



DEFENSE LOGISTICS AGENCY
HEADQUARTERS
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MEMORANDUM FOR RECORD

SUBJECT: Social Security Number (SSN) Justification for Physical Access Control Systems (PACS)

BLUF: Department of Defense (DOD) Instruction 1000.30, "Reduction of Social Security Number (SSN) Use within DOD" requires the system's senior official (flag officer or SES equivalent) to sign a memorandum justifying the continued use of SSNs in a DOD system. This memorandum serves to justify the need for PACS to collect SSNs.

BACKGROUND: The aforementioned DTM lists "acceptable" uses for SSNs. The acceptable use for PACS is as follows:

"Law Enforcement, National Security, and Credentialing. Almost every law enforcement application available to Federal, State, and local law enforcement and other criminal justice agencies report and track individuals, and makes application information available to other agencies, through the use of the SSN. This includes, but is not limited to, checks of the National Crime Information Center; State criminal histories; and Federal Bureau of Investigation records checks."

Systems contain information on DOD civilian and military personnel, National Guard, contractors, authorized dependents, and any other individuals requiring regular access to the DLA Aviation, DLA Land and Maritime, and DLA Distribution (San Joaquin and Susquehanna) facilities. Information is maintained by DLA Security and Emergency Services personnel to control access into buildings and facilities, to verify security clearance status of individuals requiring entry into restricted access areas, to account for building occupants, to effect efficient evacuation during simulated and actual threat conditions, to relay threat situations and conditions to DOD law enforcement officials for investigative or evaluative purposes, and to notify emergency contact points of situations affecting a member of the workforce.

The Privacy Act System of Records Notice for PACS is S500.50, "Facility Access Records (May 15, 2009, 74 FR 22896). The site-specific PACS Privacy Impact Assessments are posted at: <http://www.dla.mil/InformationOperation/Pages/PIA.aspx>. My signature below constitutes approval and justification for use and storage of the SSN in PACS.

My point of contact is Mr. Leonard Requa, DLA Information Operations, IT Compliance Management & IT Operation Support Services, at (703) 767-4975, DSN 427-4975, or leonard.requa@dla.mil.

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cc:
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