

## 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:**

TAPDB-R - Total Army Personnel Data Base - Reserve

**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 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.**

Total Army Personnel Data Base - Reserve (TAPDB-R) is the corporate database of record for information pertaining to Soldiers in the Army Reserve. It is a relational database that maintains real time data on Soldiers and US Army organization and authorization data. The database has no direct interfaces and the data it stores serves multiple Human Resources Command systems through batch and online updates performed by the Army Reserve Transaction Management System, the Reserve Database Maintenance System (RDMS), the RDMS Interface Control System, the Troop Program Unit Management Subsystem, the Automated Orders and Resource System, and the Mobilization Personnel Processing System.

Types of PII collected includes personal, medical, military, education, law enforcement, and 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)

PII is collected for the purpose of verification, identification, authentication, and data matching.  
The intended use of the PII is both mission-related and 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.

Since PII is not collected directly from individuals they are not provided an opportunity to object to its use from TAPDB-R. However, Soldiers implicitly consent to capture and use of that information at the time of employment or enlistment in the United States 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.

Since PII is not collected directly from individuals they are not provided an opportunity to withhold consent to its use from TAPDB-R. However, Soldiers implicitly consent to capture and use of that information at the time of employment or enlistment in the United States 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.)

- |  |   |  |
|--|---|--|
| <input type="checkbox"/> Privacy Act Statement | <input type="checkbox"/> Privacy Advisory | <input checked="" type="checkbox"/> Not Applicable |
|--|---|--|

PII is not collected directly from individuals.

**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, Assistant Secretary of the Army for Financial Management and Comptroller, Department of the Army Inspector General, Office of the Chief, Army Reserve, Provost Marshal General, US Army Criminal Investigation Command, and US Army Intelligence and Security Command.

Other DoD Components

Specify.

Defense Criminal Investigative Service, Defense Manpower Data Center, Department of Defense Inspector General, and National Guard Bureau.

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

PII is written to TAPDB-R by the following DoD information systems: Automated Orders and Resource System, Army Recruiting Information Support System, Army Reserve Personnel Information Middleware System, Army Reserve Transaction Management System, HRC Identity Management System, Inter Component Data Transfer, Interactive Personnel Electronic Records Management System, Integrated Total Army Personnel Data Base, Mail Box Information System, Montgomery GI Bill, Mobilization Personnel Processing System, Military Occupation Specialty Codes, Reserve Component Manpower System, Reserve Database Maintenance System (RDMS), RDMS Interface Control System, Retirement Points Accounting System, Reserve Recruiting System, Reserve Statistics Accounting System/ Reserve Components Common Personnel Data System, Reserve Screening Data Quality System, Single Evaluation Processing System, Soldier Management System Webified Suite of Systems, Troop Program Unit Management Subsystem, and Unit Identification Code system.

**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)

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

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

TAPDB-R is not user accessible.

**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.

PII is stored in generation data sets and relational database tables. Retention of Generation Data Sets varies from hours to years. PII stored on relational database tables is stored indefinitely.

**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 (USC) 1475-1480, 3013 (Secretary of the Army), Subtitle E, Parts I-IV, and 10204 (Personnel Records); 42 USC 10606; 44 USC 3101-3102; Department of Defense Directive (DODD) 1030.1, Victim and Witness Assistance; DODD 1235.10, Activation, Mobilization, and Demobilization of the Ready Reserve; DODD 1352.1, Management and Mobilization of Regular and Reserve Retired Military Members; Department of Defense Instruction (DODI) 1320.4, Military Officer Actions Requiring Approval of the Secretary of Defense or the President, or Confirmation by the Senate; DODI 7730.54, Reserve Components Common Personnel Data System (RCCPDS); Army Regulation (AR) 600-8-6, Personnel Accounting and Strength Reporting; and AR 600-8-104, Military Personnel Information Management/Records; 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.

TAPDB-R does not collect PII from members of the general public.