

SYSTEM NAME AND NUMBER: Cable Affairs Personnel/Agency Records, F021
AFGSC A

SECURITY CLASSIFICATION: Unclassified

SYSTEM LOCATION: Intercontinental Ballistic Missile Cable Affairs Offices at missile bases reporting to Headquarters Air Global Strike Command. Official mailing addresses are published as an appendix to the Air Force's compilation of systems of records notices.

SYSTEM MANAGER(S): Director of Maintenance, Deputy Chief of Staff/Logistics, Headquarters United States Air Force, 1030 Air Force Pentagon, Washington, DC 20330-1030. Chief, Nuclear Command, Control and Communications Branch, Headquarters Air Force Global Strike Command/A6ON, 414 Curtiss Road, Suite 227, Barksdale Air Force Base, LA 71110-2455.

AUTHORITY FOR MAINTENANCE OF THE SYSTEM: 10 U.S.C. 9013, Secretary of the Air Force: powers and duties; delegation by; and Air Force Manual 21-202, Missile Maintenance Management.

PURPOSE OF THE SYSTEM: Used to track and monitor all agency activities that affect the Hardened Intersite Cable System and its rights-of-way (such as highway crossings, utility crossings, construction, earth moving, etc.) and could impair Hardened Intersite Cable System hardness integrity. Also used to maintain contact with personnel/agencies to coordinate Hardened Intersite Cable System or Hardened Intersite Cable System rights-of-way maintenance/construction actions performed by the United States Air Force (USAF) or USAF contractors.

CATEGORIES OF INDIVIDUALS COVERED BY THE SYSTEM: Non-United States Air Force personnel/agencies that cross or could cross, inundate, or otherwise

affect the Hardened Intersite Cable System (HICS) and/or its rights-of-way (ROW).

The personnel/agencies include landowners, tenants, highway/road departments, public and private utility companies, contractors, farm agencies (federal, state, and local), municipal offices, and railroads.

CATEGORIES OF RECORDS IN THE SYSTEM: Name, home address and home telephone number.

RECORD SOURCE CATEGORIES: Individual and AF Form 3951, Intercontinental Ballistic Missile Hardened Intersite Cable Right-Of-Way Landowner/Tenant Questionnaire

ROUTINE USES OF RECORDS MAINTAINED IN THE SYSTEM, INCLUDING CATEGORIES OF USERS AND PURPOSES OF SUCH USES:

- a. To the appropriate Federal, State, local, territorial, tribal, foreign, or international law enforcement authority or other appropriate entity where a record, either alone or in conjunction with other information, indicates a violation or potential violation of law, whether criminal, civil, or regulatory in nature.
- b. To any component of the Department of Justice for the purpose of representing the DoD, or its components, officers, employees, or members in pending or potential litigation to which the record is pertinent.
- c. In an appropriate proceeding before a court, grand jury, or administrative or adjudicative body or official, when the DoD or other Agency representing the DoD determines that the records are relevant and necessary to the proceeding; or in an appropriate proceeding before an administrative or adjudicative body when the adjudicator determines the records to be relevant to the proceeding.

- d. To the National Archives and Records Administration for the purpose of records management inspections conducted. This routine use complies with 44 U.S.C. §§ 2904 and 2906.
- e. To a Member of Congress or staff acting upon the Member's behalf when the Member or staff requests the information on behalf of, and at the request of, the individual who is the subject of the record.
- f. To appropriate agencies, entities, and persons when (1) The DoD suspects or has confirmed that the security or confidentiality of the information in the System of Records has been compromised; (2) the DoD has determined that as a result of the suspected or confirmed breach there is a risk of harm to individuals, the DoD (including its information systems, programs, and operations), the Federal Government, or national security; and (3) the disclosure made to such agencies, entities, and persons is reasonably necessary to assist in connection with the DoD's efforts to respond to the suspected or confirmed breach or to prevent, minimize, or remedy such harm.
- g. To another Federal agency or Federal entity, when the DoD determines that information from this System of Records is reasonably necessary to assist the recipient agency or entity in (1) responding to a suspected or confirmed breach or (2) preventing, minimizing, or remedying the risk of harm to individuals, the recipient agency or entity (including its information systems, programs and operations), the Federal Government, or national security, resulting from a suspected or confirmed breach. To any component of the Department of Justice for the purpose of representing the DoD, or its components, officers, employees, or members in pending or potential litigation to which the record is pertinent.

POLICIES AND PRACTICES FOR STORAGE OF RECORDS: Records are maintained in paper and electronic storage media, in accordance with the safeguards mentioned below.

POLICIES AND PRACTICES FOR RETRIEVAL OF RECORDS: Records may be retrieved by name, home address, and telephone number.

POLICIES AND PRACTICES FOR RETENTION AND DISPOSAL OF

RECORDS: Electronic systems that supplement temporary hard copy records where the hard copy records are retained to meet recordkeeping requirements: Destroy when the agency determines that the electronic records are superseded, obsolete, or no longer needed for administrative, legal, audit, or other operational purposes; or destroy 1 year after deletion of the Minuteman missile cable system at applicable base or when no longer needed, whichever is sooner.

ADMINISTRATIVE, PHYSICAL, AND TECHNICAL SAFEGUARDS: Records are accessed by person(s) responsible for servicing the record system in performance of their official duties and by authorized personnel who are properly screened and cleared for need-to-know. Paper records are stored in locked rooms and cabinets. Those in computer storage devices are protected by computer system software through Public Key Infrastructure (PKI) and network permission folders.

RECORDS ACCESS PROCEDURES: Individuals seeking to access records about themselves contained in this system should address requests to the Director of Maintenance, Deputy Chief of Staff/Logistics, Headquarters United States Air Force, 1030 Air Force Pentagon, Washington, DC 20330- 1030, or to the: Chief, Nuclear Command, Control and Communications Branch, Headquarters Air

Force Global Strike Command/A6ON, 414 Curtiss Road, Suite 227, Barksdale Air Force Base, LA 71110-2455.

The request should include full name (First, M.I. and Last Name) mailing address and primary and alternate telephone numbers.

CONTESTING RECORDS PROCEDURES: The Air Force rules for accessing records, and for contesting and appealing initial agency determinations are published in Air Force Manual 33-363, 32 CFR part 806b, or may be obtained from the system manager.

NOTIFICATION PROCEDURES: Individuals seeking to determine whether this system of records contains information about themselves should address written requests to the Director of Maintenance, Deputy Chief of Staff/Logistics, Headquarters United States Air Force, 1030 Air Force Pentagon, Washington, DC 20330- 1030, or to the: Chief, Nuclear Command, Control and Communications Branch, Headquarters Air Force Global Strike Command/A6ON, 414 Curtiss Road, Suite 227, Barksdale Air Force Base, LA 71110-2455.

The request should include full name (First, M.I. and Last Name) mailing address and primary and alternate telephone numbers.

EXEMPTIONS PROMULGATED FOR THE SYSTEM: None

HISTORY: F021 AFSPC A, Cable Affairs Personnel/Agency Records (July 22, 2010, 75 FR 42722)