

Billing Code:
DEPARTMENT OF DEFENSE
Defense Information Systems Agency
[Docket ID:
Privacy Act of 1974; System of Records
AGENCY: Defense Information Systems Agency
ACTION: Notice to Add a New System of Records

1. SUMMARY: The Defense Information Systems Agency proposes to add a new system of records, KWHC 08, entitled "DefenseReady" to its inventory of record systems subject to the Privacy Act of 1974, as amended. This system will manage personnel and security records for the purpose of validation, analysis, and appraisal throughout the lifecycle. This system is used to track travel, security, sensitive items such as access/accountable badges, ownership and employment data of White House Communications Agency (WHCA) employees for the White House community.

DATES: This proposed action will be effective on [INSERT DATE 31 DAYS AFTER DATE OF PUBLICATION IN THE FEDERAL REGISTER] unless comments are received which result in a contrary determination. Comments will be accepted on or before [INSERT DATE 30 DAYS FROM DATE PUBLISHED IN THE FEDERAL REGISTER].

ADDRESSES: You may submit comments, identified by docket number and title, by any of the following methods:

* Federal Rulemaking Portal: <http://www.regulations.gov>. Follow the instructions for submitting comments.

* Mail: Federal Docket Management System Office, 4800 Mark Center Drive, East Tower, 2nd Floor, Suite 02G09, Alexandria, VA 22350-3100.

Instructions: All submissions received must include the agency name and docket number for this Federal Register document. The general policy for comments and other submissions from members of the public is to make these submissions available for public viewing on the Internet at <http://www.regulations.gov> as they are received without change, including any personal identifiers or contact information.

FOR FURTHER INFORMATION CONTACT: Jeanette Weathers-Jenkins 6916 Cooper Avenue, Fort Meade, MD 20755-7901 or telephone: (301) 225-8158.

SUPPLEMENTARY INFORMATION: The Defense Information Systems Agency notices for systems of records subject to the Privacy Act

of 1974 (5 U.S.C. 552a), as amended, have been published in the Federal Register and are available from the address in FOR FURTHER INFORMATION CONTACT or at <http://dpclo.defense.gov/privacy/SORNs/component/disa/index.html>

The proposed system report, as required by 5 U.S.C. 552a(r) of the Privacy Act of 1974, as amended, was submitted on (Insert Date), to the House Committee on Oversight and Government Reform, the Senate Committee on Governmental Affairs, and the Office of Management and Budget (OMB) pursuant to paragraph 4c of Appendix I to OMB Circular No. A-130, "Federal Agency Responsibilities for Maintaining Records About Individuals," dated February 8, 1996 (February 20, 1996, 61 FR 6427).

Dated:

Patricia L. Toppings
OSD Federal Register Liaison Officer, Department of Defense

DEPARTMENT OF DEFENSE
Defense Information Systems Agency
Narrative Statement on a New System of Records
Under the Privacy Act of 1974 as amended

2. System identifier and name: KWHC 08, entitled "DefenseReady."

3. Responsible official: Chris W. Cothran, System Manager, White House Communications Agency, Washington Area Communications Command, Information Systems Division, Enterprise Architect Branch, 2743 Defense Blvd SW, Bldg 399, Anacostia Annex, Washington DC 20373-5117, Telephone: 202-757-5756.

4. Purpose of establishing the system: White House Communications Agency is proposing to establish a new system of records to track/record employee records and security related information.

5. Authority for the maintenance of the system: 5 U.S.C. 1303 Investigations; 5 U.S.C 3301, Civil service; 44 U.S.C. 3101, Administrative Procedure Act; DoDI 5025.01, DoD Directives Program; and E.O. 9397 (SSN), as amended.

5. Provide the agencies evaluation on the probable or potential effects on the privacy of individuals:
None.

6. Is the system, in whole or in part, being maintained, collected, used or disseminated by a contractor?
Yes. FAR clause subpart 24.1 is included in the contract.

7. Steps taken to minimize risk of unauthorized access:
The facility is guarded 24 hours a day, 365 days a year and is on a military installation. The room is inside a Sensitive Compartmented Information Facility (SCIF).

8. Routine use compatibility:
Any release of information contained in this system of records outside of the DoD will be compatible with purposes for which the information is collected and maintained. The DoD Blanket Routine Uses may apply to this system of records.

9. OMB information collection requirements:

OMB collection required: YES

OMB Control Number: N/A

Date submitted to OMB Control Officer: N/A

Expiration Date: N/A

Provide titles of any information collection requests (e.g., forms and number, surveys, interview scripts, etc.) contained in the system of records.

If collecting on members of the public and no OMB approval is required, state the applicable exception(s):

10. Name of IT system (state NONE if paper records only):

SQL database

KWHC 08

System name:
DefenseReady

System location:
White House Communications Agency, 2743 Defense Blvd SW, Bldg
399, Anacostia Annex, Washington DC 20373-5117.

Categories of individuals covered by the system:
Current and former Military personnel, Federal Government
employees and DoD Contractors supporting the White House
Communications Agency (WHCA).

Categories of records in the system:
Full name, office room, building, home address, home of record,
civilian education level, gender, race, marital status, previous
work experience, date of birth, Social Security Number (SSN), DoD
ID Number, communications devices (e.g., blackberries, secure
travel phones), vehicles (makes, models and licenses plates)
evaluations/job performance, deployment status, sensitive items
(e.g., access and accountable badges), awards, decorations and
medals.

Authority for maintenance of the system:
5 U.S.C. 1303 Investigations; 5 U.S.C 3301, Civil service; 44
U.S.C. 3101, Administrative Procedure Act; DoDI 5025.01, DoD
Directives Program; and E.O. 9397 (SSN), as amended.

Purpose(s):
To manage personnel and security records for the purpose of
validation, analysis, and appraisal throughout the lifecycle.
This system is used to track travel, security, sensitive items
such as access/accountable badges, ownership and employment data
of White House Communications Agency (WHCA) employees for the
White House community.

Routine uses of records maintained in the system, including
categories of users and the purposes of such uses:

In addition to those disclosures generally permitted under 5
U.S.C. 552a(b) of the Privacy Act of 1974, as amended, these
records contained therein may specifically be disclosed outside
the DoD as a routine use pursuant to 5 U.S.C. 552a(b)(3) as
follows:

The DoD Blanket Routine Uses set forth at the beginning of the DISA's compilation of systems of records notices may apply to this system.

Policies and practices for storing, retrieving, accessing, retaining, and disposing of records in the system:

Storage:

Electronic storage media.

Retrievability:

Retrieved by name, SSN or other aforementioned unique identifiers.

Safeguards:

The facility is guarded 24 hours a day, 365 days a year and is on a military installation. The room is inside a Sensitive Compartmented Information Facility (SCIF).

Retention and disposal:

Disposition pending (until the National Archives and Records Administration approves retention and disposal schedule, records will be treated as permanent).

System manager(s) and address:

White House Communications Agency, Washington Area Communications Command, Information Systems Division, Enterprise Architect Branch, 2743 Defense Blvd SW, Bldg 399, Anacostia Annex, Washington DC 20373-5117.

Notification procedure:

Individuals seeking to determine whether information about themselves is contained in this system of records should address written inquiries to White House Communications Agency, 2743 Defense Blvd SW, Anacostia Annex, DC 20373-5117.

The full name of the requesting individual will be required to determine if the system contains a record about him or her.

The requester may also visit one of the system managers listed on the WHCA intranet. As proof of identity the requester must present a current DISA identification badge or a driver's license.

Record access procedures:

Individuals seeking to determine whether information about themselves is contained in this system of records should address written inquiries to White House Communications Agency, 2743 Defense Blvd SW, Anacostia Annex, DC 20373-5117.

The full name of the requesting individual will be required to determine if the system contains a record about him or her.

The requester may also visit one of the system managers listed on the WHCA intranet. As proof of identity the requester must present a current DISA identification badge or a driver's license.

Contesting record procedures:

DISAs rules for accessing records, for contesting content and appealing initial agency determinations are published in DISA Instruction 210-225-2; 32 CFR part 316; or may be obtained from the systems manager.

Record source categories:

From the individual.

Exemptions claimed for the system:

None.