**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: |  |