



PRIVACY IMPACT ASSESSMENT (PIA)

For the

Client Database (CDB)
US Army Medical Command - DHP Funded Web Site

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

A0040-5 DASG

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 U.S.C. 3013, Secretary of the Army; 5 U.S.C. 7902, Safety Programs; 29 U.S.C. 668, Programs of Federal Agencies; 29 CFR 1910, Occupational Safety and Health Standards; Army Regulation 40-5, Preventive Medicine; and E.O. 12223, Occupational Safety Health Programs for Federal Employees; 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 CDB is a corporate, enterprise application that is used by the US Army Public Health Command (USAPHC) to create and store account registration information for a variety of applications. These applications include the Cholinesterase Management Program, Conference and Registration Application, Laboratory Science Forms, Health Information Operation Shopping Cart, and SharePoint. The PII collected will be used to verify client access credentials. The CDB will provide data for analytical reports and managerial studies.

The types of personal information collected in this application include name and employment information.

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

The privacy risks associated with the PII/PHI collected are unauthorized access and unauthorized disclosure of PII. Security safeguards are in place to mitigate these risks.

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.

II. Information Assurance User Awareness training.

Contract IT support staff are also required to adhere to: AR 25-2 Information Systems Security; AR 380-5, Information Security Program; AR 380-40, Security Policy Safeguarding and Controlling Communications; and the DoD Information Assurance Certification and Accreditation Process (DIACAP).

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.

The Privacy Act Statement will be displayed to the users as soon as they enter the website. The user must acknowledge that they have read the Privacy Act Statement. Individuals consent to the collection of their PII after reviewing the Privacy Act Statement and submitting the requested PII via an electronic form. Providing the PII is voluntary but failure to provide this information will result in the individual being denied access to the website.

(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.

The Privacy Act Statement will be displayed to the users as soon as they enter the web site. The user must acknowledge that they have read the Privacy Act Statement. An individual consents to the specific uses of their PII after reviewing the Privacy Act Statement and submitting the requested PII via an electronic form. The Privacy Act Statement will be displayed to the user as soon as they enter the web site. The user must acknowledge that they have read the Privacy Act Statement. Failure to agree to the specific uses of their PII will result in the individual being denied access to the website.

(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.

The following Privacy Act Statement is posted on the website:

AUTHORITY: 10 U.S.C. 3013, Secretary of the Army; 5 U.S.C. 7902, Safety Programs; 29 U.S.C. 668, Programs of Federal Agencies; 29 CFR 1910, Occupational Safety and Health Standards; Army Regulation 40-5, Preventive Medicine; and E.O. 12223, Occupational Safety Health Programs for Federal Employees; and E. O. 9397 (SSN).

PRINCIPAL PURPOSE(S): The purpose of the Client Database (CDB) is to provide an information system for the use with the USAPHC in order to maintain client data and manage access and produce analytical reports; verify client access; provide notification data; provide current and projected fiscal guidance on application usage, and for other managerial studies, records, and reports.

ROUTINE USE(S): Information provided will be used only within USAPHC and will not be released to any other staff activity. The CDB provides information to other USAPHC enterprise applications.

DISCLOSURE: Information is voluntary, however, failure to provide this information will result in the system inability to create an account for the user.

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.