

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:

1099 Professional Corporate Suite

2. DOD COMPONENT NAME:

Defense Finance and Accounting Service

3. PIA APPROVAL DATE:

06/28/21

SECTION 1: PII DESCRIPTION SUMMARY (FOR PUBLIC RELEASE)

a. The PII is: (Check one. Note: foreign nationals are included in general public.)

- | | |
|--|--|
| <input type="checkbox"/> From members of the general public | <input type="checkbox"/> From Federal employees and/or Federal contractors |
| <input checked="" type="checkbox"/> From both members of the general public and Federal employees and/or Federal contractors | <input type="checkbox"/> Not Collected (if checked proceed to Section 4) |

b. The PII is in a: (Check one)

- | | |
|--|---|
| <input type="checkbox"/> New DoD Information System | <input type="checkbox"/> New Electronic Collection |
| <input checked="" type="checkbox"/> Existing DoD Information System | <input type="checkbox"/> Existing Electronic Collection |
| <input type="checkbox"/> 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.

1099 Professional (PRO) captures and consolidates reportable payment data from Defense Finance and Accounting Service (DFAS) and Department of Defense (DoD) contract payment systems and from DoD convenience check writers for the purpose of tax reporting on various Internal Revenue Service (IRS) Tax Forms (e.g., 1099 Miscellaneous, 1099 Cancellation of Debt, 1099 Interest, 1099 Non-Employee Compensation, 1042S, W2, W2C, and W2G). Personally Identifiable Information (PII) collected includes mailing/home address, name(s), official duty telephone phone, other ID number, personal e-mail address, Social Security Number (SSN), work e-mail address, and Tax Identification Number (TIN).

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)

PII is required for identification purposes for mission-related use only.

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.

PII is required as a condition of obtaining a contract or other procurement action with the United States Government and is necessary to issue tax documents to the IRS.

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.

PII is required as a condition of obtaining a contract or other procurement action with the United States Government and is necessary to issue tax documents to the IRS.

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

You are entering an Official U.S. Government System. You are accessing a U.S. Government (USG) Information System (IS) that is provided for USG authorized use only. By using this IS (which includes any device attached to this IS), you consent to the following conditions:

-The USG routinely intercepts and monitors communications on this IS for purposes including, but not limited to, penetration testing,

COMSEC monitoring, network operations and defense, personnel misconduct (PM), law enforcement (LE), and counterintelligence (CI) investigations.

-At any time, the USG may inspect and seize data stored on this IS.

-Communications using, or data stored on, this IS are not private, are subject to monitoring, interception, and search, and may be disclosed or used for any USG authorized purpose.

-This IS includes security measures (e.g., authentication and access controls) to protect USG interests--not for your personal benefit or privacy.

-Notwithstanding the above, using this IS does not constitute consent to PM, LE or CI investigative searching or monitoring of the content of privileged communications, or work product, related to personal representation services by attorneys, psychotherapists, or clergy, and their assistants. Such communications and work product are private and confidential. See User Agreement for details.

THIS SYSTEM CONTAINS PRIVACY ACT DATA

The information Accessed Through This System Is For Official Use Only And Must Be Protected In Accordance With The Privacy Act of 1974.

AUTHORITY: EXECUTIVE ORDER 10450, 9397, AND PUBLIC LAW 99-474, THE COMPUTER FRAUD AND ABUSE ACT

PURPOSE OF USE: TO RECORD NAMES AND SOCIAL SECURITY NUMBERS FOR THE PURPOSE OF VALIDATING TRUSTWORTHINESS OF INDIVIDUALS REQUESTING ACCESS TO DEPARTMENT OF DEFENSE (DOD) SYSTEMS AND INFORMATION.

ROUTINE USES: THOSE GENERALLY PERMITTED UNDER THE 5 U.S.C. 522A(B) OF THE PRIVACY ACT AS REQUIRED.

DISCLOSURE: DISCLOSURE OF THIS INFORMATION IS VOLUNTARY; HOWEVER, FAILURE TO PROVIDE THE REQUESTED INFORMATION MAY IMPEDE, DELAY OR PREVENT FURTHER PROCESSING OF THIS REQUEST.

NOTE: RECORDS MAY BE MAINTAINED IN BOTH ELECTRONIC AND/OR PAPER FORM.

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. DFAS (Army, Navy including the Marines, and Air Force)

Other DoD Components

Specify. Defense Logistics Agency (DLA) (Wide Area Workflow e-Business Suite and Document Services)

Other Federal Agencies

Specify. IRS and Social Security Administration (SSA)

State and Local Agencies

Specify. All state tax agencies

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. Source Link (language in the contract safeguards PII which includes Federal Acquisition Regulation (FAR) 52.224-1, Privacy Act Notification 52.224-2, Privacy Act and FAR 39.105).

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)

Individuals

Databases

Existing DoD Information Systems

Commercial Systems

Other Federal Information Systems

1099 PRO receives data manually from the following DFAS payment systems: Mechanization of Contract Administration Services (MOCAS), Computerized Accounts Payable Systems - Windows (CAPS-W), Integrated Accounts Payable Systems (IAPS), and One Pay. Data is also received manually from the following DoD applications: Defense Enterprise Accounting Management System (DEAMS), General Fund Enterprise Business System (GFEBS), Defense Agencies Initiative (DAI), Navy Enterprise Resource Planning (NAVY ERP), Enterprise Business System (EBS), Transportation Financial Management System (TFMS), and Contractor Debt System (CDS). In addition, 1099 PRO receives data from other federal information systems including System for Award Management (SAM) and commercial system, Thomson Reuters CLEAR.

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

E-mail

Official Form (Enter Form Number(s) in the box below)

Face-to-Face Contact

Paper

Fax

Telephone Interview

Information Sharing - System to System

Website/E-Form

Other (If Other, enter the information in the box below)

Note that 1099 PRO receives data through encrypted email. 1099 PRO also receives data through IRS Form W9.

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.d.defense.gov/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.

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.

Cutoff is the end of the calendar year. Destroy four years after cutoff. AUTH: (N1-507-97-1)

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.

Internal Revenue Code (I.R.C.) Title 26, United States Code (U.S.C.), Subtitle F, Chapter 61, sections 6041, 6041A(f)(1) and (2), 6050M(a) and 6109(a)(1) and (d); I.R.C. Title 31, U.S.C. Subtitle III, Chapter 33, Subchapter II "Money and Finance Section" 3325(d); Department of Defense Financial Management Regulation (DoDFMR) 7000.14-R, Volume 10, Chapter 6; FAR Subchapter A, Part 4.904; Internal Revenue Publication 1220; Executive Order 9397, SSN, as amended; and Debt Collection Act of 1982.

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.

1099 PRO does not collect data from the public. 1099 PRO receives data manually from the following DFAS payment systems: MOCAS, CAPS-W, IAPS, and One Pay.

Data is also received manually from the following DoD applications: DEAMS, GFEBs, DAI, NAVY ERP, EBS, TFMS, and CDS. In addition, 1099 PRO receives data from other federal information system, SAM and commercial system, Thomson Reuters CLEAR.

Because all data received is from other systems, 1099 PRO does not require Office of Management and Budget (OMB) approval.