**PRIVACY ACT STATEMENT FOR**
**DON ACQUISITION DEVELOPMENT PROGRAM**

Under the provisions of Public Law 93-579, Federal agencies are prohibited from disclosing any information about their employees to anyone without written consent from the employee that he/she understands the need for the information and is in agreement with its disclosure to the appropriate officials. One of the DON Naval Acquisition Career Center's functions is to gather and process employment and career development documents (e.g., timekeeping, payroll, disbursing, travel and training documents; security clearances, performance appraisals, etc.) on behalf of the employee.

In order for the DON Naval Acquisition Career Center (NACC) to comply with the provisions of the Privacy Act and accommodate the needs of employees without undue administrative delays, it is requested that you sign and return this Privacy Act Statement which acknowledges your understanding and permits the NACC staff to release, for official use only, necessary employment data pertinent to program operations.

You may find that this request duplicates a similar request from duty station personnel. However, to avoid the possibility of having documents stopped in process and returned for want of a social security number, pay grade/rate or a specific Privacy Act Statement, it would be most helpful to have your voluntary discloser permission on file at the NACC. In the event you decide not to provide the requested permission, the only adverse consequence foreseen is the likelihood of administrative delay. Specific permission to disclose any information which falls outside routine daily operational use will be requested from you.

I UNDERSTAND THE NEED FOR EMPLOYMENT INFORMATION REQUIRED FOR NACC ACQUISITION PROGRAM OPERATIONS AND AGREE TO THE DISCLOSURE OF THIS INFORMATION IN ACCORDANCE WITH THE ABOVE EXPLANATION. I ALSO AGREE TO ALLOW DISCLOSURE OF THE INFORMATION RELATING TO ME FOR THE PERIOD OF TIME BEFORE/AFTER AND FOR THE DURATION OF MY PROGRAM UNLESS I INDICATE, IN WRITING, THAT DISCLOSURE PERMISSION IS WITHDRAWN.

_____ _____

(SIGNATURE) (DATE)