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HUMAN RESOURCES ACTIVITY
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August 26, 2013

MEMORANDUM FOR DEFENSE PRIVACY AND CIVIL LIBERTIES OFFICE

THROUGH: OSD/JS PRIVACY OFFICE

SUBJECT: Justification for the use of the Social Security Number (SSN) – Defense Biometric Identification System (DBIDS)

This memorandum is to satisfy the requirements of the Department of Defense Instruction (DoDI) 1000.30, "Reduction of Social Security Number (SSN) Use Within DoD," requiring justification to collect and use the SSN in DBIDS.

The records within DBIDS support DoD physical security and information assurance programs, issuance of individual facility/installation access credentials and for identity verification purposes. Additionally, DBIDS is used to record personal vehicles and property registered with the DoD and for producing facility management reports. Records may be accessed by other physical access control systems for further verification at other facilities/installations or be used for law enforcement purposes.

Use of the SSN within DBIDS falls under the acceptable use 2, Law Enforcement, National Security and Credentialing. The purpose of DBIDS is to produce credentials and verify the identity of those accessing DoD facilities/installations. To properly add or verify a record in DBIDS, a unique identifier must be furnished by the individual. Currently, the SSN is not a required field, but rather an option for individuals to use as their form of unique identification. Other options include but are not limited to Driver's License, Passport Number, State ID and Tax ID Number. To reduce the number of SSNs being input into the system, DMDC intends to modify the DBIDS user manual to instruct operators to recommend furnishing alternate forms of identification other than the SSN.

The data collected is covered by the System of Record Notice DMDC 10, "Defense Biometric Identification Data System (DBIDS)," which provides the authorities to collect, and is available at: <http://dpclo.defense.gov/privacy/SORNs/component/osd/DMDC10.html>. The Privacy Impact Assessment for DBIDS was completed on May 16, 2012. DBIDS is secured to protect (PII) in accordance with the Privacy Act of 1974 and DoD 5400.11-R, "Department of Defense Privacy Program."

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Director