



**DEPARTMENT OF DEFENSE  
DEFENSE HUMAN RESOURCES ACTIVITY  
DEFENSE MANPOWER DATA CENTER**  
4800 MARK CENTER DRIVE, SUITE 04E25-01  
ALEXANDRIA, VA 22350-6000

July 12, 2017

**MEMORANDUM FOR DEFENSE PRIVACY, CIVIL LIBERTIES, AND TRANSPARENCY  
DIVISION**

**THROUGH: RECORDS, PRIVACY AND DECLASSIFICATION DIVISION**

**SUBJECT: Justification for the Use of the Social Security Number (SSN) in Defense Biometric  
Identification System**

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," that requires justification of the collection and use of the SSN in the 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 non-U.S. persons to use as their form of unique identification; for U.S. persons it is required in order to coordinate with the Federal Bureau of Investigation (FBI) National Crime Information Center (NCIC) Wants and Warrants File. Other options include but are not limited to Driver's License, Passport Number, State ID, and Tax ID Number.

The data collected is covered by the System of Record Notice DMDC 10 DoD, "Defense Biometric Identification Data System (DBIDS)," which provides the authorities to collect, and is available at: <http://dpcl.d.defense.gov/Privacy/SORNsIndex/DOD-wide-SORN-Article-View/Article/570565/dmdc-10-dod/>. DBIDS is secured to protect (PII) in accordance with the Privacy Act of 1974 and DoD 5400.11-R, "Department of Defense Privacy Program."

Michael V. Sorrento  
Director