



DEPARTMENT OF THE AIR FORCE
HEADQUARTERS AIR FORCE PERSONNEL CENTER
JOINT BASE SAN ANTONIO-RANDOLPH TEXAS

MEMORANDUM FOR DEFENSE PRIVACY, CIVIL LIBERTIES, AND TRANSPARENCY DIVISION

FROM: AFPC/CA
550 C Street West
JBSA-Randolph, TX 78150

SUBJECT: Justification for the Use of the Social Security Number (SSN) - Air Force Family Integrated Results & Statistical Tracking (AFFIRST) System, DoD Information Technology Portfolio Repository (DITPR) ID # 9051

1. Request approval to continue to use Social Security Numbers (SSN) in the AFFIRST system, DoD Information Technology Portfolio Repository (DITPR) ID: 9051 based on acceptable SSN uses for legacy system interfaces described in DoDI 10003.30, Enclosure 2, Para 2.c.(11). Per AFI 36-3009, Para 2.4.1, AFFIRST is a web-based, data gathering, service delivery management system that provides timely information about daily activities, outcome-based results, and return on investment of Center services throughout the Air Force. The system is used by all Active Duty, Guard and Reserve Airman & Family Readiness Center (A&FRC) Staffs, MAJCOM, AFPC and Air Staff counterparts. User accounts and CAC login are required. The system has an approved Authority to Operate (ATO) and utilizes current safeguarding and security techniques to protect information in accordance with the Privacy Act of 1974.
2. AFFIRST has an approved System of Records Notice (SORN: F036 AFPC Z) that states for verification purposes, individuals (A&FRC customers) should provide their full name, SSN and/or DoDID Number and any details which may assist in locating records. The authority for this System to collect, use and maintain, and/or disseminate Personally Identifiable information (PII) can be found in 10 U.S.C. 8013, Secretary of the Air Force; Air Force Instruction 36-3009, Airman and Family Readiness Centers.
3. Request approval to continue the use of the SSN in the AFFIRST system until full transition to the DODID number as the primary key field used to accurately store, identify and retrieve customer records is completed. A new version of AFFIRST is scheduled to be deployed early in the third quarter of FY 21 after that work will begin on the SSN removal actions listed on the plan of action and milestones solution with an estimated completion date of 31 Dec 2021.
4. The POC for this action is Mr. Patrick Woodworth, AFFIRST Program Manager, DSN 665-3280 or patrick.woodworth@us.af.mil.

KIMBERLY K. TONEY, SES, DAF
Executive Director