**Alternative Dispute**

**Resolution Program**

**PRIVACY ACT STATEMENT**

**System:** DGC 18, DoD Roster of Neutrals

**Authority:** 5 U.S.C. 573, Neutrals; 10 U.S.C. 140, General Counsel of the Department of Defense; and DoD Directive 5145, Alternative Dispute Resolution (ADR).

**Purpose:** The primary purpose of the system is to maintain the DoD Roster of Neutrals for use by parties in dispute to review training, experience and other qualifications information about neutrals. Secondary purposes are to manage application, investigative, certification, decertification, recertification, and disciplinary information about neutrals and apply this to their status on the DoD Roster of Neutrals; and to manage ADR case files and supporting ADR administrative logs and databases.

**Routine Uses:** 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:

- To parties to a dispute and/or their personal representatives when these individuals are not affiliated with the Department of Defense for review of training, experience and other qualification information contained in the DoD Roster of Neutrals in connection with the appointment of a specific neutral.

- To administrative personnel who are not affiliated with the Department of Defense who use information in the system to arrange or manage ADR proceedings.

- To non-DoD persons who use information in the system in connection with investigations or disciplinary actions concerning a neutral, including, but not limited to, violations of ethical standards of conduct and/or breaches of state, Federal or local laws or regulations.

Disclosure: Voluntary; however, if you do not provide the requested information, your name will not be added to the Roster and you may not market your services as a DoD Roster neutral.