



PRIVACY IMPACT ASSESSMENT (PIA)

For the

Apparel Research Network Supply Chain Management System (ARN)

Defense Logistics Agency

SECTION 1: IS A 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 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 DITPR or the authoritative database that updates DITPR is annotated for the reason(s) why a PIA is not required. If the DoD information system or electronic collection is not in DITPR, ensure that the reason(s) are recorded in appropriate documentation.

c. If "Yes," then a PIA is required. Proceed to Section 2.

SECTION 2: PIA SUMMARY INFORMATION

a. Why is this PIA being created or updated? Choose one:

- New DoD Information System
- Existing DoD Information System
- Significantly Modified DoD Information System
- New Electronic Collection
- Existing Electronic Collection

b. Is this DoD information system registered in the DITPR or the DoD Secret Internet Protocol Router Network (SIPRNET) IT Registry?

- Yes, DITPR Enter DITPR System Identification Number
- Yes, SIPRNET Enter SIPRNET Identification Number
- No

c. Does this 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

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

d. 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 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 DoD Privacy Act 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 DoD information system or electronic collection have an 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 DoD requirement must authorize the collection and maintenance of a system of records.

(1) If this system has a Privacy Act SORN, the authorities in this PIA and the existing Privacy Act SORN should be the same.

(2) 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) Whenever possible, cite the specific provisions of the statute and/or EO that authorizes the operation of the system and the collection of 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) 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 should be identified.

10 U.S.C. 136, Under Secretary of Defense for Personnel and Readiness;
DoD Directive 1338.5, Armed Forces Clothing Monetary Allowance Policy;
and E.O. 9397 (SSN).

g. Summary of 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 DoD information system or electronic collection and briefly describe the types of personal information about individuals collected in the system.

To establish a database for the purpose of managing military recruit clothing inventories to forecast future clothing needs; to reduce costs and lead times; to improve the quality of design and production of clothing; and to improve the efficiency of clothing distribution for the participating military services. Records are also used to record receipts, sales, exchanges, replacements, and returns of individual clothing items by the recruit. Records collected and maintained include Individual's name, Social Security Number (SSN), gender, rank, MOS, duty station, roster ID, Platoon/Company assigned, records of receipts, sales, exchanges, replacements, and returns of individual clothing items, uniform sizes, quantities of clothing items ordered by individuals and branch of military service cost center data.

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

The risks are exposure of PII data to unauthorized personnel without a need to know. The risk is mitigated through a combination of administrative, physical, and technical controls.

Administrative: Access to personal information is limited to those individuals who require the records to perform their official assigned duties.

Physical: Records are maintained in secure, limited access, or monitored areas. Physical entry by unauthorized persons is restricted through the use of locks, guards, PKI, passwords, or other administrative procedures.

Technical: Database is monitored and access is PKI protected. Archived data is stored encrypted on magnetic tapes, which are kept in a locked or controlled access areas, as well as stored remotely through a DoD approved back up tape storage provider. With the exception of the secure encrypted remote stored back ups and the exchange with the DoD components listed in section 2.h, recruit PII is not transmitted outside of the recruit training center.

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 DoD Component.

Specify.

Other 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 PII?

Yes

No

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

Based on DOD 5400.11-R Department Of Defense Privacy Program: C2.1.2.5. Upon entrance into military service or civilian employment with the Department of Defense, individuals are asked to provide their PII. The individual has the opportunity to object to collection at this stage. The PII is used to establish personnel, financial, medical, and other official records. The military services provide the PII to ARN, and ARN only uses PII to verify clothing records. If at any point an individual needs to supply PII such as clothing size, they can object, however they will be unable to receive their equipment issue.

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

j. 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 resident in ARN is used to issue properly fitted clothing to the recruit for the basic training period. If the recruit were given the opportunity to exclude PII from ARN, it would prevent them from being provided a critical component of their initial training and would preclude them from those training activities, necessitating their discharge from their service components.

k. What information is provided to an individual when asked to provide PII data? Indicate all that apply.

- | | |
|---|---|
| <input checked="" type="checkbox"/> Privacy Act Statement | <input type="checkbox"/> Privacy Advisory |
| <input checked="" type="checkbox"/> Other | <input type="checkbox"/> None |

Describe each applicable format.

ARN receives the individuals PII from the military components recruit training information system. All military service personnel and applicants for service sign their respective military component (Army, Navy, Air Force, Marines) Privacy Act statements which are maintained in their Service Record Books, and are covered by the collection of PII in all DoD Automated Information Systems (AIS) to manage their military training.

ARN does not have access to the service record books, but relies on the military services to provide the PII necessary for issue of equipment.

Other: Individual Social Security Numbers are used to identify new recruits and they provided as part of each recruit's roster information, as provided by the Services' personnel systems. New recruits are not provided DoD ID numbers until sometime after clothing issue during basic training so there are no alternatives to support this requirement. To mitigate the risk of PII compromise, the ARN system runs a weekly automated lookup/replacement process to substitute recruits' DoD numbers for SSNs as soon as they become available in the DoD personnel data system (DEERS) and encrypts the entire database where the PII is stored. DLA Troop Support, and the Clothing and Textile Chain have worked hand-in-hand with the ARN Program Office and DLA Information Operations (J62) to complete and validate the ARN PIA as accurate and complete.

NOTE:

Sections 1 and 2 above are to be posted to the Component's Web site. Posting of these Sections indicates that the 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.