



PRIVACY IMPACT ASSESSMENT (PIA)

For the

Air Force Materiel Command - Command Human Resources Intelligence System
(CHRIS)

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
- 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.

Interface Requirement Agreement (IRA) 165 between the Military Personnel Data System (MilPDS) and CHRIS dated 20 Dec 2006. Also, Memorandum of Understanding between the Defense Civilian Personnel Data System (DCPDS) and CHRIS dated 15 Aug 2006.

The following are the authorities used by MilPDS and DCPDS to collect the data and a subset of that data is pulled for CHRIS: 10 U.S.C. 265, policies and regulations: Participation of reserve officers in preparation and administration; 269, Ready reserve: Placement in; transfer from; 275, Personnel records; 278, Dissemination of information; 279, Training Reports; 31, Enlistments; 564, Warrant officers: Effect of second failure of promotion; 593, Commissioned Officers: Appointment, how made; term; 651, Members: Required service; 671, Members not to be assigned outside US before completing training; 673, Ready reserve; (47, Uniform Code of Military Justice, Section 835, Article 35, Service of Charges; Section 837, Article 37, Unlawfully influencing action of court; Section 885, Article 85, Desertion; Section 886, Article 86, Absence without leave; Section 887, Article 87, Missing movement); 972, Enlisted members: Required to make up time lost; 1005, Commissioned officers: Retention until completion of required service; 1163, Reserve components: Members; limitations on separation; 1164, Warrant officers; separation for age; 1166, Regular warrant officers: elimination for unfitness or unsatisfactory performance; 61, Retirement or Separation for Physical disability; 63, Retirement for Age; 1263--Age 62: Warrant officers; 65, Retirement for Length of Service; 1293, Twenty years or more: Warrant officers; 1305, Thirty years or more: Regular warrant officers; 67, Retired pay; 1331, Computation of years of service in determining entitlement to retired pay; 1332, Age and service

requirements; 1333, Computation of years of service in computing retired pay; 79, Correction of Military Records; 165, Accountability and responsibility, 2771, Final settlement of accounts: Deceased members; 8013, Secretary of the Air Force: Powers and duties; delegation by; 805, The Air Staff, Sections 8032, General duties; and 8033, Reserve components of Air Force; policies and regulations for government of: Functions of National Guard Bureau with respect to Air National Guard; 831, Strength, Section 8224, Air National Guard of the United States; 833, Enlistments; 835, Appointments in the Regular Air Force, 8284, Commissioned officers; Appointment, how made; 8285, Commissioned officers: Original appointment; qualifications; 8296, Promotion lists: Promotion-list officer defined; determination of place upon transfer or promotion; 8297, Selection boards; 8303, commissioned officers; Effect of failure of promotion to captain, major, or lieutenant colonel; 837, Appointments as Reserve Officers; 8360, Commissioned officers: Promotion service; 8362, Commissioned officers: Selection boards; 8363, Commissioned officers; Selection boards; general procedures; 8366, Commissioned officers; Promotion to captain, major, or lieutenant colonel; 8376, Commissioned officers: Promotion when serving in temporary grade higher than reserve grade; 839, Temporary Appointments, 8442, Commissioned officers; regular and reserve components: Appointment in higher grade; 8447, Appointments in commissioned grade: How made; how terminated; 841, Active Duty, 8496, Air National Guard of United States: Commissioned officers; duty in National Guard Bureau; 853, Rights and benefits, Section 8691, Flying officer rating: qualification; 857, Decorations and Awards; 859, Separation, 8786, Officer considered for removal: Voluntary retirement or honorable discharge; severance benefits; 8796, Officers considered for removal: Retirement or discharge; Separation or Transfer to Retired Reserve, 8846, Deferred Officers; 8848, 28 years: Reserve first lieutenants, captains, majors, and lieutenant colonels; 8851, Thirty years or five years in grade: Reserve colonels and brigadier generals; 8852, Thirty-five years or five years in grade: Reserve major generals; 8853, Computation of years of service; 865, Retirement for Age; 8883, Age 60; regular commissioned officers below major general; 8884, Age 60: Regular major generals whose retirement has been deferred; 8885, Age 62: Regular major generals; 8886, Regular major generals whose retirement has been deferred; 867, Retirement for Length of Service; 8911, Twenty years or more; regular or reserve commissioned officers; 8913, Twenty years or more: Deferred officers not recommended for promotion; 8914, Twenty to thirty years: Regular enlisted members; 8915, Twenty-five years: Female majors except those designated under section 8067(a)-(d) or (g)-(i) of this title; 8918, Thirty years or more: Regular commissioned officers; 8921, Thirty years or five years in grade: Promotion-list colonels; 8922, Thirty years or five years in grade: Regular brigadier generals; 8923, Thirty-five years or five years in grade: Regular major generals; 8924, Forty years or more: Air Force officers; 901, Training generally; 9301, Members of Air Force: Detail as students, observers and investigators at education institutions, industrial plants, and hospitals; and 9302, Enlisted members of Air Force: Schools; 903, United States Air Force Academy; 9342, Cadet: Appointment; numbers, territorial distribution; 9344, Selection of persons from Canada and American Republics; 9345, Selection of Filipinos; 1, Organization, 102, General policy; and 104, units; Location; organization; command; 3, Personnel, 307, Federal recognition of officers; Examination, certification of eligibility; 7, Services, supplies, etc., 709, Caretakers and clerks; 3, Basic Pay, 308, Special pay: Reenlistment bonus; 313, Special pay: Medical officers who execute active duty agreements; 7, Allowances, 407, Travel and transportation allowances: Dislocation allowance; 10; Air Force Manual 30-3, Vol I-V, Mechanized Personnel Procedures, Air Force Manual 30-130, Base Level Military Personnel System, and Air Force Manual 300-4, Standard Data Elements and Codes; and E.O. 9397 (SSN).

The authority to collect Education and Training Data pulled by CHRIS is 10 U.S.C. 8013, Secretary of the Air Force: powers and duties; delegation by; AFMC Policy Directive 36-2, Education and Training, and E.O. 9397 (SSN).

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.

The Command Human Resources Intelligence System (CHRIS), is populated with data from the Education and Training Management System (ETMS), the Military Personnel Data System (MilPDS), the Defense Civilian Personnel Data System (DCPDS) and the Manpower Programming and Execution System (MPES) database forming a single reporting tool. CHRIS allows for the development of standard reports used by

functional communities across the Command and can also produce ad hoc reports. CHRIS data can identify current civilian and military staffing levels (auth vs asgd data), estimate workforce retirement and loss dates, and show workforce trends throughout the Command. Types of personal information collected is name, ssan, citizenship, race/ethnicity, birth date, disability type, gender, education information, federal or military employment history, security clearance information and minimal financial information not actual paid amounts on employees. Note: SSAN, Citizenship, Race/Ethnicity, Birth Date, Disability, Gender are protected in CHRIS and can only be seen by a very small percent of overall users.

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

Privacy risks include weaknesses which could cause protected information to become suspect or to allow unauthorized individuals to see information for which they do not have a valid need-to-know. The vulnerabilities surrounding loss of integrity and loss of confidentiality have been reduced to a low likelihood of occurrence after countermeasures were implemented. Any data retrieved from CHRIS and sent across E-mail lines is marked FOR OFFICIAL USE ONLY (FOUO) information which must be protected under the Privacy Act and AFI 33-332 and be digitally signed and encrypted to ensure it can only be opened by the intended recipient. CHRIS data - backup tape is stored in a safe. CHRIS uses 128 Secure Socket Layer (SSL) with Public Key Infrastructure (PKI) digital certificate which meets FIPS 140-2 encryption requirements. CHRIS is accessed via the web, Internet or NIPRNet using both a CAC/PIN and a userid and password and must be accessed via a .mil or .gov domain. Users are given access on a need to know basis and must submit a DD2875 with appropriate justification and supervisor and security managers signature validating the need to know. Additionally, a User Acceptance Agreement must be signed which outlines the safeguards of using the system such as "Personnel are not permitted access to SIPRNet and NIPRNet unless they are in compliance with the USAF personnel security requirements for operating on these systems." Users will safeguard and mark with the appropriate classification level all information created, copied, stored, or disseminated on office automation networks (i.e., printed output, magnetic tapes, floppy disks, and downloaded hard-disk files) whether in the form of messages, electronic mail, word processing documents, spreadsheets, databases, graphical presentations, or are IAW EO 12958, "Classified National Security Information," and DoD 5200.1-R, "Information System Security Program." CHRIS users are advised of the penalties for disclosing information from a system of records to someone not entitled to the information via CHRIS training classes, Newsletters and extensive information about protecting PII data is included as part of the CHRIS Main Home Page.

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.

Internal to Air Force
 Across AFMC mission areas like:
 Depot Maintenance Installations and Support
 Information Management Information Services
 Product and Support Science and Technology
 Supply Management Test and Evaluation
 Nuclear Operations

These mission areas exist across multiple locations representing the following:
 Ogden Air Logistics Center (OO-ALC, Hill AFB, UT)
 Oklahoma City Air Logistics Center (OC-ALC, Tinker AFB, OK)
 Warner Robins Air Logistics Center (WR-ALC, Robins AFB, GA)
 Air Armament Center (AAC, Eglin AFB, FL)
 Aeronautical Systems Center (ASC, Wright-Patterson AFB, OH)
 Electronic Systems Center (ESC, Hanscom AFB, MA)
 Air Force Nuclear Weapons Center (AFNWC, Kirtland AFB, NM)
 Arnold Engineering Development Center (AEDC, Arnold AFB, TN)
 Air Force Flight Test Center (AFFTC, Edwards AFB, CA)
 Air Force Research Laboratory (AFRL, Wright-Patterson AFB, OH)

Aerospace Maint & Regeneration Center (AMARC, Davis-Monthan AFB, AZ)
Air Force Security Assistance Center (AFSAC, Wright-Patterson AFB, OH)
Air Force Global Logistics Support Center (AFGLSC, Scott AFB, IL)

Additionally, supports Air National Guard AF wide with data

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.

System administration (incl: System Engineer) and development for CHRIS is performed by Ryan Consulting Group and Booz-Allen & Hamilton contractors. Inherit controls on contractors include the valid National Agency Check (NAC), National Agency Check with Local Agency Checks and Credit Checks (NACLIC) and has a valid need-to-know for some of the information stored and/or processed by the system, and has been granted access by a formal access approval process which includes signing the Information System User Agreement, which contains the non-disclosure agreements for protecting system information. Each contractor is required to sign a NonDisclosure Agreement which outlines the contractor's responsibility for proper use and the Department of Defense, Air Force and AF Materiel Command's protection from unauthorized disclosure of sensitive information which is further described in Federal Acquisition Regulation (FAR) section 3.104-5(b). As such each contractor agrees to safeguard and protect sensitive information which would include PII information. They are required to report any improper release or disclosure of such information and understand that violations of the agreement are subject to administrative, civil and criminal sanctions. Additionally Information Protection - Annual Awareness Training must be completed annually.

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.

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

CHRIS is not the collection system for the information, it only combines the information into one retrieval source database. The individual would have to refuse to provide it based on instructions in the System of Record for MilPDS/DCPDS or ETMS and the both system of record notices (SORN) say that guidance is published in Air Force Instruction 37-132; 32 CFR part 806b. Note: CHRIS Interfaces with these systems to pull data that an individual has already consented to provide.

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.

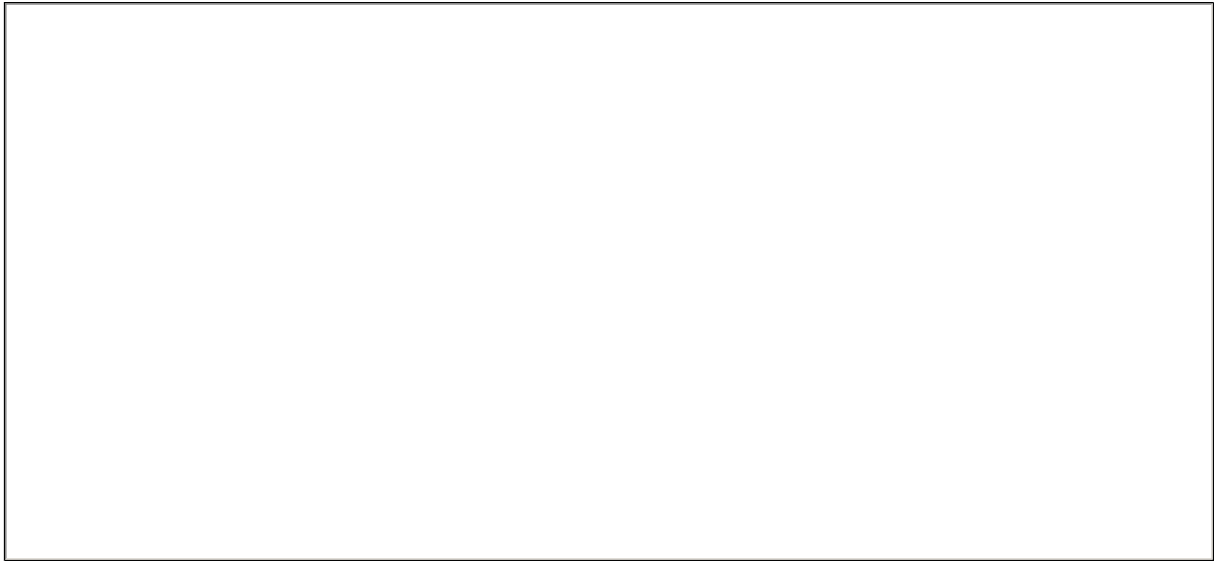
(2) If "No," state the reason why individuals cannot give or withhold their consent.

Data in CHRIS is not obtained directly from individuals. Individuals have already agreed to provide the data to DCPDS, MilPDS and/or ETMS.

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.	An individual does not provide PII data directly to CHRIS. CHRIS pulls data already provided by an individual to the System of Record MilPDS/DCPDS and ETMS. CHRIS contains information up to and including Sensitive Information.
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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.

