
PROTECTING PERSONALLY IDENTIFIABLE INFORMATION*

What is the Privacy Act of 1974?

The Privacy Act is a Federal law that establishes and safeguards the protection of records that the Federal Government collects and maintains on U.S. citizens and aliens lawfully admitted for permanent residence. The purpose of the Privacy Act is to balance the Government's need to maintain information about individuals with the rights of individuals to be protected from unwarranted invasion of privacy through the collection, maintenance, use, and disclosure of personal information by Federal agencies. One critical aspect of the Privacy Act is to protect personally identifiable information (PII).

What is PII?

PII is information that can be used to determine an individual's identity. One element of PII may be enough to identify an individual. In other cases, more than one element of PII can be combined to identify an individual. The following are examples for PII:

- | | |
|--|--|
| <ul style="list-style-type: none">▶ Biometrics▶ Child information▶ Citizenship▶ Date and place of birth▶ Disability information▶ DOD Identification Number▶ Drivers license number▶ Education information▶ Emergency-contact information▶ Employment information▶ Financial information▶ Gender▶ Home-telephone number▶ Law-enforcement data▶ Legal status▶ Mailing or home address | <ul style="list-style-type: none">▶ Marital status▶ Medical data▶ Military records▶ Mother's maiden name▶ Mother's middle name▶ Name (including other names used)▶ Other identification numbers▶ Personal cell-phone number▶ Personal e-mail address▶ Race and ethnicity▶ Religious preference▶ Security-clearance information▶ Social Security number (full or "last 4")▶ Spouse information▶ Vehicle identifiers |
|--|--|

What Governs the Protection of PII in USAREUR?

- ▶ Privacy Act of 1974
- ▶ DOD Privacy Program (DOD Directive 5400.11 and DOD 5400.11-R)
- ▶ AR 25-22, The Army Privacy Program

How to Respond to Requests for PII?

Do not release PII about anyone to anyone else without first receiving written consent from the individual whose PII is requested. Written requests for personal information, including e-mail messages, should be forwarded to the servicing Privacy Act officer. For more information, call the USAREUR Privacy Act Officer at 314-537-6355.

*This poster supersedes AE Poster 340-21.