

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:

UNCLASSIFIED INFORMATION SHARING SERVICE - ALL PARTNERS ACCESS NETWORK (GOVCLLOUD) (UISS - APAN)

2. DOD COMPONENT NAME:

United States Air Force

3. PIA APPROVAL DATE:

11/05/20

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

The Unclassified Information Sharing Service - All Partners Access Network (UISS-APAN) in GovCloud is the unclassified information sharing and collaboration enterprise for the United States Department of Defense (DOD). UISS-APAN provides the DOD and mission partners (traditional and non-traditional mission partners) community spaces and collaborative tools to leverage information to effectively plan, train and respond to meet their business requirements and mission objectives. UISS-APAN makes these tools available over the open Internet so individuals and organizations who do not have access to traditional DOD systems and networks can participate in information sharing and collaborative events. The UISS-APAN is designated as a Shared Enterprise service to provide structured (e.g., file sharing and calendaring) and unstructured (e.g., wikis, blogs, and forums) collaboration capabilities to the enterprise for the purposes of Unclassified Information Sharing (UIS) with multinational partners, non-governmental organizations, and among the various US Federal and State agencies. UISS-APAN provides a range of tools including its Geospatial Information System, Calendar, Multilingual Chat, Forum, Wiki, and Blog, and is publicly accessible from the following website: <https://community.apan.org/>. UISS-APAN has been reviewed by the Enterprise Service Review Group (ESRG) and related governance bodies, and has been recommended for shared designation. Data collected by UISS-APAN may include the following type of information for the creation of an APAN user account / profile: Individual's name (last name, first name, middle initial) and valid e-mail addresses. UISS-APAN registered users may (depending on the type of exercise/mission) collect PII about/from disaster relief recipients (victims). When specially approve by the Program Office, vetted for UISS-APAN and when required by the organization's mission, PII attributes may include: Name, Personal Identification numbers (Passport number), Position/Title, Rank Grade, Other ID#, Personal Address information, Personal Telephone numbers, and Photographic images. The following information attributes may be processed, transmitted and stored in UISS-APAN and when linked with above PII attributes, could be used to identify a person: DOB, POB, Business Telephone number, Business email address and Geographical indicators

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 collected is for identification, verification purposes and for mission related use.

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.

Yes, the user may object by not providing PII for account creation. The data is provided at the sole discretion of the user. The UISS-APAN system is approved for the storage of UNCLASSIFIED files in any format to include, controlled unclassified information (CUI) (Impact Level 4) which may contain PII that may have been collected via another method (i.e. another source). The entity collecting the PII is responsible for ensuring owners of the PII have the opportunity to object to the collection of their PII and that all requirements regarding notification and consent have been complied with prior to the PII being introduced in to UISS-APAN GOVCLOUD communities of interest and environment.

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.

UISS-APAN affords international civil and military authorities involved in stability, security, transition and reconstruction (SSTR), humanitarian assistance and disaster relief (HA/DR) operations a platform to share information that are of benefit to members of their Community of Interest (CoI). As such users cannot withhold their consent to use this system. The UISS-APAN system is approved for the storage of UNCLASSIFIED files in any format to include, controlled unclassified information (CUI) (Impact Level 4) which may contain PII that may have been collected via another method (i.e. another source). The entity collecting the PII is responsible for ensuring owners of the PII have the opportunity to object to the collection of their PII and that all requirements regarding notification and consent have been complied with prior to the PII being introduced in to UISS-APAN communities of interest and environment.

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

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.

52.224-1 Privacy Act Notification.
As prescribed in 24.104, insert the following clause in solicitations and contracts, when the design, development, or operation of a system of records on individuals is required to accomplish an agency function:

Privacy Act Notification (Apr 1984)

The Contractor will be required to design, develop, or operate a system of records on individuals, to accomplish an agency function subject to the Privacy Act of 1974, Public Law 93-579, December 31, 1974 (5 U.S.C. 552a) and applicable agency regulations. Violation of the Act may involve the imposition of criminal penalties.

(End of clause)

52.224-2 Privacy Act.

As prescribed in 24.104, insert the following clause in solicitations and contracts, when the design, development, or operation of a system of records on individuals is required to accomplish an agency function:

Privacy Act (Apr 1984)

(a) The Contractor agrees to—

(1) Comply with the Privacy Act of 1974 (the Act) and the agency rules and regulations issued under the Act in the design, development, or operation of any system of records on individuals to accomplish an agency function when the contract specifically identifies—

(i) The systems of records; and

(ii) The design, development, or operation work that the contractor is to perform;

(2) Include the Privacy Act notification contained in this contract in every solicitation and resulting subcontract and in every subcontract awarded without a solicitation, when the work statement in the proposed subcontract requires the redesign, development, or operation of a system of records on individuals that is subject to the Act; and

(3) Include this clause, including this paragraph (3), in all subcontracts awarded under this contract which requires the design, development, or operation of such a system of records.

(b) In the event of violations of the Act, a civil action may be brought against the agency involved when the violation concerns the design, development, or operation of a system of records on individuals to accomplish an agency function, and criminal penalties may be imposed upon the officers or employees of the agency when the violation concerns the operation of a system of records on individuals to accomplish an agency function. For purposes of the Act, when the contract is for the operation of a system of records on individuals to accomplish an agency function, the Contractor is considered to be an employee of the agency.

Other (e.g., commercial providers, colleges).

Specify.

With UISS-APAN GOV CLOUD members with valid role based access controls within Communities of interest. There are no external data exchanges.

i. Source of the PII collected is: (Check all that apply and list all information systems if applicable)

- | | |
|--|---|
| <input checked="" type="checkbox"/> Individuals | <input type="checkbox"/> Databases |
| <input type="checkbox"/> Existing DoD Information Systems | <input type="checkbox"/> Commercial Systems |
| <input type="checkbox"/> Other Federal Information Systems | |

UISS-APAN does not collect PII. UISS-APAN stores PII collected by another entity using another method.

j. How will the information be collected? (Check all that apply and list all Official Form Numbers if applicable)

- | | |
|---|--|
| <input type="checkbox"/> E-mail | <input type="checkbox"/> Official Form (Enter Form Number(s) in the box below) |
| <input checked="" type="checkbox"/> Face-to-Face Contact | <input type="checkbox"/> Paper |
| <input type="checkbox"/> Fax | <input type="checkbox"/> Telephone Interview |
| <input type="checkbox"/> Information Sharing - System to System | <input checked="" type="checkbox"/> Website/E-Form |
| <input type="checkbox"/> Other (If Other, enter the information in the box below) | |

UISS-APAN does not collect PII. UISS-APAN stores PII collected by another entity using another method.

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.

Information about UISS-APAN users are NOT retrieved by name nor a unique identifier. Information is retrieved by communities of interest. UISS-APAN is not a system of record and is only approved for file and information sharing and collaboration.

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.

T 33 - 42 R 10.00 - Office Projects/Studies Background & Working Materials, Office Projects/Studies Needed to Document Other Records Series --Destroy when no longer needed or on completion of the project/study, whichever is sooner.

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.