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DEFENSE HUMAN RESOURCES ACTIVITY
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February 18, 2016

MEMORANDUM FOR DEFENSE PRIVACY AND CIVIL LIBERTIES OFFICE

THROUGH: OSD/JS PRIVACY OFFICE

SUBJECT: Justification for the Use of the Social Security Number (SSN) on the Defense Information System for Security (DISS)

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 DISS.

DISS is a DoD enterprise information system for personnel security, providing a common, comprehensive medium to request records, document and identify personnel security actions within the Department including: determinations of eligibility and access to classified information, national security, suitability and/or fitness for employment, and HSPD-12 determination for PIV to gain access to government facilities and systems, submitting adverse information, verification of investigation and/or adjudicative status, support of continuous evaluation and insider threat detection, prevention, and mitigation activities. DISS consists of two applications, The Joint Verification System (JVS) and the Case Adjudication Tracking System (CATS).

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 24 DoD, Defense Information System for Security, has been submitted to the Defense Privacy and Civil Liberties Division (DPCLD) for publication. 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.

Mary Snavelly-Dixon
Director