**MARINE CORPS CIVILIAN LEADERSHIP DEVELOPMENT REGISTRATION FORM**

PRIVACY ACT STATEMENT

Information contained on this form is maintained under the Systems of Records Notice DPR 34 Defense Civilian Personnel Data System (April

21, 2006, 71 FR 20649). **AUTHORITY**: 5 U.S.C. 301, Department Regulations; 5 U.S.C. Chapters 11, 13, 29, 31, 33, 41, 43, 51, 53, 55, 61, 63, 72, 75, 83, 99; 5 U.S.C. 7201, Antidiscrimination Policy; 10 U.S.C. 136, Under Secretary of Defense for Personnel and Readiness; Executive Order 9830, Amending the Civil Service Rules and Providing for Federal Personnel Administration, as amended; Executive Oder 9397 (SSN).

**PRINCIPAL**: Civilian employees who are registering for the Civilian Career Leadership Development Program. **PURPOSE**: To establish a system of records to provide Human Resources information and system support for the DoD civilian workforce worldwide. **ROUTINE USE**: 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). **DISCLOSURE**: MANDATORY for Payment.

|  |  |  |
| --- | --- | --- |
| Today’s Date  |   |  ID (CAC) number:  |
| Employee’s Last Name   | First Name   | M.I. l  |
| Position Title   | Current Grade (Ex: GS-09, WG-09)   | Series (Ex: 0081, 0301)   |
| E-Mail   | Phone number (###- ###-###, ext. ####)   | Fax number (###-####)   |
| Department   | Division   | Section/Branch   |
| **Are you a Supervisor or a Manager or both? Please indicate your selection using the format: N = Neither a Supervisor nor a Manager; S = Supervisor; M = Manager; S/M = Supervisor and Manager**  |
| Supervisor’s Name: Last, First MI  |   |
| Supervisor’s E-mail Address:  |   |
| Supervisor’s Phone Number and Extension:  |   |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Is the CLD Applicant/participant willing to serve as a Mentor to other CLD Participants?  | Yes  |   | No  |   |

**\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\* For Official Use Only \*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\***

|  |  |
| --- | --- |
| Date Entered into Database:  |   |
| Date Supervisor added to Distribution List:  |   |
| Date entered into the Mentor Database:  |   |
| Date added to Distribution List:  |   |
| Date added to Mentor List (if applicable):  |   |
| Date entered into the Mentor Distribution List:  |   |