



PRIVACY IMPACT ASSESSMENT (PIA)

For the

Performance Review for Managers and Employees (PRIME)

Army Materiel Command (AMC) - Communications - Electronics Command (CECOM)
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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.

10 U.S.C. 3013, Secretary of the Army
Department of Defense Directive 8500.1, Information Assurance (IA)
DoD Instruction 8500.2, Information Assurance Implementation
AR 25-1, Army Knowledge Management and Information Technology
Army Regulation 25-2, Information Assurance
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.

Performance Review Interface for Managers and Employees (PRIME) is a web application for managing the entire process of planning, documenting, evaluating, and compensating employee performance under the TAPES and S&T DEMO Performance Plan. PRIME enables government employees under the S&T DEMO Pay Plan to develop individual performance plans, the documentation of performance throughout the rating period, the evaluation of individual employee performance, the reconciliation of individual scores across raters, the calculation of Pay pool "shares" across the several Pay pools, and the distribution of salary increase and bonus pay across the Pay pool.

The system also provides several Demonstration Project and Pay pool management metric views. It was first implemented in production for the 2003 Pay Year, and was developed by a joint effort of SEC and CERDEC. The system allows Demo and TAPES Employees to enter Objectives and Accomplishments, which are reviewed and approved by supervisors who review and rate the employees at the end of the Pay Year. After all rating and reconciliations are completed, salary and bonus data is generated by the system and transmitted to the CPOCs for loading into MODERN.

The type of PII collected personal, financial, employment information

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

PRIME's PII data comes from MODERN data feed and all applicable safeguards are in place to protect the actual PII. The below Administrative, Physical and Technical controls have been applied and being followed:

Administrative controls:

There are periodic security audits, regular monitoring of user security practices, and secured methods of ensuring only Authorized Personnel have access to PII

Physical controls:

Security Guards, ID Badges, key cards, cipher locks, CCTV

Technical controls:

User Identification (role - based only), IDS, Encryption, CAC and firewall.

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.

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

This is a system which is based on the PII mentioned above. Since the PII is not collected from the user an individual cannot participate in the PRIME system without the collection of the aforementioned PII, therefore, the user does not have an opportunity to 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.

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

This is a system which is based on the PII mentioned above. An individual cannot participate in the PRIME system without the collection of the aforementioned PII.

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 PRIME system collects the PII data from the MODERN system automatically. An individual would not be asked to provide this data.

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.