

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:

RSAS - RCCPDS - Reserve Statistics and Accounting System/Reserve Component Common Personnel Data System

2. DOD COMPONENT NAME:

United States Army

3. PIA APPROVAL DATE:

08/25/20

US Army Deputy Chief of Staff for Personnel / Human Resources Command (HRC)

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.

The Reserve Statistics Accounting System (RSAS) provides the database and the Reserve Component Common Personnel Data System (RCCPDS) provides the applications for the Functional Management Office of the Field Services Division of The Adjutant General Directorate of the Human Resources Command to process the official Army Reserve personnel end strength data (Selected Reserve and Individual Ready Reserve) for input to RCCPDS owned by the Defense Manpower Data Center (DMDC). The process is completely automated, and the system has no direct users. The RSAS/RCCPDS application is the consummate embodiment of all Army Reserve strength accounting processes in a controlled environment. In addition to replacing the previous versions of RSAS and RCCPDS, this single system replaced the functionality of the Consolidated Army Reserve Strength Accounting System, the Strength Accounting System, the Training Requirements Generator System, and the Non Unit Profiles System. It extracts, edits, validates, and provides Reserve officer and enlisted master and transaction data files to DMDC. A master record is reported for each Reservist. Gain, loss, immediate reenlistment, and extension of enlistment transactions are reported for the Selected Reserve. Transaction files of Reserve Soldiers who are on active duty and eligible for benefits are also created and sent to DMDC per DODI 7730.54. Local audit trails and quality control edit reports are produced to assure that Reserve strength and personnel data are accurately reported.

PII collected includes personal, employment, education, and military record data.

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)

Verification and identification for administrative 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.

Individuals are not involved in the data collection process. However, Soldiers consent to capture and use of their PII at the time of employment in the Army, at which time they are provided a Privacy Advisory.

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.

Individuals are not involved in the data collection process. However, Soldiers consent to capture and use of their PII at the time of employment in the Army, at which time they are provided a Privacy Advisory.

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

Individuals are not involved in the data collection process. However, Soldiers consent to capture and use of their PII at the time of employment in the Army, at which time they are provided a Privacy Advisory.

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.

Army Audit Agency, Army Emergency Relief Office, Assistant Secretary of the Army for Financial Management and Comptroller, Department of the Army Inspector General, Office of The Surgeon General, Provost Marshal General, US Army Command and Control Support Agency, US Army Criminal Investigation Command, US Army Intelligence and Security Command, US Army Medical Department, and US Army Reserve Command.

Other DoD Components

Specify.

Defense Manpower Data Center, Department of Defense (DOD) Inspector General, and DOD Reserve Pay and Allowance Office.

Other Federal Agencies

Specify.

N/A

State and Local Agencies

Specify.

N/A

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.

HRC contracts contain language addressing the applicable FAR privacy clauses and acknowledge the sensitivity of PII and describe the importance of protecting and maintaining the confidentiality and security of an individual's PII in the associated task orders. The contractual language keys on training as a fundamental element in creating awareness and understanding of PII and why it is important to control and safeguard. The language also stresses securing PII material and equipment housing PII at the end of a work day. Contractual language directs and requires each contract employee in support of this system to have a valid Secret clearance prior to working on the program. Contracts specifically state that contractor personnel shall adhere to the Privacy Act, Title 5 of the U.S. Code, Section 552A and applicable DOD, Army, and HRC rules and regulations.

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

Specify.

N/A

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

Existing DoD information systems and databases: RSAS/RCCPDS extracts PII directly from the Total Army Personnel Data Base - Reserve, and receives PII via interfaces from the Army Training and Certification Tracking System, the Headquarters Army Civilian Personnel System, the Automated Orders and Resource System, the Department of the Army Mobilization Processing System, the Defense Retiree and Annuitant Pay System, the Regional Level Application Software, and the Soldier Management System Webified Suite of Systems.

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

N/A

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.dod.mil> 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

N/A

If "No," explain why the SORN is not required in accordance with DoD Regulation 5400.11-R: Department of Defense Privacy Program.

Middleware IT system processing source data for multiple system of Records that are covered by A0600-8-104 AHRC, Army Personnel System

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.

N1-AU-10-0077

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

N/A

(3) Retention Instructions.

Retention: PII is received and passed, written back to TAPDB-R, or stored on system temporary files that are retained for up to one month. Destruction: PII passed through RSAS/RCCPDS is not retained, and system temporary files are deleted by over-writing when no longer required, but not later than one month after creation.

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 United States Code 3013, Secretary of the Army, Department of Defense Instruction 7730.54, Reserve Components Common Personnel Data System (RCCPDS), Army Regulation 600-8-6, Personnel Accounting and Strength Reporting, and Executive Order 9397 as amended (SSN).

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.

System does not collect PII from 10 or more members of the general public in a one-year period.