

# 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:**

Global Freight Management (GFM)

**2. DOD COMPONENT NAME:**

United States Transportation Command

**3. PIA APPROVAL DATE:**

24 Apr 23

## SECTION 1: PII DESCRIPTION SUMMARY (FOR PUBLIC RELEASE)

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

- From members of the general public  From Federal employees and/or Federal contractors
- From both members of the general public and Federal employees and/or Federal contractors  Not Collected (if checked proceed to Section 4)

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

- New DoD Information System  New Electronic Collection
- Existing DoD Information System  Existing Electronic Collection
- 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.**

GFM is a USTRANSCOM information system that provides DOD Personal Property movement transportation capabilities for the DOD and other Government agencies. The only PII GFM contains is the individual's name and their SSN, which are needed to identify, verify, and data match the individual to ensure accurate selection and loading of cargo shipments planned aboard a conveyance. The SSN in GFM is embedded in a Transportation Control Number (TCN), which GFM obtains in final form from the Global Air Transportation Execution System (GATES). GATES compiles the TCN based on an individual's SSN and other details to which GFM is not privy or aware; however, GATES generates the TCN in such a way that it cannot be reverse engineered to determine the PII it contains. Knowledge of the GATES business rules is required to determine what the HHG TCN data contains. The TCN is stored in the GFM database. No data elements exist in GFM for the SSN. GFM users can view the TCN data while using GFM and can download the data via a Portable Document Format (PDF), but the TCN is not saved or transmitted by any other means to any other system through GFM. GFM also interfaces with another legacy system, the Transportation Execution and Advanced Management System (TEAMS), which includes SSN use. TEAMS only authenticates GFM user access and utilization.

**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 PII GFM contains is the individual's name and their SSN for mission-related purposes, to identify, verify, and data match the individual to ensure accurate selection and loading of cargo shipments planned aboard a conveyance.

**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.

GFM receives PII via a single system interface (GATES), and therefore, GFM has no direct or indirect contact with the individuals concerned; however, collection methods used to populate the originating (feeder) system (GATES) provide the individual with opportunities to withhold or consent to PII collection. GATES collection methods provide explanations for the principle purpose for which the PII is intended, the routine uses which may be made of the PII, and the effects on the individual, if any, of not providing all or any part of the requested PII IAW the Privacy Act of 1974.

**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.

GFM receives PII via GATES, and therefore, GFM has no direct or indirect contact with the individuals concerned; however, collection methods used to populate the GATES system provides the individual with opportunities to withhold or consent to PII collection. GATES

collection methods provide explanations for the principal purpose for which the PII is intended, the routine uses which may be made of the PII, and the effects on the individual, if any, of not providing all or any part of the requested PII IAW 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.)

- Privacy Act Statement       Privacy Advisory       Not Applicable

The originating PII (feeder) system, GATES, collects PII collection from DD Form 1299, APPLICATION FOR SHIPMENT AND/OR STORAGE OF PERSONAL PROPERTY. DD Form 1299 states:

**PRIVACY ACT STATEMENT**

**AUTHORITY:** 37 U.S.C. 406, 5 U.S.C. 5726.

**PRINCIPAL PURPOSE(S):** Primarily used for evaluating requests submitted by Servicemembers and eligible individuals for shipment and/or storage of personal property. Also used to prepare the Government bill of lading and other shipping documents (as applicable) to move the personal property. Used by the Finance Office for collection from the member in case goods to be shipped exceed Government entitlement limits.

**ROUTINE USE(S):** DD Form 1299 is provided to commercial carriers and shipping agents as the official shipping and storage order.

**DISCLOSURE:** Voluntary; however, failure to provide the requested information may delay shipping dates and impede storage arrangements.

**NOTE:**  
Sections 1 and 2 above are to be posted to the Component's website. 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.

The Privacy Act Statement is displayed on the single Sign-On screen in TEAMS, which is the only way GFM can be accessed.

**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. | <input type="text" value="U.S. Transportation Command"/>  |
| <input checked="" type="checkbox"/> Other DoD Components   | Specify. | <input type="text" value="U.S. Army, U.S. Navy, U.S. Air Force, U.S. Marines, U.S. Space Force, Defense Logistics Agency"/> |
| <input type="checkbox"/> Other Federal Agencies  | Specify. | <input type="text"/>  |
| <input type="checkbox"/> State and Local Agencies  | Specify. | <input type="text"/>  |
| <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="text"/>  |
| <input checked="" type="checkbox"/> Other (e.g., commercial providers, colleges).  | Specify. | <input type="text" value="Multiple Contract providers"/>  |

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

- |  |   |
|--|---|
| <input 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           |   |

**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 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://dpclld.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.

Information in GFM will be retained for ten years.

**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. 406, Travel and Transportation Allowances, Dependents, Baggage, and Household Effects; Federal Acquisition Regulation; Joint Federal Travel Regulation (JTR), Volumes I and II, DOD Directive 4500.9E, Transportation and Traffic Management; DOD Instruction 5158.04, United States Transportation Command (USTRANSCOM); DOD Instruction 4140.01, DOD Supply Chain Material Management; DTR 4500.09-R, Defense Transportation Regulation; DOD Instruction 4515.13, Air Transportation Eligibility; and DODD 4500.57, Transportation and Traffic Management.

**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.

The OMB Control Number required is being requested and will be provided at a later date.