PRIVACY IMPACT ASSESSMENT (PIA)

For the

ARISS - ARMY RECRUITING INFORMATION SUPPORT SYSTEM
US Army Deputy Chief of Staff for Personnel / Human Resources Command (HRC)

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: 17493/ DA305535
- ☐ **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 A0601-0210 AHRC

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.

5 USC 301, Departmental Regulations; 3111, Acceptance of Volunteer Service; 10 USC 31, Enlistments; 33, Original appointments of regular officers in grades above warrant officer grades; 103, Senior Reserve Officers Training Corps; 133, Under Secretary of Defense for Acquisition, Technology, and Logistics; 503, Enlistments: recruiting campaigns, compilation of directory information; 504, Persons not qualified; 1588, Authority to Accept Certain Voluntary Services; 2031, Junior Reserve Officer Training Corps; 2101-2111, Reserve Officer Training Corps; 3013, Secretary of the Army; 12102, Reserve components: qualifications; 26 USC 641, Information at Source; 32 USC 302, Enlistments, reenlistments, and extensions; 313, Appointments and enlistments: age limitations; Department of Defense Directive 1145.2, United States Military Entrance Processing Command; Army Regulation (AR) 145-1, Senior Reserve Officer Training Corps Program: Organization, Administration, and Training; AR 145-2, Junior Reserve Officer Training Corps Program: Organization, Administration, and Training; AR 350-1, Army Training and Leader Development; AR 351-1, Individual Military Education and Training; AR 601-1, Assignment of Enlisted Personnel to the U.S. Army Recruiting Command; AR 601-2 Army Promotional Recruiting Support Programs; AR 601-100, Appointment of Commissioned and Warrant Officers in the Regular Army; AR 601-210, Active and Reserve Components Enlistment Program; AR 601-222, Armed Services Military Personnel Accession Testing Programs; AR 601-270, Military Entrance Processing Station (MEPS); AR 614-100, Officer Assignment Policies, Details, and Transfers; AR 614-200, Enlisted Assignments and Utilization Management; MEPCOM Regulation 680-3, U.S. Military Processing Command Integrated Resources System (USMIRS); Executive Order 9397 as amended (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.

Army Recruiting Information Support System (ARISS) supports the recruiting and accessioning missions and processes of US Army Recruiting Command, US Army Cadet Command (USACC), Army National Guard (ARNG), and Soldier in-processing performed by US Army Training and Doctrine Command Initial Military Training Reception Battalions. It is the single originating source for all Regular Army, Army Reserve and ARNG enlisted, medical officer, and chaplain personnel records. ARISS supports over 14,000 of the Army's global recruiting forces with a near real-time, secure, integrated, paperless automation solution used to process more than 300,000 applicants annually. It uses state-of-the-art technological concepts, including service-oriented, net-centric technical solutions and includes an integrated mobile recruiting application available on the Defense Information Systems Agency Mobile Application Store. The ARISS functional footprint begins with receipt or creation of a new prospect record. The system is used through the applicant interview process, for application processing and accession. It ends with in-processing of Soldiers at one of four Army reception battalions or with the accession of officers. ARISS also supports USACC with leads management, recruiting event management, and document image processing and storage. ARISS modules are fully integrated, both technically and functionally, providing seamless end-to-end functionality. The modules are: Recruiter Zone; Recruiting Operations Officer Zone; Leader Zone; electronic National Security Questionnaire; Automated Lead Refinement List; Electronic Records Management; Guidance Counselor Resource Center; School Zone/Reserve Unit Zone; Mobile Recruiting Application, Direct Commissions Accessions; Missions, Production and Awards; Headquarters Support System; Reception; and Leads Refinement Center, which supports Virtual Recruiting Center operations. It has numerous interfaces with other DA and DoD personnel systems. ARISS recruiting and accessioning data are stored in the Human Resources Command Data Warehouse along with data from other sources (US Military Entrance Processing Command and Army Training Requirements and Resources System data, Bureau of Labor Statistics employment data, and market/population segmentation data) providing supported commands and the Army G1 staff with robust and extensive analytics, query, reporting, and dashboard capabilities in support of the Army recruiting and accessioning mission.

PII collected includes personal, contact, dependent, family, friend, financial, medical, employment, education, and military information.

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

The system and its components are maintained in a controlled, secure facility. Appropriate technical, personnel, physical and operational safeguards are in place for the access, collection, use and protection of information. Employees and appropriate contractor personnel are required to obtain security/information assurance training and certification based on system access levels and level of assigned responsibility. Data are passed via secure wide area networks or via use of virtual private networks. Due to the level of safeguarding, we believe the risk to individuals' privacy to be minimal.

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. US Army Cadet Command, US Army Military Academy, US Army Recruiting Command, US Army Reserve Command, US Army Training and Doctrine Command, Department of the Army Inspector General, Army Audit Agency,

US Army Criminal Investigation Command, US Army Intelligence and Security Command, Army Provost Marshal General, Army Deputy Chief of Staff (DCS) G-1, Army DCS G-2, and Personnel Security Investigation Center of Excellence.

☒ **Other DoD Components.**

Specify. Department of Defense Inspector General, Defense Criminal Investigative Service, Defense Finance and Accounting Service, US Military Entrance Processing Command, Defense Manpower Data Center, Defense Security Service, Office of the Under Secretary of Defense (OUSD) for Personnel and Readiness, Office of the Under Secretary of Defense for Intelligence, and the National Guard Bureau.

☒ **Other Federal Agencies.**

Specify. Office of Personnel Management, Selective Service System, Social Security Administration, Department of Justice (Federal Bureau of Investigation).

☐ **State and Local Agencies.**

Specify. N/A

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

Specify. 1. Science Applications International Corporation (SAIC) contractual language acknowledges the sensitivity of PII and describes the importance of protecting and maintaining the confidentially and security of an individual's PII. The contractual language keys on training as a fundamental element in creating awareness and understanding of PII and why it is important to control and safeguard. The language also stresses securing PII material and equipment housing PII at the end of a work day. Contractual language directs and requires each SAIC employee in support of the system to have a valid Secret clearance prior to working on the program. The contract specifically states that contractor personnel will adhere to the Privacy Act, Title 5 of U.S. Code Section 552a, and all applicable agency rules and regulations.

2. McCann Worldwide (MRM). This contract manages a module of the AA-IAA. Contractual language is as follows: "Updates and/or upgrades the leads database based on emerging security requirements. These updated and/or upgrades shall be implemented immediately as they become identified by the Army or higher authority. The contractor shall also maintain and protect personally identifiable information (PII) maintained in the database, based on current DoD and Army rules and regulations. Maintain, safeguard, and protect Fulfillment PII based on current DoD and Army rules and regulations. The contractor shall include security requirements for the operation of fulfillment processes in the current Fulfillment SOP. The contractor shall implement all necessary upgrades and updates to the fulfillment process in accordance with emerging security requirements. The system shall include data for lead generation activities and provide lead generation analysis and tracking data consistent with current, evolving advertising industry practices in compliance with DoD and Army security and IT system regulations and guidelines."

3. Prairie Quest, Inc: The IT contract states - "The contractor shall be responsible for safeguarding information of a confidential or sensitive nature. Failure to safeguard any classified/privileged information which may involve the contractor or the contractor's personnel or to which they may have access may subject the contractor and/or the contractor's employees to criminal liability under Title 18, section 793 and 7908 of the United States Code. Provisions of the Privacy Act apply to all records maintained by the contractor."

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

Specify. Data cleansing vendor Accurint Corporation (Lexis/Nexus)

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.

While being interviewed for Army programs recruiters explain the Privacy Act to individuals and gain the applicant's permission to collect PII. Individuals can object to collection of their PII by choosing to not provide the requested information.

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

N/A

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.

While being interviewed for Army programs recruiters explain the Privacy Act to individuals and gain the applicant's consent to the use of their PII. Individuals can withhold consent by choosing to not provide the requested information.

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

N/A