

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:

Defense Cash Accountability System

2. DOD COMPONENT NAME:

Defense Finance and Accounting Service

3. PIA APPROVAL DATE:

04/05/24

SECTION 1: PII DESCRIPTION SUMMARY (FOR PUBLIC RELEASE)

a. The PII is: (Check one. Note: Federal contractors, military family members, and foreign nationals are included in general public.)

- ☐ From members of the general public ☐ From Federal employees
- ☒ from both members of the general public and Federal employees ☐ 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.

Defense Cash Accountability System (DCAS) supports the DoD financial reporting process by performing cross-disbursing functions in reconciling financial transactions among the DoD reporting entities, and contributing to the reconciliation functions related to DoD reporting entities' Funds Balance with Treasury. To perform their missions, DCAS' interfacing partner systems provide transaction data that may contain PII, including Electronic Data Interchange Personal Identifiers/DoD identification numbers, names, Social Security Numbers (SSN), and work e-mail addresses.

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)

In the execution of DCAS' data processing service, PII from the interfacing partner system sources listed below passes through DCAS for the accomplishment of the missions of those partner systems.

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.

DCAS is a pass-through type of data processing service. DCAS does not collect PII directly from an individual, but receives it after another organization or system has collected that data. The interfacing partner systems that pass PII data through DCAS are responsible for providing the affected Users (Individuals) with the contents of the Privacy Act Statement (Section 6311 of Title 5, United States Code (U.S.C.)) and the contents of Public Law 104-134 (April 26, 1996) when the PII is collected from those individuals.

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.

DCAS does not collect PII directly from individuals. DCAS receives transaction data from financial management systems that service Active Duty, Reserve, Guard, separated or retired military members, cadets, dependents, annuitants, civilian employees, and individuals operating proprietorships. Those systems are responsible for obtaining consent from those individuals when the PII is collected.

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

DCAS does not collect PII directly from an individual.

h. With whom will the PII be shared through data/system exchange, both within your DoD Component and outside your Component?

(Check all that apply)

☒ Within the DoD Component

Specify.

Defense Finance and Accounting Service (DFAS)
organizations that demonstrate a need-to-know.

☒ Other DoD Components (i.e. Army, Navy, Air Force)

Specify.

United States (US) Army, US Air Force, US Marine Corps,
US Navy, Defense Commissary Agency, Defense
Information Systems Agency, and Defense Logistics
Agency.

☐ Other Federal Agencies (i.e. Veteran's Affairs, Energy, State)

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)

☐ Individuals

☐ Databases

☒ Existing DoD Information Systems

☐ Commercial Systems

☐ Other Federal Information Systems

SYSTEMS:

- Automated Disbursing System
- Defense Corporate Database
- Defense Disbursing Analysis Reporting System
- Deployable Disbursing System
- Financial Management System Next Generation
- General Fund Enterprise Business System
- Defense Civilian Pay System via manually uploaded files from the Cleveland Disbursing Office
- One Pay
- Operational Data Store
- Standard Accounting, Budgeting, and Reporting System

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)

☐ In-Person Contact

☐ Paper

☐ Fax

☐ Telephone Interview

☒ Information Sharing - System to System

☐ Website/E-Form

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

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.

DCAS does not retrieve information by PII and as such does not have a SORN requirement. DCAS does not query by PII or manipulate any of the PII information pushed to the DCAS system. Other government financial systems provide PII data to DCAS. The other financial systems provide Users (Individuals) with the contents of the Privacy Act Statement (Section 6311 of Title 5, U.S.C.) and the contents of Public Law 104-134 (April 26, 1996) at the time of account creation.

I. 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.

GRS 1.1, Item 010

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

(3) Retention Instructions.

DFAS 5015.2-M Volume 2, Cutoff is at the end of the fiscal year, and 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.

Public Law 104-134, Debt Collection Improvement Act of 1996; DoD Financial Management Regulation 7000.14-R, Volumes 7B, 7C, 8, Military Pay Policy and Procedures Retired Pay, Military Pay Policy and Procedures Active Duty and Reserve Pay, Civilian Pay Policy and Procedures; and Executive Order (E.O.) 9397 (SSN), as amended.

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.

DCAS does not have a Paperwork Reduction Act requirement as it receives all data through other government systems. DoD 8910.01 clears the data at point of entry.