

DEPARTMENT OF DEFENSE
JOINT PERSONNEL RECOVERY AGENCY
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FT BELVOIR, VIRGINIA 22060-5805

August,
5, 2021

MEMORANDUM FOR DEFENSE PRIVACY AND CIVIL LIBERTIES DIVISION

SUBJECT: Justification for the Use of the Social Security Number (SSN) - Isolated Personnel Report (ISOPREP)

1. This memorandum provides justification for the continued collection of SSNs for the Isolated Personnel Report (ISOPREP) until DoD ID number usage is fully implemented. Currently the DD form 1833 requires SSNs which are captured and stored electronically in Personnel Recovery Mission Software (PRMS) and hard copy.
2. The ISOPREP collects specific individual personal identifiable information (PII) including SSN to positively identify isolated or missing persons of interest during DoD support or recovery operations. The preferred method for creating an ISOPREP is using the PRMS web application. If PRMS is not available, a hard copy DD form 1833 may be completed. As specified by DoD Combatant Commanders in the Foreign Clearance Guide, Personnel Recovery (PR) Theater Entry Requirements (TERs), an ISOPREP in PRMS must be maintained by all U.S. military on official and/or leave travel, DoD civilians and DoD sponsored contractors authorized to accompany the force (CAAF), before official travel into their areas of responsibility. The PRMS has allowed for global creation, storage, expedient retrieval and dissemination for over 1.2 million ISOPREP records currently on file.
3. Use of the SSN for the ISOPREP on DD form 1833 and on PRMS system is justified based on acceptable use criteria outlined in DoDI 1000.30, "Reduction of Social Security Number (SSN) Use Within DoD" based on fulfillment of criteria in Encl. 2, Para 2.a. and 2.b. PRMS utilizes SSNs to quickly access an individual's ISOPREP record during personnel recovery operations and to prevent duplicate individual record error. A completed ISOPREP is classified Confidential. PRMS is operated by an organic sustainment organization that stores, maintains and protects the PII within the ISOPREP on the Secret Internet Protocol Router Network (SIPRNet). PRMS collections operate under routine use cases described in AFI 33-332, Air Force Privacy Program, dated 10 Mar 2020 and the U.S. Code: 10 U.S.C. Sections 133, 3012, 3051, 8012; E.O. 13478 and AF SORN TBD. PRMS is considered a National Security System and as such, a Privacy Impact Assessment is not required. Collection is also in accordance with Sections 3501-3520 and 3541-3549, of title 44, United States Code, also known as the "Paperwork Reduction Act.
4. Steps to reduce the use of SSNs in the ISOPREP are underway. PRMS is now coded to automatically capture a DoD ID number upon individual authentication. The ultimate goal is to substitute use of the DoD ID number for the SSN and then completely eliminate ISOPREP SSN use. In the interim, the protection of SSNs and other PII will continue by complying with the latest DoD Risk Management Framework (RMF) security controls, DISA Security Requirements Guides (SRGs) and Security Technical Implementation Guides (STIGs) and other mandated guidance. The compliance of RMF security controls, DISA guides and other mandates will ensure critical areas such as encryption of data (at rest, in-transit), strict implementation of need to know (role-based access policies) are constantly reviewed/updated within the assessed and authorized information system
5. Points of Contact: DD form 1833: The Joint Personnel Recovery Agency (JPRA), Operations, Mr. David Morey, DFAC, Comm: 703-704-2447 DSN 312-654-2447. PRMS as part of The Personnel Recovery Command and Control (PRC2) System: US Air Force, Air Combat Command (ACC, A3J, Operations, Mr. Ronald Watkins, DFAC, Comm: 757-225-9293 DSN: 312-575-8171.

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Chief of Staff