

F024 AF USTRANSCOM D DoD

System name:

Defense Transportation System (DTS) Records (November 12, 2008, 73 FR 66872)

Changes:

Change system ID to read "FTRANSCOM 01 DoD."

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System location:

Delete entry and replace with "Installation Transportation Offices, Joint Personal Property Shipping Offices, Aerial and Surface Ports of Embarkation/Debarkation, and other Department of Defense organizations and elements world-wide responsible for manifesting and processing individuals and personal property being transported in the Defense Transportation System (DTS). Addresses may be obtained from the Commander, United States Transportation Command, Attn: TCJ4-P, 508 Scott Drive, Scott AFB, IL 62225-5357."

Categories of individuals covered by the system:

Delete entry and replace with "All individuals traveling in the DTS as well as individuals whose personal property is being transported in the DTS."

Categories of records in the system:

Delete entry and replace with "Individual's name, rank, unit identification code (UIC), Service affiliation, personal identifiers (such as Social Security Number (SSN), Employee Identification Number (EIN), military identification, passport number, driver's license number, passport number, address, telephone number, e-mail address, emergency contact information) and other information relating the movement of individuals and personal property in the DTS."

Authority for maintenance of the system:

Delete entry and replace with "Public Law 100-562, Imported Vehicle Safety Compliance Act of 1988; 5 U.S.C. 5726, Storage Expenses, Household Goods and Personal Effects; 10 U.S.C. 113, Secretary of Defense; 10 U.S.C. 3013, Secretary of the Army; 10 U.S.C. 5013, Secretary of the Navy; 10 U.S.C. 8013, Secretary of the Air Force; 19 U.S.C. 1498, Entry Under Regulations; 37 U.S.C. 476, Travel and Transportation Allowances, Dependents, Baggage and Household Effects; Federal

Acquisition Regulation (FAR); Joint Federal Travel Regulation (JTR), Volumes I and II; DoD Directive 4500.9E, Transportation and Traffic Management; DoD Directive 5158.4, United States Transportation Command; DoD Instruction 4500.42, DoD Transportation Reservation and Ticketing Services; DoD Regulation 4140.1, DoD Materiel Management Regulation; DoD Regulation 4500.9, Defense Transportation Regulation; DoD Regulation 4515.13-R, Air Transportation Eligibility; DoD Regulation 5400.11-R, Department of Defense Privacy Program; and E.O. 9397 (SSN), as amended."

Purpose(s):

Delete entry and replace with "1. To schedule the movement of individuals and personal property being transported in the DTS; to manifest and screen individuals and personal property being transported; to schedule the movement, storage, and handling of personal property; to verify eligibility for transportation; to identify and trace lost shipments; to submit claims for damaged or loss shipments; to facilitate payment of commercial transportation service providers under contract and tenders to the DoD; to monitor effectiveness of passenger and personal property traffic management functions.

2. To disclose information to other Federal agencies in order to screen individuals and personal property being transported in the DTS for customs, immigration, and transportation security purposes, as well as to manage and optimize DoD transportation resources."

Routine uses of records maintained in the system, including categories of users and the purposes of such uses:

Delete entry and replace with "To private sector commercial transportation service providers, who are under contract with the DoD for shipment/storage of personal property, to identify ownership, schedule pickup and delivery of personal property, to include privately owned vehicles, motorcycles, and house trailers/motor homes, Bill of Lading for services rendered, personal property counseling checklist.

To U.S. Customs and Border Protection Declaration for personal property shipments, re-weigh of personal property, shipment evaluation and inspection reports, receipt for unaccompanied baggage, mobile home inspection record, temporary commercial storage at Government expense, accessorial services-mobile home, report of contractor services, and claims for loss and damage.

To manifest individuals and personal property being transported in the DTS.

To the designated authorized carriers under DoD contract and DoD authorizing activity, emergency contact information in the event of an emergency.

To other Federal agencies in order to manage and optimize DoD transportation resources, and to provide customs, immigration, and transportation security screening.

To the Department of State to locate individuals in the DTS.

To General Service Administration and Defense Government Accounting Activities for processing government Bills of Lading.

The DoD Blanket Routine Uses may apply to this system."

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Policies and practices for storing, retrieving, accessing, retaining, and disposing of records in the system:

Storage:

Delete entry and replace with "Paper records in file folders and electronic storage media."

Retrievability:

Delete entry and replace with "Individual's name, SSN or other identifying number such as a military identification, drivers license, or passport number; address, e-mail address, telephone number, or emergency contact information."

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Safeguards:

Delete entry and replace with "Records are maintained in a secured environment accessible to authorized personnel having an official need-to-know. Automated segments are further protected by secure log-in, passwords, and Common Access Card."

Retention and disposal:

Delete entry and replace with delete when the agency determines that they are no longer needed for administrative, legal, audit,

or other operational purposes. See GRS 20, 12b. (N1-GRS-95-2 item 12b)

System manager(s) and address:

Delete entry and replace with "Commander, United States Transportation Command, Attn: TCJ4-P, 508 Scott Drive, Scott AFB, IL 62225-5357."

Notification procedure:

Delete entry and replace with "Individuals seeking to determine if information about themselves is contained in this system should address written inquiries to Commander, United States Transportation Command, Attn: TCJ4-P5/4, 508 Scott Drive, Scott AFB, IL 62225-5357."

Requests should contain full name, SSN, current address and telephone number, and any information which will assist in locating the records requested (e.g. type of shipment, origin, destination, date of application)."

Record access procedures:

Delete entry and replace with "Individuals seeking access to information about themselves contained in this system should address written inquiries to Commander, United States Transportation Command, Attn: TCJ4-P5/4, 508 Scott Drive, Scott AFB, IL 62225-5357."

Requests should contain full name, SSN, current address and telephone number, and any information which will assist in locating the records requested (e.g. type of shipment, origin, destination, date of application)."

Contesting record procedures:

Delete entry and replace with "The USTRANSCOM rules for assessing records, for contesting and appealing initial agency determinations may be obtained from the system manager."

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