, CA 93955  
Telephone: (831) 583-4159  
Email: [donna.m.naulivou.civ@mail.mil](mailto:donna.m.naulivou.civ@mail.mil)

D. DMDC POC

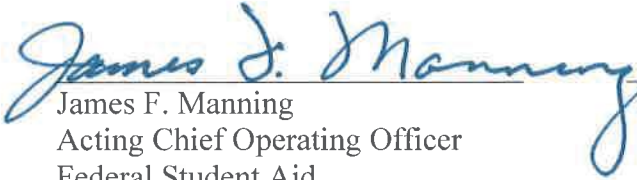
Jared Jungwirth  
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Defense Manpower Data Center  
400 Gigling Road

Seaside, CA 93955  
Telephone: (831) 583-2400  
Email: jared.m.jungwirth.civ@mail.mil

XIV. SIGNATURES


The signatories below warrant and represent that they have the competent authority on behalf of their agency to enter into the obligations set forth in this CMA.

U. S. DEPARTMENT OF EDUCATION

 6/11/18  
Date  
James F. Manning  
Acting Chief Operating Officer  
Federal Student Aid  
U.S. Department of Education

The Data Integrity Boards of both agencies have reviewed and approved this CMA and have determined that it is appropriate to compress the processes of independently verifying the data that ED receives from DoD and the process of providing the individual with the due process notice of the opportunity to contest the finding of the matching program. The Data Integrity Boards also have determined that there is a high degree of confidence that the information provided by both agencies is accurate.

U. S. DEPARTMENT OF EDUCATION

 6/19/18  
Date  
Angela Arrington  
Acting Agency Official for Privacy  
Chair, Data Integrity Board  
U.S. Department of Education

XV. SIGNATURES

The signatories below warrant and represent that they have the competent authority on behalf of their agency to enter into the obligations set forth in this CMA.

DEPARTMENT OF DEFENSE

SORRENTO.MICHAEL.V.1399639162  
EL.V.1399639162

Digitally signed by  
SORRENTO.MICHAEL.V.1399639162  
Date: 2018.06.15 16:58:51 -04'00'

\_\_\_\_\_  
Michael V. Sorrento  
Director  
Department of Defense/DMDC

\_\_\_\_\_  
Date

The Data Integrity Boards of both agencies have reviewed and approved this CMA and have determined that it is appropriate to compress the processes of independently verifying the data that ED receives from DoD and the process of providing the individual with the due process notice of the opportunity to contest the finding of the matching program. The Data Integrity Boards also have determined that there is a high degree of confidence that the information provided by both agencies is accurate.

DEPARTMENT OF DEFENSE

\_\_\_\_\_  
Joo Y. Chung  
Chairperson  
Defense Data Integrity Board  
Department of Defense

\_\_\_\_\_  
Date

Enclosures:

1. Appendix A: Cost Benefit Analysis
2. Appendix B: Department of Education, System of Records Notice (SORN) Federal Student Aid Application File (18-11-01)
3. Appendix C: Department of Defense, System of Records Notice (SORN) Defense Manpower Data Center Data Base (DMDC 01)
4. Appendix D: Department of Defense, System of Records Notice (SORN) Defense Manpower Data Center Data Base (DMDC 02)

## Appendix A



### Cost-Benefit Analysis for Matching Students Identified in the Department of Defense's Defense Manpower Data Center and the Department of Education's Title IV Applicants Projected Award Year 2015-16 Data

#### I. INTRODUCTION

The Department of Education (ED) processes Free Application for Federal Student Aid (FAFSA) applications through an automated system known as the Central Processing System (CPS). Over 19 million FAFSAs are processed each award year.

ED receives a file containing selected data elements for certain individuals, as specified in the computer matching agreement, from the Department of Defense's (DoD) DMDC 02 DoD, Defense Enrollment Eligibility Reporting System (DEERS). This file is matched against the Federal Student Aid Application File in the CPS. When a DoD-provided record matches an ED record in the CPS, ED will notify the school(s) indicated on the student's FAFSA that the applicant may be eligible for a higher amount of Title IV, HEA program assistance.

All of the data for this cost-benefit analysis is based on the 18 month application processing cycle of the FAFSA. For students applying for Federal student aid for the 2015-16 award year (July 1, 2015 – June 30, 2016), the FAFSA processing begins six months prior to the beginning of the award year and extends slightly past the end of the award year to allow correction processing. Administrative costs for DoD staff was obtained from Appendix A in the Cost-Benefit analysis of the previous Computer Matching Agreement and adjusted for the Bureau of Labor Statistics 0.73% 2015 inflation rate.

For the purposes of this data match, DoD will send ED an updated data file every month.

#### II. COSTS

##### A. Description of ED Process and Frequency for DoD Match Receipt

ED loads the DoD's DEERS information into its CPS to determine which records from DEERS match the Title IV applicant records in the CPS. Information from each subsequent DEERS file from DoD is loaded into the CPS every month. This highly automated process takes less than an hour per cycle and therefore does not represent a significant system processing cost to ED.

##### B. ED's Central Processing System Cost

The current DEERS file is matched with each FAFSA in the CPS.

- Monthly computer processing cost per DEERS file = \$10.77
  - 18 DEERS files processed @ \$10.77/file = \$193.86
- Total annual ED processing cost: \$193.86

C. Administrative Cost: ED Staff

Federal Student Aid (FSA) (GS13-5 and GS14-5):

GS 13-5 for 120 hours:

120 hours divided equally over 18 months = 6.67 hours

6.67 x 12 hours in 2015 x \$49.32/hour = \$3,947.57

6.67 x 6 hours in 2016 x \$50.04/hour = \$2,002.60

FSA costs for GS 13-5: (\$3,947.57 + \$2,002.60) \$5,950.17

GS 14-5 for 20 hours:

20 hours divided equally over 18 months = 1.11

1.11 x 12 hours x \$58.28 = \$776.29

1.11 x 6 hours x \$59.13 = \$393.80

FSA costs for GS14-5: (\$776.29 + \$393.80) = \$1,170.09

Office of the General Counsel (OGC) (GS15-5 for 8 hours):

8 hours divided equally over 18 months = 0.44

0.44 x 12 hours in 2015 x \$68.56 = \$362.00

0.44 x 6 hours in 2016 x \$69.56 = \$183.64

OGC costs: = (\$362.00 + \$183.64) = \$545.64

Division of Regulatory Services (DRS) points of contact (GS15-5 for 20 hours):

20 hours divided equally over 18 months = 1.11

1.11 x 12 hours x \$68.56 = \$913.22

1.11 x 6 hours x \$69.56 = \$463.27

DRS costs: (\$913.22 + \$463.27) = \$1,376.49

Data Integrity Board (DIB) (GS15-5) for 10 hours:

10 hours divided equally over 18 months = 0.56

0.56 x 12 hours x \$68.56 = \$460.72

0.56 x 6 hours x \$69.56 = \$233.72

DIB cost: (\$460.72 + \$233.72) = \$694.44

Total ED staff cost: \$9,736.83

D. Administrative Cost: DoD Staff

Direct Labor cost: \$13.63 + \$1,867 \$1,880.63

File processing \$2.27 + \$311 \$313.27

Coordination \$11.36 + \$1,556 \$1,567.36

Computer time cost: \$1,453 + \$10.17 \$1,463.61

CPU cost: \$522.79

Total DoD cost: \$5,747.66

Note: 2015 Inflation Rate: 0.73%

#### E. Total ED and DoD Cost

Total receipt and central processing cost	\$193.86
Total ED admin/staff cost	\$9,736.83
Total DoD admin/staff cost	\$5,747.66
Total cost:	\$15,678.35

### III. BENEFITS

By matching the applicant's name, date of birth, and Social Security number in the DEERS file with the FAFSA records, ED is able to identify applicants who may qualify for a higher amount of Title IV, HEA program assistance who would otherwise not be identified if the matching program did not exist.

Tracking these military dependents will be increasingly difficult in the future because qualified dependents may be applying for this benefit over the next 25 or more years. In view of the large number of Title IV Federal student aid applicants, an automated matching program is the only practical method to identify the military dependents that are eligible for this benefit administered by ED.

For the 2015-16 award year, it is estimated that about 646 military dependents in the DEERS database were identified as eligible to receive the maximum Pell award of \$5,775\* and other Federal student aid program assistance up to their Cost of Attendance (COA). The average Federal Pell Grant received for the 2015-16 academic year, per recipient is: \$3,646. We are not quantifying changes in the loan programs for these students because changes in their borrowing behavior are not clear and could involve a shift to grants, a shift between loan types, or a change in institutional choice and no change in borrowing, so the quantified benefit for these recipients will focus on the Pell Grant program.

Historically, a percentage of all students who are eligible for Federal student aid decide not to go to college, or simply fail to actually enroll at a postsecondary institution. We estimate that these factors reduce the actual number of dependents who receive an award by 50 percent. Therefore, the estimated total eligible military dependents was reduced to 323 (646 x 50 percent) to represent the number of military dependents who actually received the maximum Pell Grant Award.

A recent CPS computer report indicated that approximately 64 percent of the recipients identified would already qualify for the maximum Pell Grant, approximately 18 percent would be eligible for some Pell Grant below the maximum amount, and the remaining 18 percent would not have been identified as eligible for Pell Grants without the matching program. Assuming that all would attend full-time, the benefits to military dependents from the match would be \$463,376.

Estimated military dependents already eligible for some Pell Grant who will receive a maximum Pell Grant (323 x 18%):	58.14
Difference between maximum Federal Pell Grant and the Average Federal Pell Grant:	x \$2,129



Estimated Benefit: \$123,780

Estimated military dependents not otherwise eligible for  
Pell Grants who will receive a maximum Pell Grant (323 x 18%): 58.14  
Maximum Federal Pell Grant: x \$5,775  
Estimated Benefit: \$335,759

Total benefit to military dependents: \$459,539

#### IV. COST/BENEFIT RATIO

The ratio of total cost to total benefit is the total cost divided by the total benefit:

Total cost: \$15,678  
Total benefit: \$459,539  
Ratio: .034

## Appendix B

Department of Education SORN

Federal Student Aid Application File (18-11-01) (76 FR 46774 (August 3, 2011))

### SYSTEM NAME:

Federal Student Aid Application File.

### SECURITY CLASSIFICATION:

None.

### SYSTEM LOCATION:

Application & Pell Processing Systems Division, Office of Student Financial Assistance Programs, U.S. Department of Education, Seventh and D Streets, SW., Room 4621, ROB-3, Washington, DC 20202-5459. Federal Student Aid Application Processing Center, Iowa City, IA 52240.

### CATEGORIES OF INDIVIDUALS COVERED BY THE SYSTEM:

This system contains records on students applying for Federal student financial assistance under Title IV of the Higher Education Act of 1965 (HEA).

### CATEGORIES OF RECORDS IN THE SYSTEM:

This system consists of the name, address, birth date, Social Security number, parents' and students' personal identification numbers assigned by the Department, and financial data necessary to identify applicants, verify applicant data, and calculate their expected family contributions for Federal student financial assistance. In addition, information on the student's prior Pell Grant awards and student loan status from the National Student Loan Data System (NSLDS) database is maintained in the system.

### AUTHORITY FOR MAINTENANCE OF THE SYSTEM:

Title IV of the Higher Education Act of 1965, as amended.

### PURPOSE(S):

Information contained in this system is maintained for the purposes of: (1) Determining an applicant's eligibility for the Federal student financial assistance programs authorized by title IV of the HEA; (2) Maintaining a record of the data supplied by those requesting assistance; (3)

Documenting the results of an applicant's need analysis and Pell Grant eligibility; (4) Reporting the results of the need analysis and Pell Grant eligibility determination to applicants, postsecondary institutions, and State agencies designated by the applicant, and to other Departmental and investigative components for use in operating and evaluating the title IV, HEA programs and in the imposition of criminal, civil or administrative sanctions; and (5) Acting as a repository and source for information necessary to fulfill the requirements of title IV of the HEA.

ROUTINE USES OF RECORDS MAINTAINED IN THE SYSTEM, INCLUDING CATEGORIES OF USERS AND THE PURPOSES OF SUCH USES:

The Department of Education (Department) may disclose information contained in a record in this system of records under the routine uses listed in this system of records without the consent of the individual if the disclosure is compatible with the purposes for which the record was collected. These disclosures may be made on a case-by-case basis or, if the Department has complied with the computer matching requirements of the Act, under a computer matching agreement.

(1) Disclosure to institutions of postsecondary education. The Department may disclose identifying information, financial data, and expected family contributions of applicants to those institutions of postsecondary education (or their designated agents) in which the applicants plan to enroll or are enrolled. Disclosure of such information is made only to postsecondary institutions that are listed by the applicant on the Federal Student Aid Application file.

(2) Disclosure to State agencies. The Department may disclose the data described in paragraph (1) to State agencies having agreements with the Secretary for purposes of coordinating student aid.

(3) Disclosure to parents and spouses. The Department, upon request, may disclose information that is provided by parents or spouses on the application form to those individuals.

(4) Disclosure for Use by Other Law Enforcement Agencies. The Department may disclose information to any Federal, State, local, or foreign agency or other public authority responsible for enforcing, investigating, or prosecuting violations of administrative, civil, or criminal law or regulation if that information is relevant to any enforcement, regulatory, investigative, or prosecutive responsibility within the receiving entity's jurisdiction.

(5) Enforcement Disclosure. In the event that information in this system of records indicates, either on its face or in connection with other information, a violation or potential violation of any applicable statute, regulation, or order of a competent authority, the Department may disclose the relevant records to the appropriate agency, whether foreign, Federal, State, Tribal, or local, charged with the responsibility of investigating or prosecuting that violation or charged with enforcing or implementing the statute, executive order, rule, regulation, or order issued pursuant thereto.

(6) Litigation and Alternative Dispute Resolution (ADR) Disclosures.

(a) Introduction. In the event that one of the parties listed below is involved in litigation or ADR, or has an interest in litigation ADR, the Department may disclose certain records to the parties described in paragraphs (b), (c) and (d) of this routine use under the conditions specified in those paragraphs:

(i) The Department of Education, or any component of the Department; or  
(ii) Any Department employee in his or her official capacity; or  
(iii) Any Department employee in his or her individual capacity if the Department of Justice (DOJ) has agreed to provide or arrange for representation for the employee;  
(iv) Any Department employee in his or her individual capacity where the agency has agreed to represent the employee; or

(v) The United States where the Department determines that the litigation is likely to affect the Department or any of its components.

(b) Disclosure to the DOJ. If the Department determines that disclosure of certain records to the DOJ is relevant and necessary to litigation or ADR, the Department may disclose those records as a routine use to the DOJ.

(c) Administrative Disclosures. If the Department determines that disclosure of certain records to an adjudicative body before which the Department is authorized to appear, an individual or entity designated by the Department or otherwise empowered to resolve or mediate disputes is relevant and necessary to the administrative litigation, the Department may disclose those records as a routine use to the adjudicative body, individual, or entity.

(d) Parties, counsels, representatives and witnesses. If the Department determines that disclosure of certain records to a party, counsel, representative or witness in an administrative proceeding is relevant and necessary to the litigation, the Department may disclose those records as a routine use to the party, counsel, representative or witness.

(7) Freedom of Information Act (FOIA) Advice Disclosure. The Department may disclose records to the Department of Justice and the Office of Management and Budget if the Department concludes that disclosure is desirable or necessary in determining whether particular records are required to be disclosed under the FOIA.

(8) Contract Disclosure. If the Department contracts with an entity for the purposes of performing any function that requires disclosure of records in this system to employees of the contractor, the Department may disclose the records to those employees. Before entering into such a contract, the Department shall require the contractor to maintain Privacy Act safeguards as required under 5 U.S.C. 552a(m) with respect to the records in the system.

(9) Congressional Member Disclosure. The Department may disclose records to a member of Congress from the record of an individual in response to an inquiry from the member made at the written request of that individual. The member's right to the information is no greater than the right of the individual who requested it.

(10) Employment, Benefit, and Contracting Disclosure.

(a) For Decisions by the Department. The Department may disclose a record to a Federal, State, or local agency maintaining civil, criminal, or other relevant enforcement or other pertinent records, or to another public authority or professional organization, if necessary to obtain information relevant to a Department decision concerning the hiring or retention of an employee

or other personnel action, the issuance of a security clearance, the letting of a contract, or the issuance of a license, grant, or other benefit.

(b) For Decisions by Other Public Agencies and Professional Organizations. The Department may disclose a record to a Federal, State, local, or foreign agency or other public authority or professional organization, in connection with the hiring or retention of an employee or other personnel action, the issuance of a security clearance, the reporting of an investigation of an employee, the letting of a contract, or the issuance of a license, grant, or other benefit, to the extent that the record is relevant and necessary to the receiving entity's decision on the matter.

(11) Employee Grievance, Complaint or Conduct Disclosure. The Department may disclose a record in this system of records to another agency of the Federal Government if the record is relevant to one of the following proceedings regarding a present or former employee of the Department: Complaint, grievance, discipline or competence determination proceedings. The disclosure may only be made during the course of the proceeding.

(12) Labor Organization Disclosure. A component of the Department may disclose records to a labor organization if a contract between the component and a labor organization recognized under Title V of the United States Code, Chapter 71, provides that the Department will disclose personal records relevant to the organization's mission. The disclosures will be

made only as authorized by law.

(13) Disclosure to the Department of Justice (DOJ). The Department may disclose records to the DOJ to the extent necessary for obtaining DOJ advice on any matter relevant to an audit, inspection, or other inquiry related to the programs covered by this system.

(14) Research Disclosure. The Department may disclose records to a researcher if an appropriate official of the Department determines that the individual or organization to which the disclosure would be made is qualified to carry out specific research related to functions or purposes of this system of records. The official may disclose records from this system of records to that researcher solely for the purpose of carrying out that research related to the functions or purposes of this system of records. The researcher shall be required to maintain Privacy Act safeguards with respect to the disclosed records.

(15) Disclosure to the Office of Management and Budget (OMB) for Credit Reform Act (CRA) Support. The Department may disclose records to OMB as necessary to fulfill CRA requirements.

(16) Disclosures to third parties through computer matching programs. Any information from this system of records, including personal information obtained from other agencies through computer matching programs, may be disclosed to any third party through a computer matching program in connection with an individual's application or participation in any grant or loan program administered by the U.S. Department of Education. Purposes of these disclosures may be to determine program eligibility and benefits, enforce the conditions and terms of the loan or grant, permit the servicing and collecting of the loan or grant, counsel the individual in repayment efforts, investigate possible fraud and verify compliance with program regulations, locate a delinquent or defaulted debtor, and initiate legal action against an individual involved in program fraud or abuse.

#### DISCLOSURE TO CONSUMER REPORTING AGENCIES:

Disclosures pursuant to 5 U.S.C. 552a(b)(12): The Department may disclose to a consumer reporting agency information regarding a claim by the Department which is determined to be valid and overdue as follows: (1) The name, address, taxpayer identification number and other information necessary to establish the identity of the individual responsible for the claim; (2) the amount, status, and history of the claim; and (3) the program under which the claim arose. The Department may disclose the information specified in this paragraph under 5 U.S.C. 552a(b)(12) and the procedures contained in subsection 31 U.S.C. 3711(e). A consumer reporting agency to which these disclosures may be made is defined at 31 U.S.C. 3701(a)(3).

#### POLICIES AND PRACTICES FOR STORING, RETRIEVING, ACCESSING, RETAINING, AND DISPOSING OF RECORDS IN THE SYSTEM: STORAGE:

Original applications are maintained in standard Federal Records Center boxes in locked storage rooms within the facility of the Application for Federal Student Aid Processor. Computerized applicant records are maintained on magnetic tape reels, cartridges and hard disks in the computer facility and locked storage rooms within the Federal Student Aid Application Central Processing Center. Microfiche records maintained in the Washington, DC office are locked in standard file cabinets.

#### RETRIEVABILITY:

Records are indexed by Social Security number and the first two letters of the applicant's last name.

#### SAFEGUARDS:

Records are available to staff of the Student Financial Assistance Programs (including appropriate contract support staff). The Department will mail an Electronic Access Code (EAC) directly to certain students who have used the World Wide Web to electronically file a Free Application for Federal Student Aid (FAFSA). The student uses the EAC to complete their renewal Free Application for Federal Student Aid (FAFSA) via the internet. Physical access to the data systems housed within the facility is controlled by a computerized badge reading system, and the entire complex is patrolled by security personnel during non-business hours. The computer system employed by the Department offers a high degree of resistance to tampering and circumvention. Multiple levels of security are maintained within the computer system control program. This security system limits data access to Department and contract staff on a "need-to-know" basis, and controls individual users' ability to access and alter records within the system. All users of this system of records are given a unique user ID with personal identifiers. All interactions by individual users with the system are recorded.

#### RETENTION AND DISPOSAL:

Original records are maintained and stored in a Federal Records Center. Grant aid records are kept for a period not to exceed fifteen years after payment or audit of the grantee, whichever comes sooner; and loan records are kept three years after cancellation or repayment of a loan, in accordance with the Department of Education Records Disposition Schedules (ED/RDS).

#### SYSTEM MANAGER(S) AND ADDRESS:

Director, Application & Pell Processing Systems Division, Office of Student Financial Assistance Programs, U.S. Department of Education, 400 Maryland Avenue, SW., Room 4621, ROB-3, Washington, DC 20202-5459.

#### NOTIFICATION PROCEDURE:

A copy of the applicant's record, known as the Student Aid Report, is mailed to the applicant's home address after the application information has been processed. If you wish to determine whether a record exists regarding you in the system of records, contact the system manager and provide you name, date of birth, and Social Security number or call 1-800-4-FED-AID (1-800-433-3243) and give the same information. Requests for notification about whether the system of records contains information about an individual must meet the requirements of the regulations at 34 CFR 5b.5, including proof of identity.

#### RECORD ACCESS PROCEDURES:

If you wish to gain access to a record in this system, contact the system manager and provide information as described in the Notification Procedure. Requests by an individual for access to a record must meet the requirements of the regulations at 34 CFR 5b.5, including proof of identity.

#### CONTESTING RECORD PROCEDURES:

If you wish to change the content of a record in the system of records (for the current Free Application for Federal Student Aid (FAFSA)), contact the system manager with the information described in the Notification Procedure, identify the specific items to be changed, and provide a justification for the change. Requests to amend a record must meet the requirements of regulations at 34 CFR 5b.7.

#### RECORD SOURCE CATEGORIES:

Applicants for Federal student financial aid provide the information used in this system by filing a Free Application for Federal Student Aid (FAFSA) with the Department of Education. (For students who have access to the internet, the Free Application for Federal Student Aid (FAFSA) is available on the world wide web (located at [www.fafsa.ed.gov](http://www.fafsa.ed.gov)). Although students using the website are required to send in a paper signature page and students must update their information each year, applying electronically using the internet is less burdensome than applying on paper.)

#### SYSTEMS EXEMPTED FROM CERTAIN PROVISIONS OF THE ACT:

None.

## Appendix C

### DMDC 01

#### SYSTEM NAME:

Defense Manpower Data Center Data Base (November 23, 2011, 76 FR 72391)

#### SYSTEM LOCATION:

Naval Postgraduate School Computer Center, Naval Postgraduate School, Monterey, CA 93943-5000.

#### CATEGORIES OF INDIVIDUALS COVERED BY THE SYSTEM:

All Army, Navy, Air Force, Marine Corps, and Coast Guard officer and enlisted personnel who served on active duty from July 1, 1968, and after or who have been a member of a reserve component since July 1975 (hereafter the "Armed Forces"); retired Armed Forces personnel; active and retired members of the commissioned corps of the National Oceanic and Atmospheric Administration (NOAA) and the Public Health Service (PHS) (with Armed Forces above, hereafter referred to as the "Uniformed Services"). All individuals examined to determine eligibility for military service at an Armed Forces Entrance and Examining Station from July 1, 1970, and later.

Current and former DoD civilian employees since January 1, 1972. Veterans who used the Veterans Education Assistance Program (VEAP) from January 1977 through June 1985.

Participants in the Department of Health and Human Services National Longitudinal Survey.

Survivors of retired Armed Forces personnel who are eligible for or currently receiving disability payments or disability income compensation from the Department of Veteran Affairs; surviving spouses of active or retired deceased Armed Forces personnel; 100% disabled veterans and their survivors; and survivors of retired officers of NOAA and PHS who are eligible for, or are currently receiving, Federal payments due to the death of the retiree.

Individuals receiving disability compensation from the Department of Veteran Affairs or who are covered by a Department of Veteran Affairs' insurance or benefit program; dependents of active and retired members of the Uniformed Services, selective service registrants.

All Federal civilian retirees.

All non-appropriated funded individuals who are employed by the Department of Defense.

Individuals who were or may have been the subject of tests involving chemical or biological human subject testing; and individuals who have inquired or provided information to the Department of Defense concerning such testing.

Individuals who are authorized web access to DMDC computer systems and databases.

#### CATEGORIES OF RECORDS IN THE SYSTEM:

Computerized personnel/employment/pay records consisting of name, Service Number, Selective Service Number, Social Security Number (SSN), DoD Identification Number, citizenship data, compensation data, demographic information such as home town, age, sex, race, and educational level; civilian occupational information; performance ratings of DoD civilian employees and military members; reasons given for leaving military service or DoD civilian service; civilian and military acquisition work force warrant location, training and job specialty information; military personnel information such as rank, assignment/deployment, length of



service, military occupation, aptitude scores, post-service education, training, and employment information for veterans; participation in various in-service education and training programs; date of award of certification of military experience and training; military hospitalization and medical treatment, immunization, and pharmaceutical dosage records; home and work addresses; and identities of individuals involved in incidents of child and spouse abuse, and information about the nature of the abuse and services provided.

CHAMPUS claim records containing enrollee, patient and health care facility, provided data such as cause of treatment, amount of payment, name and Social Security or tax identification number of providers or potential providers of care.

Selective Service System registration data.

Primary and secondary fingerprints of Military Entrance Processing Command (MEPCOM) applicants.

Department of Veteran Affairs disability payment records. Credit or financial data as required for security background investigations.

Criminal history information on individuals who subsequently enter the military.

Extract from Office of Personnel Management (OPM) OPM/CENTRAL-1, Civil Service Retirement and Insurance Records, including postal workers covered by Civil Service Retirement, containing Civil Service Claim number, date of birth, name, provision of law retired under, gross annuity, length of service, annuity commencing date, former employing agency and home address. These records provided by OPM for approved computer matching.

Non-appropriated fund employment/personnel records consist of Social Security Number (SSN), name, and work address.

Military drug test records containing the Social Security Number (SSN), date of specimen collection, date test results reported, reason for test, test results, base/area code, unit, service, status (active/reserve), and location code of testing laboratory.

Names of individuals, as well as DMDC assigned identification numbers, and other user-identifying data, such as organization, Social Security Number (SSN), email address, phone number, of those having web access to DMDC computer systems and databases, to include dates and times of access.

#### AUTHORITY FOR MAINTENANCE OF THE SYSTEM:

5 U.S.C. App. 3 (Pub.L. 95-452, as amended (Inspector General Act of 1978)); 10 U.S.C. 136, Under Secretary of Defense for Personnel and Readiness; 10 U.S.C. 1562, Database on Domestic Violence Incidents; 20 U.S.C. 1070(f)(4), Higher Education Opportunity Act; Pub.L. 106-265, Federal Long-Term Care Insurance; 10 U.S.C. 2358, Research and Development Projects; and E.O. 9397 (SSN), as amended.

#### PURPOSE(S):

The purpose of the system of records is to provide a single central facility within the Department of Defense to assess manpower trends, support personnel and readiness functions, to perform

longitudinal statistical analyses, identify current and former DoD civilian and Armed Forces personnel for purposes of detecting fraud and abuse of pay and benefit programs, to register current and former DoD civilian and Armed Forces personnel and their authorized dependents for purposes of obtaining medical examination, treatment or other benefits to which they are qualified.

To collect debts owed to the United States Government and state and local governments. Information will be used by agency officials and employees, or authorized contractors, and other DoD Components in the preparation of studies and policy as related to the health and well-being of current and past Armed Forces and DoD-affiliated personnel; to respond to Congressional and Executive branch inquiries; and to provide data or documentation relevant to the testing or exposure of individuals.

Armed Forces drug test records will be maintained and used to conduct longitudinal, statistical, and analytical studies and computing demographic reports. No personal identifiers will be included in the demographic data reports. All requests for Service specific drug testing demographic data will be approved by the Service designated drug testing program office. All requests for DoD wide drug testing demographic data will be approved by the DoD Coordinator for Drug Enforcement Policy and Support, 1510 Defense Pentagon, Washington, DC 20301-1510.

DMDC web usage data will be used to validate continued need for user access to DMDC computer systems and databases, to address problems associated with web access, and to ensure that access is only for official purposes.

#### ROUTINE USES OF RECORDS MAINTAINED IN THE SYSTEM, INCLUDING CATEGORIES OF USERS AND THE PURPOSES OF SUCH USES:

In addition to those disclosures generally permitted under 5 U.S.C. 552a(b) of the Privacy Act of 1974, these records may specifically be disclosed outside the DoD as a routine use pursuant to 5 U.S.C. 552a(b)(3) as follows:

1. To the Department of Veteran Affairs (DVA):
  - a. To provide Uniformed Service personnel and pay data for present and former Uniformed Service personnel for the purpose of evaluating use of veterans' benefits, validating benefit eligibility and maintaining the health and well-being of veterans and their family members.
  - b. To provide identifying Armed Service personnel data to the DVA and its insurance program contractor for the purpose of notifying separating eligible Reservists of their right to apply for Veteran's Group Life Insurance coverage under the Veterans Benefits Improvement Act of 1996 (38 U.S.C. 1968).
  - c. To register eligible veterans and their dependents for DVA programs.
  - d. Providing identification of former Uniformed Service personnel and survivor's financial benefit data to DVA for the purpose of identifying military retired pay and survivor benefit payments for use in the administration of the DVA's Compensation and Pension program (38 U.S.C. 5106). The information is to be used to process all DVA award actions more efficiently, reduce subsequent overpayment collection actions, and minimize erroneous payments.

- e. To conduct computer matching programs regulated by the Privacy Act of 1974, as amended (5 U.S.C. 552a), for the purpose of:
- (1) Providing full identification of active duty Uniformed Service personnel, including full time National Guard/Reserve support personnel, for use in the administration of DVA's Compensation and Pension benefit program. The information is used to determine continued eligibility for DVA disability compensation to recipients who have returned to active duty so that benefits can be adjusted or terminated as required and steps taken by DVA to collect any resulting over payment (38 U.S.C. 5304(c)).
  - (2) Providing identification of reserve duty, including full time support National Guard/Reserve Armed Forces personnel, to the DVA, for the purpose of deducting reserve time served from any DVA disability compensation paid or waiver of VA benefit. The law (10 U.S.C. 12316) prohibits receipt of reserve pay and DVA compensation for the same time period, however, it does permit waiver of DVA compensation to draw reserve pay.
- f. To provide identifying Uniformed Service personnel data to the DVA for the purpose of notifying such personnel of information relating to educational assistance as required by the Veterans Programs Enhancement Act of 1998 (38 U.S.C. 3011 and 3034).
2. To the Office of Personnel Management (OPM):
- a. Consisting of personnel/employment/financial data for the purpose of carrying out OPM's management functions. Records disclosed concern pay, benefits, retirement deductions and any other information necessary for those management functions required by law (Pub.L. 83-598, 84-356, 86-724, 94-455 and 5 U.S.C. 1302, 2951, 3301, 3372, 4118, 8347).
  - b. To conduct computer matching programs regulated by the Privacy Act of 1974, as amended (5 U.S.C. 552a) for the purpose of:
    - (1) Exchanging civil service and Reserve personnel data to identify those individuals of the Reserve forces who are employed by the Federal government in a civilian position. The purpose of the match is to identify those particular individuals occupying critical positions as civilians and cannot be released for extended active duty in the event of mobilization. Employing Federal agencies are informed of the reserve status of those affected personnel so that a choice of terminating the position or the reserve assignment can be made by the individual concerned. The authority for conducting the computer match is contained in E.O. 11190, Providing for the Screening of the Ready Reserve of the Armed Forces.
    - c. Matching for administrative purposes to include updated employer addresses of Federal civil service employees who are reservists and demographic data on civil service employees who are reservists.
3. To the Internal Revenue Service (IRS) for the purpose of obtaining home addresses to contact Reserve component members for mobilization purposes and for tax administration. For the purpose of conducting aggregate statistical analyses on the impact of Armed Forces personnel of actual changes in the tax laws and to conduct aggregate statistical analyses to life stream earnings of current and former military personnel to be used in studying the comparability of civilian and military pay benefits. To aid in administration of Federal Income Tax laws and regulations, to identify noncompliance and delinquent filers.
4. To the Department of Health and Human Services (DHHS):
- a. To the Office of the Inspector General, DHHS, for the purpose of identification and investigation of DoD civilian employees and Armed Forces members who may be improperly receiving funds under the Temporary Assistance to Needy Families (TANF).

b. To the Office of Child Support Enforcement, Federal Parent Locator Service, DHHS, pursuant to 42 U.S.C. 653 and 653a; to assist in locating individuals for the purpose of establishing parentage; establishing, setting the amount of, modifying, or enforcing child support obligations; or enforcing child custody or visitation orders; and for conducting computer matching as authorized by E.O. 12953 to facilitate the enforcement of child support owed by delinquent obligors within the entire civilian Federal government and the Uniformed Services (active and retired). Identifying delinquent obligors will allow State Child Support Enforcement agencies to commence wage withholding or other enforcement actions against the obligors.

NOTE 1: Information requested by DHHS is not disclosed when it would contravene U.S. national policy or security interests (42 U.S.C. 653(e)).

NOTE 2: Quarterly wage information is not disclosed for those individuals performing intelligence or counter intelligence functions and a determination is made that disclosure could endanger the safety of the individual or compromise an ongoing investigation or intelligence mission (42 U.S.C. 653(n)).

c. To the Health Care Financing Administration (HCFA), DHHS for the purpose of monitoring HCFA reimbursement to civilian hospitals for Medicare patient treatment. The data will ensure no Department of Defense physicians, interns, or residents are counted for HCFA reimbursement to hospitals.

d. To the Center for Disease Control and the National Institutes of Mental Health, DHHS, for the purpose of conducting studies concerned with the health and well-being of Uniformed Services personnel or veterans, to include family members.

e. To conduct computer matching programs regulated by the Privacy Act of 1974, as amended (5 U.S.C. 552a), for the Public Assistance Reporting Information System (PARIS) for the purpose of determining continued eligibility and help eliminate fraud and abuse in benefit programs by identifying individuals who are receiving Federal compensation or pension payments and also are receiving payments pursuant to Federal benefit programs being administered by the States.

5. To the Social Security Administration (SSA):

a. To the Office of Research and Statistics for the purpose of:

(1) Conducting statistical analyses of impact of military service and use of GI Bill benefits on long term earnings.

(2) Obtaining current earnings data on individuals who have voluntarily left military service or DoD civil employment so that analytical personnel studies regarding pay, retention and benefits may be conducted.

NOTE 3: Earnings data obtained from the SSA and used by DoD does not contain any information that identifies the individual about whom the earnings data pertains.

b. To conduct computer matching programs regulated by the Privacy Act of 1974, as amended (5 U.S.C. 552a) to the Bureau of Supplemental Security Income for the purpose of verifying information provided to the SSA by applicants and recipients/beneficiaries, who are retired members of the Uniformed Services or their survivors, for Supplemental Security Income (SSI) or Special Veterans' Benefits (SVB). By law (42 U.S.C. 1006 and 1383), the SSA is required to verify eligibility factors and other relevant information provided by the SSI or SVB applicant from independent or collateral sources and obtain additional information as necessary before making SSI or SVB determinations of eligibility, payment amounts, or adjustments thereto.

- c. To the Client Identification Branch for the purpose of validating the assigned Social Security Number for individuals in DoD personnel and pay files, using the SSA Enumeration Verification System (EVS).
- d. To the Office of Disability and Insurance Security Programs, for the purpose of expediting disability processing of wounded military service members and veterans.
6. To the Selective Service System (SSS) for the purpose of facilitating compliance of members and former members of the Armed Forces, both active and reserve, with the provisions of the Selective Service registration regulations (50 U.S.C. App. 451 and E.O. 11623).
7. To the Department of Labor (DOL) to reconcile the accuracy of unemployment compensation payments made to former DoD civilian employees and members of the Uniformed Services by the states. To the Department of Labor to survey Armed Forces separations to determine the effectiveness of programs assisting veterans to obtain employment.
8. To Federal and Quasi Federal agencies, territorial, state, and local governments to support personnel functions requiring data on prior Armed Forces service credit for their employees or for job applicants. Information released includes name, Social Security Number, and military or civilian address of individuals. To detect fraud, waste and abuse pursuant to the authority contained in the Inspector General Act of 1978, as amended (Pub.L. 95-452) for the purpose of determining eligibility for, and/or continued compliance with, any Federal benefit program requirements.
9. To state and local law enforcement investigative agencies to obtain military history information for the purpose of ongoing investigations.
10. To Federal and Quasi Federal agencies, territorial, state and local governments, and contractors and grantees for the purpose of supporting research studies concerned with the health and well-being of Uniformed Service and retired personnel or veterans, to include family members. DMDC will disclose information from this system of records for research purposes when DMDC:
  - a. has determined that the use or disclosure does not violate legal or policy limitations under which the record was provided, collected, or obtained;
  - b. has determined that the research purpose (1) cannot be reasonably accomplished unless the record is provided in individually identifiable form, and (2) warrants the risk to the privacy of the individual that additional exposure of the record might bring;
  - c. has required the recipient to (1) establish reasonable administrative, technical, and physical safeguards to prevent unauthorized use or disclosure of the record, and (2) remove or destroy the information that identifies the individual at the earliest time at which removal or destruction can be accomplished consistent with the purpose of the research project, unless the recipient has presented adequate justification of a research or health nature for retaining such information, and (3) make no further use or disclosure of the record except (A) in emergency circumstances affecting the health or safety of any individual, (B) for use in another research project, under these same conditions, and with written authorization of the Department, (C) for disclosure to a properly identified person for the purpose of an audit related to the research project, if information that would enable research subjects to be identified is removed or destroyed at the earliest opportunity consistent with the purpose of the audit, or (D) when required by law;
  - d. has secured a written statement attesting to the recipient's understanding of, and willingness to abide by these provisions.

11. To Federal and State agencies for purposes of obtaining socioeconomic information on Armed Forces personnel so that analytical studies can be conducted with a view to assessing the present needs and future requirements of such personnel.
12. To Federal and state agencies for purposes of validating demographic data (e.g., Social Security Number, citizenship status, date and place of birth, etc.) for individuals in Uniformed Service personnel and pay files so that accurate information is available in support of Uniformed Service requirements.
13. To the Bureau of Citizenship and Immigration Services, Department of Homeland Security, for purposes of facilitating the verification of individuals who may be eligible for expedited naturalization (Pub.L. 108-136, Section 1701, and E.O. 13269, Expedited Naturalization).
14. To Federal and State agencies, as well as their contractors and grantees, for purposes of providing military wage, training, and educational information so that Federal-reporting requirements, as mandated by statute, such as the Workforce Investment Act (29 U.S.C. 2801, et. seq.) and the Carl D. Perkins Vocational and Applied Technology Act (20 U.S.C. 2301, et. seq.) can be satisfied.
15. To Federal Agencies, including the Department of Education, to conduct computer matching programs regulated by the Privacy Act of 1974, as amended (5 U.S.C. 552a), for the purpose of identifying dependent children of those Armed Forces members killed in Operation Iraq Freedom and Operation Enduring Freedom (OIF/OEF) Afghanistan Only for possible benefits. The DoD 'Blanket Routine Uses' set forth at the beginning of the Office of the Secretary of Defense (OSD) compilation of systems of records notices apply to this system.

NOTE 5: Military drug test information involving individuals participating in a drug abuse rehabilitation program shall be confidential and be disclosed only for the purposes and under the circumstances expressly authorized in 42 U.S.C. 290dd-2. This statute takes precedence over the Privacy Act of 1974, in regard to accessibility of such records except to the individual to whom the record pertains. The DoD 'Blanket Routine Uses' do not apply to these types of records.

#### POLICIES AND PRACTICES FOR STORING, RETRIEVING, ACCESSING, RETAINING, AND DISPOSING OF RECORDS IN THE SYSTEM:

##### STORAGE:

Electronic storage media.

##### RETRIEVABILITY:

Retrieved by name, Social Security Number (SSN), DoD ID number, occupation, or any other data element contained in system.

##### SAFEGUARDS:

Access to personal information is restricted to those who require the records in the performance of their official duties. Access to personal information is further restricted by the use of Common Access Cards (CAC). Physical entry is restricted by the use of locks, guards, and administrative procedures. All individuals granted access to this system of records are to have taken Information Assurance and Privacy Act training; all have been through the vetting process and have ADP ratings.

##### RETENTION AND DISPOSAL:

The records are used to provide a centralized system within the Department of Defense to assess manpower trends, support personnel functions, perform longitudinal statistical analyses, and conduct scientific studies or medical follow-up programs and other related studies/analyses.

Records are retained as follows:

(1) Input/source records are deleted or destroyed after data have been entered into the master file or when no longer needed for operational purposes, whichever is later. Exception: Apply NARA-approved disposition instructions to the data files residing in other DMDC data bases.

(2) The Master File is retained permanently. At the end of the fiscal year, a snapshot is taken and transferred to the National Archives in accordance with 36 CFR part 1228.270 and 36 CFR part 1234.

(3) Outputs records (electronic or paper summary reports) are deleted or destroyed when no longer needed for operational purposes. Note: This disposition instruction applies only to record keeping copies of the reports retained by DMDC. The DoD office requiring creation of the report should maintain its record keeping copy in accordance with NARA approved disposition instructions for such reports.

(4) System documentation (codebooks, record layouts, and other system documentation) are retained permanently and transferred to the National Archives along with the master file in accordance with 36 CFR part 1228.270 and 36 CFR part 1234.

#### SYSTEM MANAGER(S) AND ADDRESS:

Deputy Director, Defense Manpower Data Center, DoD Center Monterey Bay, 400 Gigling Road, Seaside, CA 93955-6771.

#### NOTIFICATION PROCEDURE:

Individuals seeking to determine whether information about themselves is contained in this system should address written inquiries to the Privacy Act Officer, Office of Freedom of Information, Washington Headquarters Services, 1155 Defense Pentagon, Washington, DC 20301-1155.

Written requests should contain the full name, Social Security Number (SSN), date of birth, current address, and telephone number of the individual.

In addition, the requester must provide a notarized statement or an unsworn declaration made in accordance with 28 U.S.C. 1746, in the following format:

If executed within the United States, its territories, possessions, or commonwealths: 'I declare (or certify, verify, or state) under penalty of perjury that the foregoing is true and correct.

Executed on (date). (Signature).'

If executed outside the United States: 'I declare (or certify, verify, or state) under penalty of perjury under the laws of the United States of America that the foregoing is true and correct.

Executed on (date). (Signature).'

Attorneys or other persons acting on behalf of an individual must provide written authorization from that individual for their representative to act on their behalf.

#### RECORD ACCESS PROCEDURES:

Individuals seeking access to information about themselves contained in this system should address written inquiries to the Office of the Secretary of Defense/Joint Staff Freedom of Information Act Requester Service Center, 1155 Defense Pentagon, Washington, DC 20301-1155.

Written requests should contain the name and number of this system of records notice along with the full name, Social Security Number(SSN), date of birth, current address, and telephone number of the individual and be signed.

In addition, the requester must provide a notarized statement or an unsworn declaration made in accordance with 28 U.S.C. 1746, in the following format:

If executed within the United States, its territories, possessions, or commonwealths: 'I declare (or certify, verify, or state) under penalty of perjury that the foregoing is true and correct.

Executed on (date). (Signature).'

If executed outside the United States: 'I declare (or certify, verify, or state) under penalty of perjury under the laws of the United States of America that the foregoing is true and correct.

Executed on (date). (Signature).'

Attorneys or other persons acting on behalf of an individual must provide written authorization from that individual for their representative to act on their behalf.

#### CONTESTING RECORD PROCEDURES:

The Office of the Secretary of Defense rules for accessing records, for contesting contents and appealing initial agency determinations are published in Office of the Secretary of Defense Administrative Instruction 81; 32 CFR part 311; or may be obtained from the system manager.

#### RECORD SOURCE CATEGORIES:

Record sources are individuals via survey questionnaires, the Uniformed Services, the Department of Veteran Affairs, the Office of Personnel Management, Environmental Protection Agency, Department of Health and Human Services, Department of Energy, Executive Office of the President, and the Selective Service System.

#### EXEMPTIONS CLAIMED FOR THE SYSTEM:

None.



## Appendix D

### DMDC 02

#### SYSTEM NAME:

Defense Enrollment Eligibility Reporting Systems (DEERS) (July 27, 2016, 81 FR 49210)

#### SYSTEM LOCATION:

DMDC at DISA DECC Columbus, 3990 East Broad St, Bldg. 23, Columbus, OH 43213-0240.

#### CATEGORIES OF INDIVIDUALS COVERED BY THE SYSTEM:

Members, former members, retirees, civilian employees (includes non-appropriated fund) and contractor employees of the DoD and all of the Uniformed Services; Presidential appointees of all Federal Government agencies; Medal of Honor recipients; U.S. Military Academy students; DoD and Department of Veterans Affairs (DVA) beneficiaries (e.g. dependent family members, legal guardians and other protectors, prior military eligible for DVA benefits, beneficiaries of Servicemembers' Group Life Insurance (SGLI)/Family SGLI (FSGLI)) non-Federal agency civilian associates and other individuals granted DoD privileges, benefits, or physical or logical access to military installations (e.g., American Red Cross paid employees, United Service Organization (USO), Intergovernmental Personnel Act Employees (IPA), Boy and Girl Scout Professionals, non-DoD contract employees); members of the public treated for a medical emergency in a DoD or joint DoD/DVA medical facility; and individuals requiring a Common Access Card to access DoD IT applications (i.e., Department of Homeland Security employees, state National Guard Employees, and Affiliated Volunteers).

#### CATEGORIES OF RECORDS IN THE SYSTEM:

Individual's name; Service or Social Security Number (SSN); DoD ID number; residence address; mailing address; personal and work email addresses; date of birth; gender; mother's maiden name, branch of Service; primary and secondary fingerprints and photographs; Foreign National Identification Numbers; emergency contact person information; stored documents for proofing identity and association.

DEERS Benefits Number; relationship of beneficiary to sponsor, to include relationship and eligibility qualifiers (i.e. percent of support by sponsor, student or incapacitation status, guardian authorizations); SGLI/FSGLI beneficiaries information and amounts of coverage; pharmacy benefits; dates of beginning and ending eligibility; number of family members of sponsor; multiple birth code/birth order; primary unit duty location of sponsor; race and ethnic origin; occupation; rank/pay grade.

Disability documentation; wounded, ill and injured identification information; other health information (i.e., tumor/reportable disease registry, immunizations); Medicare eligibility and enrollment data; CHAMPVA and FEHB eligibility indicators; blood test results; Deoxyribonucleic Acid (DNA); dental care eligibility codes and dental x-rays.

Patient registration data for shared DoD/VA beneficiary populations, including VA Integration Control Number (ICN), VA patient type, patient category code and patient category TRICARE

enrollment data (i.e., plan name, effective dates, primary care manager information, premium payment details), identity and relationship data, command interest code and name, command security code and name, medical fly status code.

Catastrophic Cap and Deductible (CCD) transactions, including monetary amounts; third party health insurance information on dependents; in addition to identity data and demographic data for beneficiaries such as contact information, family membership, and personnel information is captured as required to determine and maintain benefits; VA disability payment records; digital signatures where appropriate to assert validity of data; care giver information; immunization data; education benefit eligibility and usage; special military pay information; SGLI/FGLI; Privacy Act audit logs.

Character of service; reenlistment eligibility; entitlement conditions; activations and deployments; medals and awards data; citizenship data/country of birth; civil service employee employment information (agency and bureau, pay plan and grade, nature of action code and nature of action effective date, occupation series, dates of promotion and expected return from overseas, service computation date); compensation data (i.e., Department of Labor Compensation data); date of separation of former enlisted and officer personnel. Information Assurance (IA) Work Force information; language data; military personnel information (rank, assignment/deployment, length of service, military occupation, education, and benefit usage); reason leaving military service or DoD civilian service; Reserve member's civilian occupation and employment information; workforces information (e.g., acquisition, first responders).

#### AUTHORITY FOR MAINTENANCE OF THE SYSTEM:

5 U.S.C. App. 3, Inspector General Act of 1978; 5 U.S.C. Chapter 90, Long-Term Care Insurance; 10 U.S.C. 136, Under Secretary of Defense for Personnel and Readiness; 10 U.S.C. Chapter 53, Miscellaneous Rights and Benefits; 10 U.S.C. Chapter 54, Commissary and Exchange Benefits; 10 U.S.C. Chapter 58, Benefits and Services for Members being Separated or Recently Separated; 10 U.S.C. Chapter 75, Deceased Personnel; 10 U.S.C. 2358, Research and Development Projects; 10 U.S.C. Chapter 49 Section 987, Terms of Consumer Credit Extended to Members and Dependents: Limitations; 20 U.S.C. 1070a (f)(4), Higher Education Opportunity Act; 31 U.S.C. 3512(c), Executive Agency Accounting and Other Financial Management Reports and Plans; 42 U.S.C. 18001 note, Patient Protection and Affordable Care Act (Pub. L. 111-148); 52 U.S.C. 20301, Federal Responsibilities; 50 U.S.C. Chapter 23, Internal Security; 50 U.S.C. 501, Servicemembers Civil Relief Act; 38 CFR part 9.20, Traumatic injury protection; 38 U.S.C. Chapter 19, Subchapter III, Service members' Group Life Insurance; DoD Directive 1000.04, Federal Voting Assistance Program (FVAP); DoD Directive 1000.25, DoD Personnel Identity Protection (PIP) Program; DoD Instruction 1015.09, Professional U.S. Scouting Organization Operations at U.S. Military Installations Overseas; DoD Instruction 1100.13, DoD Surveys; DoD Instruction 1241.03, TRICARE Retired Reserve (TRR) Program; DoD Instruction 1241.04, TRICARE Reserve Select (TRS) Program; DoD Instruction 1336.05, Automated Extract of Active Duty Military Personnel Records; DoD Instruction 1341.2, Defense Enrollment Eligibility Reporting System (DEERS) Procedures; DoD Instruction 3001.02, Personnel Accountability in Conjunction with Natural or Manmade Disasters; Homeland Security Presidential Directive 12, Policy for a Common Identification Standard for Federal

Employees and Contractors; DoD Instruction 7730.54, Reserve Components Common Personnel Data System (RCCPDS); and E.O. 9397 (SSN), as amended.

**PURPOSE(S):**

To record the issuance of DoD badges and identification cards, i.e., Common Access Cards (CAC) or beneficiary identification cards.

To authenticate and identify DoD affiliated personnel (e.g., contractors); to grant physical and logical access to DoD facilities.

To provide a database for determining eligibility for DoD entitlements and privileges; to detect fraud and abuse of the benefit programs by claimants and providers to include appropriate collection actions arising out of any debts incurred as a consequence of such programs; to identify current DoD civilian and military personnel for purposes of detecting fraud and abuse of benefit programs; to ensure benefit eligibility is retained after separation from the military; to maintain the Servicemembers' Group Life Insurance (SGLI) and Family SGLI (FSGLI) coverage elections and beneficiaries' information.

To support DoD health care management programs, to include research and analytical projects, through Defense Health Agency (previously the TRICARE Management Activity); to support benefit administration for those beneficiaries that have granted permission for use of their personal email address for notification purposes relating to their benefits; to register current DoD civilian and military personnel and their authorized dependents for purposes of obtaining medical examination, treatment or other benefits to which they are entitled; to provide identification of deceased members.

To assess manpower, support personnel and readiness functions, to include Continuous Evaluation programs; to perform statistical analyses; to determine Servicemember Civil Relief Act (SCRA) duty status as it pertains to SCRA legislation; to determine Military Lending Act (MLA) eligibility as it pertains to MLA legislation; information will be used by agency officials and employees, or authorized contractors, and other DoD Components in the preparation of studies and policy as related to manpower and the health and well-being of current and past Armed Forces and DoD-affiliated personnel; to assist in recruiting prior-service personnel; and to notify military members eligible to vote about information for registration and voting procedures; and to provide rosters of DoD affiliated persons at the time of an official declared natural or man-made disaster.

To provide appropriate contact information of DoD personnel and beneficiaries for the purpose of conducting surveys authorized by the Department of Defense. Authorized surveys are used as a management tool for statistical analysis, policy planning, reporting, evaluation of program effectiveness, conducting research, to provide direct feedback on key strategic indicators, and for other policy planning purposes.

**ROUTINE USES OF RECORDS MAINTAINED IN THE SYSTEM, INCLUDING CATEGORIES OF USERS AND THE PURPOSES OF SUCH USES:**

In addition to those disclosures generally permitted under 5 U.S.C. 552a(b) of the Privacy Act of 1974, as amended, the records contained herein may specifically be disclosed outside the DoD as a routine use pursuant to 5 U.S.C. 552a(b)(3) as follows:

1. To Federal agencies and/or their contractors, the Transportation Security Administration and other federal transportation agencies, for purposes of authenticating the identity of individuals who, incident to the conduct of official business, present the Common Access Card or other valid identification as proof of identity to gain physical or logical access to government and contractor facilities, locations, networks, systems, or programs.
2. To Federal and State agencies to validate demographic data (e.g., SSN, citizenship status, date and place of birth, etc.) for individuals in DMDC personnel and pay files so that accurate information is available in support of DoD requirements.
3. To the Social Security Administration for the purpose of verifying an individual's identity.
4. To the Department of Veterans Affairs (DVA):
  - a. To provide uniformed service personnel (pay, wounded, ill, and injured) identification data for present and former uniformed service personnel for the purpose of evaluating use of veterans' benefits, validating benefit eligibility and maintaining the health and well-being of veterans and their family members.
  - b. To provide identifying uniformed service personnel data to the DVA and its insurance program contractor for the purpose of conducting outreach and administration of benefits to qualified Servicemembers, Veterans and their dependents (38 U.S.C. 1977), notifying separating eligible Reservists of their right to apply for Veteran's Group Life Insurance coverage under the Veterans Benefits Improvement Act of 1996 (38 U.S.C. 1968) and for DVA to administer the Traumatic Servicemember's Group Life Insurance (TSGLI) (Traumatic Injury Protection Rider to Servicemember's Group Life Insurance (TSGLI), 38 CFR part 9.20).
  - c. To register eligible veterans and their dependents for DVA programs.
  - d. To provide former uniformed service personnel and survivor's financial benefit data to DVA for the purpose of identifying retired pay and survivor benefit payments for use in the administration of the DVA's Compensation and Pension Program (38 U.S.C. 5106). The information is to be used to process all DVA award actions more efficiently, reduce subsequent overpayment collection actions, and minimize erroneous payments.
  - e. To provide identifying uniformed service personnel data to the DVA for the purpose of notifying such personnel of information relating to educational assistance as required by the Veterans Programs Enhancement Act of 1998 (38 U.S.C. 3011 and 3034).
  - f. Providing to the Veterans Benefits Administration, DVA uniformed service personnel and financial data for the purpose of determining initial eligibility and any changes in eligibility status to insure proper payment of benefits for GI Bill education and training benefits by the DVA under the Montgomery GI Bill (10 U.S.C. Chapter 1606—Selected Reserve and 38 U.S.C. Chapter 30—Active Duty), the REAP educational benefit (Title 10 U.S.C. Chapter 1607), and the National Call to Service enlistment educational benefit (10 Chapter 510), the Post 9/11 GI Bill (38 U.S.C. Chapter 33) and The Transferability of Education Assistance to Family Members. The administrative responsibilities designated to both agencies by the law require that data be exchanged in administering the programs.
5. To consumer reporting agencies:
  - a. To obtain identity confirmation and current addresses of separated uniformed services personnel to notify them of potential benefits eligibility.

- b. To the national consumer reporting agencies for the purpose of ensuring eligible Service members receive Military Lending Act (MLA) protections in accordance with 32 CFR 232.
7. To Federal Agencies, to include OPM, United States Postal Service, Executive Office of the President and Administrative Office of the Courts; Department of Health and Human Services; Department of Education; Department of Veterans Affairs to conduct computer matching programs regulated by the Privacy Act of 1974, as amended (5 U.S.C. 552a), for the purpose of:
  - a. Providing all members of the Reserve Component of the Armed Forces to be matched against the Federal agencies for identifying those Reserve Component Service members that are also Federal civil service employees with eligibility for the Federal Employees Health Benefits (FEHB) program. This disclosure by the Federal agencies will provide the DoD with the FEHB program eligibility and Federal employment information necessary to determine initial and continuing eligibility for the TRICARE Reserve Select (TRS) program and the TRICARE Retired Reserve (TRR) program (collectively referred to as purchased TRICARE programs). Reserve Component members who are not eligible for FEHB program are eligible for TRS (section 1076d of title 10) or TRR (section 1076e of title 10).
  - b. Providing all members of the Reserve Component of the Armed Forces to be matched against the Federal agencies for the purpose of identifying the Ready Reserve Component Service members who are also employed by the Federal Government in a civilian position, so that reserve status can be terminated if necessary. To accomplish an emergency mobilization, individuals occupying critical civilian positions cannot be mobilized as Reservists.
  - c. Providing to the Department of Education for the purpose of identifying dependent children of those Armed Forces members killed in Operation Iraqi Freedom and Operation Enduring Freedom (OIF/OEF), Iraq and Afghanistan Only, for possible benefits.
  - d. Providing to the Veterans Benefits Administration, DVA uniformed service data for the purpose of determining eligibility and any changes in eligibility status to insure proper administration of benefits for GI Bill education and training benefits under the Montgomery GI Bill (10 U.S.C. Chapter 1606—Selected Reserve and 38 U.S.C. Chapter 30—Active Duty), the Post 9/11 GI Bill (38 U.S.C. Chapter 33).
  - e. Providing to the Centers for Medicaid and Medicare Services, Department of Health and Human Service, for the purpose of identifying DoD eligible beneficiaries both over and under the age of 65 who are Medicare eligible. Current law requires Defense Health Agency to discontinue military health care benefits to Military Health Services beneficiaries who are Medicare eligible unless they are enrolled in Medicare Part B.
  - f. Providing to the Centers for Medicaid and Medicare Services, Department of Health and Human Services, for the purpose of verifying individual's healthcare eligibility status, in accordance with the Affordable Care Act. Data provided to CMS will be used to make eligibility determinations for insurance affordability programs, administered by Medicaid, the Children's Health Insurance Program (CHIP), the Basic Health Program (BHP) and the American Health Benefit Exchange.
8. To Federal agencies for the purpose of notifying Servicemember and dependent individuals of payments or other benefits for which they are eligible under actions of the Federal agencies.
9. To State agencies for the purpose of supporting State Veteran Affairs activities.
10. To the Department of Labor for unemployment compensation calculations.
11. To other Federal agencies and state, local and territorial governments to identify fraud and abuse of the Federal agency's programs and to identify debtors and collect debts and overpayment in the DoD health care programs.

12. To each of the fifty states and the District of Columbia for the purpose of determining the extent to which state Medicaid beneficiaries may be eligible for Uniformed Services health care benefits, including CHAMPUS, TRICARE, and to recover Medicaid monies from the CHAMPUS program.
13. To State and local child support enforcement agencies for purposes of providing information, consistent with the requirements of 29 U.S.C. 1169(a), 42 U.S.C. 666(a)(19), and E.O. 12953 and in response to a National Medical Support Notice (NMSN) (or equivalent notice if based upon the statutory authority for the NMSN), regarding the military status of identified individuals and whether, and for what period of time, the children of such individuals are or were eligible for DoD health care coverage. NOTE: Information requested by the States is not disclosed when it would contravene U.S. national policy or security interests (42 U.S.C. 653(e)).
14. To the Department of Health and Human Services (HHS):
  - a. For purposes of providing information, consistent with the requirements of 42 U.S.C. 653 and in response to an HHS request, regarding the military status of identified individuals and whether the children of such individuals are or were eligible for DoD healthcare coverage and for what period of time they were eligible. NOTE: Information requested by HHS is not disclosed when it would contravene U.S. national policy or security interests (42 U.S.C. 653(e)).
  - b. For purposes of providing information so that specified Medicare determinations, specifically late enrollment and waiver of penalty, can be made for eligible (1) DoD military retirees and (2) spouses (or former spouses) and/or dependents of either military retirees or active duty military personnel, pursuant to section 625 of the Medicare Prescription Drug, Improvement, and Modernization Act of 2002 (as codified at 42 U.S.C. 1395p and 1395r).
  - c. To the Office of Child Support Enforcement, Federal Parent Locator Service, pursuant to 42 U.S.C. 653 and 653a; to assist in locating individuals for the purpose of establishing parentage; establishing, setting the amount of, modifying, or enforcing child support obligations; or enforcing child custody or visitation orders; the relationship to a child receiving benefits provided by a third party and the name and SSN of those third party providers who have a legal responsibility. Identifying delinquent obligors will allow state child support enforcement agencies to commence wage withholding or other enforcement actions against the obligors.
  - d. For purposes of providing information to the Centers for Medicare and Medicaid Services (CMS) to account for the impact of DoD healthcare on local reimbursement rates for the Medicare Advantage program as required in 42 CFR 422.306.
15. To Coast Guard and Public Health Service to complete Individual Mandate Reporting and Employer Mandate reporting to the Internal Revenue Service (IRS) as required by Patient Protection and Affordable Care Act of 2010 (Pub. L. 111-148) and Sections 6055 and 6056 of the IRS Code.
16. To Federal and contractor medical personnel at joint DoD/DVA health care clinics, for purposes of authenticating the identity of individuals who are registered as patients at the clinic and maintaining, through the correlation of DoD ID number and Integration Control Number (ICN), a shared population of DoD and DVA beneficiaries who are users of the clinic.
17. To the American Red Cross for purposes of providing emergency notification and assistance to members of the Armed Forces, retirees, family members or survivors.
18. To the Office of Disability and Insurance Security Programs, for the purpose of expediting disability processing of wounded military service members and veterans.
19. To Federally Funded Research Centers and grantees for the purpose of performing research on manpower problems for statistical analyses.

20. To Defense contractors to monitor the employment of former DoD employees and uniformed service personnel subject to the provisions of 41 U.S.C. 423.
21. Disclosure of Requested Information Routine Use: A record from a system of records maintained by a DoD Component may be disclosed to a federal agency, in response to its request, in connection with the hiring or retention of an employee, the issuance of a security clearance, the reporting of an investigation of an employee, the letting of a contract, or the issuance of a license, grant, or other benefit by the requesting agency, to the extent that the information is relevant and necessary to the requesting agency's decision on the matter.
22. To Federal and quasi Federal agencies, territorial, state and local governments, and contractors and grantees for the purpose of supporting research studies concerned with the health and well-being of active duty, reserve, and retired uniformed service personnel or veterans, to include family members. DMDC will disclose information from this system of records for research purposes when DMDC:
- a. Has determined that the use or disclosure does not violate legal or policy limitations under which the record was provided, collected, or obtained;
  - b. has determined that the research purpose (1) cannot be reasonably accomplished unless the record is provided in individually identifiable form, and (2) warrants the risk to the privacy of the individual that additional exposure of the record might bring;
  - c. has required the recipient to (1) establish reasonable administrative, technical, and physical safeguards to prevent unauthorized use or disclosure of the record, and (2) remove or destroy the information that identifies the individual at the earliest time at which removal or destruction can be accomplished consistent with the purpose of the research project, unless the recipient has presented adequate justification of a research or health nature for retaining such information, and (3) make no further use or disclosure of the record except (A) in emergency circumstances affecting the health or safety of any individual, (B) for use in another research project, under these same conditions, and with written authorization of the Department, (C) for disclosure to a properly identified person for the purpose of an audit related to the research project, if information that would enable research subjects to be identified is removed or destroyed at the earliest opportunity consistent with the purpose of the audit, or (D) when required by law;
  - d. has secured a written statement attesting to the recipients' understanding of, and willingness to abide by these provisions.
23. To the Department of Homeland Security for the conduct of studies related to the health and well-being of Coast Guard members and to authenticate and identify Coast Guard personnel.
24. To Federal and State agencies for purposes of obtaining socioeconomic information on uniformed service personnel so that analytical studies can be conducted with a view to assessing the present needs and future requirements of such personnel.
25. To the Bureau of Citizenship and Immigration Services, Department of Homeland Security, for purposes of facilitating the verification of individuals who may be eligible for expedited naturalization (Pub. L. 108-136, Section 1701, and E.O. 13269, Expedited Naturalization).
26. To Coast Guard recruiters in the performance of their assigned duties.
27. Law Enforcement Routine Use: If a system of records maintained by a DoD Component to carry out its functions indicates a violation or potential violation of law, whether civil, criminal, or regulatory in nature, and whether arising by general statute or by regulation, rule, or order issued pursuant thereto, the relevant records in the system of records may be referred, as a routine use, to the agency concerned, whether federal, state, local, or foreign, charged with the responsibility of investigating or prosecuting such violation or charged with enforcing or

implementing the statute, rule, regulation, or order issued pursuant thereto.

28. Disclosure When Requesting Information Routine Use: A record from a system of records maintained by a DoD Component may be disclosed as a routine use to a federal, state, or local agency maintaining civil, criminal, or other relevant enforcement information or other pertinent information, such as current licenses, if necessary to obtain information relevant to a DoD Component decision concerning the hiring or retention of an employee, the issuance of a security clearance, the letting of a contract, or the issuance of a license, grant, or other benefit.

29. Congressional Inquiries Disclosure Routine Use: Disclosure from a system of records maintained by a DoD Component may be made to a congressional office from the record of an individual in response to an inquiry from the congressional office made at the request of that individual.

30. Disclosure to the Office of Personnel Management Routine Use: A record from a system of records subject to the Privacy Act and maintained by a DoD Component may be disclosed to the Office of Personnel Management (OPM) concerning information on pay and leave, benefits, retirement deduction, and any other information necessary for the OPM to carry out its legally authorized government-wide personnel management functions and studies.

31. Disclosure of information to the National Archives and Records Administration Routine Use: A record from a system of records maintained by a DoD Component may be disclosed as a routine use to the National Archives and Records Administration for the purpose of records management inspections conducted under authority of 44 U.S.C. 2904 and 2906.

32. Data Breach Remediation Purposes Routine Use. A record from a system of records maintained by a Component may be disclosed to appropriate agencies, entities, and persons when (1) The Component suspects or has confirmed that the security or confidentiality of the information in the system of records has been compromised; (2) the Component has determined that as a result of the suspected or confirmed compromise there is a risk of harm to economic or property interests, identity theft or fraud, or harm to the security or integrity of this system or other systems or programs (whether maintained by the Component or another agency or entity) that rely upon the compromised information; and (3) the disclosure made to such agencies, entities, and persons is reasonably necessary to assist in connection with the Components efforts to respond to the suspected or confirmed compromise and prevent, minimize, or remedy such harm.

The DoD Blanket Routine Uses set forth at the beginning of the Office of the Secretary of Defense (OSD) compilation of systems of records notices may apply to this system. The complete list of DoD Blanket Routine Uses can be found Online at:  
<http://dpcl.d.defense.gov/Privacy/SORNsIndex/BlanketRoutineUses.aspx>

## POLICIES AND PRACTICES FOR STORING, RETRIEVING, ACCESSING, RETAINING, AND DISPOSING OF RECORDS IN THE SYSTEM:

### STORAGE:

Electronic storage media.

### RETRIEVABILITY:

Records about individuals can be retrieved using a search algorithm utilizing primary identity traits: Personal identifier (e.g., SSN, service number, foreign identification number, etc.), name,



date of birth and gender, but can also include mailing address, telephone number, mother's maiden name and place of birth when available. Individuals can be directly retrieved utilizing their DoD ID Number or DoD Benefits Number. Retrievals may be done by biometrics (i.e. fingerprints, photograph).

Retrievals for the purposes of generating address lists for direct mail distribution may be made using selection criteria based on geographic and demographic keys.

#### SAFEGUARDS:

Computerized records are maintained in a controlled area accessible only to authorized personnel. Entry to these areas is restricted to those personnel with a valid requirement and authorization to enter. Physical entry is restricted by the use of locks, guards, and administrative procedures (e.g., fire protection regulations).

Access to personal information is restricted to those who require the records in the performance of their official duties, and to the individuals who are the subjects of the record or their authorized representatives. Access to personal information is further restricted by the use of passwords, which are changed periodically. All individuals granted access to this system of records are to have received Information Assurance and Privacy Act training.

#### RETENTION AND DISPOSAL:

Hardcopy version of DD Form 1172: Destroy once written to optical disk.

Optical disks: Destroy primary and backup copies after 5 years.

The DEERS database is Permanent: Cut off (take a snapshot) at end of Fiscal Year and transfer to the National Archives and Record Administration in accordance with 36 CFR 1228.270 and 36 CFR 1234. (N1-330-03-01)

Output records (electronic or paper summary reports) are deleted or destroyed when no longer needed for operational purposes. Note: This disposition instruction applies only to record keeping copies of the reports retained by DMDC. The DoD office requiring creation of the report should maintain its record keeping copy in accordance with NARA approved disposition instructions for such reports.

#### SYSTEM MANAGER(S) AND ADDRESS:

Deputy Director, Defense Manpower Data Center, DoD Center Monterey Bay, 400 Gigling Road, Seaside, CA 93955-6771.

#### NOTIFICATION PROCEDURE:

Individuals seeking to determine whether information about themselves is contained in this system should address written inquiries to the Deputy Director, Defense Manpower Data Center, DoD Center Monterey Bay, 400 Gigling Road, Seaside, CA 93955-6771.

Signed written requests should contain the full name, identifier (i.e. SSN, DoD ID or DoD Benefits Number), date of birth, and current address and telephone number of the individual.

#### RECORD ACCESS PROCEDURES:

Individuals seeking access to information about themselves contained in this system should address written inquiries to the Office of the Secretary of Defense/Joint Staff Freedom of Information Act Requester Service Center, 1155 Defense Pentagon, Washington, DC 20301-1155.

Signed written requests should contain the name and number of this system of records notice along with the full name, SSN, date of birth, current address, and telephone number of the individual.

**CONTESTING RECORD PROCEDURES:**

The OSD rules for accessing records, for contesting contents and appealing initial agency determinations are published in OSD Administrative Instruction 81; 32 CFR part 311; or may be obtained from the system manager.

**RECORD SOURCE CATEGORIES:**

Individuals and the personnel, pay, and benefit systems of the military and civilian departments, and agencies of the Uniformed Services, Department of Veteran Affairs, and other Federal agencies.

**EXEMPTIONS CLAIMED FOR THE SYSTEM:**

None.

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<sup>1</sup> At the time of this CMA execution, the published SORN for DMDC 02 (DEERS) lacked a Routine Use labeled with the number six (6).