PRIVACY IMPACT ASSESSMENT (PIA)

For the

Army Training Requirements and Resources System (ATRRS)

Headquarters, Department of the Army (HQDA) G-1

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: 89/ (DA00013)
- ☐ **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 007-21-01-20-02-0211-00

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 A0351 DAPE

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 U.S.C. 301, Departmental Regulations; 10 U.S.C. 3013, Secretary of the Army and 4301; 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.

ATRRS is the system of record for management of personnel input to training for the The Total Army (Active Army (AA), Army National Guard (ARNG), U.S. Army Reserve (USAR), Department of the Army (DA) civilian, other Government agencies and Federal Personnel. ATRRS is managed by Military Personnel Management (DAPE-MPT), HQDA, Army G-1, and is the repository for training requirements, programs, personnel data and training costs for use by training managers to schedule classes, fill seats, and train Soldiers. The ATRRS data base maintains information at the class level of detail on all courses taught by or for Army personnel. It produces reports, analyses, and selected data displays. ATRRS is an on-line system for by-name and SSN management of personnel input to training.

Personal information collected includes minimal employment, education, and military information necessary to identify students eligibility or ineligibility for training based on training requirements and prerequisites and to identify students to interfacing systems.

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

Risks include unauthorized access to PII, inaccurate information in the system, and unauthorized disclosure of PII. These risks are addressed by the following:
1) The system has role-based access controls.
2) ATRRS is pulling data from other systems (DEERS, etc). Information is matched via SSN. If there is not a match, data is not used.
3) Appropriate safeguards are in place to minimize the possibility of disclosure. The database is physically housed in an access-controlled server room and appropriate application level security is in effect.

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 Human Resources Command (HRC)
US Army Training and Doctrine Command (TRADOC)
US Army Logistics Management College (ALMC)
US Army Assistant Chief of Staff for Installation Management (ACSIM)
US Army Deputy Chief of Staff for Personnel (DCSPER)
US Army Deputy Chief of Staff for Operations and Plans (DCSOPS)
US Army Reserve Command (USARC)
US Army National Guard Bureau (NGB)

☒ **Other DoD Components.**

Specify.

US Marine Corps
US Navy; Defense Language Institute (DLI)
Office of the Secretary of Defense (OSD)
Defense Acquisition University (DAU)
National Security Agency (NSA)
US Air Force

☒ **Other Federal Agencies.**

Specify. Federal Acquisition Institute (FAI)

☐ **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.

Individuals have the opportunity to object to the collection of data during the use of the system or in the appropriate approved DoD form where data is collected.

(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 the opportunity to give or withhold their consent to the collection of data during the use of the system or in the appropriate approved DoD form where data is collected.

(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.

Authority: 5 U.S.C. 301, 10 U.S.C. Section 3013 and 4301, Secretary of the Army; Army Regulation 25-1, Army Information Management; Army Regulation 380-19, Information Systems Security; E.O. 9397 (SSN).

Principal Purpose: The Army Training Requirements and Resources System (ATRRS) supports institutional training missions. The system integrates training requirements for individuals by using resources and class schedules developed by the training establishment. Reservations are made by name for training in Army formal schools and other service schools. The system maintains other service schools' input and course completion statistics.

The Mobilization Training Planning System (MTPS) provides resource information to training personnel managers in a mobilization environment.

The Student Trainee Management System Enlisted (STRAMS-E) monitors the flow of trainees through the accession, training, and distribution process.

The Quota Management System provides the U.S. Total Army Personnel Command, Reserve Component counterparts, and other agencies that have an input to training missions, the vehicle to manage individuals and training course seats/quotas through the training base of officers and skill level 2 and above.

The ATRRS system provides the Army's Schools and Training Centers with the data necessary to manage resources associated with the instructors, equipment, and facilities.

Routine Uses: None. The "Blanket Routine Uses" set forth at the beginning of the Army's Compilation of Systems of Record Notices also applies to this system.

Disclosure: Voluntary. However, failure to provide the requested information will result in denial of access, application submission, course reservation and record of training.

Registration Information

Why do we need your Social Security Number?

We request your Social Security Number (SSN), Date of Birth (DoB) and other verifiable data as determined by the program manager during the registration process only to authenticate who you are. Your SSN will be stored with your account when it is created and is shared with agencies and organizations involved in the documentation of the training event.