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:

DFAS Tactical Process Analysis Tool (DTPAT) - formerly Statement of Budgetary Resources - Automated Reconciliation Tool (SBR-ART)

2. DOD COMPONENT NAME:	3. PIA APPROVAL DATE:
Defense Finance and Accounting Service	07/22/21

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.

Defense Finance and Accounting Service (DFAS) Tactical Process Analysis Tool (DTPAT) is an automated reconciliation and reporting tool based on Audit Command Language (ACL). DTPAT receives monthly process-to-process data sets, executes reconciliations using the scripted ACL logic, and then provides data reporting to DFAS users and customers. The system uses data results to ensure mandated audit readiness goals set by the Department of Defense (DoD). DTPAT does not collect Personally Identifiable Information (PII) directly from individuals. DTPAT reconciliation input data sets may contain PII data such as DOD Identification (ID) number, name(s), and Social Security Number (SSN). However, DTPAT does not act upon PII that may be contained in customer source files.

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)*

PII may be utilized by source data sets (e.g., United States Air Force (USAF) and their support personnel) to identify, verify, and authenticate personnel to ensure proper payments were made. In such cases, PII is for administrative use only.

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.

DTPAT does not collect PII directly from individuals.

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.

DTPAT does not collect PII directly from individuals.

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

DTPAT does not collect PII directly from individuals.

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

[X] Within the DoD Component	Specify.	PII will only be shared with internal DFAS organizations/ work areas after demonstrated "need-to-know."
[X] Other DoD Components	Specify.	USAF, the originator of data.
[ ] Other Federal Agencies	Specify.	
[ ] State and Local Agencies	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.	
[ ] 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)*

[ ] Individuals   [ ] Databases

[X] Existing DoD Information Systems   [ ] Commercial Systems

[ ] Other Federal Information Systems

Accounts Maintenance and Control (AMC); Air Force Equipment Management System (AFEMS); Automated Civil Engineering System (ACES); Automated Logistics Management Support System (ALMSS); Civilian Pay Accounting Bridge (CPAB); Comprehensive Cost and Requirement System (CCARS); Comprehensive Engine Management System (CEMS); Contract Written (CONWRITE); Corps of Engineers Enterprise Management Information System (CEEMIS); D035A; D035K; Defense Enterprise Accounting and Management System (DEAMS); Defense Industrial Financial Management System (DIFMS); Defense Joint Military Pay System (DJMS); Defense Medical Logistics Standard Support (DMLSS); Defense Property Accountability System (DPAS); Defense Security Assistance Management System (DSAMS); Defense Travel System (DTS); Departmental Cash Management System (DCMS); DFAS Integration Engine (DFASIE); DFAS Transaction Interface Module (DTIM); Depot Maintenance Accounting and Production System (DMAPS); Time and Attendance (TAA); Financial Inventory Accounting and Billing System (FIABS); Fuels; General Accounting and Financial System Base Level (GAFS-BL); General Accounting and Financial System Data Mart (GAFS-DM); General Accounting and Finance System - Re-engineered (GAFS-R); Integrated Account Payables System (IAPS); Integrated Logistics System-Supply (ILS-S); Integrated Missile Database (IMDB); JO25A; Job Order Cost Accounting System (JOCAS); Mechanization Of Contract Administration Services Accounts Payable Accrual and Contingency Liabilities (MOCAS_APCL); Merged Accountability and Fund Reporting (MAFR); Mine Resistant Ambush Protected (MRAP); Naval Facilities Engineering Command (NAVFAC); National Geospatial-Intelligence Agency (NGA); Payment Pre-Validation Module (PPVM); Reliability, Availability, Maintainability for Pods and Integrated Systems (RAMPOD); Reliability and Maintainability Information System (REMIS); Security Assistance Management Information System (SAMIS); Specialized Accounting and Finance Enterprise System (SAFES); Standard Base Supply System (SBSS); Standard Material Accounting System (SMAS); and Standard Accounting and Reporting System (STARS).

j. How will the information be collected? *(Check all that apply and list all Official Form Numbers if applicable)*

[ ] E-mail   [ ] Official Form *(Enter Form Number(s) in the box below)*

[ ] Face-to-Face Contact   [ ] Paper

[ ] Fax   [ ] Telephone Interview

[X] Information Sharing - System to System   [ ] Website/E-Form

[ ] 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 <u>retrieved</u> by name or other unique identifier. PIA and Privacy Act SORN information must be consistent.

[ ] Yes   [X] 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://dpcld.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.

DTPAT does not perform records retrieval using unique identifiers.

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.   DFAS 5015.2-M, Volume 2

(2) If pending, provide the date the SF-115 was submitted to NARA.   N/A

(3) Retention Instructions.

Cutoff at the end of the fiscal year and dispose of 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 statue 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.

Departmental Regulations; DOD Financial Management Regulation 7000.14-R, Volume 5; Executive Order (E.O.) 9397 (as amended) authorized solicitation and use of SSN as a numerical identifier for Federal personnel who are identified in most Federal records systems, E.O. 12862, dated September 11, 1993.

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.

DTPAT does not collect PII directly from members of the public.