

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:

Mobility Enterprise Information Services (MEIS) - U

2. DOD COMPONENT NAME:

United States Transportation Command

3. PIA APPROVAL DATE:

03/13/18

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 type="checkbox"/> Existing DoD Information System | <input type="checkbox"/> Existing Electronic Collection |
| <input checked="" 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.

MEIS is the collection of information/application services that supports information sharing for the Mobility Air Forces under USTRANSCOM as outlined in Joint Publication 3-17. MEIS is an Air Mobility Command (AMC) initiative to provide net-centric services as an enabler for new, modernized and current Mobility Air Force (MAF) Command and Control (C2) applications and capabilities that support USTRANSCOM and AMC global missions.

The Routine Uses published in USTRANSCOM's compilation of systems of records notices apply to the records maintained in this system, including categories of users and the purposes of such uses.

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)

MEIS 4 collects PII for identification and account creation to access MEIS 4. Additionally PII information captured in MEIS 4 support information exchanges between the MEIS 4 mission partners. MEIS 4 retains the PII information contained in the Mobility Crew and Sortie Passenger objects to allow external mission partners to pull the information to support their function capabilities.

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.

To create an account on MEIS 4 this information is required and to object would not allow the user to create an account on MEIS 4. Also MEIS receives PII via the MEIS information services; therefore, MEIS has no contact (direct or indirect) with the individuals concerned. However, originating systems provide the individual the opportunity to object to collection of the PII.

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.

To create an account on MEIS 4 this information is required and to object would not allow the user to create an account on MEIS 4. MEIS also receives PII via information services; therefore, MEIS has no contact (direct or indirect) with the individuals concerned. However, originating systems provide the individual the opportunity to object to collection of the PII. Also, banners within originating systems provide the principle purpose for which the PII is intended to be used, the routine uses which may be made of the PII, and effects on the individual, if any, of not providing all or any part of the requested PII in accordance with the Privacy Act of 1974.

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.)

AUTHORITY: 10 USC 8013, Secretary of the Air Force, Joint Publication 3-35, Joint Publication 3-17, and DoDI 1000.30.
PURPOSE: Mobility Enterprise Information Services (MEIS) is Air Mobility Command's (AMC) initiative to provide services that enable new, modernized and current Mobility Air Force (MAF) Command and Control (C2) applications and authorized users access to the MAF's information domains to accomplish the USTRANSCOM and AMC global missions. The MAF's information domains includes: aircraft, airspace, airfields, C2 Messaging, cargo, crew, diplomatic clearance, flight following, flight planning, mission, person, reference, mobility requirements, and weather.
ROUTINE USES: In addition to those disclosures generally permitted under 5 USC 552a (b) of the Privacy Act, these records or information contained therein may specifically be disclosed outside the DOD as a routine use pursuant to 5 USC 552a (b) (3) as follows: The MEIS provides reusable common IT services, software products and components, and design patterns allowing for deployment into a common shared environment. As a sub-enterprise focused on the MAF under USTRANSCOM, MEIS will align and be an integral part of USTRANSCOM's overall SOA strategy. The Blanket Routine Uses published at the beginning of the Air Force's compilation of systems of records notices, apply to this system.
DISCLOSURE IS VOLUNTARY: Non-disclosure of information will prevent the processing of MAF information domains to accomplish the USTRANSCOM and AMC global missions.

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

- Within the DoD Component
- Other DoD Components
- Other Federal Agencies
- State and Local Agencies

Specify. USTRANSCOM and the Transportation Component Commands (TCCs)

Specify. Military Services such as Air Force, Air National Guard, Army, Marines, Navy

Specify. _____

Specify. _____

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. MEIS Developer (Longview), AISS Engineers (TRICOR), and COMF System Administrators (eVets). Longview PWS: "12.6.6. Security Training Contractor employees assigned to USTRANSCOM and utilizing its enterprise networks shall attend/complete security training as prescribed by DOD and USTRANSCOM instructions. At a minimum this includes: Employee Initial Security Training, Annual Security Awareness Training, Operations Security (OPSEC), DOD Anti terrorism Level I Training, Active Shooter Training, Personally Identifiable Information (PII) Training, Emergency Operations and any Security Stand Down Day Training scheduled by the Commander. Task order employees assigned elsewhere shall attend security training established by their respective government security offices and/or installations."

COMF PWS: "The following is a listing of database administration functions that shall be performed by the Contractor:

- monitor compliance with DOD and US Air Force database security, integrity, and Personally Identifiable Information (PII) protection standards and procedures."

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

Crew Member PII information can be sent from the Graduate Training Integrated Management System (GTIMS) systems to MEIS 4 during the Mobility Crew write request.

Passenger PII information can be sent from Integrated Data Environment (IDE)/Global Transportation Network (GTN) Convergence (IGC) and Global Air Transportation Execution System (GATES) to MEIS 4 in the Sortie Passenger to MEIS 4 during the Sortie Passenger write request.

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 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 checked="" type="checkbox"/> Information Sharing - System to System | <input checked="" type="checkbox"/> Website/E-Form |
| <input type="checkbox"/> Other (If Other, enter the information in the box below) | |

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://dpcltd.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.

l. 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; 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. 476, 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 4140.01, DoD Supply Chain Materiel Management; DTR 4500.9-R, Defense Transportation Regulation; DoD Instruction 4515.13, Air Transportation Eligibility.

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.

Yes No Pending

- (1) If "Yes," list all applicable OMB Control Numbers, collection titles, and expiration dates.
- (2) If "No," explain why OMB approval is not required in accordance with DoD Manual 8910.01, Volume 2, "DoD Information Collections Manual: Procedures for DoD Public Information Collections."
- (3) If "Pending," provide the date for the 60 and/or 30 day notice and the Federal Register citation.

MEIS does not collect from the public. Only a system to system of information transfer.