Aug 25, 2017

# PRIVACY IMPACT ASSESSMENT (PIA)

## For the

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|---|
| Online Report Viewing (OLRV) |
| Defense Finance and Accounting Service |

## SECTION 1: IS A Privacy Impact Assessment (PIA) REQUIRED?

**a. Will this Department of Defense (DoD) information system or electronic collection of information (referred to as an "electronic collection" for the purpose of this form) collect, maintain, use, and/or disseminate Privacy impact assessment (PII) about members of the public, Federal personnel, contractors or foreign nationals employed at U.S. military facilities internationally? Choose one option from the choices below. (Choose (3) for foreign nationals).**

☐ (1) Yes, from members of the general public.

☒ (2) Yes, from Federal personnel* and/or Federal contractors.

☐ (3) Yes, from both members of the general public and Federal personnel and/or Federal contractors.

☐ (4) No

* "Federal personnel" are referred to in the DoD IT Portfolio Repository (DITPR) as "Federal employees."

**b. If "No," ensure that Department of Defense (DOD) Information Technology Portfolio Repository DITPR or the authoritative database that updates Department of Defense (DOD) Information Technology Portfolio Repository DITPR is annotated for the reason(s) why a Privacy Impact Assessment (PIA) is not required. If the Department Of Defense (DoD) information system or electronic collection is not in Information Technology Portfolio Repository DITPR, ensure that the reason(s) are recorded in appropriate documentation.**

**c. If "Yes," then a Privacy Impact Assessment (PIA) is required. Proceed to Section 2.**

## SECTION 2: Privacy Impact Assessment PIA SUMMARY INFORMATION

**a. Why is this Privacy Impact Assessment (PIA) being created or updated? Choose one:**

- ☐ **New DoD Information System**
- ☐ **New Electronic Collection**
- ☒ **Existing DoD Information System**
- ☐ **Existing Electronic Collection**
- ☐ **Significantly Modified DoD Information System**

**b. Is this Department Of Defense DoD information system registered in the Information Technology Portfolio Repository DITPR or the Department of Defense DoD Secret Internet Protocol Router Network (SIPRNET) IT Registry?**

- ☒ **Yes, DITPR** Enter DITPR System Identification Number: 25
- ☐ **Yes, SIPRNET** Enter SIPRNET Identification Number:
- ☐ **No**

**c. Does this Department Of Defense DoD information system have an IT investment Unique Project Identifier (UPI), required by section 53 of Office of Management and Budget (OMB) Circular A-11?**

- ☐ **Yes**
- ☐ **No**

**If "Yes," enter UPI** 007-97-01-01-02-8203-00

If unsure, consult the Component IT Budget Point of Contact to obtain the UPI.

**d. Does this Department Of Defense DoD information system or electronic collection require a Privacy Act System of Records Notice (SORN)?**

A Privacy Act System of Records Notice (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. Privacy impact assessment (PIA) and Privacy Act System of Records Notice (SORN) information should be consistent.

- ☐ **Yes**
- ☒ **No**

**If "Yes," enter Privacy Act SORN Identifier**

DoD Component-assigned designator, not the Federal Register number.
Consult the Component Privacy Office for additional information or Access Department Of Defense (DoD) Privacy Act System of Records Notice (SORNs) at: http://www.defenselink.mil/privacy/notices/ **or**

**Date of submission for approval to Defense Privacy Office**
Consult the Component Privacy Office for this date.

**e. Does this Department Of Defense DoD information system or electronic collection have an 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**

**Enter OMB Control Number**

**Enter Expiration Date**

☒ **No**

**f. Authority to collect information. A Federal law, Executive Order of the President (EO), or Department Of Defense DoD requirement must authorize the collection and maintenance of a system of records.**

(1) If this system has a Privacy Act System of Records Notice (SORN), the authorities in this Privacy impact assessment (PIA) and the existing Privacy Act System of Records Notice (SORN) should be the same.

(2) Cite the authority for this Department Of Defense (DoD) information system or electronic collection to collect, use, maintain and/or disseminate personally identifiable information (PII). (If multiple authorities are cited, provide all that apply.)

(a) Whenever possible, cite the specific provisions of the statute and/or EO that authorizes the operation of the system and the collection of personally identifiable information (PII).

(b) If a specific statute or EO does not exist, determine if an indirect statutory authority can be cited. An indirect 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) Department Of Defense **(**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 Department Of Defense (DoD) Component should be identified.

5 UNITED STATES CODE (USC)  301, Departmental Regulations.

**g. Summary of Department Of Defense DoD information system or electronic collection. Answers to these questions should be consistent with security guidelines for release of information to the public.**

(1) Describe the purpose of this Department Of Defense DoD information system or electronic collection and briefly describe the types of personal information about individuals

On Line Report Viewing (OLRV) is the DFAS paperless initiative, On Line Report Viewing (OLRV) permits an electronic replacement for printed reports, employing a web-based technology using Report. Web, commercial-off-the-shelf (COTS) software. On Line Report Viewing (OLRV) provides a secure environment for report distribution, generate cost savings by elimination paper and printed costs, and improves timeliness of financial information while taking advantage of the web technology.
All reports stored within On Line Report Viewing (OLRV) are accessed by authorized On Line Report Viewing (OLRV) users. These reports may contain various forms of Personal Information such as (Name, Rank, Social Security Number (SSN), Pay related data) required by the report owners in support of their mission collected in the system.

(2) Briefly describe the privacy risks associated with the personally identifiable information 00 (PII) collected and how these risks are addressed to safeguard privacy.

The result of mishandling personal data may lead to lost, stolen, or comprised personally identifiable information (PII) which could be harmful to the individual in many ways (e.g. Identify theft, damage to the individuals reputation and/or financial hardship) Such incidents could cast DFAS an unfavorable light to the public.
Personally identifiable information (PII) protection.
-Access to On Line Report Viewing (OLRV) is limited to persons authorized to administer On Line Report Viewing (OLRV) or to use the system in the performance of their duties. As stated below, only users who have completed the DD2875 are granted access.
-Anyone requesting access to On line report Viewing (OLRV) must submit a DD 2875, signed by both the supervisor and data owner, which specifies the data they will be required to access. Access will be limited to only those reports specified on the 2875. The DD2875 indicates user need to know.
- On Line Report Viewing (OLRV) operates at a secure facility at Defense Information Systems Agency (DISA) Enterprise Computing Center (DECC) Ogden with physical measures in place to insure access only those persons assigned to that facility.

**h. With whom will the PII be shared through data exchange, both within your DoD Component and outside your Component (e.g., other DoD Components, Federal Agencies)?** Indicate all that apply.

☒ **Within the Department Of Defense DoD Component.**

Specify. Reports submitted to On Line Report Viewing (OLRV) may be viewed by users who have authorized access and with documented need-to-know.

☐ **Other Department Of Defense DoD Components.**

Specify.

☐ **Other Federal Agencies.**

Specify.

☐ **State and Local Agencies.**

Specify.

☐ **Contractor (**Enter name and describe the language in the contract that safeguards PII.)

Specify.

☐ **Other (**e.g., commercial providers, colleges).

Specify.

**i. Do individuals have the opportunity to object to the collection of their personally identifiable information PII?**

☐ **Yes** ☒ **No**

(1) If "Yes," describe method by which individuals can object to the collection of PII.

(2) If "No," state the reason why individuals cannot object.

On Line Report Viewing (OLRV) does not provide individuals with this capability. Reports containing personally identifiable information (PII) within On Line Report Viewing (OLRV) are not used by the individuals but rather by process areas such MilPay, CIVPay, and Human Resources (HR) in performance of their duties.

**j. Do individuals have the opportunity to consent to the specific uses of their personally identifiable information (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.

On Line Report Viewing (OLRV) does not provide individuals with this capability. Reports containing personally identifiable information (PII) with On Line Report Viewing (OLRV) are not used by the individuals by rather by process areas such MilPay, CIVPay, and HR in performance of their duties.

**k. What information is provided to an individual when asked to provide personally identifiable information (PII) data?** Indicate all that apply.

☐ **Privacy Act Statement** ☐ **Privacy Advisory**

☐ **Other** ☒ **None**

Describe each applicable format.

This system is not requesting individual for personally identifiable information (PII) input. Personally identifiable information (PII) information is collected rather by other existing systems and the data is used by the users of the system in the form of electronic reports.

**NOTE:**

**Sections 1 and 2 above are to be posted to the Component's Web site. Posting of these Sections indicates that the Privacy Impact Assessment (PIA) has been reviewed to ensure that appropriate safeguards are in place to protect privacy.**

**A Component may restrict the publication of Sections 1 and/or 2 if they contain information that would reveal sensitive information or raise security concerns.**