



Annual Privacy Awareness Training

Privacy Act System of Records

A Privacy Act System of Records is defined as a group of any records under the control of any agency from which information is retrieved by the name of the individual or by some identifying number, symbol, or other identifying particular assigned to the individual. Currently NSA maintains 26 Systems of Records, listed below.

Whenever collecting and/or maintaining personal information about individuals there must be a System of Records to cover the information. If there is no existing System of Records to cover the new collection, one will have to be created or an existing one will have to be amended. If a new collection of personal information is being planned and there is uncertainty about the existence of a System of Records, please contact the Privacy Advocate (Kris Grein) via email to *DL Privacy_Advocate*.

- DoD Routine Uses
- GNSA 02 Applicants
- GNSA 03 NSA/CSS Office of General Counsel Correspondence, Claims, Complaints, and Litigation Files
- GNSA 05 Equal Employment Opportunity Data
- GNSA 06 Health, Medical and Safety Files
- GNSA 07 Motor Vehicle and Carpools
- GNSA 08 Payroll Processing File
- GNSA 09 Personnel File
- GNSA 10 Personnel Security File
- GNSA 11 Key Accountability Records
- GNSA 12 Training
- GNSA 14 Library Patron File Control System
- GNSA 15 Computer Users Control System
- GNSA 16 Drug Testing Program
- GNSA 17 Employee Assistance Service
- GNSA 18 Operations Files
- GNSA 19 Child Development Services
- GNSA 20 NSA Police Operational Files
- GNSA 21 Morale, Welfare, and Recreation and Non-appropriated Fund Instrumentality Files
- GNSA 22 Garnishment Processing Files
- GNSA 24 NSA/CSS Pre-Publication Review Records
- GNSA 25 NSA/CSS Travel Records

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- GNSA 26 Accounts Receivable, Indebtedness and Claims
- GNSA 27 Information Assurance Scholarship Program
- GNSA 28 Freedom of Information Act, Privacy Act, and Mandatory Declassification Review Records
- GNSA 29 Office of Inspector General Investigations and Complaints
- GNSA 30 Congressional, Executive, and Political Inquiry Records

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