

THE DEPARTMENT OF STATE'S PRIVACY NOTICE

Privacy Act Statement

Authority: Section 301 of the Foreign Service Act of 1980, as amended, 22 U.S.C. §3941.

Purpose: Information is being collected on this form to determine your eligibility to take the Foreign Service Officer Test, to register you for the Foreign Service Officer Test, to assess your qualifications for selection as a Foreign Service Officer, and to ensure the integrity of the examination process.

Routine Uses: The information on this form may be used to prepare statistical reports and analyses at the Department of State. Such reports and analyses are prepared in such a way that data is not identifiable with an individual, and may be shared outside the Department of State. This information may be shared with other federal agencies in response to a request for hiring and retention information; members of Congress in response to an inquiry on behalf of the applicant, authorized law enforcement or administrative purposes. More Routine Uses for the system can be found in State-31, Human Resource Records, and OPM/GOVT-5, Recruiting, Examining, and Placement Records.

Disclosure: Providing this information is voluntary, however, failure to provide the information requested on this form will result in an incomplete application, and thus a declaration of ineligibility.

Your Social Security number is used as your applicant identification number. Executive Order 9397 authorizes solicitation of your Social Security number for use as an identifier in personnel records management, thus ensuring proper identification of candidates throughout the selection and employment process. Furnishing your Social Security number, as well as other information requested on the form, is voluntary, but failure to do so may prevent timely processing of your application or may prevent us from registering you for the Foreign Service Officer Test.

Paperwork Reduction Act

Public reporting burden for this collection of information is estimated to be as follows: 30 minutes for Part A and 90 minutes for Part B, including time required for searching existing data sources, gathering the necessary documentation, providing the information and/or documents required, and reviewing the final collection. You do not have to supply this information unless this collection displays a currently valid Office of Management and Budget (OMB) control number. If you have comments on the accuracy of this burden estimate and/or recommendations for reducing it, please send them to: U.S. Department of State, HR/REE/BEX, SA-1, H-518, 2401 E St., NW, Washington, DC 20522.

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This system contains information protected under the provisions of the Privacy Act of 1974 (Public Law 93-579). Any privacy information displayed on the screen or printed shall be protected from unauthorized disclosure. Employees who violate privacy safeguards may be subject to disciplinary actions, a fine of up to \$5,000, or both.

Department of State's Website Privacy Notices

<http://www.state.gov/misc/415.htm>