

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:

Department 97 Reconciliation and Reporting Tool (DRRT)

2. DOD COMPONENT NAME:

Defense Finance and Accounting Service

3. PIA APPROVAL DATE:

04/02/19

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.

The primary function of Department 97 Reconciliation and Reporting Tool (DRRT) is to reconcile the Fund Balance with Treasury (FBwT) (U.S. Standard General Ledger Account 1010) for the Other Defense Organizations workload accounted for at multiple DFAS locations. DRRT is an internal control system that initiates comparison among various automated information sources and generates reports allowing accounting staff to research variances between systems. This allows correction of discrepancies between systems and provides a critical internal control. DRRT does not directly change any financial data but is used to trigger research that can lead to adjustments in the source systems.

DRRT does not collect Personally Identifiable Information (PII) directly from the individual. DRRT receives PII from other existing systems.

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 PII is required to enable the Defense Agencies and their authorized support personnel to complete root cause analysis on variances between systems, which may result in adjustments to correct discrepancies in order to ensure the accuracy of Financial Statement balances.

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.

DRRT does not collect PII directly from the individual.

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.

DRRT does not collect PII directly from the individual.

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

DRRT does not collect PII directly from the individual.

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

Within the DoD Component

Specify.

PII will be shared with internal DFAS organizations that demonstrate a "need-to-know."

Army
Army Working Capital Fund (AWCF)
Chemical and Biological Defense (CBDP)
Defense Advanced Research Projects Agency (DARPA)
Defense Acquisition University (DAU)
Defense Contract Audit Agency (DCAA)
Defense Contract Management Agency (DCMA)
Defense Commissary Agency (DECA)
Defense Health Agency (DHA)
Defense Health Agency National Capital Region (DHP-NCR)
Defense Human Resources Activity (DHRA)
Defense Information Systems Agency (DISA)
Defense Logistics Agency (DLA)
Defense Legal Services Agency (DLSA)
Defense Media Activity (DMA)
Defense Microelectronics Activity (DMEA)
Department of Defense Education Activity (DoDEA)
Department of Defense Inspector General (DoDIG)
Director of Operational Test and Evaluation (DOT&E)
Defense POW/MIA Accounting Agency (DPAA)
Defense Prisoner of War/Missing Personnel Office (DPMO)
Defense Security Cooperation Agency (DSCA)
Defense Security Service (DSS)
Defense Technical Information Center Other Defense Organizations (DTIC-ODO)
Defense Threat Reduction Agency (DTRA)
Defense Test Resource Management Center (DTRMC)
Defense Technology Security Administration (DTSA)
Joint Chiefs of Staff (JCS)
Missile Defense Agency (MDA)
National Defense University (NDU)
Office of Economic Adjustment (OEA)
Office of the Secretary of Defense (OSD)
Uniformed Services University (USU)
Washington Headquarters Services (WHS)

Other DoD Components

Specify.

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)

- | | |
|--|---|
| <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 | |

PII is received from Enterprise Business System (EBS), Defense Agencies Initiative (DAI), Defense Cash Accountability System (DCAS), Business Management Redesign (E-BIZ), Business Process Management Workflow (BPMW), Logistics Modernization Program (LMP), Standard Accounting, Budgeting, and Reporting System (SABRS), Operational Data Store (ODS), Standard Army Financial System (STANFINS), Standard Accounting and Reporting System (STARS), Defense Disbursing Analysis Reporting System (DDARS), Headquarters Accounting and Reporting System (HQARS).

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

- | | |
|--|--|
| <input checked="" type="checkbox"/> E-mail | <input 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 checked="" type="checkbox"/> Other (If Other, enter the information in the box below) | |

Shared File Location

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.dod.mil/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.

DRRT cannot retrieve transactions by name or Social Security Number (SSN).

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.

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

(3) Retention Instructions.

Cut off at the end of the fiscal year in which all obligations of the closed account are liquidated. Destroy 10 years after cutoff. AUTH: (GRS 1.1, Item 010)

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 USC Section 301, Departmental Regulations; and DoD Financial Management Regulation 7000.14-R, Volume 5. Executive Order 9397 (as amended) authorized solicitation and use of SSNs as a numerical identifier for Federal personnel who are identified in most Federal record systems; Executive Order 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.

DRRT does not collect PII directly from the individual.