



PRIVACY IMPACT ASSESSMENT (PIA)

For the

DEAMS Component Billing System (DCBS)

United States Transportation Command (USTRANSCOM)

SECTION 1: IS A PIA REQUIRED?

a. Will this Department of Defense (DoD) information system or electronic collection of information (referred to as an "electronic collection" for the purpose of this form) collect, maintain, use, and/or disseminate PII about members of the public, Federal personnel, contractors or foreign nationals employed at U.S. military facilities internationally? Choose one option from the choices below. (Choose (3) for foreign nationals).

- (1) Yes, from members of the general public.
- (2) Yes, from Federal personnel* and/or Federal contractors.
- (3) Yes, from both members of the general public and Federal personnel and/or Federal contractors.
- (4) No

* "Federal personnel" are referred to in the DoD IT Portfolio Repository (DITPR) as "Federal employees."

b. If "No," ensure that DITPR or the authoritative database that updates DITPR is annotated for the reason(s) why a PIA is not required. If the DoD information system or electronic collection is not in DITPR, ensure that the reason(s) are recorded in appropriate documentation.

c. If "Yes," then a PIA is required. Proceed to Section 2.

e. Does this DoD information system or electronic collection have an OMB Control Number?

Contact the Component Information Management Control Officer or DoD Clearance Officer for this information.

This number indicates OMB approval to collect data from 10 or more members of the public in a 12-month period regardless of form or format.

Yes

Enter OMB Control Number

Enter Expiration Date

No

f. Authority to collect information. A Federal law, Executive Order of the President (EO), or DoD requirement must authorize the collection and maintenance of a system of records.

(1) If this system has a Privacy Act SORN, the authorities in this PIA and the existing Privacy Act SORN should be the same.

(2) Cite the authority for this DoD information system or electronic collection to collect, use, maintain and/or disseminate PII. (If multiple authorities are cited, provide all that apply.)

(a) Whenever possible, cite the specific provisions of the statute and/or EO that authorizes the operation of the system and the collection of PII.

(b) If a specific statute or EO does not exist, determine if an indirect statutory authority can be cited. An indirect authority may be cited if the authority requires the operation or administration of a program, the execution of which will require the collection and maintenance of a system of records.

(c) DoD Components can use their general statutory grants of authority ("internal housekeeping") as the primary authority. The requirement, directive, or instruction implementing the statute within the DoD Component should be identified.

Public Law 100-562, Imported Vehicle Safety Compliance Act of 1988; 5 U.S.C. 5726, Storage Expenses, Household Goods and Personal Effects; 10 U.S.C. 113, Secretary of Defense; 10 U.S.C. 8013, Secretary of the Air Force; 19 U.S.C. 1498, Entry Under Regulations; 37 U.S.C. 406, Travel and Transportation Allowances, Dependents, Baggage and Household Effects; Federal Acquisition Regulation (FAR); Joint Federal Travel Regulation (JTR), Volumes I and II; DoD Directive 4500.9E, Transportation and Traffic Management; DOD Directive 5158.4, United States Transportation Command; DoD Instruction 4500.42; DoD Transportation Reservation and Ticketing Services; DoD Regulation 4140.1; DoD Materiel Management Regulation; DoD Regulation 4500.9; Defense Transportation Regulation; and DoD Regulation 4515.13-R; Air Transportation Eligibility.

g. Summary of DoD information system or electronic collection. Answers to these questions should be consistent with security guidelines for release of information to the public.

(1) Describe the purpose of this DoD information system or electronic collection and briefly describe the types of personal information about individuals collected in the system.

Collects PII's to:

1. Process: Transportation records into billable details associated with cargo and passenger transportation services during war, contingencies and peacetime operations.
2. Identify: Passenger records and cargo information
3. Research: A billed customer or review completed manifests, will return the Organization and station names of aerial ports.

(2) Briefly describe the privacy risks associated with the PII collected and how these risks are addressed to safeguard privacy.

There are no additional privacy risks associated within DCBS. All data elements collected originate in either the Defense Travel System (DTS) and are obtained via daily secure file transfers. Access to records is limited to person(s) responsible for servicing the records in performance of their official duties and safeguards implemented in the need-to-know principle.

h. With whom will the PII be shared through data exchange, both within your DoD Component and outside your Component (e.g., other DoD Components, Federal Agencies)? Indicate all that apply.

Within the DoD Component.

Specify. AMC, USTRANSCOM

Other DoD Components.

Specify. Defense Finance and Accounting Service, Department of Services which utilize airlift services.

Other Federal Agencies.

Specify. Federal Agencies that utilize DoD/AMC airlift services for passenger travel must provide PII via DTS and will be detail-billed via DCBS.

State and Local Agencies.

Specify. State and Local Agencies that utilize DoD/AMC airlift services for passenger travel must provide PII via DTS and will in turn be detail-billed via DCBS.

Contractor (Enter name and describe the language in the contract that safeguards PII.)

Specify.

Harris (IT Services) provides DCBS operations & maintenance services

Other (e.g., commercial providers, colleges).

Specify.

i. Do individuals have the opportunity to object to the collection of their PII?

Yes

No

(1) If "Yes," describe method by which individuals can object to the collection of PII.

Airlift users do not have the opportunity to directly object to the use of their PII by DCBS. DCBS receives PII through interfaces with DTS, therefore has no contact (direct/indirect) with the individuals concerned. Privacy act statement is displayed for the applicants at all the passenger terminals of the collection of personal information. If an individual objects to collection at those collection points, failure to provide the information could result in them not being accepted for travel on military aircraft.

Privacy Act Disclosure: Is voluntary, however, failure to provide all of the requested information may preclude the processing of both the travel request and the claim for reimbursement."

(2) If "No," state the reason why individuals cannot object.

j. Do individuals have the opportunity to consent to the specific uses of their PII?

Yes

No

(1) If "Yes," describe the method by which individuals can give or withhold their consent.

Insofar as airlift users that object to the use of their PII have the choice to not use DoD airlift services. Upon review of DTS screens regarding PII and it's collection and use, the following specifics were identified as relevant to this question. A privacy act statement is displayed for the applicants at all the passenger terminals of the collection of personal information.

Privacy Act Disclosure: Is voluntary, however, failure to provide all of the requested information may preclude the processing of both the travel request and the claim for reimbursement."

(2) If "No," state the reason why individuals cannot give or withhold their consent.



k. What information is provided to an individual when asked to provide PII data? Indicate all that apply.

- Privacy Act Statement
- Privacy Advisory
- Other
- None

Describe each applicable format.

DTS provides the following Privacy Act Statements in the forms.
Privacy Act statement reads as follows:
PRIVACY ACT STATEMENT
AUTHORITY: 10 U.S.C. 8013.
PRINCIPAL PURPOSE: To apply for air travel. SSN is needed for positive ID.
ROUTINE US(S): Records from this system of records may be disclosed for any of the blanket routine uses published by the Air Force.
DISCLOSURE IS VOLUNTARY: Failure to provide the information may result in member not being accepted for travel on military aircraft. Disclosure of SSN is voluntary.

NOTE:

Sections 1 and 2 above are to be posted to the Component's Web site. Posting of these Sections indicates that the PIA has been reviewed to ensure that appropriate safeguards are in place to protect privacy.

A Component may restrict the publication of Sections 1 and/or 2 if they contain information that would reveal sensitive information or raise security concerns.