



DEPARTMENT OF DEFENSE  
DEFENSE PRIVACY AND CIVIL LIBERTIES DIVISION  
241 18<sup>TH</sup> STREET SOUTH, SUITE 101  
ARLINGTON, VA 22202-3405

April 16, 2015

MEMORANDUM FOR THE DEFENSE FINANCE AND ACCOUNTING SERVICE  
PRIVACY OFFICE

SUBJECT: Justification for the Continued Use of Social Security Numbers in Defense Joint  
Military Pay System-Reserve Component (DJMS-RC)– Accepted

Thank you for completing your review of Social Security Number (SSN) use within your system. After review, the Defense Privacy and Civil Liberties Division has accepted your justification for continued use of the SSN for the purpose of (7) Federal Taxpayer Identification Number. Further review of this system will not be required under DoD's current SSN Reduction plan. While this system has been identified as still requiring collection, maintenance, and use of the SSN, you must continue to ensure that this data is afforded the highest protections practicable through use of appropriate administrative, technical and physical safeguards. Please maintain a copy of your justification and this memo in your records.

If you have any questions, please contact Mr. Brent Bice at (703) 571-0070 or e-mail [brent.j.bice.civ@mail.mil](mailto:brent.j.bice.civ@mail.mil).

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William L. Erwin  
Acting Chief



**DEFENSE FINANCE AND ACCOUNTING SERVICE**  
8899 EAST 56<sup>TH</sup> STREET  
INDIANAPOLIS, IN 46249-3300

DFAS-ZT

MEMORANDUM FOR DEFENSE PRIVACY AND CIVIL LIBERTIES OFFICE

SUBJECT: Justification for the Use of the Social Security Number (SSN) and/or Tax Identification Number (TIN) - Defense Joint Military Pay System- Reserve Component (DJMS-RC)

The Defense Finance and Accounting Service employs a system called DJMS-RC; a payroll system that provides pay computation, leave and financial accounting for approximately 1 million reserve military members in the US Army, Navy and Air Force, including those enrolled in Reserve Officer Training Corp (ROTC), those authorized disability severance pay and those who participate in the Armed Forces Health Professions Scholarship Program. DJMS-RC documents and accounts for military pay and allowance, disbursements and collections; verifies and accounts for system input transactions; identifies, collects and corrects overpayments; establishes controls and maintains member indebtedness notices and levies; completes individual Master Military Pay Account reviews and provides internal and external managers with statistical and monetary reports and to maintain a record of related personnel data. The data contains SSNs and TINs required for payment, collection and tax reporting purposes. The last signed Privacy Impact Assessment (PIA) performed as part of the accreditation process was completed and signed on June 22, 2013.

The justification for the use of the SSN and/or TIN is DoDI 1000.30, Enclosure 2, Paragraph 2.c. (7): "Federal Taxpayer Identification Number". Financial institutions may require that individuals provide the SSN as part of the process to open accounts. It may, therefore, be required to provide the SSN for systems, processes, or forms that interface with or act on behalf of individuals or organizations in transactions with financial institutions.

The authority for this DoD information system to collect, use, maintain, and/or disseminate Personally Identifiable Information (PII) is found in the following: 5 U.S.C. 301, Departmental Regulations; Department of Defense Financial Management Regulations, Chapter 20; 31 U.S.C. Sections 3511, 3512 and 3513; and E.O. 9397 (SSN). The System of Records Notice identifier for this system is T7344, while the DOD IT Portfolio Repository identifier for this system is 244.

Justification for the use of the SSN and/or TIN does not constitute blanket permission to use such data. The DJMS-RC application supports payment, collection and reporting for DoD components. The SSN and TIN must continue to be collected and stored in order to disburse payments, process collections and handle tax reporting requirements established by the Internal Revenue Service. The system in question, DJMS-RC, has established user roles that safeguard the SSN and TIN.

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