

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:

Depot Maintenance Accounting and Production System (DMAPS)

2. DOD COMPONENT NAME:

United States Air Force

3. PIA APPROVAL DATE:

02/16/21

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 checked="" type="checkbox"/> From Federal employees and/or Federal contractors |
| <input 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.

DMAPS is designed to support the production, material and financial processes related to organic depot maintenance. DMAPS is a suite of systems supporting organic depot maintenance for the Air Force, implemented at OO-ALC (Ogden Air Logistics Complex), WR-ALC (Warner Robins ALC), and OC-ALC (Oklahoma City ALC) and DFAS (Defense Finance and Accounting Service) organizations that support the ALCs. One of the main purposes of this suite of system is to modify business practices so that AFMC (Air Force Material Command) will be substantially compliant with CFO (Chief Financial Officer) requirements in the organic depot maintenance mission area. The suite provides AFMC the capability to capture actual and planned direct labor and direct material at the task level and report this on a daily basis. Overhead and G&A (General and Administrative) costs are applied on a planned dollar rate per direct labor hour instead of actual overhead and G&A being calculated and allocated at the end of the month. This gives DMAG (Depot Maintenance Activity Group) the ability to view production costs (direct labor, direct material, applied overhead & G&A) at the task level on a daily basis. DFAS-Columbus gains a fully automated transaction driven general ledger process for DMAG accounting.

DMAPS collects the following PII about individuals - Employment Information, work email address, Rank/Grade, DoD ID Number, Name, Social Security Number, Pay Rate, Step, Leave Balance, and other employment information.

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)

IDENTIFICATION and DATA MATCHING - To report labor hours to the Defense Civilian Payroll System (DCPS) to produce the biweekly payroll; To track time and attendance and labor distribution data for management and manpower decision support; to capture actual and planned direct labor and direct material at the task level and report this on a daily basis for financial purposes. The Social Security Number is recorded in the process of creating a user identification number for identification purposes throughout the entire DMAPS suite, with the exception of transmitting payroll data to DCPS.

ADMINISTRATIVE USE - Provides a record of labor hour accountability as a basis for wage distribution for the depot labor force; To track time and attendance and labor distribution data for management and manpower decision support;

MISSION-RELATED USE - To capture actual and planned direct labor and direct material at the task level and report this on a daily basis for financial purposes.

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.

This process is managed by Personnel and not at the system level. Time and Attendance (TAA) reports labor hours to DCPS to process

civilian pay. DCPS utilizes the employee's SSN to process employee's earnings. In light of that Time and Attendance (TAA) is required to collect SSN. An employee can object to this collection, but they would not get paid.

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.

This process is managed by Personnel and not at the system level. TAA reports labor hours to DCPS to process civilian pay. DCPS utilizes the employee SSN to process employee earnings. In light of that TAA is required to collect SSNs. A employee can object to this collection, but it could disrupt or delay payment.

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

This process is managed by personnel and not at the system level.

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.

U.S. Air Force - implemented at OO-ALC (Ogden Air Logistics Complex), WR-ALC (Warner Robins ALC), and OC-ALC (Oklahoma City ALC)

Other DoD Components

Specify.

DFAS (Defense Finance and Accounting Service)
Columbus, OH, DFAS-IN

Other Federal Agencies

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

DMAPS collects PII from the following "Existing" DoD Information system: Defense Civilian Payroll System (DCPS) is the source of the PII collected.

The following systems are interface partners with DMAPS, but do not share any PII: Funded Hours Allocation Tracking System (FHATS), Depot Maintenance Consolidated Operational Data Base (DMCODB), Facilities and Equipment Maintenance Web Interface (FEMWEB), Information Center System (Q072R/XD), DMAPS Data Store Reporting Instance - Warner Robins (DDSRI), Supply Working Capital Fund Decision Support System (KEYSTONE), Programmed Depot Maintenance Scheduling System (OCPDMSS), Depot Maintenance Workload Planning and Control System (DMWPCS), AFKS/GCSS AF Data Services (GCSS AF DS), DMAPS Custom Reporting Database (RPTNET), Enterprise Management Information System (EMIS), Ogden PDMSS Web (OOPDMSS), Profiles of the Air Force Depot (PAD), General Finance and Accounting System (GAFS), Depot Cost and Schedule Tool (DCAST), OC Information Gateway (Data Store), DMAPS Custom Reporting Database (DRIDB), MA MRO Business System Modernization (MABSM), General Accounting and Finance System (GAFS), Wholesale and Retail Receiving and Shipping (WARRS), Material Processing System (MPS), Facility and Equipment Maintenance System (FEM), Integrated Logistics System - Supply (ILS-S/SBSS), Fuels Automated Management System (BSME), Execution and Prioritization of Repairs Support System (EXPRESS), Aerospace Maintenance and Regeneration Group (AMARG), AFKS/GCSS Data Service (GCSS AF DS), Standard Materiel Accounting System (SMAS), Maintenance Planning and Execution System (MP&E), Facility and Equipment Maintenance (FEM).

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)

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.

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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.

Section 6311 of Title 5, United States Code (authorizes collection of PII data) Public Law 104-134 (requires SSN or Tax ID to do business with Federal Government) and 5 U.S.C. 301, Departmental Regulations; 5 U.S.C. Chapter 53, 55, and 81; and E.O. 9397 (SSN). Required to report labor hours to the Defense Civilian Payroll System (DCPS) to produce the biweekly payroll; To track time and attendance and labor distribution data for management and manpower decision support; to capture actual and planned direct labor and direct material at the task level and report this on a daily basis for financial purposes.

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.

IAW DoD Manual 8910.01, OMB approval is not required due to the fact DMAPS information collections do not cross into other OSD or DoD Components that are approved within and by the OSD or DoD Component requesting the information collection from the general public. Additionally, DMAPS reached out to the IMCO and it was determined that DMAPS is exempt from internal collection requirements since TAA only collects PII on AF personnel. DMAPS does not collect any PII on non-AF personnel.

NOTE: Sections 1 above is 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 if they contain information that would reveal sensitive information or raise security concerns.