



OFFICE OF THE ASSISTANT TO THE SECRETARY OF DEFENSE FOR
PRIVACY, CIVIL LIBERTIES, AND TRANSPARENCY

1155 DEFENSE PENTAGON
WASHINGTON, DC 20301-1155

April 11, 2022

Ref: SSNJ-2022-0020-JS

MEMORANDUM FOR THE DEPARTMENT OF THE AIR FORCE CIVILIAN CHIEF OF STAFF
OFFICE, JOINT PERSONNEL RECOVERY AGENCY

SUBJECT: Justification for the Use of Social Security Numbers in the DD Form 1833, Isolated Personnel Report (ISOPREP) and Personnel Recovery Mission Software (PRMS) ISOPREP Web-Based Application - Approval

Thank you for completing a review of Social Security Number (SSN) use within the subject system and form. My office has reviewed and approved your request to use the SSN for the following Acceptable Uses: (9) Foreign Travel and (11) Legacy System Interface. Note, SSN use is approved indefinitely or until the establishment of a reasonable alternative for the collection of data other than the SSN such as the Department of Defense Identification Number (DoD ID), the program's mission changes thus eliminating the need for the SSN use, or the system is decommissioned. At this time, the Joint Personnel Recovery Agency notes efforts to transition SSN collections to DoD ID Numbers is expected to be completed by 2023.

The SSN is used to comply with DoD Combatant Commands published theater entry requirements for DoD military, civilians and contractors who are authorized for such missions requiring foreign travel. It is then entered into PRMS, a legacy system, which presently only uses the SSN to retrieve an individual's record. As such, the SSN enables timely positive identification to access records during personnel recovery (PR) operations along with avoiding database duplications when completing an ISORPERP before official foreign travel. Further, the PRMS is used to enter and store information pertaining to travelers to positively authenticate isolated DoD military, government and contractor personnel in support of time sensitive PR operations.

While this system and form has been identified as requiring the collection, maintenance and use of the SSN, you must ensure this data is afforded the highest protections practicable through use of appropriate administrative, technical, and physical safeguards. Please maintain a copy of your justification and this approval in your records.

The reference number for this action is listed at the top of this memorandum.

If you have any questions, my point of contact is Mr. Greg Taylor at ernest.g.taylor.civ@mail.mil.

Ms. Rahwa A. Keleta
Chief, Privacy and
Civil Liberties Division

cc:

Washington Headquarters Services/Executive Services Directorate/DoD Directives Division (forms); United States Air Force Privacy Office