



DEFENSE FINANCE AND ACCOUNTING SERVICE
8899 EAST 56TH STREET
INDIANAPOLIS, IN 46249-0201

NOV 17 2014

MEMORANDUM FOR DEFENSE PRIVACY AND CIVIL LIBERTIES OFFICE

SUBJECT: Justification for the Use of the Social Security Number (SSN) and/or Tax Identification Number (TIN) – Congressional Inquiries File

Congressional Inquiries are transmitted to the Congressional Liaison Office and entered into the Ctrl Corp-Remedy System that tracks congressional and other special-interest inquiries and provides a single, consolidated platform for automating and managing service management processes and provides a critical component to the Business Service Management (BSM) platform.

The justification for the use of the SSN and/or TIN is DoDI 1000.30, Enclosure 2, Paragraph 2.c. (8), Computer Matching. Systems, processes, or forms that interact with other Government agencies may require the continued use of the SSN as a primary identifier until such time as the applications to which they are linked move to some other identifier as a primary means for transferring, matching, or checking information. These applications shall be rigorously scrutinized to determine the availability of some other means for conducting these transactions.

The authority for this DoD information system to collect, use, maintain, and/or disseminate Personally Identifiable Information (PII) is found in the following: 5 U.S.C. 301, Departmental Regulations; DoD Directive 5400.4, provisions of Information to Congress; DFAS Regulation 003; and E.O. 9397 (SSN) as amended. The System of Records Notice (SORN) identifier for this system is T5545.

Justification for the use of the SSN and/or TIN does not constitute blanket permission to use such data. The system in question, Ctrl Corp-Remedy has established user roles that safeguard the SSN and TIN.

My point of contact for this issue is Ms. Robin Castillo. She may be reached at 317-212-8594 or robin.castillo@dfas.mil.

David E. McDermott
Deputy Director, Operations



DEPARTMENT OF DEFENSE
DEFENSE PRIVACY AND CIVIL LIBERTIES DIVISION
241 18TH STREET SOUTH, SUITE 101
ARLINGTON, VA 22202-3405

December 2, 2014

MEMORANDUM FOR DEFENSE FINANCE AND ACCOUNTING SERVICE (DFAS)
PRIVACY OFFICE

SUBJECT: Justification for the Continued Use of Social Security Numbers in the Congressional Inquiry File – Accepted

Thank you for completing your review of Social Security Number (SSN) use within your system. After review, the Defense Privacy and Civil Liberties Division has accepted your justification for continued use of the SSN for the purpose of (8) Computer Matching. Further review of this system will not be required under DoD's current SSN Reduction plan. While this system has been identified as still requiring collection, maintenance, and use of the SSN, you must continue to ensure that this data is afforded the highest protections practicable through use of appropriate administrative, technical and physical safeguards. Please maintain a copy of your justification and this memo in your records.

If you have any questions, please contact Mr. Brent Bice at (703) 571-0070 or e-mail brent.j.bice.civ@mail.mil.

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Date: 2014.12.02 11:21:52 -0500

Samuel P. Jenkins
Chief