



PRIVACY IMPACT ASSESSMENT (PIA)

For the

Air Force Portfolio and Asset Control and Evaluation System (AFPACES)

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
- Existing DoD Information System
- Significantly Modified DoD Information System
- New Electronic Collection
- Existing Electronic Collection

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
- 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

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

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.

AFI 32-6007, Privatized Family Housing, and Air Force Policy Directive (AFPD) 32-60, Housing. FY2009 National Defense Authorization Act, FY2000 National Defense Authorization Act, SAF/FM and AF/ILE Portfolio Management Delegation Letter to AFCEE, 21 Feb 2001

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.

AFPACES is an overall Portfolio Management data repository system for all of the AF's Housing Privatization Projects/Partnerships with Private Owners. It contains document libraries, a financial database and a lessons learned database which provide performance measurement, risk management and information sharing. Information in identifiable form found in AFPACES mainly consists of names and phone numbers of various stakeholders. The majority of these will be found in signature blocks of key transaction documents. Other information available includes e-mail addresses from POC lists.

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

Only authorized users can access the data in the system by providing a user name and password. There is a potential risk that the security measures for the site can be breached and documents containing personally identifiable information could be accessed. This risk will be mitigated by upgrading the security measures to meet Air Force IT standards by 1 October 2009.

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.

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.

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.

Individuals seeking to determine whether information about themselves is contained in this system or have an objection to how it is used should address in writing the AFPACES System Manager, Jones Lang LaSalle, 200E Randolph Drive, Chicago, Illinois 60601-6436.

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

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.

Individuals seeking to determine whether information about themselves is contained in this system or have an objection to how it is used should address in writing the AFPACES System Manager, Jones Lang LaSalle, 200E Randolph Drive, Chicago, Illinois 60601-6436.

(2) If "No," state the reason why individuals cannot give or withhold their consent.

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.	<p>A Privacy Act Statement is provided on the logon page. It states:</p> <p>FOR OFFICIAL USE ONLY:</p> <p>Use of the AFPACES Web site is restricted to individuals granted authorization by the AF Portfolio Manager (HQ AFCEE/HPM) to access the Web site.</p> <p>The system supports the AF Housing Privatization program under the following authorities: AFI 32-6007, Privatized Family Housing, and Air Force Policy Directive (AFPD) 32-60, Housing. FY2009 National Defense Authorization Act, FY2000 National Defense Authorization Act, SAF/FM and AF/ILE Portfolio Management Delegation Letter to AFCEE, 21 Feb 2001</p> <p>The AFPACES Web site contains personally identifiable information (as defined by the Privacy Act), proprietary information and commercial and financial data not intended for disclosure outside the Department of Defense (DoD).</p> <p>Such information may be exempt from mandatory disclosure under the Freedom of Information Act (FOIA) 5 USC 552(b) and is not authorized for public disclosure. Privacy Act information is voluntarily disclosed as there is no legal requirement for disclosure.</p> <p>The information contained on the AFPACES Web site shall only be distributed within authorized DoD components, associated DoD contractors and consultants, and the subject Housing Privatization Project Owner.</p> <p>Such distribution of information shall be further limited to those DoD, contractor and consultant, and Project Owner personnel with responsibilities associated with the specific project(s) for which the user has been granted Web site access.</p> <p>Any other use and/or distribution of the information contained on this Web site, including information-sharing by and/or between DoD components, shall be strictly prohibited and require prior written authorization from the AF Portfolio Manager (HQ AFCEE/HPM).</p>
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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.

