

PRIVACY IMPACT ASSESSMENT (PIA)

PRESCRIBING AUTHORITY: DoD Instruction 5400.16, "DoD Privacy Impact Assessment (PIA) Guidance". Complete this form for Department of Defense (DoD) information systems or electronic collections of information (referred to as an "electronic collection" for the purpose of this form) that collect, maintain, use, and/or disseminate personally identifiable information (PII) about members of the public, Federal employees, contractors, or foreign nationals employed at U.S. military facilities internationally. In the case where no PII is collected, the PIA will serve as a conclusive determination that privacy requirements do not apply to system.

1. DOD INFORMATION SYSTEM/ELECTRONIC COLLECTION NAME:

618th AOC TACC DAWS-U

2. DOD COMPONENT NAME:

United States Transportation Command

3. PIA APPROVAL DATE:

SECTION 1: PII DESCRIPTION SUMMARY (FOR PUBLIC RELEASE)

a. The PII is: (Check one. Note: foreign nationals are included in general public.)

- | | |
|---|---|
| <input type="checkbox"/> From members of the general public | <input checked="" type="checkbox"/> From Federal employees and/or Federal contractors |
| <input type="checkbox"/> From both members of the general public and Federal employees and/or Federal contractors | <input type="checkbox"/> Not Collected (if checked proceed to Section 4) |

b. The PII is in a: (Check one)

- | | |
|--|---|
| <input type="checkbox"/> New DoD Information System | <input type="checkbox"/> New Electronic Collection |
| <input checked="" type="checkbox"/> Existing DoD Information System | <input type="checkbox"/> Existing Electronic Collection |
| <input type="checkbox"/> Significantly Modified DoD Information System | |

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

618th Air Operations Center (AOC) Tanker Airlift Control Center (TACC) Data and Web Services (DAWS) (618th AOC TACC DAWS) system is a web-based application which provides 618th AOC mission planners with Air Mobility Command (AMC) mission data for planning, directing, managing and controlling the execution of all airlift and air refueling resources assigned to AMC. 618th AOC is widely dispersed geographically and encompass personnel with various qualifications, experience, military status and needs and is supported by the standard content of Personnel Data System (PDS) records provided by Air Force Personnel Center (AFPC). The information provided in the PDS record (e.g., addresses, social security numbers, phone numbers, COMSEC Account, Unit/Office Symbol and station location, etc.) along with SSNs provided by Global Decision Support System (GDSS). GDSS is a Mission Assurance Category I (MAC I) system and the user's SSN is the foundation (primary key) for user identity in GDSS.

d. Why is the PII collected and/or what is the intended use of the PII? (e.g., verification, identification, authentication, data matching, mission-related use, administrative use)

The 618th AOC TACC DAWS system contains PIA information that is used for official purposes. To mitigate possible unauthorized release of PII, records are accessed by custodian of the record TACC Command Support Staff (CCQ) and by person(s) responsible for servicing the record within the system (e.g., high level database administrators) in the performance of their official duties where authorized, and properly screened and cleared for need-to-know. 618th AOC TACC DAWS hosted web-based applications access is protected with valid Common Access Cards (CAC) smart card and Public Key Infrastructure technology, and access is restricted to military users with valid authorized access. Access is granted by rigorously enforced permissions; permissions are validated by senior government military of civilian officials. Records are controlled in a secure area and protected by both a harden network and applications infrastructure. Computer safeguards follow best industry standard security measures (e.g. complex passwords, computer system software, continuous system monitoring, etc.). Additionally, the CCQ and DAWS teams are well versed in safeguarding against and responding to a breach of PII information and Incident Reporting and Risk Assessment.

e. Do individuals have the opportunity to object to the collection of their PII? Yes No

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

(2) If "No," state the reason why individuals cannot object to the collection of PII.

An individual can object directly to the Program Manager (PM) or records custodian, CCQ on the collection of PII. PII is used for official use only and collected to meet TACC mission. If an objection should occur, the PM and/or CCQ will follow the Air Force rules for accessing records and for contesting and appealing initial agency determinations as published in Air Force Instruction 33-332, 32 CFR Part 806b Privacy Act Program.

f. 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.

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

An individual can discuss directly with the Program Manager and/or records custodian, and CCQ during TACC orientation on the use of their PII or, at any time contact CCQ as questions arise. PII is used for official use only and collected to meet TACC mission requirements. If an objection should occur, CCQ will follow the Air Force rules for accessing records and for contesting and appealing initial agency determinations as published in Air Force Instruction 33-332, 32 CFR Part 806b Privacy Act Program.

g. When an individual is asked to provide PII, a Privacy Act Statement (PAS) and/or a Privacy Advisory must be provided. (Check as appropriate and provide the actual wording.)

Privacy Act Statement Privacy Advisory Not Applicable

Tanker Airlift Control Center (TACC) orientation supported by the records custodian, CCQ counsels the individual on privacy rights and regulations.

The DoD approved Privacy Act Statement banner is displayed to authorized users on all DAWS hosted applications web pages where PII is being collected or is present.

PRIVACY ACT INFORMATION - The information accessed through this system is FOR OFFICIAL USE ONLY and must be protected in accordance with the Privacy Act and AFI 33-332.

Forms that collect personal data will contain Privacy Act Statement, as required by 5 U.S.C. 552a(e)(3), as that authority to collect PII and in accordance with guidelines established in AFI 33-332, Privacy Act Program, Chapters 3 and 7, and 11, allowing the individual to make an informed decision about providing the data or participating in the program. Individuals may raise an objection with the Air Force Privacy Act Office during the comment period (if applicable), during data collection, or at any time after the program is launched. If no objections are received, consent is presumed.

h. With whom will the PII be shared through data exchange, both within your DoD Component and outside your Component? (Check all that apply)

- | | | |
|--|----------|---|
| <input checked="" type="checkbox"/> Within the DoD Component | Specify. | Only to identify uses who have access to the TACC website |
| <input type="checkbox"/> Other DoD Components | Specify. | |
| <input type="checkbox"/> Other Federal Agencies | Specify. | |
| <input type="checkbox"/> State and Local Agencies | Specify. | |
| <input type="checkbox"/> Contractor (Name of contractor and describe the language in the contract that safeguards PII. Include whether FAR privacy clauses, i.e., 52.224-1, Privacy Act Notification, 52.224-2, Privacy Act, and FAR 39.105 are included in the contract.) | Specify. | |
| <input type="checkbox"/> Other (e.g., commercial providers, colleges). | Specify. | |

i. Source of the PII collected is: (Check all that apply and list all information systems if applicable)

- | | |
|--|---|
| <input checked="" type="checkbox"/> Individuals | <input type="checkbox"/> Databases |
| <input type="checkbox"/> Existing DoD Information Systems | <input type="checkbox"/> Commercial Systems |
| <input type="checkbox"/> Other Federal Information Systems | |

Collected form individuals DD Form 2875 who request access to the 618th TACC website and in processing sheet

j. How will the information be collected? (Check all that apply and list all Official Form Numbers if applicable)

- | | |
|---|---|
| <input type="checkbox"/> E-mail | <input checked="" type="checkbox"/> Official Form (Enter Form Number(s) in the box below) |
| <input type="checkbox"/> Face-to-Face Contact | <input type="checkbox"/> Paper |
| <input type="checkbox"/> Fax | <input type="checkbox"/> Telephone Interview |
| <input type="checkbox"/> Information Sharing - System to System | <input type="checkbox"/> Website/E-Form |
| <input type="checkbox"/> Other (If Other, enter the information in the box below) | |

DD Form 2875

k. Does this DoD Information system or electronic collection require a Privacy Act System of Records Notice (SORN)?

A Privacy Act SORN is required if the information system or electronic collection contains information about U.S. citizens or lawful permanent U.S. residents that is retrieved by name or other unique identifier. PIA and Privacy Act SORN information must be consistent.

Yes No

If "Yes," enter SORN System Identifier

SORN Identifier, not the Federal Register (FR) Citation. Consult the DoD Component Privacy Office for additional information or <http://dpcl.d.defense.gov/Privacy/SORNs/>
or

If a SORN has not yet been published in the Federal Register, enter date of submission for approval to Defense Privacy, Civil Liberties, and Transparency Division (DPCLTD). Consult the DoD Component Privacy Office for this date

If "No," explain why the SORN is not required in accordance with DoD Regulation 5400.11-R: Department of Defense Privacy Program.

I. What is the National Archives and Records Administration (NARA) approved, pending or general records schedule (GRS) disposition authority for the system or for the records maintained in the system?

(1) NARA Job Number or General Records Schedule Authority.

(2) If pending, provide the date the SF-115 was submitted to NARA.

(3) Retention Instructions.

Systems that have been identified without the proper schedule requirements with NARA will be processed by the Command Records Manager upon further training & resources. This Process will be sent to the Program Manager once established.

m. What is the authority to collect information? A Federal law or Executive Order must authorize the collection and maintenance of a system of records. For PII not collected or maintained in a system of records, the collection or maintenance of the PII must be necessary to discharge the requirements of a statute or Executive Order.

- (1) If this system has a Privacy Act SORN, the authorities in this PIA and the existing Privacy Act SORN should be similar.
- (2) If a SORN does not apply, 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) Cite the specific provisions of the statute and/or EO that authorizes the operation of the system and the collection of PII.
 - (b) If direct statutory authority or an Executive Order does not exist, indirect statutory 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) If direct or indirect authority does not exist, 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 must be identified.

Public Law 100-562, Imported Vehicle Safety Compliance Act of 1988; Public Law 107-347, E-Government Act of 2002; 5 U.S.C. 552a, Privacy Act of 1974; 5 U.S.C. 5726, Storage Expenses, Household Goods and Personal Effects; 10 U.S.C. 113, Secretary of Defense; 10 U.S.C. 3013, Secretary of the Army; 10 U.S.C. 5013, Secretary of the Navy; 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 Instruction 4140.01, DOD Supply Chain Material Management; DOD Directive 4500.9E, Transportation and Traffic Management; DTR 4500.9-R, Defense Transportation Regulation; DOD Directive 4500.57, Transportation and Traffic Management; DOD Instruction 4515.13, Air Transportation Eligibility; DOD Directive 5158.4, United States Transportation Command; DOD Directive 5400.11, DOD Privacy Program; USTRANSCOM Instruction 33-35, Privacy Act and Civil Liberties Program; FIPS Pub 199, Standards for Security Categorization of Federal Information and Information Systems.

n. Does this DoD information system or electronic collection have an active and approved Office of Management and Budget (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.