

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

Policy Officials: Chief of Naval Personnel (Pers 84), Bureau of Naval Personnel, 2 Navy Annex, Washington, DC 20370-5084, and Commandant of the Marine Corps (Code MHC), Headquarters, U.S. Marine Corps, 2 Navy Annex, Washington, DC 20380-0001. Record Holders: United States Navy Brigs and United States Marine Corps Brigs. Official mailing addresses are published as an appendix to the Navy's compilation of systems of records notices, and/or may be obtained from the Bureau of Naval Personnel (Pers 84), 2 Navy Annex, Washington, DC 20370-5084.

**NOTIFICATION PROCEDURE:**

Individuals seeking to determine whether information about themselves is contained in this system should address written inquiries to the United States Navy Brig or United States Marine Corps Brigs where incarcerated. Official mailing addresses are published as an appendix to the Navy's compilation of systems of records notices, and/or may be obtained from the Bureau of Naval Personnel (Pers 84), 2 Navy Annex, Washington, DC 20370-5084. Requests should include full name and social security number and must be signed by the requesting individual.

**RECORD ACCESS PROCEDURES:**

Individuals seeking access to information about themselves contained in this system should address written inquiries to the United States Navy Brig or United States Marine Corps Brigs where incarcerated. Official mailing addresses are published as an appendix to the Navy's compilation of systems of records notices, and/or may be obtained from the Bureau of Naval Personnel (Pers 84), 2 Navy Annex, Washington, DC 20370-5084. Requests should include full name and Social Security Number and must be signed by the requesting individual.

**CONTESTING RECORD PROCEDURES:**

The Navy's rules for accessing records, and for contesting contents and appealing initial agency determinations are published in Secretary of the Navy Instruction 5211.5; 32 CFR part 701; or may be obtained from the system manager.

**RECORD SOURCE CATEGORIES:**

Military personnel records; military financial and medical records; military and civilian investigative and law enforcement agencies; courts-martial proceedings; records of non-judicial administrative proceedings; United

States military commanders; staff members and cadre supply information relative to service member's conduct or duty performance; and other individuals or organizations which may supply information relevant to the purpose for which this system was designed.

**EXEMPTIONS CLAIMED FOR THE SYSTEM:**

Parts of this system may be exempt pursuant to 5 U.S.C. 552a(j)(2) if the information is compiled and maintained by a component of the agency which performs as its principle function any activity pertaining to the enforcement of criminal laws.

An exemption rule for this system has been promulgated in accordance with requirements of 5 U.S.C. 553(b)(1), (2), and (3), (c) and (e) and published in 32 CFR part 701, subpart G. For additional information contact the system manager.

**N01650-1****SYSTEM NAME:**

Awards Information Management System and Records.

**SYSTEM LOCATION:****DATABASE LOCATION:**

Naval Computer Telecommunications Station, Washington Navy Yard, Washington, DC 20374-1435.

**USER LOCATIONS:**

Chief of Naval Operations (N09B33), 2000 Navy Pentagon, Washington, DC 20350-2000;

Secretary of the Navy Administrative Office, 1000 Navy Pentagon, Washington, DC 20350-1000;

Chief of Naval Personnel (Pers-324), Bureau of Naval Personnel, 2 Navy Annex, Washington, DC 20370-5001; Commandant of the Marine Corps, Headquarters, U.S. Marine Corps (MHM), 2 Navy Annex, Washington, DC 20380-0001;

National Personnel Records Center, 9700 Page Avenue, St. Louis. MO 63132-5100 and Fleet Commanders and Type Commanders. Official mailing addresses for the Fleet Commanders and Type Commanders are published as an appendix to the Navy's compilation of systems of records notices.

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

All U.S. military recipients (includes U.S. Coast Guard) of Navy personal awards.

**CATEGORIES OF RECORDS IN THE SYSTEM:**

The Awards Information Management System (AIMS): contains electronic records of individual personal awards for 1967 and continuing and unit awards for 1941 and continuing that are

maintained by the Board of Decorations and Medals (BDM). Data includes information extracted from OPNAV Form 1650/3, Personal Award Recommendation, such as name, Social Security Number, type of award, approval authority, recommended award, approved award, meritorious start and end dates, service status of recipient, originator of the recommendation, designator, Unit Identification Code, officer or enlisted, service component, rate/rating, pay grade, number of award recommended, assigned billet of individual, campaign designation, classified or unclassified designated award, date of recommendation, award approved date, approved award, chain of command data, extraordinary heroism determination, letter type, board serial number, pertinent facts, date forwarded to Secretary of the Navy (SECNAV), Board's recommendation, participating command field, Board meeting data, receipt date by Board of Decorations and Medals, name of unit, name of ship, etc.

**MASTER RECORD OF AWARDS TO NAVY AND MARINE CORPS PERSONNEL MAINTAINED BY THE BOARD OF DECORATIONS AND MEDALS:**

File includes awards approved by SECNAV and those authorized for approval by subordinate commanders. Record includes service member's name, service number/Social Security Number, award recommended, award approved, and a narrative summary of the SECNAV approved citation. A second section of the file contains activities awarded Unit Awards and the dates of eligibility.

**AUTHORITY FOR MAINTENANCE OF THE SYSTEM:**

5 U.S.C. 301, Departmental Regulations; E.O. 9397 (SSN); Secretary of the Navy Instruction 1650.1F, Navy and Marine Corps Awards Manual.

**PURPOSE(S):**

To maintain records of military personal awards and unit awards.

**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' that appear at the beginning of the Navy's compilation of systems of records notices apply to this system.