PRIVACY IMPACT ASSESSMENT (PIA)

For the

AFNet Enterprise Information Services (EIS)
United States Air Force (USAF)

SECTION 1: IS A PIA REQUIRED?

a. Will this Department of Defense (DoD) information system or electronic collection of information (referred to as an "electronic collection" for the purpose of this form) collect, maintain, use, and/or disseminate PII about members of the public, Federal personnel, contractors or foreign nationals employed at U.S. military facilities internationally? Choose one option from the choices below. (Choose (3) for foreign nationals).

☐ (1) Yes, from members of the general public.

☒ (2) Yes, from Federal personnel* and/or Federal contractors.

☐ (3) Yes, from both members of the general public and Federal personnel and/or Federal contractors.

☐ (4) No

* "Federal personnel" are referred to in the DoD IT Portfolio Repository (DITPR) as "Federal employees."

b. If "No," ensure that DITPR or the authoritative database that updates DITPR is annotated for the reason(s) why a PIA is not required. If the DoD information system or electronic collection is not in DITPR, ensure that the reason(s) are recorded in appropriate documentation.

c. If "Yes," then a PIA is required. Proceed to Section 2.

SECTION 2: PIA SUMMARY INFORMATION

a. Why is this PIA being created or updated? Choose one:

☐	**New DoD Information System**	☒	**New Electronic Collection**
☒	**Existing DoD Information System**	☐	**Existing Electronic Collection**
☐	**Significantly Modified DoD Information System**		

b. Is this DoD information system registered in the DITPR or the DoD Secret Internet Protocol Router Network (SIPRNET) IT Registry?

☒	**Yes, DITPR**	Enter DITPR System Identification Number	9498
☐	**Yes, SIPRNET**	Enter SIPRNET Identification Number	
☐	**No**		

c. Does this DoD information system have an IT investment Unique Project Identifier (UPI), required by section 53 of Office of Management and Budget (OMB) Circular A-11?

☐ **Yes** ☒ **No**

If "Yes," enter UPI Not Applicable

If unsure, consult the Component IT Budget Point of Contact to obtain the UPI.

d. 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 should be consistent.

☒ **Yes** ☐ **No**

If "Yes," enter Privacy Act SORN Identifier F036 AF PC A, Effectiveness/Performance Reporting Systems, ar

DoD Component-assigned designator, not the Federal Register number.
Consult the Component Privacy Office for additional information or
access DoD Privacy Act SORNs at: http://www.defenselink.mil/privacy/notices/

or

Date of submission for approval to Defense Privacy Office
Consult the Component Privacy Office for this date.

e. Does this DoD information system or electronic collection have an 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**

Enter OMB Control Number

Enter Expiration Date

☒ **No**

f. Authority to collect information. A Federal law, Executive Order of the President (EO), or DoD requirement must authorize the collection and maintenance of a system of records.

(1) If this system has a Privacy Act SORN, the authorities in this PIA and the existing Privacy Act SORN should be the same.

(2) 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) Whenever possible, cite the specific provisions of the statute and/or EO that authorizes the operation of the system and the collection of PII.

(b) If a specific statute or EO does not exist, determine if an indirect statutory authority can be cited. An indirect 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) 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 should be identified.

- 10 United States Code (USC) 8013, Secretary of the Air Force
- Executive Order (EO) 9397, as amended (Social Security Number - SSN)
- Air Force Policy Directive (AFPD) 36-24, Military Evaluations
- Air Force Instruction 36-2406, Officer and Enlisted Evaluation Systems
- Air Force Policy Directive (AFPD) 33-3, Information Management

g. Summary of DoD information system or electronic collection. Answers to these questions should be consistent with security guidelines for release of information to the public.

(1) Describe the purpose of this DoD information system or electronic collection and briefly describe the types of personal information about individuals collected in the system.

AFNet EIS is the ConstellationNet Architecture implementation supporting the Air Force's Information Strategy goal to "provide decision-makers and all USAF Total Force (Active, Guard, Reserve, Civil Service, Contractors) personnel with on-demand access to authoritative, relevant and sufficient information to perform their duties efficiently and effectively." AFNet EIS is the integrated information environment that links the user's primary interface to supporting information systems, information objects, and other content, allowing the user to increase productivity while hiding the information management infrastructure so it is transparent to the user.

AFNet EIS, currently consisting of Microsoft Office SharePoint Server (MOSS), is centered on MOSS 2007 within the AFNetOps construct. MOSS enables, out-of-the-box, asynchronous collaboration, content management, information sharing, and discovery. There are no current requirements to collect personal information for the purpose of hosting or using AFNet EIS.

Evaluation Management System (EMS) is a SharePoint web-part, which adds the capability to process enlisted and officers performance reports. It is primarily intended to electronically manage Enlisted and Officer Performance Report Processes by standardizing the completion and tracking of individual performance reports in preparation for disposition to Air Force Military Personnel Data System (AF MILPDS). The system can also be used to manage forms based Awards/Decorations, etc.

Information System Owner: AFSPC/A6CL
POC: Lt. Col Hinckley,
Email: afspc.a6cl@peterson.af.mil,
Phone: 719-554-6072; DSN 692-6072

(2) Briefly describe the privacy risks associated with the PII collected and how these risks are addressed to safeguard privacy.

Unless the system is hacked, vulnerability of privacy information is minimal. If the system is compromised, limited general customer demographic, name, and SSN would be vulnerable. Otherwise, there are no additional privacy risks associated with PII for the purpose of hosting or using AFNet EIS.

Content within EIS is intended to be accessed by DoD SA, Site Owners, and users who all have been trained on Information Protection. It is however, possible for users to store documents which may contain PII. For that reason, it will be virtually impossible to safeguard and protect information for users, communities, or organizations who do not identify their intent or requirements to use EIS for storage, retrieval, and maintenance of PII.

Currently, all new site requests are polled to determine if they have a requirement to collect PII. Add-on capabilities go through a formal technical review process which will identify PII requirements prior to approval and implementation.

h. With whom will the PII be shared through data exchange, both within your DoD Component and outside your Component (e.g., other DoD Components, Federal Agencies)? Indicate all that apply.

☒ **Within the DoD Component.**

Specify. For EMS, Air Force Military Personnel Data System (AF MILPDS) and Business Process Owners in the evaluation chain.

☐ **Other DoD Components.**

Specify.

☐ **Other Federal Agencies.**

Specify.

☐ **State and Local Agencies.**

Specify.

☐ **Contractor** (Enter name and describe the language in the contract that safeguards PII.)

Specify.

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

Specify. Other, as determined by the hosting user, community, or organization for as required.

i. Do individuals have the opportunity to object to the collection of their PII?

☐ **Yes** ☒ **No**

(1) If "Yes," describe method by which individuals can object to the collection of PII.

(2) If "No," state the reason why individuals cannot object.

Not applicable for access and routine use of EIS. EIS interfaces with Active Directory for authentication and authorization; however, no personal privacy data is collected and maintained for the purpose of retrieving, storing, or manipulation.

For EMS, disclosure is mandatory; Name and SSN is used for positive identification.

Users, communities, or organizations being hosted on AFNet EIS are responsible for complying with AF Privacy policy and using the protection mechanisms available to safeguard content.

j. 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.

Not applicable for access and routine use of EIS; however, disclosure is mandatory for EMS; Name and SSN is used for positive identification. Forms used to collect personal data to be processed in this Information Technology (IT) investment contain a Privacy Act Statement, as required by 5 USC 552a(e), and in accordance with guidelines established in AFI 33-332, Privacy Act Program. Individuals may raise an objection with the Air Force Privacy Act Office prior to, during, or after data collection.

k. What information is provided to an individual when asked to provide PII data? Indicate all that apply.

☒ **Privacy Act Statement** ☒ **Privacy Advisory**

☐ **Other** ☐ **None**

Describe each applicable format.

Not applicable for access and routine use of EIS for the reasons stated above in j. However, EIS does provide a privacy notice link on each web page IAW AF Privacy policy. For EMS, the Report on Individual Personnel (RIP) provided to populate AF Forms as well as the form receiving the PII data displays a Privacy Act Statement, as required by 5 USC 552a(e), and in accordance with guidelines established in AFI 33-332, Privacy Act Program. Individuals may raise an objection with the Air Force Privacy Act Office prior to, during, or after data collection.

NOTE:

Sections 1 and 2 above are 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 and/or 2 if they contain information that would reveal sensitive information or raise security concerns.