Billing Code:

DEPARTMENT OF DEFENSE

Defense Logistics Agency

[Docket ID:

Privacy Act of 1974; System of Records

AGENCY: Defense Logistics Agency

ACTION: Notice to Add a New System of Records

SUMMARY: The Defense Logistics Agency proposes to add a new system of records in its inventory of record systems subject to the Privacy Act of 1974, as amended.

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: Kathy Dixon, DLA FOIA/Privacy Act Office, Headquarters, Defense Logistics Agency, ATTN: DGA, 8725 John J. Kingman Road, Suite 1644, Fort Belvoir, VA 22060-6221, or by phone at (703)767-5045.

SUPPLEMENTARY INFORMATION: The Defense Logistics Agency notice 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/dla/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 September

30, 2013, 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

S240.45 DoD

System name:

Wide Area Workflow (WAWF) Miscellaneous Payment.

System location:

Defense Enterprise Computing Center Ogden, 7879 Wardleigh Road,

Hill AFB, UT 84056-5996.

Categories of individuals covered by the system:

Individuals submitting claims to the Department of Defense (DoD)

for processing via the Wide Area Workflow, Miscellaneous Payment

functionality. Individuals covered include Department of

Defense (DoD) civilian personnel, other U.S. government

employees paid by Defense Finance and Accounting Service

(DFAS); active duty military; former and retired military

personnel and their dependents/survivors; annuitants; Reserve

and National Guard personnel; academy nominees, applicants,

and cadets; foreign nationals residing in the United States,

vendors/contractors, and members of the public.

Categories of records in the system:

Record subject's full name, Social Security Number (SSN) and/or Taxpayer ID Number (TIN), home telephone number, home address, personal email address, amount of claim/reimbursement, bank account number, bank account routing number and bank account type.

Authority for maintenance of the system:
10 U.S.C. 135, Under Secretary of Defense (Comptroller); 5 U.S.C. 301, Departmental Regulations; DoD 7000.14-R, Financial Management Regulation, Volume 10, Chapter 12, Miscellaneous Payments; E.O. 13520, Reducing Improper Payments and Eliminating Waste in Federal Programs; and E.O. 9397 (SSN), as amended.

Purpose(s):
The Wide Area Workflow Miscellaneous Payment application (1) provides the Department of Defense with the capability to track and manage the workflow of miscellaneous payments for reimbursable expenses; (2) provides the capability to track and manage compensation payments to members of the general public filing damage claims against the Department of Defense from initiation of claim through the accounting process to disbursement; and (3) monitors the status of and electronically processes individual claims through the review and validation

phases for submission to the Defense Finance and Accounting

Service for final approval and payment.

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 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 may apply to this system of records.

In addition to those disclosures generally permitted under

5 U.S.C. 552a(b) of the Privacy Act of 1974, these records or

information contained therein may specifically be disclosed

outside the DOD as a routine use pursuant to 5 U.S.C. 552a(b)(3)

as follows:

To the United States Department of Treasury and other Federal

agencies authorized to administer the Do Not Pay initiative.

Policies and practices for storing, retrieving, accessing,

retaining, and disposing of records in the system.

Storage:

Records are stored on electronic storage media.

Retrievability:

Data is retrieved by record subject's full name and/or SSN.

Safeguards:

Access to the Wide Area Workflow Miscellaneous Payment requires a DoD Common Access Card (CAC) with Public Key Infrastructure encryption or Software Certificate which are limited to individuals who have been properly screened and cleared during the registration process. Privileged users are required to take Information Assurance Awareness Training and DoD PII Training annually.

The WAWF application is accessed through an encrypted .mil domain web address. Intrusion Detection Systems and Firewalls are in place to deter and detect browsing and unauthorized access. Access is controlled by using Role Based Access Controls methods which only allow for certain permissions and responsibilities granted for each defined user roles.

WAWF encrypts data at rest and in transit. The WAWF application is protected by several layers of physical and network security and 24x7 monitoring.

Retention and disposal:

Records are maintained for 6 years and 3 months.

System manager(s) and address:

Program Manager, Wide Area Workflow Program Management Office, 4800 Mark Center Drive, Alexandria, VA 22311-1882.

Notification procedure:

Individuals seeking to determine whether information about themselves is contained in this system of records should address written inquiries to the DLA FOIA/Privacy Act Office, Headquarters, Defense Logistics Agency, ATTN: DGA, 8725 John J. Kingman Road, Suite 1644, Fort Belvoir, VA 22060-6221.

The inquiry should contain the record subject's full name and SSN, be signed and dated, and contain a complete mailing address and telephone number for response to the inquiry.

Record access procedures:

Individuals seeking access to records about themselves contained in this system of records should address written inquiries to the DLA FOIA/Privacy Act Office, Headquarters, Defense Logistics Agency, ATTN: DGA, 8725 John J. Kingman Road, Suite 1644, Fort Belvoir, VA 22060-6221.

The inquiry should contain the record subject's full name and SSN, be signed and dated, and contain a complete mailing address and telephone number for response to the inquiry.

Contesting record procedures:

The DLA rules for accessing records, for contesting contents, and appealing initial agency determinations are contained in 32 CFR part 323, or may be obtained from the DLA FOIA/Privacy Act Office, Headquarters, Defense Logistics Agency, ATTN: DGA, 8725 John J. Kingman Road, Suite 1644, Fort Belvoir, VA 22060-6221.

Record source categories:

The record subject and the Defense Finance and Accounting Service.

Exemptions claimed for the system:

None.