



**DEPARTMENT OF DEFENSE  
DEFENSE HUMAN RESOURCES ACTIVITY  
DEFENSE MANPOWER DATA CENTER**  
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MEMORANDUM FOR DEFENSE PRIVACY AND CIVIL LIBERTIES OFFICE

THROUGH: OFFICE OF THE SECRETARY OF DEFENSE/JOINT STAFF PRIVACY  
OFFICE

SUBJECT: Justification for the Use of the Social Security Number on the Synchronized Pre-Deployment and Operational Tracker - Enterprise Suite

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 with the Synchronized Pre-Deployment and Operational Tracker - Enterprise Suite (SPOT-ES) family of systems.

SPOT-ES consists of three automated information systems. Two are web-based: the Synchronized Predeployment and Operational Tracker (SPOT) and the Total Operational Picture Support System. Joint Asset Movement Management System is stand-alone. They provide the central repository of contract and contractor personnel information as required by 10 U.S.C. 2302. All contractor companies that deploy contractors on behalf of the Department of Defense (DoD), Department of State (DoS), U.S. Agency for International Development (USAID), and other Federal Agencies in support of contingency, peacekeeping, humanitarian, or disaster-recovery operations are required to use SPOT as the designated common database to build individual contractor employee records. SPOT-ES affords these Federal Agencies and Combatant Commanders the ability to plan, manage, track, account for, monitor, and report on contracts, companies, and contractor employees during planning, operation, and drawdown of any such operations both within and outside of the United States.

Use of the SSN within the SPOT-ES family of systems falls under two of the acceptable uses in DoDI 1000.30. Acceptable Use 8, Computer Matching, is required as SPOT-ES is the authoritative source of contract/contractor information and must interact with private sector companies, DoD, DoS, USAID, and other Federal agency systems that continue to rely on the SSN as the primary identifier. Acceptable Use 11, Legacy System Interface, is required because SPOT-ES has interfaces with legacy authoritative systems that require the SSN as part of their Interface Control Agreements.

The data collected is covered by System of Record Notice, Defense Manpower Data Center 18 DoD. This system is secured to protect Personally Identifiable Information in accordance with the Privacy Act of 1974 and DoD 5400.11-R, "Department of Defense Privacy Program".

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Director