



PRIVACY IMPACT ASSESSMENT (PIA)

For the

Total Force Data Warehouse (TFDW)

Department of the Navy - United States Marine Corps (USMC)
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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.

SORN authorities:

10 U.S.C. 5013, Secretary of the Navy;
10 U.S.C. 5013, Secretary of the Navy;
10 U.S.C. 5041, Headquarters, Marine Corps;
10 U.S.C. 1074f, Medical Tracking System for Members Deployed Overseas;
32 CFR 64.4, Management and Mobilization;
DoD Dir 1215.13, Reserve Component Member Participation Policy;\nDoD Instruction 3001.02, Personnel Accountability in Conjunction with Natural and Man-made Disasters;
CJCSM 3150.13B, Joint Reporting Structure Personnel Manual;
DoD Instruction 6490.03, Deployment Health;
MCMEDS: SECNAVINST 1770.3D, Management and Disposition of Incapacitation Benefits for Members of the Navy and Marine Corps Reserve Components (Renamed Line of Duty(LOD));
MCO 7220.50, Marine Corps Policy for paying Reserve Marines; and
E.O. 9397 (SSN), as amended.

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.

TFDW:

- a. Provides a single source of authoritative, historical manpower information to manpower planners and decision-makers throughout Headquarters Marine Corps (HQMC), particularly the Manpower & Reserve Affairs (M&RA) Department.
- b. Provides historical data for forecasting manpower related issues (attrition, retention, continuation, and promotion) and answering ad hoc queries.
- c. Improves the consistency, reliability, and timeliness of retrieving, formatting, and viewing historical manpower data.
- d. Provides improved access and analysis capabilities for manpower budget planners.
- e. Provides tools for manpower planners to develop and submit ad hoc queries.
- f. Provides a uniform structure for historical information used by manpower planners in the M&RA Department.
- g. Provides tools for statistical analysis and tabular and graphical representation.

Personal data collected include the following: all Marine personal data to include, name, rank, Social Security Number (SSN), Military Occupational Specialty (MOS), gender, citizenship, age, Date of Birth (DOB), blood type, hair and eye color, height and weight, race, ethnicity, sex, religion, security clearance, home address, marital status, dependent information, promotion type and dates, awards, and dates, leave balances, pay and entitlement data, commission/enlistment dates, training attended, dates and class standing, swim qualifications, marksmanship score, schools completed and dates from the time the Marine enlists until their official records are transferred to the National Archives upon their death.

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

TFDW receives data from only those applications and systems which are listed in Section 2h (below). Data is used exclusively by authorized Department of Defense (DoD) Personnel and DoD contractors.

Only users with Government approved accounts and a need to know are able to view data published by TFDW through a Public Key Infrastructure (PKI) Common Access Card (CAC) enabled authentication process.

Although Personally Identifiable Information (PII) is not authorized to be shared or released to individuals or systems not listed in Section 2h, without prior written consent of the individual, the potential for "hackers" or dishonest employees to unlawfully disclose individuals' PII does exist.

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.

USMC: Web Manpower Assignment Support System (WebMASS), Manpower MODELS (MODELS, OGSM, EGSM, GAR), Marine Corps Training Information Management System (MCTIMS), Marine Corps Total Force System/Operational Data Store Enterprise (MCTFS/ODSE), Statistics (STATS), Total Force Structure Management System (TFSMS), Performance Evaluation System (PES), Total Force Manpower Models Re-Engineering

(TFMMR) (planned), Marine Corps Recruiting Information System (MCRISS), Total Force Retention System (TFRS)

Other DoD Components.

Specify.

DoD: Joint Personnel Adjudication System (JPAS), Defense Enrollment Eligibility Reporting System (DEERS), Defense Manpower Data Systems (DMDC), Defense Casualty Information Processing System (DCIPS)

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.

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

PII is not collected directly from the individual.

TFDW was originally designed to be used as a manpower management tool. Therefore, visibility of PII will be vetted through Manpower management personnel. It is important to note that the scope of TFDW has increased over time and in addition to M&RA processes, TFDW data is also used to facilitate the Marine Corps Planning, Programming, Budgeting and Execution processes. TFDW performs a critical task of storing and analyzing historical manpower data for the entire Marine Corps. Data is transferred from centralized M&RA databases. See Section 2h.

Individuals will not have the ability to object to the collection of their PII in TFDW as it is data that has already been collected from other interfacing systems and sent to TFDW. Objection to collection of data would be available to the individual when first requested at the initial system collection site. While PII must be resident in TFDW to perform its intended purpose, individuals are allowed to correct erroneous data sent to TFDW from MCTFS via ODSE. Audits are conducted to provide members the opportunity to review their PII and update it as necessary within MCTFS. Members can also view their individual record through Marine On-Line (MOL) DD FORM 2930 NOV 2008 Page # of ## self-service personnel internet portal. Other

individuals can ask to view or update their information through any Installation Personnel Administration Center (IPAC).

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.

PII is not collected directly from the individual. If individuals had the opportunity to withhold the use of their data within TFDW the Marine Corps would be unable to perform the majority of its manpower planning and budgeting forecasts to adequately provide figures for accession, recruiting, mobilization, assignments among other functionality for the total force. In addition, M&RA needs to be able to provide DoD planners and Congress with reliable forecasts for future end strengths and projections for requested pay raises and other pay entitlements.

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.

TFDW does not collect PII from the individual and therefore does not require a Privacy Act Statement (PAS); however, it does contain PII within the system and therefore does require the Privacy Act Warning (PAW) to notify users that PII is in the system and they must protect that PII. The PAW has been implemented within TFDW. The PAW pops-up when the user is logging into the system, if the user fails to acknowledge the PAW pop-up it will not let the user proceed.



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.