



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

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WASHINGTON, DC 20301-1 155

April 11, 2022

Ref: SSNJ-2022-0019-DMDC

MEMORANDUM FOR THE DEFENSE MANPOWER DATA CENTER

SUBJECT: Justification for the Use of Social Security Numbers in the Non-Combatant Tracking System and Evacuation Tracking and Accountability System (NTS/ETAS) - Approval

Thank you for completing a review of Social Security Number (SSN) use within the subject system. My office has reviewed and approved your request to use the SSN for the following Acceptable Use: (10) Noncombatant Evacuation Operations (NEOs). 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 (DoD ID) Number, the program's mission changes thus eliminating the need for the SSN use, or the system is decommissioned.

The NTS/ETAS collects and uses SSNs for NEOs which require repatriation centers to track and account for evacuated individuals, assist evacuees in securing requested relocation services, and record and recover relocation costs. Currently, the SSN is only collected when scanning DoD ID cards; specifically, Common Access Cards and Military Dependent/Retiree Cards. The Defense Manpower Data Center notes there is a planned update to remove SSNs from DoD ID card barcodes in the future.

While this system 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 Ms. Cheryl Jenkins at cheryl.jenkins8.civ@mail.mil.

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

cc:
Defense Manpower Data Center Privacy Office
Defense Human Resources Activity Privacy Office