

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:

BEIS - Defense Corporate Database/Warehouse

2. DOD COMPONENT NAME:

Defense Finance and Accounting Service

3. PIA APPROVAL DATE:

08/02/21

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 type="checkbox"/> From Federal employees and/or Federal contractors |
| <input checked="" 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.

The Defense Corporate Database/Defense Corporate Warehouse (DCD/DCW) Corporate Electronic Funds Transfer (CEFT) Records Module provides the Department of Defense (DoD) with a central repository for military and civilian remittance information used to verify the validity of payee and financial institution accounts prior to issuing an electronic payment.

Types of CEFT personal information:

DoD ID number, financial information, home/cell phone number, mailing/home address, name(s), personal e-mail address, Social Security Number (SSN), and work e-mail address.

Additionally, the DCD/DCW also includes support for the Defense Travel System (DTS). DTS requires that DCD/DCW pass-through travel voucher payment and accounts receivable information in order for DTS and partner systems to be able to perform their missions.

Types of DTS personal information: DoD ID number, financial information, mailing/home address, name(s), and SSN.

The Defense Finance and Accounting Service (DFAS) Metrics and Initiatives Office (M&IO) supports the DFAS M&IO, which is the single data collection hub for the Agency Metrics Reporting Program. The DCD/DCW M&IO reporting capability provides management, leadership, and customers with the ability to demonstrate proficiency, pinpoint areas of improvement, document capacity and productivity, report budget, cost, human capital data, provide status of the Managers' Internal Control Program, and support data-driven business decisions.

Types of DFAS M&IO personal information: DoD ID number and the first and last name of each of the five Account Management and Provisioning System (AMPS) System Authorization Access Request (SAAR) approvers associated with each SAAR/AMPS ID.

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 Electronic Funds Transfer (EFT) Records component of DCD/DCW provides DoD with a central repository for military and civilian remittance information used to verify the validity of payee and financial institution accounts prior to issuing an electronic payment. DTS requires that DCD/DCW pass-through travel voucher payment, obligation, and accounts receivable information in order for DTS and partner systems to be able to perform their missions. The DFAS M&IO component of the DCD/DCW provides DFAS with the ability to track and improve the timeliness of AMPS SAAR approval processing for system access, removal, and change.

Mission-related use: The DCD/DCW application processes Personally Identifiable Information (PII) ensuring accurate application of financial transactions to individuals and accurate application of electronic transfers to the correct accounts and financial institutions. In addition, the Blanket Routine Uses as identified on the DoD Privacy Office website apply to this system. (<http://dpcl.d.defense.gov/Privacy/SORNs.aspx>) The DCD/DCW M&IO application module must process low-level PII to improve individual accountability for timely system access, removal, and change.

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.

DCD/DCW is a pass-through type of data processing service. Other government financial systems provide almost all PII data to DCD/DCW. The other government financial systems provide Users (Individuals) with the contents of the Privacy Act Statement (Section 6311 of Title 5, United States Code (U.S.C.)) and the contents of Public Law 104-134 (April 26, 1996) at the time of account creation. At this time, the user has the opportunity to object to the collection of their PII. As a condition of employment or contract, DoD pays individuals and proprietorships by direct deposit, this requires the collection of PII. The system receives a very small amount of PII directly from members of the public via a completed Standard Form (SF) 3881 (The Office of Management and Budget (OMB) Number (No.) 1510-0056). There is a Privacy Act statement listed on this form, which gives individuals the right to object to the collection of their PII. Regarding the DFAS M&IO component of the DCD/DCW, there is a Privacy Act statement listed on the AMPS SAAR form, which gives individuals the right to object to the collection of their 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.

DCD/DCW obtains information from supporting financial management systems utilized by Active Duty, Reserve, Guard, separated or retired military members, cadets, dependents, annuitants, civilian employees, and individuals operating proprietorships. The systems advise individuals of PII usage and individuals provide consent at the time of registry. The system receives a very small amount of PII directly from members of the public via a completed SF 3881 (OMB No. 1510-0056). There is a Privacy Act statement listed on this form, which gives individuals the opportunity to consent to the specific uses of their PII. Regarding the DFAS M&IO component of the DCD/DCW, there is a Privacy Act statement listed on the AMPS SAAR form, which gives individuals the opportunity to consent to the specific uses of their PII.

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

Privacy Act Statement

Section 6311 of Title 5, U.S.C., authorizes collection of this information. The primary use of this information is by management and your payroll office to approve and record your use of leave. Additional disclosures of the information may be: To the Department of Labor when processing a claim for compensation regarding a job connected injury or illness; to a State unemployment compensation office regarding a claim; to Federal Life Insurance or Health Benefits carriers regarding a claim; to a Federal, State, or local law enforcement agency when your agency becomes aware of a violation or possible violation of civil or criminal law; to a Federal agency when conducting an investigation for employment or security reasons; to the Office of Personnel Management or the General Accounting Office when the information is required for evaluation of leave administration; or the General Services Administration in connection with its responsibilities for records management.

Public Law 104-134 (April 26, 1996) requires that any person doing business with the Federal Government furnish a social security number or tax identification number. This is an amendment to Title 31, Section 7701. Furnishing the social security number, as well as other data, is voluntary, but failure to do so may delay or prevent action on the application. If your agency uses the information furnished on this form for purposes other than those indicated above, it may provide you with an additional statement reflecting those purposes.

DFAS Privacy Act Statement

Authority: 5 U.S.C. 301, Departmental Regulations; 10 U.S.C. 133, Under Secretary of Defense for Acquisition, Technology, and Logistics; 18 U.S.C. 1029, Access device fraud; Executive Order (E.O.) 10450, Security Requirements for Government Employees, as amended; and E.O. 9397 (SSN), as amended.

Principal Purpose(s): Information is used to validate a user's request for access into a DFAS system, database, or network that has its access requests managed by AMPS.

Routine Uses: Data may be provided under any of the DoD "Blanket Routine Uses" published at <http://dpcl.d.defense.gov/Privacy/SORNsIndex/BlanketRoutineUses.aspx>.

Disclosure: Disclosure is voluntary; however, if you fail to supply all the requested information you will not gain access to the Defense Logistics Agency (DLA) - Account Management and Provisioning System (AMPS) database. Your identity/security clearance must be verified prior to gaining access to the DFAS AMPS database, and without the requested information verification cannot be accomplished.

Rules of Use: Rules for collecting, using, retaining, and safeguarding this information are contained in DFAS Privacy Act System Notice T5210, entitled "Account Management Provisioning System (AMPS)" available at <http://dpcl.d.defense.gov/Privacy/SORNsIndex/tabid/5915/Category/11152/defense-finance-and-accounting-service.aspx>.

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="DFAS organizations that demonstrate a need-to-know"/> |
| <input checked="" type="checkbox"/> Other DoD Components | Specify. | <input type="text" value="US Army, US Air Force, US Marine Corps, Defense Commissary Agency, Defense Information Systems Agency (DISA), DLA, US Transportation Command, Defense Manpower Data Center (DMDC)."/> |
| <input checked="" type="checkbox"/> Other Federal Agencies | Specify. | <input type="text" value="General Services Administration"/> |
| <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 type="checkbox"/> Other (e.g., commercial providers, colleges). | Specify. | <input type="text"/> |

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 | |

FEEDER SYSTEMS FOR DCD/DCW PII DATA:

- Automated Disbursing System (ADS), System Owner: DFAS, DoD IT Portfolio Repository (DITPR) Identification (ID): 36, System of Records Notice (SORN) ID: T7906
- Computerized Accounts Payable System-Windows (CAPS-W), System Owner: DFAS, DITPR ID: 3115, SORN ID: T7225a
- Centralized Disbursing System (CDS), System Owner: DFAS, DITPR ID: 31, SORN ID: System does not retrieve information by name or SSN.
- Defense Agency Initiative (DAI), System Owner: DLA, DITPR ID: 7518 and 16692, SORN ID: S890.11
- Defense Cash Accountability System (DCAS), System Owner: DFAS, DITPR ID: 17248, SORN ID: Not required. The information in DCAS is not retrieved by SSN or payee name.
- Defense Check Reconciliation Module (DCRM), System Owner: DFAS, DITPR ID: 837, SORN ID: Not required. The information in DCRM is not retrieved by SSN or payee name.
- Defense Civilian Pay System (DCPS), System Owner: DFAS, DITPR ID: 93, SORN ID: T7335
- Defense Enterprise Accounting & Management System (DEAMS), System Owner: The United States Air Force (USAF), DITPR ID: 465, SORN ID: F065 The Air Force Materiel Command (AFMC) A
- Defense Integrated Financial System (DIFS), System Owner: DFAS, DITPR ID: 839, SORN ID: PII is not contained in the system.
- Defense Joint Military Pay System - Active Component (DJMS-AC), System Owner: DFAS, DITPR ID: 92, SORN ID: T7340
- Defense Joint Military Pay System - Reserve Component (DJMS-RC), System Owner: DFAS, DITPR ID: 244, SORN ID: T7344
- Defense Travel System (DTS), System Owner: Defense Manpower Data Center (DMDC), DITPR ID: 125, SORN ID: Defense Human Resources Activity (DHRA) 08 DoD
- Enterprise Business System (EBS), System Owner: The Defense Commissary Agency (DECA), DITPR ID: 488, SORN ID: S700.30
- General Accounting and Finance System-Re-engineered (GAFS-R); System Owner: DFAS; DITPR ID: 06; SORN IDs: T7205, T7206a, T7207, and T7208
- General Fund Enterprise Business System (GFEBS), System Owner: Army, DITPR ID: 622, SORN ID: Not available.
- Integrated Accounts Payable Systems (IAPS), System Owner: DFAS, DITPR ID: 18, SORN ID: T7225
- Integrated Automated Travel System (IATS), System Owner: DFAS, DITPR ID: 99, SORN ID: T7333
- JUMPS Standard Terminal Input System (JUSTIS), System Owner: Army National Guard Bureau, DITPR ID: 3380, SORN ID: A0600-8-23 Army Human Resources Command (AHRC)
- Marine Corps Total Force System (MCTFS), System Owner: DFAS, DITPR ID: 113, SORN ID: M01040-3
- MyPay, System Owner: DFAS, DITPR ID: 97, SORN ID: T7336
- Standard Accounting & Reporting System (STARS), System Owner: DFAS, DITPR ID: 5, SORN ID: This system does not collect or retrieve personal information by name or SSN.
- System for Award Management (SAM), System Owner: General Services Administration, SORN ID: Federal Register/Vol. 78, No. 33/ Tuesday, February 19, 2013/Notices, Page 11648
- Transportation Financial Management System-Military Traffic Management Command (MTMC), System Owner: USTRANSCOM, DITPR ID: 217, SORN ID: FTRANSCOM 01 DoD
- Wide Area Workflow (WAWF), System Owner: DLA, DITPR ID: 432, SORN ID T7333

FEEDER SYSTEMS FOR DCD/DCW M&IO APPLICATION MODULE PII DATA:

- Account Management Provisioning System (AMPS), System Owner: DLA, DITPR ID: 10110, SORN ID: T5210

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 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) | |

SF 3881 (OMB No. 1510-0056)

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.

Cutoff at the end of the fiscal year and destroy 10 years after cutoff.

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 104-134, Debt Collection Improvement Act of 1996; DoD Financial Management Regulation 7000.14-R, Volumes 7B, 7C, 8, Military Pay Policy and Procedures Retired Pay, Military Pay Policy and Procedures, Active Duty and Reserve Pay, Civilian Pay Policy and Procedures; and E. O. 9397 (SSN), as amended.

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.

DCD/DCW does not have a Paperwork Reduction Act (PRA) requirement. Regarding data collected on behalf of members of the public, the system collects this data under OMB 1510-0056, SF 3881.