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December 1, 2016

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

THROUGH: OSD/JS PRIVACY OFFICE

SUBJECT: Justification for the Use of the Social Security Number (SSN) on the Joint Personnel Adjudication System (JPAS)

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 within Joint Personnel Adjudication System (JPAS).

JPAS is a DoD enterprise automated system for personnel security, providing a common, comprehensive medium to record, document, and identify personnel security actions within the Department including submitting adverse information, verification of clearance status (to include grants of interim clearances), requesting investigations, and supporting Continuous Evaluation activities. JPAS consists of two applications, the Joint Adjudication Management System (JAMS) and the Joint Clearance and Access Verification System (JCAVS). JAMS, primarily used by the DoD adjudicative community, has the primary purpose of recording eligibility determinations. JCAVS, primarily used by DoD Security Managers and Industry Facility Security Officers, has the primary purpose of verifying eligibility, record access determinations, submitting incidents for subsequent adjudication, and visit requests from the field (worldwide).

As required in DoDI 1000.30, the acceptable use for the Social Security Number (SSN) has been identified as "03, Security Clearance Investigation or Verification." The SSN is the single identifier that links all aspects of a security clearance investigation together. This use case is also linked to other Federal agencies that continue to use the SSN as a primary identifier.

The System of Record Notice DMDC 12 DoD, Joint Personnel Adjudication System (JPAS), was last published in the Federal Register April 10, 2015 in 80 FR 19287. The electronic records are secured to protect Personally Identifiable Information (PII) in accordance with the Privacy Act of 1974 and DoD 5400.11-R, "Department of Defense Privacy Program.

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