

**DEPARTMENT OF DEFENSE****Office of the Joint Chiefs; Privacy Act of 1974; System of Records**

**AGENCY:** Office of the Joint Chiefs, DoD.  
**ACTION:** Notice to amend a system of records.

**SUMMARY:** The Office of the Joint Chiefs is amending a system of records notice in its inventory of records systems subject to the Privacy Act of 1974, as amended (5 U.S.C. 552a).

**DATES:** The changes will be effective on June 9, 2003 unless comments are received that would result in a contrary determination.

**ADDRESSES:** Send comments to OSD Privacy Act Coordinator, Records Management Section, Washington Headquarters Services, 1155 Defense Pentagon, Washington, DC 20301-1155.  
**FOR FURTHER INFORMATION CONTACT:** Mr. Dan Cragg at (703) 601-4722.

**SUPPLEMENTARY INFORMATION:** The Office of the Joint Chiefs notices for systems of records subject to the Privacy Act of 1974 (5 U.S.C. 552a), as amended, have been published in the **Federal Register** and are available from the address above.

The specific changes to the records system being amended are set forth below followed by the notice, as amended, published in its entirety. The proposed amendments are not within the purview of subsection (r) of the Privacy Act of 1974 (5 U.S.C. 552a), as amended, which requires the submission of a new or altered system report.

Dated: April 30, 2003.

**Patricia L. Toppings,**  
*Alternate OSD Federal Register Liaison Officer, Department of Defense.*

**JS007MPD****SYSTEM NAME:**

Joint Manpower Automation System  
 (September 20, 2001, 66 FR 48431).

**CHANGE:**

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**PURPOSE(S):**

Delete "for the CINC" from entry.

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**JS007MPD****SYSTEM NAME:**

Joint Manpower Automation System.

**SYSTEM LOCATION:**

Primary system: the Joint Staff (J-1), The Pentagon, Room 1D957, Washington, DC 20318-1000.

Decentralized Segments: National Defense University, Directorate of

Resource Management, ATTN: RMD-M, Ft McNair, Washington, DC 20319-6000.

Headquarters, U.S. Space Command, ATTN: J1, Peterson Air Force Base, CO 80914-5001.

Headquarters, U.S. Pacific Command, ATTN: J1, Camp H. M. Smith, HI 96861-5025.

HQ U.S. Strategic Command, ATTN: J11, Offutt Air Force Base, NE 68113.

Headquarters, U.S. European Command, ATTN: ECJ1, APO AE 09128-4209.

Headquarters, U.S. Southern Command, ATTN: SCJ1, APO AA 34003-0100.

Headquarters, U.S. Transportation Command, ATTN: J-1, Scott Air Force Base, IL 62225.

Headquarters, U.S. Central Command, ATTN: CCJ1, MacDill Air Force Base, FL 33608-7001; and

U.S. Joint Forces Command, 1562 Mitscher Avenue, Suite 200, Norfolk, VA 23511-2488.

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

All military and civilian personnel assigned to duty at each of the activities cited above.

**CATEGORIES OF RECORDS IN THE SYSTEM:**

Files contain personnel information which has been extracted from official personnel files, including name; grade/rank; Social Security Number; salary; family member information; home address and telephone number; security clearance and date; date of rank; date of birth; Service; sex; race; marital status; reporting/departure date; current assignment data; education; experience; language proficiency; schooling; rating chain; and physical fitness data such as height, weight, fitness test results, body fat percentage, HIV test date.

**AUTHORITY FOR MAINTENANCE OF THE SYSTEM:**

10 U.S.C., Chapter 5, Sections 151-155 and Chapter 6, Section 165; and E.O. 9397 (SSN).

**PURPOSE(S):**

To be used by officials of the personnel divisions of the decentralized segments noted above in performing all administrative functions as appropriate with respect to personnel assigned; for monitoring and processing requests for manpower; for performing organizational and manpower reviews; and for processing personnel actions requested by or required for the individual.

**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, these records or information contained therein may specifically be disclosed outside the DoD as a routine use pursuant to 5 U.S.C. 552a(b)(3) as follows:

The DoD 'Blanket Routine Uses' set forth at the beginning of the Joint Staff compilation of records system notices apply to this record system.

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

Records exist on magnetic tape, diskette, and other machine-readable media.

**RETRIEVABILITY:**

Retrieved by name, Social Security Number, and/or any combination of the data fields described in 'Categories of Records.'

**SAFEGUARDS:**

Access to this record system is restricted to authorized personnel in performance of official duties. Entry into the system is controlled by password.

**RETENTION AND DISPOSAL:**

Records are deleted when no longer needed for current business. This is in accordance with Item 5, General Records Schedule 20.

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

Joint Manpower Automation System Project Manager, Manpower Management Division, Manpower and Personnel Directorate, J-1, the Joint Staff, Washington, DC 20318-1000.

**NOTIFICATION PROCEDURE:**

Individuals seeking to determine whether information about themselves is contained in this system should address written inquiries to the Joint Manpower Automation System Functional Manager, Manpower Management Division, Manpower and Personnel Directorate, J-1, the Joint Staff, Washington, DC 20318-1000.

**RECORD ACCESS PROCEDURES:**

Individuals seeking access to information about themselves contained in this system should address written inquiries to the Joint Manpower Automation System Project Manager, Manpower Management Division, Manpower and Personnel Directorate, J-1, the Joint Staff, Washington, DC 20318-1000.

Written requests should include full name, Social Security Number, address, and signature of the requester.

**CONTESTING RECORD PROCEDURES:**

The Joint Staff rules for accessing records and for contesting contents and appealing initial determinations are contained in OSD Administrative Instruction 81; Joint Administrative Instruction 2530.9A; 32 CFR part 311; or may be obtained from the system manager.

**RECORD SOURCE CATEGORIES:**

Source of information is the individual and the individual's Official Personnel File.

**EXEMPTIONS CLAIMED FOR THE SYSTEM:**

None.

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BILLING CODE 5001-08-P

**DEPARTMENT OF DEFENSE****Office of the Secretary****Privacy Act of 1974; System of Records**

**AGENCY:** Office of the Secretary, DoD.

**ACTION:** Notice to transfer systems of records.

**SUMMARY:** Two Department of the Army Privacy Act systems of records are being transferred to the Department of Defense Education Activity (DoDEA), Office of the Secretary of Defense. The DoDEA is the responsible activity for maintaining records formerly maintained under A0352-3 CFSC, entitled 'Dependent Children School Program Files' and A0690-200 DAPE, entitled 'School Employee File'.

The notices will now be known as DODDS 26, 'DoD Domestic and Elementary School Program Files' and DODDS 27, 'DoD Domestic and Elementary School Employee File', respectively. Before being transferred, administrative changes have been made to the system name, system location, and authority categories within the notices.

**DATES:** The changes will be effective on June 9, 2003, unless comments are received that would result in a contrary determination.

**ADDRESSES:** Send comments to OSD Privacy Act Coordinator, Records Management Section, Washington Headquarters Services, 1155 Defense Pentagon, Washington, DC 20301-1155.

**FOR FURTHER INFORMATION CONTACT:** Mr. Dan Cragg at (703) 601-4722.

**SUPPLEMENTARY INFORMATION:** The Office of the Secretary of Defense notices for

systems of records subject to the Privacy Act of 1974 (5 U.S.C. 552a), as amended, have been published in the **Federal Register** and are available from the address above.

The specific changes to the records system being amended are set forth below followed by the notice, as amended, published in its entirety. The proposed amendments are not within the purview of subsection (r) of the Privacy Act of 1974, (5 U.S.C. 552a), as amended, which requires the submission of a new or altered system report.

Dated: April 30, 2003.

**Patricia L. Toppings,**

*Alternate OSD Federal Register Liaison Officer, Department of Defense.*

**DODDS 26****SYSTEM NAME:**

DoD Domestic and Elementary School Program Files.

**SYSTEM LOCATION:**

Department of Defense Domestic Elementary and Secondary Schools, 700 W. Park Drive, Peachtree City, GA 30269-1498.

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

Students in the Department of Defense Education Activity (DoDEA) dependents schools located at Fort Benning, GA; Fort Bragg, NC; Fort Campbell, KY; Fort McClellan, AL; Fort Rucker, AL; Fort Stewart, GA; and U.S. Military Academy, West Point, NY.

**CATEGORIES OF RECORDS IN THE SYSTEM:**

Enrollment/admission/registration/transfer applications; course preferences/curriculum; health records; attendance registers; academic achievements and report cards reflecting grades/credits earned; aptitude, intelligence quotient, and other test results; notes regarding student's special interests, hobbies, activities, sports; counseling documents; high school transcripts and certificates; and related supporting documents.

**AUTHORITY FOR MAINTENANCE OF THE SYSTEM:**

10 U.S.C. 2164, Department of Defense Domestic Dependent Elementary and Secondary Schools; DoD Directive 1342.20, Department of Defense Education Activity (DODEA); and DoD Directive 1342.21, Department of Defense Section 6 Schools.

**PURPOSE(S):**

To record education provided for eligible dependent children of military and civilian personnel residing at Fort Benning, GA; Fort Bragg, NC; Fort

Campbell, KY; Fort McClellan, AL; Fort Rucker, AL; Fort Stewart, GA; and U.S. Military Academy, West Point, NY.

**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, these records or information contained therein may specifically be disclosed outside the DoD as a routine use pursuant to 5 U.S.C. 552a(b)(3) as follows:

Information may be disclosed to the Department of Education in connection with Federal funding for public education; to federal and state educational agencies in connection with student's application for financial aid; to student's parents/legal guardians when DoDEA officials determine a bona fide need exists.

The DoD 'Blanket Routine Uses' set forth at the beginning of the OSD compilation of systems of records notices also apply to this system.

Policies and practices for storing, retrieving, accessing, retaining, and disposing of records in the system:

Storage:

Paper records in file folders.

**RETRIEVABILITY:**

By student surname.

**SAFEGUARDS:**

Records are accessible only to authorized personnel having need for the information in the performance of their official duties.

**RETENTION AND DISPOSAL:**

Academic records for elementary school students are destroyed at the school attended after 5 years; those for secondary school students are destroyed after 65 years by the Washington National Records Center where such records are retired 5 years following student's graduation/withdrawal.

Individual student health records and tests/achievements documents are retained at the local school 1 year for elementary students; 2 years for secondary students, after which they are destroyed.

Teacher class registers of attendance and scholastic marks and averages are retained at the local school for 5 years; then destroyed.

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

Director, Department of Defense Education Activity, 4040 North Fairfax Drive, Arlington, VA 22203-1634.

**NOTIFICATION PROCEDURE:**

Individuals seeking to determine whether information about themselves