

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:

Defense Enrollment Eligibility Reporting System (DEERS)

2. DOD COMPONENT NAME:

Department of Defense Human Resources Activity

3. PIA APPROVAL DATE:

01/21/25

Defense Manpower Data Center

SECTION 1: PII DESCRIPTION SUMMARY (FOR PUBLIC RELEASE)

a. The PII is: (Check one. Note: Federal contractors, military family members, and foreign nationals are included in general public.)

- ☐ From members of the general public ☐ From Federal employees
- ☒ from both members of the general public and Federal employees ☐ 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.

- A. To manage the issuance of DoD badges and identification cards, i.e., Common Access Cards (CACs) or beneficiary identification cards.
- B. To authenticate and identify DoD affiliated personnel (e.g., contractors);
- C. To manage physical and logical access to DoD facilities.
- D. To provide a database for determining eligibility for DoD entitlements and privileges;
- E. To detect fraud and abuse of the benefit programs by claimants and providers to include appropriate collection actions arising out of any debts incurred as a consequence of such programs;
- F. To detect and identify current DoD civilian and military personnel committing benefit program fraud and abuse;
- G. To ensure benefit eligibility is retained after separation from the military;
- H. To maintain the Service members' Group Life Insurance (SGLI) and Family SGLI (FSGLI) coverage elections and beneficiaries' information.
- I. To support DoD healthcare management programs, to include research and analytical projects, through the Defense Health Agency (previously the TRICARE Management Activity);
- J. To support benefit administration for those beneficiaries that have granted permission to use their personal email address for benefit-related notification purposes;
- K. To register current DoD civilian and military personnel and their authorized dependents to obtain medical examinations, treatment or other benefits to which they are entitled;
- L. To provide identification of deceased members.
- M. To assess manpower, support personnel and readiness functions, to include Continuous Evaluation programs; to perform statistical analyses;
- N. To determine Service members' Civil Relief Act (SCRA) duty status as it pertains to SCRA legislation;
- O. To determine Military Lending Act (MLA) eligibility pertaining to MLA legislation; to prepare studies and policies related to manpower and the health and well-being of current and past Armed Forces and DoD-affiliated personnel;
- P. To assist in the Transition Assistance Program (TAP);
- Q. To assist in recruiting prior service personnel;
- R. To notify military members eligible to vote about voter registration and voting procedures;
- S. To provide rosters of DoD affiliated persons at the time of an official declared natural or man-made disaster.
- T. To provide appropriate contact information of DoD personnel and beneficiaries for the purpose of conducting DoD authorized surveys. Authorized surveys are used as a management tool for conducting statistical analysis, policy planning, reporting, evaluation of program effectiveness, conducting research, to provide direct feedback on key strategic indicators, and for other policy planning purposes.
- U. Defense Manpower Data Center (DMDC) web usage data will be used to validate continued need for user access to DMDC computer systems and databases, to address problems associated with web access, and to ensure that access is only for official purposes.

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 is collected in order to authenticate and identify DoD affiliated personnel; provide enrollment and eligibility information for DoD benefits and privileges; and provide verification for issuance of DoD authorized identification or common access cards. Additionally, information is used for Computer Matching purpose as authorized in accordance with the Privacy Act of 1974.

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.

Failure to disclose information that directly feed DEERS can be located on the following forms:

DD Form 1172/1172-2, Application for Identification Card/DEERS Enrollment

DD Form 2842, Public Key Infrastructure Certificate of Acceptance and Acknowledgment of Responsibilities

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.

Individuals provide consent at point of collection.

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 Statements are printed on DD Forms 1172, 1172-2, and 2842 and provided at the collection point. The statement provides collection purpose, authorities, external uses, nature of the program, the name and number of the PAS notice governing the collection, and an electronic link to the system notice. The statement is included on paper and electronic collection forms. A PAS is also available for those updating their information via telephone.

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

☒ Within the DoD Component

Specify. Various OSD Offices

☒ Other DoD Components (i.e. Army, Navy, Air Force)

Specify. Military Services (USA, USN, USAF, USMC, USSF),
Armed Forces (USCG), Uniformed Services (PHS, NOAA)

☒ Other Federal Agencies (i.e. Veteran's Affairs, Energy, State)

Specify. Transportation Security Administration; Social Security Administration; Department of Veterans Affairs; OPM; United States Postal Service; Executive Office of the President and Administrative Office of the Courts; Department of Health and Human Services; Department of Education; Department of Labor; Coast Guard; Public Health Service; American Red Cross; Department of Homeland Security.

☒ State and Local Agencies

Specify. State Medicaid agencies; Consumer Reporting Agencies; Veterans Affairs Offices for all states and territories

☒ 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. Contracted Medical Health providers; Defense contractors.

☒ Other (e.g., commercial providers, colleges).

Specify. Pharmacies; Federally Funded Research Centers.

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

☒ Individuals

☐ Databases

☒ Existing DoD Information Systems

☐ Commercial Systems

☒ Other Federal Information Systems

DoD Personnel, Pay and Benefit systems; Department of Veterans Affairs and other Federal agencies.

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)
- ☒ In-Person Contact
 ☐ Paper
- ☐ Fax
 ☐ Telephone Interview
- ☒ Information Sharing - System to System
 ☐ Website/E-Form
- ☐ Other (If Other, enter the information in the box below)

DD Form 1172/1172-2, Application for Identification Card/DEERS Enrollment
DD Form 2842, Public Key Infrastructure Certificate of Acceptance and Acknowledgment of Responsibilities

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 DMDC 02, DPR 39, OPM/GOVT 10

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.

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. N1-330-03-001

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

(3) Retention Instructions.

Hardcopy version of DD Form 1172: Destroy once written to optical disk. Optical disks: Destroy primary and backup copies after 5 years. The DEERS database is Permanent: Cut off (take a snapshot) at end of Fiscal Year and transfer to the National Archives and Record Administration in accordance with 36 CFR 1228.270 and 36 CFR 1234. (N1-330-03-01) Output records (electronic or paper summary reports) are deleted or destroyed when no longer needed for operational purposes.

Note: This disposition instruction applies only to record keeping copies of the reports retained by DMDC. The DoD office requiring creation of the report should maintain its record keeping copy in accordance with NARA approved disposition instructions for such reports.

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.

5 U.S.C. App. 3, Inspector General Act of 1978; 5 U.S.C. Chapter 90, Federal Long-Term Care Insurance; 10 U.S.C. 136, Under Secretary of Defense for Personnel and Readiness; 10 U.S.C. Chapter 53, Miscellaneous Rights and Benefits; 10 U.S.C. Chapter 54, Commissary and Exchange Benefits; 10 U.S.C. Chapter 58, Benefits and Services for Members being Separated or Recently Separated; 10 U.S.C. Chapter 75, Deceased Personnel; 10 U.S.C. 2358, Research and Development Projects; 10 U.S.C. 987, Terms of Consumer Credit Extended to Members

and Dependents; 20 U.S.C. 1070h, Scholarships for Veteran's Dependents; 31 U.S.C. 3512(c), Executive Agency Accounting and Other Financial Management Reports and Plan; 38 U.S.C. Chapter 19, Subchapter III, Service members' Group Life Insurance; 42 U.S.C. 18001 note, Patient Protection and Affordable Care Act (Pub. L. 111-148); 42 U.S.C. 1973ff, Federal Responsibilities; 50 U.S.C. Chapter 23, Internal Security; 50 U.S.C. Chapter 50, Service members Civil Relief Act; DoD Directive 1000.04, Federal Voting Assistance Program (FVAP); DoD Directive 1000.25, DoD Personnel Identity Protection (PIP) Program; DoD Instruction 1015.9, Professional United States Scouting Organization Operations at United States Military Installations Located Overseas; DoD Instruction 1100.13, Surveys of DoD Personnel; DoD Instruction 1241.03 TRICARE Retired Reserve (TRS) Program; DoD Instruction 1241.04, TRICARE Reserve Select (TRS) Program; DoD Instruction 1336.05, Automated Extract of Active Duty Military Personnel Records; DoD Instruction 1341.2, Defense Enrollment Eligibility Reporting System (DEERS) Procedures; DoD Manual 1341.02, DoD Identity Management DoD Self-Service (DS) Logon Program and Credential; DoD Instruction 3001.02, Personnel Accountability in Conjunction with Natural or Manmade Disasters; Homeland Security Presidential Directive 12, Policy for a Common Identification Standard for Federal Employees and Contractors; DoD Instruction 7730.54, Reserve Components Common Personnel Data System (RCCPDS); 38 CFR 9.20, Traumatic injury protection; and E.O. 9397 (SSN), as amende

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.

OMB Number: 0704-0415, Application for Identification Card/DEERS Enrollment, Ex: 04/30/2023