



**DEPARTMENT OF DEFENSE  
DEFENSE HUMAN RESOURCES ACTIVITY  
DEFENSE MANPOWER DATA CENTER  
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ALEXANDRIA, VA 22350-6000**

**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 in Non-Combatant  
Tracking System and Evacuation Tracking System, DITPR ID 26891**

This memorandum is written to satisfy the requirement established in 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 NTS/ETAS.

Non-Combatant Tracking System/Evacuation Tracking System (NTS/ETAS) is the DoD system of record used for evacuation operations. Repatriation centers will use this information to track and account for individuals evacuated from emergency situations due to military operations, political situations, natural disasters, or other potentially dangerous circumstances. Repatriation centers assist evacuees in securing requested relocation services, and recording and recovering relocation costs. Providing Personally Identifiable Information is voluntary, but failure to do so may result in delay of evacuation, limit receipt of services, and impede passage of information about individual's current whereabouts to family members. Data is collected by Scanning of Federal ID, Passports, Common Access Cards (ID), Military Dependent/Retiree Cards, or U.S. Driver's License.

The use of the SSN in NTS/ETAS is covered by the tenth acceptable use described in DoDI 1000.30: Noncombatant Evacuation Operations (NEOs). Currently SSNs are used when DoD IDs are scanned (Military, Dependent, Civilian, and Contractor). NTS/ETAS will remove SSN from CAC scans, but is dependent upon the upcoming barcode update to the DoDID for military dependent /retiree ID card. NTS/ETAS data is stored and transmitted encrypted.

The information collected is covered by the Defense Manpower Data Center System of Records Notice DMDC 04. 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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