July 15, 2014

MEMORANDUM FOR DEFENSE FINANCE AND ACCOUNTING SERVICE PRIVACY
OFFICE

SUBJECT: Justification for the Continued Use of Social Security Numbers in DITPR System
Number 12 – Accept Pending Correction

Thank you for completing your review of Social Security Number (SSN) use within your DoD IT
Portfolio Repository (DITPR) System. Removal of the SSN from your system is an important
step towards reducing the Department's reliance on this sensitive information and fulfilling our
obligation to protect the individuals about whom we maintain records. After review, the Defense
Privacy and Civil Liberties Office (DPCLO) has accepted your justification for SSNs in the
system, pending corrections (see attached).

If you have any questions, please contact Ms. Viki Halabuk at (703) 571-0070 or e-mail
viki.l.halabuk.civ@mail.mil.

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Samuel P. Jenkins
Director for Privacy

Attachments:
As stated.

SSN Use Justification Memo for DEFENSE FINANCE AND ACCOUNTING SERVICE July 15, 2014		
DITPR Number System Name	**DPCLO Findings**	**DPCLO Recommend Action**
12/Defense Industrial Financial Management System (DIFMS)	DITPR lists case use as (11) Legacy System Interface while Justification Memo lists case use as (7) Federal Taxpayer Identification Number.	Please update either the Memo or DITPR so case use matches.

DFAS-ZT   April 1, 2013

MEMORANDUM FOR DEFENSE PRIVACY AND CIVIL LIBERTIES OFFICE

SUBJECT: Justification for the Use of the Social Security Number (SSN) – DFIMS, DITPR#12

        Defense Industrial Financial Management System (DIFMS) is a financial management/accounting system supporting the Navy, Air Force, and Marine Corps Depot Maintenance. DIFMS replaced legacy systems with a migratory system that meets Federal and DOD regulations and requirements. DIFMS is fully deployed and is in sustainment mode. DIFMS provides core financial systems management, financial reporting, funds control, general ledger management, receipts management, payments management, and cost management functions. DIFMS interfaces directly with Defense Civilian Pay System (DCPS) of which the SSN is the primary employee identifier.

        The justification for the use of the SSN is DoDI 1000.30, Enclosure 2, Paragraph 2.c. (7) "Federal Taxpayer Identification Number". The application of Federal and State Income tax programs rely on the use of the SSN. As such, systems that have any function that pertains to the collection payment or record keeping of this use may contain the SSN. Additionally, individuals who operate businesses under their own name may use their SSN as the tax identification number for the business entity.

        DCPS requires the SSN be used as the employee identifier code so wages and earnings can be recorded and transmitted to the Internal Revenue Service (IRS) for tax purposes. To meet the requirement of the SSN for DCPS, DIFMS collects the SSN from DOD civilian employees. The DIFMS system is PKI / CAC enabled and records transmitted to DCPS include the SSN to allow DCPS to match the inbound transactions to their records for proper posting of hours worked and earnings.

        Executive Order 9397 as amended, Numbering System for Federal Accounts Relating to Individual Persons, authorized all Federal Agencies to use the SSN as a primary means of identification for individuals working for, with, or conducting business with the agency. Additionally, since DCPS is the system of record for the payment and record keeping of wages earned for income tax purposes, the use of the SSN is required for use. DIFMS provides the data to DCPS for processing and the SSN is required for matching and processing the transactions within DCPS.

To reduce the impacts with capturing and transmitting the SSN, DIFMS utilizes Secure File Transfer Protocol to interface with DCPS. The DIFMS system is housed entirely within the Defense Information Systems Agency (DISA) enclave behind both DISA and DFAS firewalls and is only accessible to DOD employees with CAC cards.

DIFMS has controls in place to prevent users from viewing the SSN through online access. To date, one report remains containing the SSN and is restricted through security roles. All other SSNs remain in the database on labor tables restricted to privilege users.

The associated SORN for DIFMS is T7040a and the DOD IT Portfolio Repository for this system is 12 (DITPR). PIA has been conducted on this system.

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Jerry S. Hinton
Director, Information and Technology