DEFENSE FINANCE AND ACCOUNTING SERVICE

STANDARD ACCOUNTING AND REPORTING SYSTEM (STARS)

Unique Project (Investment) Identifier –
007-97-01-01-02-1760-00

Privacy Impact Assessment (PIA)

Point of Contact
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Reviewing Official
[redacted]
Chief, Information Officer (CIO)

Prepared by
[redacted]

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PRIVACY IMPACT ASSESSMENT

1. Department of Defense Component. Defense Finance and Accounting Service

2. Name of Information Technology (IT) System. Standard Accounting and Reporting System (STARS)

3. Budget System Identification Number (SNAP-IT Initiative Number). 1760

4. System Identification Number(s) (IT Registry/Defense IT Portfolio Repository (DITPR)). DITPR ID No. 5

5. IT Investment (OMB Circular A-11) Unique Identifier (if applicable). 007-97-01-01-02-1760-00.

6. Privacy Act System of Records Notice Identifier (if applicable). N/A

7. OMB Information Collection Requirement Number (if applicable) and Expiration Date. N/A

8. Type of authority to collect information (statutory or otherwise). 5 U.S.C. 301, Departmental Regulations; 31 U.S.C. Chapter 35 §§ 3512, 3514; and E.O. 9397.

9. Provide a brief summary or overview of the IT system (activity/purpose, present life cycle phase, system owner, system boundaries and interconnections, location of system and components, and system backup).

   a. Activity/Purpose. The Standard Accounting and Reporting System (STARS) is a general fund accounting, reporting, and entitlement system. Navy Users record and account for Navy, Marine Corps, Air Force and Defense Agencies funds appropriated by Congress. The receipt and use of these funds are recorded from allocation to disbursement through structured successive steps. STARS currently supports 58 individual appropriations. STARS accounts for Navy - Departmental, Navy - Field, Marine Corps - Departmental, and Defense Agencies - Departmental, and Defense Agencies Field.

   STARS consists of four sub-systems:

   •Field Level (STARS-FL) - Navy Field Level Accounts Receivable and Accounts Maintenance
   •Headquarters (STARS-HQ) - Navy Major Command (MAJCOM) Accounts Receivable and Accounts Maintenance
   •Departmental Reporting (STARS-FDR) - Departmental Level and Navy MAJCOM Level Financial Reporting
   •One Pay (STARS-OP) - Navy Accounts Payable

   b. Present Life Cycle Phase. O&S - Modernization / Enhancement

c. System Owner.
STARS-FL, STARS-HQ, STARS-FDR, [redacted] System Manager, Defense Finance and Accounting Service, DFAS-SMD/CL, 1240 E. Ninth Street, Cleveland, OH 44199-8002, telephone (216) 204-7055.

STARS-OP, [redacted] System Manager, Defense Finance and Accounting Service, DFAS-SMD/CL, 1240 E. Ninth Street, Cleveland, OH 44199-8002, telephone (216) 204-7006.

d. System boundaries and interconnections. Interfaces with DFAS entitlement systems, Working Capital Fund accounting systems, Defense Civilian Pay System, Automated Disbursing System, and DFAS Corporate Database/DFAS Corporate Warehouse.

e. System Location and Components. Defense Information Systems Agency (DISA), Defense Enterprise Computing Center (DECC), Mechanicsburg, PA, and the Department of the Navy.

f. System Backup. DISA, DECC, Ogden, UT.

10. Describe what information in identifiable form will be collected and the nature and source of the information (e.g., names, Social Security Numbers, gender, race, other component IT systems, IT systems from agencies outside DoD, etc.)

a. Information in Identifiable Form.
STARS-FL, STARS-HQ, STARS-FDR contain the names and Social Security Numbers (SSNs). The information is sent to these STARS systems through file transfers from other DFAS accounting and pay entitlement systems.
STARS – OP, contains the names, SSNs, addresses and bank routing numbers for DFAS payees. This information is also obtained from file transfers from the accounting and pay entitlement systems.

b. DFAS IT systems.
STARS uses file transfers from the following systems to obtain the personal information from these systems to process accounting and pay entitlements: STARS-FL, STARS-HQ, STARS-FDR – DCPS, STARS – OP – Defense Industrial Financial Management System (DIFMS), Defense Working Capital Fund Accounting System (DWAS), Standard Accounting Budgeting and Reporting System (SABRES), Standard Finance System (STANFINS) and General Accounting and Finance System – Reengineered (GAFS-R).

c. DoD Component IT systems – N/A

d. IT systems from agencies outside DoD – N/A

11. Describe how the information will be collected (e.g. via the Web, via paper-based collection, etc.) The information in STARS-FL, STARS-HQ, STARS-FDR will be collected through file transfers from DCPS and STARS – OP. The information in STARS – OP will be collected through file transfers from DIFMS, DWAS, SABRES, STANFINS, and GAFS-R.

12. Describe the requirement and why the information in identifiable form is to be collected (e.g., to discharge a statutory mandate, to execute a Component program, etc.) The information is collected in STARS-FL, STARS-HQ, STARS-FDR to record obligations for labor costs. The information is collected in STARS-OP to calculate commercial pay entitlements.

13. Describe how the information in identifiable form will be used (e.g., to verify existing data, etc.) Stored in system; no retrieval. The information is collected in STARS-FL, STARS-HQ, STARS-FDR to record obligations for labor costs. The information is collected in STARS-OP to calculate commercial pay entitlements.

14. Describe whether the system derives or creates new data about individuals through aggregation. System derives personal data from other DFAS systems. No new data is created.

15. Describe with whom the information in identifiable form will be shared, both within the Component and outside the Component (e.g., other DoD Components, Federal agencies, etc.) The information will be shared with the Department of the Navy. Information may be shared with law enforcement for investigative purposes.

16. Describe any opportunities individuals will have to object to the collection of information in identifiable form about themselves or to consent to the specific uses of the information in identifiable form. Where consent is to be obtained, describe the process regarding how the individual is to grant consent.

    Feeder system (DCPS) procedures provide individuals with the opportunity to object to the collection of the information. When personal information is collected for DCPS, either by hard copy form or Web based applications, the individuals are provided a Privacy Act Statement that informs them that providing the information is strictly voluntary.

17. Describe any information that is provided to an individual, and the format of such information (Privacy Act Statement, Privacy Advisory) as well as the means of deliver (e.g., written, electronic, etc.), regarding the determination to collect the information in identifiable form.

    The DCPS feeder system for STARS collects the personal information covered by the Privacy Act. When personal information is collected for use in DCPS, a Privacy Act Statement or Advisory is provided either on the form used to collect the data, or on the Web based application used to collect the information.

18. Describe the administrative/business, physical, and technical processes and controls adopted to secure, protect, and preserve the confidentiality of the information in identifiable form.

    Records are stored in office buildings protected by guards, controlled screening, use of visitor registers, electronic access, and/or locks. Access to records is limited to individuals who are properly screened and cleared on a need-to-know basis in the performance of their official duties. Passwords and digital signatures are used to control access to the systems data, and procedures are in place to deter

and detect browsing and unauthorized access. Physical and electronic access are limited to persons responsible for servicing and authorized to use the record system.

19. Identify whether the IT system or collection of information will require a System of Records(SOR) notice as defined by the Privacy Act of 1974, and as implemented by DoD Directive 5400.11-R, "DoD Privacy Program," November 11, 2004. If so, and a SOR notice has been published in the Federal Register, the Privacy Act System of Records Identifier must be listed in question 6 above. If not yet published, state when publication of the Notice will occur. N/A. No information/data from is system is retrieved by the name or SSN.

20. a. Describe/evaluate any potential privacy risks regarding the collection, use, and sharing of the information in identifiable form. No exceptional risks.

    b. Describe/evaluate any privacy risks in providing individuals an opportunity to object/consent or in notifying individuals. Feeder system (DCPS) provides individuals with the opportunity to object to the collection of information for STARS-FL, STARS-HQ, STARS-FDR. The contracting office is responsible for giving individuals the opportunity to object to the collection of information for STARS-OP. If the information is not collected there may be a delay in processing an individuals' entitlement.

    c. Describe/evaluate further any risks posed by the adopted security measures. No exceptional risks.

21. State classification of information/system and whether the PIA should be published or not. If not, provide rationale. If a PIA is planned for publication, state whether it will be published in full or summary form. System is unclassified/sensitive. PIA should be published in full.

SIGNATURE PAGE –STARS PIA

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