

**POLICY USE OF DD FORM 2959 BREACH OF PERSONALLY IDENTIFIABLE INFORMATION  
REPORT IN THE MARINE CORPS PII BREACH REPORTING AND RESPONDING PROCESS  
MARADMIN 188/22**

R 131215Z APR 22

MARADMIN 188/22

MSGID/GENADMIN/CMC DCI IC4 WASHINGTON DC//

SUBJ/POLICY USE OF DD FORM 2959 BREACH OF PERSONALLY IDENTIFIABLE INFORMATION (PII) REPORT IN THE MARINE CORPS PII BREACH REPORTING AND RESPONDING PROCESS//

POC/STEPHANIE CLEARWATER/CIV/PRIVACY ANALYST, COMPLIANCE BRANCH-CYBERSECURITY, DCI/IC4 /571-256-8868/STEPHANIE.CLEARWATER@USMC.MIL//  
GENTEXT/REMARKS/1. Purpose. Announce the use of DD Form 2959 Breach of Personally Identifiable Information (PII) Report in the Marine Corps PII Breach Reporting and Responding Process. The use of DD Form 2959 is replacing the use of both SECNAV Form 5211/1 and SECNAV Form 5211/2.

2. Background. DON CIO Memorandum dated 30 Mar 22 directed the use of DD Form 2959 in reports of PII breach incidents within the Department of Navy.

3. Execution.

3.a. Marine Corps Commands will discontinue use of SECNAV Form 5211/1 and SECNAV Form 5211/2 effective the date of this message.

3.b. Use of DD Form 2959

3.b.1. 1(c) and 1(d) will remain blank in the initial report -Reports to US CERT is completed at a Department level. In lieu of US CERT number, Marine Corps Commands will receive a DON CIO number upon submission of the initial report. The DON CIO number will be used in 1(d) in subsequent updated report and/or after action report.

3.b.2. Recipients of the form - The filled-out form will be sent via email to: DON CIO Privacy Team at [don.privacy.fct@navy.mil](mailto:don.privacy.fct@navy.mil); HQMC DCI IC4 ICC CY at [hqmc\\_c4cy\\_idmgt@usmc.mil](mailto:hqmc_c4cy_idmgt@usmc.mil); HQMC Privacy Act Office at [smbhqmcprivacyact@usmc.mil](mailto:smbhqmcprivacyact@usmc.mil); MCEN Battle Captain at [mcenbattlecaptain@usmc.mil](mailto:mcenbattlecaptain@usmc.mil).

4. Direct all questions to POC listed above.

5. Release authorized by BGen J. A. Matos, Director, Information, C4 Division, Deputy Commandant for Information.//