



## PRIVACY IMPACT ASSESSMENT (PIA)

For the

SIARS- Safety Intellex Automated Reporting System

Army Materiel Command / TACOM Life Cycle Management Command (LCMC)

### **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.



**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.

EXECUTIVE ORDER 12196

DoDI 6055.07, 6 June 2011, Accident Reporting and Recordkeeping

AR 385-10, Chpt. 3, 10 June 2010, The Army Safety Program, Accident Reporting and Recordkeeping

Occupational Safety and Health Act of 1970

29 CFR Part 1904.7, OSHA Record Keeping Regulation

As indicated on the PIA, a SORN is not required. Per System Owner, information is NOT retrieved by name or unique identifier.

**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.

A COTS system used by the AMC G1 and Tank Automotive Command (TACOM) Life Cycle Management Command (LCMC) as:

- (1) A single solution for accident, incident (near miss), and work hazard tracking for all soldier, civilian, and contractor accidents and injuries.
- (2) A potential 12 to 1 reduction in installation safety solutions (AWCF sites)
- (3) A streamlined data migration process to the Materiel Enterprise solution
- (4) An "Intelix" solution that aligns with the ESOH requirement set
- (5) An authoritative data source for management visibility through the Senior Leader Dashboard - Safety

SIARS provides modules, tools, business processes, and solutions to effectively communicate and manage incidents and accidents in near real time. SIARS also provides both standard and customizable reports at multiple organizational levels that enables the Safety Offices, Commanders, and Production Supervisors to evaluate safety performance across installations or within an installation.

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

Privacy risks associated with SAIRS are low due to the fact that limited PII will be collected. Risks are mitigated by requiring CAC authentication in addition to role based password access based on an official need-to-know. Every individual who has access to the system, with regards to using the entered data, has undergone a security background review, privacy and security training.

**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. Tank Automotive Command (TACOM) Life Cycle Management Command (LCMC) Installation Safety Offices

**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.

Per 29 CFR Part 1904.7, employers are required to record any significant work-related injury or illness that is diagnosed by a physician or other licensed health care professional. Individuals at TACOM must provide all information on STA Form 601.

**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.

Per 29 CFR Part 1904.7, employers are required to record any significant work-related injury or illness that is diagnosed by a physician or other licensed health care professional. Individuals at TACOM must provide all information on STA Form 601.

k. What information is provided to an individual when asked to provide PII data? Indicate all that apply.

- |  |  |
|--|--|
| <input type="checkbox"/> Privacy Act Statement | <input checked="" type="checkbox"/> Privacy Advisory |
| <input type="checkbox"/> Other                 | <input type="checkbox"/> None                        |

Describe each applicable format.

STA Form 601 (Oct 12) has the following Privacy Advisory:

"Attention: This form contains information relating to employee health and must be used in a manner that protects the confidentiality of employees to the extent possible while the information is being used for occupational safety and health purposes."

STA Form 601 is currently in "draft" form. The TACOM Safety Office plans to update the final version of the form to replace the above verbiage with a formal "Privacy Act Statement".

**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.