

## 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:**

Arms Control Compliance Information System on the Classified Joint Service Provider Network (JSP-C)

**2. DOD COMPONENT NAME:**

Defense Information Systems Agency

**3. PIA APPROVAL DATE:**

07/26/21

### SECTION 1: PII DESCRIPTION SUMMARY (FOR PUBLIC RELEASE)

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

- From members of the general public  From Federal employees and/or Federal contractors
- From both members of the general public and Federal employees and/or Federal contractors  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.**

Maintains information collected by the State Department and the Defense Threat Reduction Agency in the implementation of arms control agreements that assists OUSD(A&S)/A/SSSIPM/SDC in the oversight of arms control activities, including personnel resources, passport status, mission scheduling and planning, inspection team composition, inspector list management, and inspection notification generation.

**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)

The PII is collected by the State Department and the Defense Threat Reduction Agency for arms control treaty mission-related use such as tracking passport/visa status, inspection scheduling and planning, inspection team compositions, inspector list management, and inspection notification generation.

**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.

Personnel applying for inspector status or visas have the opportunity in the application process to object to the collection of their PII via the form (Application for a U.S. Passport (DS-11), U.S. Renewal Application for Eligible Individuals (DS-82)) and/or personal interviews used in the application process.

**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.

Personnel applying for inspector status or visas have the opportunity through the application process (forms and/or interviews) to consent to the uses of their PII for arms control treaty mission-related purposes.

**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

The State Department and the Defense Threat Reduction Agency application processes include the provision of a PAS or Privacy Advisory, as appropriate. Additionally, information protections are specified in each of the arms control agreements involved.

**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.
- Other DoD Components Specify.
- Other Federal Agencies Specify.
- State and Local Agencies Specify.

Only specific personnel with the need to know in OUSD(A&S)/A/SSIPM/SDC and their support contractors have access to this information.

- 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.

SAIC. There is no language in the support contract (GS00Q14OADU130-HQ003421F0088) that addresses PII. A Non-disclosure Agreement is executed by all personnel supporting the contract that addresses information protected by the Privacy Act and any other sensitive information that would not be released by the Office of the Under Secretary of Defense for Acquisitions & Sustainment (OUSD(A&S)) under the Freedom of Information Act.

- 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

The PII is collected by the State Department and the Defense Threat Reduction Agency and is provided through the Automated Message Handling System and Arms Control Enterprise System and imported through the JSP-C into the Arms Control Compliance Information System database using the Memex tool.

**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)

The information is collected through the Automated Message Handling System and Arms Control Enterprise System through the JSP-C and imported into the Arms Control Compliance Information System database using the Memex tool.

**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 STATE-26, STATE-05, HDTRA 019

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. GRS 5.6, item 010

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

(3) Retention Instructions.

**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.

Executive Order 11295, August 5, 1966, 31 FR 10603 (Authority of the Secretary of State in granting and issuing U.S. passports)  
8 U.S.C. 1185 (Travel Documentation of Aliens and Citizens)  
22 C.F.R. Subchapter F (Nationality and Passports)  
5 U.S.C. 301, Departmental Regulations;  
5 U.S.C. 302, Delegation of Authority;  
National Security Directive 41, Organizing to Manage On-site Inspection for Arms Control  
Executive Report 111-16 (New START Treaty)

**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.

National Security Information National Security System that contains information protected by procedures established and specified in international agreements ratified by the United States. This represents the System's first known PIA.