

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:

Enterprise Environmental Safety and Occupational Health - Management Information System

2. DOD COMPONENT NAME:

United States Air Force

3. PIA APPROVAL DATE:

04/16/2025

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.

The Enterprise Environmental, Safety and Occupational Health Management Information System (EESOH-MIS) application is an Air Force system used to monitor hazardous material usage, hazardous waste disposal, environmental restoration project compliance, and environmental program reporting to Congress, for the Air Force Environmental, Safety and Occupational Health (ESOH) communities. EESOH-MIS consists of five major user functional areas: Hazardous Materials (HazMat/HM), Hazardous Waste (HazWaste/HW), Environmental Restoration (Cleanup/CU), Environmental Reporting (ER) and Ranges (RA). As an enterprise system, EESOH-MIS provides shared, or common, functionalities that may be used across multiple functional areas. Requirements are organized along these five major functional areas.

EESOH-MIS consists of four minor functional areas as well: Safety Data Sheets (SDS) Search, which is a stand-alone web application for the whole user community to search for SDS documents; the Ad hoc Reporting Tool (ART) which provides data sources for user's to create their own reports; and an Automatic Identification Technology (AIT) inventory and audit application.

The upgraded US Air Force Cloud-One based EESOH-MIS system does capture Personally Identifiable Information (PII) from the DD Form 2875 within the secure database.

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)

EESOH-MIS SAAR process requires data points from the DD form 2875 for EESOH-MIS user roles based authorization and stored in the secure EESOH-MIS database for auditing 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.

Data elements from the DD2875 are required to create an EESOH-MIS user account.

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.

Data elements from the DD2875 are required to create an EESOH-MIS account.

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

Authority: Executive Order 10450, and Public Law 99-474, the Computer Fraud Abuse Act

Principal Purpose(s): To record names, signatures, and other identifier for the purpose of validating the trustworthiness of individuals requesting access to Department of Defense (DoD) systems and information. NOTE: Records may be maintained in both electronic and/or paper form.

Routine Uses(s): None

Disclosure: Disclosure of this information is voluntary, however, failure to provide the requested information may impede, delay or prevent future processing of this request.

Privacy Act Warning

Information contained in this system is subject to the privacy act of 1974 (5 U.S.C. 522A, as amended). Personal information contained in this system may be used only by authorized persons in the conduct of official business. Any individual responsible for unauthorized disclosure or misuse of personal information may be subject to fine of up to \$5,000.

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. Advana BLADE

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

Specify.

☐ 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

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)

DD Form 2875 (Official Form)

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 F032 AF ILE (EESOH-MIS)

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.

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.

N1-AFU-90-03; N1-AFU-87-18; PL 99-49 (42 U.S. CODE (USC) 6991-6991I; N1AFU-99-09; N1-AFU-88-37

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

(3) Retention Instructions.

T 32-01 R 05.02 - Environmental Pollutant Control Report, Environmental Management-by-Objectives -- Destroy after 2 years, or Trash and Waste Recycling Proceeds Report;
T 32-01 R 13.00 - Accumulation and Disposition of Recoverable and Waste Petroleum Products --Destroy 3 years after date of summary;
T 32-01 R 16.00 - Installation Restoration Program -- Destroy 50 years after restoration;
T 32-01 R 17.00 - Hazardous, Toxic Waste and Storage Tank Management -- Destroy 50 years from the date of the record;
T 32-01 R 20.00 - Hazardous Material (HAZMAT) Authorization -- Destroy after material is removed from authorization and any waste has been disposed of;
T 32-01 R 21.00 - Hazardous Material (HAZMAT) Authorization at HAZMAT Pharmacies -- Destroy when HAZMAT has been deleted from authorization list;
T 31-04 R 14.00 - Access Control Records -- Destroy when superseded, obsolete, or no longer needed.

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.

10 U.S.C. 9832, Property Accountability: Regulations.

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.

The SAAR Form has an OMB number: 0704-0630, Expires 20250531.

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.