

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.

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:

On-Line Vehicle Interactive Management System (OLVIMS) Inc-1 Dispatch

2. DOD COMPONENT NAME:

United States Air Force

3. PIA APPROVAL DATE:

05/14/21

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.

OLVIMS Inc 1-Dispatch is a web-based application hosted on the Amazon Web Services (AWS) Cloud and is used at approximately 265 Air Force installations, including Air National Guard and Reserves units. Vehicle Operations/Management personnel utilize OLVIMS Inc 1 Dispatch to capture, schedule, and monitor vehicle dispatch requests and vehicle utilization; and issue and track Air Force Motor Vehicle Operator Identification Cards (driver licenses) and Driver Records, to include vehicle qualifications, restrictions, certifications, and violations.

Types of personal information collected: Birth date, Law Enforcement info, rank/grade gender, name, Air Force Portal ID, height, branch of service, and civilian driver's license information to include state of issue (SSN is only collected if member's civilian driver's license is issued by a state that uses SSN as the DL #).

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)

PII is collected for data matching. Several states use the SSN as the member's civilian driver's license number. That number is then stored in OLVIMS for the member to obtain a military driver's license.

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.

Member's can object to the collection of PII by not signing the AF Form 171.

DISCLOSURE: However, in doing so, will negate the member from obtaining a military driver's license.

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.

During the military drivers license application process, the member gives (general) consent for the government to use their PII. If the member disagrees with how their PII is to be used (i.e. as specified in the Principle Purposes(s) and Routine Use(s) clause in the Privacy Statement), they can refuse to sign the form, but doing so prevents the government from issuing a military driver's license.

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 for collecting PII: Air Force Instruction 24-301, Ground Transportation
Purpose for collecting PII: to allow member to obtain military driver's license
Routine use for computer matching for each individual member based on their civilian driver's license
Routine use when requesting or sharing information with law enforcement for purpose of running driving record check
Disclosure: Voluntary; however, failure to provide the requested information prevents member from obtaining military drivers license
F024 AF IL C, Motor Vehicle Operator's Records

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.
 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

PII is provided by individual employees, and motor vehicle violation information is provided by installation law enforcement.

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)

AF Form 171, AF Form 2293

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. NC1-AFU-77-39 (superseded by NI-AFU-90-3)

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

(3) Retention Instructions.

T24-03 R15.00; Ground Transportation - Routine - Destroy 3 months when the agency determines that the electronic records are superseded, obsolete, or no longer needed for administrative, legal, audit, or other operational purposes.

T24-03 R10.00; Motor Vehicle Operator Files Included Gov Military Vehicle Operator Identification Card - Routine - Destroy 3 years after separation of employees or 3 years after recession of authorization to operate Government-owned vehicle, whichever is sooner.

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 10 9013, Secretary of the Air Force; DoD 4500.36-R, Management, Acquisition, and Use of Motor Vehicles; Air Force Instruction 24-301, Transportation - Vehicle Operations

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.

OLVIMS Inc 1 Dispatch does not collect information from the general public.

SECTION 2: PII RISK REVIEW

a. What PII will be collected (a data element alone or in combination that can uniquely identify an individual)? (Check all that apply)

- | | | |
|--|--|--|
| <input type="checkbox"/> Biometrics | <input checked="" type="checkbox"/> Birth Date | <input type="checkbox"/> Child Information |
| <input type="checkbox"/> Citizenship | <input type="checkbox"/> Disability Information | <input type="checkbox"/> DoD ID Number |
| <input checked="" type="checkbox"/> Driver's License | <input type="checkbox"/> Education Information | <input type="checkbox"/> Emergency Contact |
| <input type="checkbox"/> Employment Information | <input type="checkbox"/> Financial Information | <input checked="" type="checkbox"/> Gender/Gender Identification |
| <input type="checkbox"/> Home/Cell Phone | <input checked="" type="checkbox"/> Law Enforcement Information | <input type="checkbox"/> Legal Status |
| <input type="checkbox"/> Mailing/Home Address | <input type="checkbox"/> Marital Status | <input type="checkbox"/> Medical Information |
| <input type="checkbox"/> Military Records | <input type="checkbox"/> Mother's Middle/Maiden Name | <input checked="" type="checkbox"/> Name(s) |
| <input type="checkbox"/> Official Duty Address | <input type="checkbox"/> Official Duty Telephone Phone | <input type="checkbox"/> Other ID Number |
| <input type="checkbox"/> Passport Information | <input type="checkbox"/> Personal E-mail Address | <input type="checkbox"/> Photo |
| <input type="checkbox"/> Place of Birth | <input type="checkbox"/> Position/Title | <input type="checkbox"/> Protected Health Information (PHI) ¹ |
| <input type="checkbox"/> Race/Ethnicity | <input checked="" type="checkbox"/> Rank/Grade | <input type="checkbox"/> Religious Preference |
| <input type="checkbox"/> Records | <input type="checkbox"/> Security Information | <input checked="" type="checkbox"/> Social Security Number (SSN) (Full or in any form) |
| <input type="checkbox"/> Work E-mail Address | <input checked="" type="checkbox"/> If Other, enter the information in the box below | |

Air Force Portal ID, height, branch of service, and civilian driver's license information to include state of issue (SSN is only collected if member's civilian driver's license is issued by a state that uses SSN as the DL #).

Acceptable Use: (11) Legacy System Interface

If the SSN is collected, complete the following questions.

(DoD Instruction 1000.30 states that all DoD personnel shall reduce or eliminate the use of SSNs wherever possible. SSNs shall not be used in spreadsheets, hard copy lists, electronic reports, or collected in surveys unless they meet one or more of the acceptable use criteria.)

(1) Is there a current (dated within two (2) years) DPCLTD approved SSN Justification on Memo in place?

- Yes No

If "Yes," provide the signatory and date approval. If "No," explain why there is no SSN Justification Memo.

SSN Justification Memo sent to DoD on 03 May 21.

(2) Describe the approved acceptable use in accordance with DoD Instruction 1000.30 "Reduction of Social Security Number (SSN) Use within DoD".

The justification(s) for the use of the SSN in accordance with DoDI 1000.30 is: Legacy System Interface. SSN is only collected if member's issuing state uses the SSN as the civilian driver's license number.

(3) Describe the mitigation efforts to reduce the use including visibility and printing of SSN in accordance with DoD Instructoin 1000.30, "Reduction of Social Security Number (SSN) Use within DoD".

- Access is restricted based on need-to-know and least privilege principles throughout the information life cycle
- Once received, PII is to remain within the defined boundary of the OLVIMS Inc 1 Dispatch system security architecture
- Disclosure is only authorized for official purposes to arrange for issuance of military driver license
- Retention policy is established to ensure data is retained only as long as required to support operations
- When no longer required, privacy data is to be destroyed
- Documents containing PII are properly marked and labeled to help prevent accidental disclosure
- Casual disclosure of PII is protected by the use of cover sheets, computer screen locks and escort procedures
- Users must acknowledge the system Rules of Behavior before access is authorized

(4) Has a plan to eliminate the use of the SSN or mitigate its use and or visibility been identified in the approved SSN Justification request?

If "Yes," provide the unique identifier and when can it be eliminated?

If "No," explain.

- Yes No

SSN is only collected if member's issuing state uses the SSN as the civilian driver's license number.

b. What is the PII confidentiality impact level²?

- Low Moderate High