PRIVACY IMPACT ASSESSMENT (PIA)

For the

Biodefense Laboratory Management System (BLMS)
US Army Medical Command

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: 14276 (DA205162)
- ☐ **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 A0070-45 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; 10 U.S.C., Chapter 55, Medical and Dental Care; Army Regulation 70-25, Use of Volunteers as Subjects of Research; Army Regulation 70-45, Scientific and Technical Information Program; Occupational Safety and Health Administration Act of 1970; 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.

The purpose of BLMS is to manage the biosurety and business activities required to support the unique biodefense research mission of the U.S. Army Medical Research Institute of Infectious Diseases (USAMRIID). USAMRIID is a subordinate activity of the U.S. Army Medical Research and Materiel Command (USAMRMC), which is a major subordinate command of the Army Medical Command (MEDCOM). The vision of BLMS is to serve as the single source of information related to all research activities ongoing at USAMRIID. The major business processes supported by BLMS include the management of human resources, research, labor distribution, collaboration, and teaming. These include the management of the research, resources, and people involved in handling Biological Select Agents & Toxins (BSATs). BSATs are highly pathogenic microorganisms that have the potential to be used as weapons of mass destruction (WMD). BLMS enables USAMRIID to comply with federal law and Department of the Army (DA) regulations related to using BSATs, including identification of all USAMRIID personnel and projects that involve use of these agents. These regulations include: 42 Code of Federal Regulations (CFR) Parts 72 & 73: Possession, Use, and Transfer of Select Agents and Toxins; DoD Instruction 5210.89, Minimum Security Standards for Safeguarding Biological Select Agents and Toxins; and Army Regulation 50-1, Biological Surety.

The Biodefense Laboratory Management System (BLMS) is housed at the US Army Medical Research Institute of Infectious Diseases (USAMRIID). BLMS is designed to provide the following capabilities:

- Manage Research Projects
- Provide Research Project Technical Support
- Provide Research Project Resource Tracking
- Provide Project Collaboration, Data Processing and Repository
- Provide Human Resources and Labor Distribution Support for Research Projects, including Authorization/ Accountability for Biological Select Agents and Toxins (BSAT)

This system collects personal, educational, and medical PII.

(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 system are unauthorized access and unauthorized disclosure of PII. Security safeguards have been established to minimize these risks. They include role-based access, isolation of the system from the public internet, person and entity authentication, and encryption of data. Access is limited to authorized users and is logged for audit purposes.

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. Headquarters, United States Army Medical Research Material Command
Headquarters, US Army Medical Command
Deputy Chief of Staff, Army G-1

☒ **Other DoD Components.**

Specify. Assistant Secretary of Defense for Nuclear, Biological, Chemical
Assistant Secretary of Defense for Health Affairs

☒ **Other Federal Agencies.**

Specify. Federal Bureau Investigation
Center for Disease Control

☐ **State and Local Agencies.**

Specify. None

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

Specify. All contracts reference Federal Acquisition Regulation (FAR) clauses 52.224-1, Privacy Act Notification (Apr 1984) and 52.224-2, Privacy Act (Apr 1984).

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

Specify. None

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 can object to the collection of PII during the intake interview. The Privacy Act Statement annotated on the in-processing forms states that furnishing the PII is voluntary, but failure to do so may delay or preclude timely access to the buildings, communication systems, and the installation.

(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 have an opportunity to consent to the specific uses of their PII during the intake interview. The Privacy Act Statement annotated on the in-processing forms addresses how the PII will used. Failure to consent to specific uses of their PII may delay or preclude timely access to the buildings, communication systems, and the installation.

(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 Privacy Act Statement is annotated on the in-processing forms and states that furnishing the PII is voluntary, but failure to do so may delay or preclude timely access to the buildings, communication systems, and the installation.

Privacy Act Statement
5 U.S.C. Section 5701, 5702, and Executive Order 9397 authorizes collection of this information. The primary user of this information is the U.S. Army Medical Research Institute of Infectious Diseases (USAMRIID) to adequately identify personnel working at the Institute. Furnishing the social security number, as well as other data, is voluntary, but failure to do so may delay or preclude timely access to Government-controlled buildings and/or communications systems.

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.