

PRIVACY IMPACT ASSESSMENT (PIA)

PRESCRIBING AUTHORITY: DoD Instruction 5400.16, "DoD Privacy Impact Assessment (PIA) Guidance". Complete this form for Department of Defense (DoD) information systems or electronic collections of information (referred to as an "electronic collection" for the purpose of this form) that collect, maintain, use, and/or disseminate personally identifiable information (PII) about members of the public, Federal employees, contractors, or foreign nationals employed at U.S. military facilities internationally. In the case where no PII is collected, the PIA will serve as a conclusive determination that privacy requirements do not apply to system.

1. DOD INFORMATION SYSTEM/ELECTRONIC COLLECTION NAME:

Emergency Mass Notification System

2. DOD COMPONENT NAME:

United States Air Force

3. PIA APPROVAL DATE:

SECTION 1: PII DESCRIPTION SUMMARY (FOR PUBLIC RELEASE)

a. The PII is: (Check one. Note: Federal contractors, military family members, and foreign nationals are included in general public.)

- From members of the general public
- From Federal employees
- from both members of the general public and Federal employees
- Not Collected (if checked proceed to Section 4)

b. The PII is in a: (Check one.)

- New DoD Information System
- New Electronic Collection
- Existing DoD Information System
- Existing Electronic Collection
- Significantly Modified DoD Information System

c. Describe the purpose of this DoD information system or electronic collection and describe the types of personal information about individuals collected in the system.

The Air Force Emergency Mass Notification System (AF EMNS) meets the requirement for a mass warning and alert notification capability as directed by the Secretary of Defense, Secretary of the Air Force and Chief Staff of the Air Force. The AF EMNS is an enterprise-wide system that employs Commercial-Off-The-Shelf software, hosted in a commercial cloud environment. AF EMNS enables timely dissemination of alerts, warnings and threats, command and control of installation forces and assets, force protection and first responder responsive actions providing lifesaving and mission protective measures for Active Duty (AD), Air National Guard (ANG), Air Force Reserve (AFRC), support contractors and dependent family members on and off AF installations. Timely notifications are provided through multiple and redundant delivery methods that include landline and wireless telephone phone calls, text messaging (SMS), email, computer-based notification (desktop popup), smart device application, and loudspeaker (Giant Voice) signals, sounds or sirens. The personal information collected only supports notifications from the installation Command Post to their supported populace. The type of personal information collected includes first and last name, Electronic Data Interchange Personal Identifier (EDIPI), Grade/Rank, Office/unit name, physical office location, work phone, home phone, mobile phone, home e-mail address, work e-mail address, and voluntary GPS coordinates for notified individuals via mobile app (if they opt in).

d. Why is the PII collected and/or what is the intended use of the PII? (e.g., verification, identification, authentication, data matching, mission-related use, administrative use)

PII collection directly supports alerts/warning to 100% of assigned forces quickly and effectively of an emergent event; Primary utilization of the AF EMNS includes but not limited to Increased Force Protection Measures (FPCON) implementation; Information Protection (INFOCON) Implementation; Wing Recall; Force Generation; Crisis Action Team Recall/ Relocation; Accountability of Personnel; Active Shooters/ lock-down; CBRN incidents; Security Incidents (Riot/Bomb/ Terrorist/hostage events); Natural/Man-made disasters; Base Closure; Delayed Reporting; Adverse Weather events (Hurricane, Tornado, Flooding, Thunderstorm, Lightning, Temperature extremes, High Winds).

e. Do individuals have the opportunity to object to the collection of their PII? Yes No

(1) If "Yes," describe the method by which individuals can object to the collection of PII.

(2) If "No," state the reason why individuals cannot object to the collection of PII.

Air Force policy (see "Authority" references) dictates Military and civilian personnel do not have the option to object to the collection of duty related elements unless they obtain a waiver according to AFMAN 10-207. Additionally, they must provide an after-hours contact number or personal email if their normal place of duty is on a DoD installation or within a DoD facility. Other personnel not specifically cited by AFMAN 10-207 may object to the collection of personal information by not providing their personal contact details. Authority: Department of the Air Force Policy Directive (DAFPD) 10-2 Readiness, Air Force Policy Directive (AFPD) 10-4 Operations Planning, DAFPD 10-25 Emergency Management, Department of the Air Force Instruction (DAFI) 10-2501 Emergency Management Program, Air

Force Manual (AFMAN) 10-207 Command Posts, AFMAN 10-206 Operational Reporting, and DAFMAN 36-3805 Personnel Accountability Program Management.

f. Do individuals have the opportunity to consent to the specific uses of their PII? Yes No

(1) If "Yes," describe the method by which individuals can give or withhold their consent.

(2) If "No," state the reason why individuals cannot give or withhold their consent.

The act of inputting PII into Emergency Mass Notification System constitutes consent for specific use. The instructions given to individuals upon account creation states, by inputting their information into this system, they give their consent for its use as stated in the Privacy Act Statement. The web-based Self-Service page provides notification in the same location as the input of contact information for each individual.

g. When an individual is asked to provide PII, a Privacy Act Statement (PAS) and/or a Privacy Advisory must be provided. (Check as appropriate and provide the actual wording.)

Privacy Act Statement Privacy Advisory Not Applicable

PRIVACY ACT STATEMENT

AUTHORITY: 10 U.S.C. 9013, Secretary of the Air Force, DoDI 6055.17, AFI 10-2501.

PURPOSE: Information is collected to notify personnel of emergency situations.

DISCLOSURE: IAW AFMAN 10-206, paragraph 8.14.2., "It is mandatory for all military (RegAF, RegSF, AFRC, and ANG), civilians personnel (bargaining/non-bargaining), and contact support personnel whose normal place of duty is on a DoD installation or within a DoD facility to provide an after-hours contact number or personal email. Foreign Nationals may participate and may remove themselves from the Emergency Mass Notification System at any time."

INFO COLLECTED: Work and personal phone, cell phone, and email addresses.

DISPOSITION: Information will be managed in accordance with AFI 33-322, Records Management and Information Governance Program.

h. With whom will the PII be shared through data/system exchange, both within your DoD Component and outside your Component? (Check all that apply)

Within the DoD Component

Specify. DoD Leadership with a valid 'need-to-know' requirement in regards to recalling specific military and key Air Force civilian personnel in support of national defense and security policy.

Other DoD Components (i.e. Army, Navy, Air Force)

Specify.

Other Federal Agencies (i.e. Veteran's Affairs, Energy, State)

Specify.

State and Local Agencies

Specify.

Contractor (Name of contractor and describe the language in the contract that safeguards PII. Include whether FAR privacy clauses, i.e., 52.224-1, Privacy Act Notification, 52.224-2, Privacy Act, and FAR 39.105 are included in the contract.)

Specify. American Systems Corporation Performance Work Statement (PWS), Emergency Mass Notification System (EMNS), Version 2, 22 January 2024, paragraph 6.6, Privacy Act: "Work on this project requires that personnel have access to Privacy Information. Personnel shall adhere to the Privacy Act, Title 5 of the U.S. Code, Section 552a and applicable agency rules and regulations."

Other (e.g., commercial providers, colleges).

Specify.

i. Source of the PII collected is: (Check all that apply and list all information systems if applicable)

Individuals

Databases

Existing DoD Information Systems

Commercial Systems

Other Federal Information Systems

Department of the Air Force (DAF) Identity, Credential, and Access Management (ICAM)

j. How will the information be collected? (Check all that apply and list all Official Form Numbers if applicable)

- E-mail
- In-Person Contact
- Fax
- Information Sharing - System to System
- Other (If Other, enter the information in the box below)
- Official Form (Enter Form Number(s) in the box below)
- Paper
- Telephone Interview
- Website/E-Form

Name and EDIPI data collected using Common Access Card and DAF ICAM. Website - users may access a website, the AtHoc Self-Service module, to add or correct their contact information.

k. Does this DoD Information system or electronic collection require a Privacy Act System of Records Notice (SORN)?

A Privacy Act SORN is required if the information system or electronic collection contains information about U.S. citizens or lawful permanent U.S. residents that is retrieved by name or other unique identifier. PIA and Privacy Act SORN information must be consistent.

- Yes
- No

If "Yes," enter SORN System Identifier

SORN Identifier, not the Federal Register (FR) Citation. Consult the DoD Component Privacy Office for additional information or <http://dpcl.d.defense.gov/Privacy/SORNs/>
or

If a SORN has not yet been published in the Federal Register, enter date of submission for approval to Defense Privacy, Civil Liberties, and Transparency Division (DPCLTD). Consult the DoD Component Privacy Office for this date.

If "No," explain why the SORN is not required in accordance with DoD Regulation 5400.11-R: Department of Defense Privacy Program.

l. What is the National Archives and Records Administration (NARA) approved, pending or general records schedule (GRS) disposition authority for the system or for the records maintained in the system?

(1) NARA Job Number or General Records Schedule Authority.

(2) If pending, provide the date the SF-115 was submitted to NARA.

(3) Retention Instructions.

Locator and Personnel Data - Destroy when superseded or reassignment or separation of individual.
Emergency Mass Notification System (EMNS) Global Positioning System (GPS) Data - overwritten (destroyed) immediately after the notification.

m. What is the authority to collect information? A Federal law or Executive Order must authorize the collection and maintenance of a system of records. For PII not collected or maintained in a system of records, the collection or maintenance of the PII must be necessary to discharge the requirements of a statute or Executive Order.

- (1) If this system has a Privacy Act SORN, the authorities in this PIA and the existing Privacy Act SORN should be similar.
- (2) If a SORN does not apply, cite the authority for this DoD information system or electronic collection to collect, use, maintain and/or disseminate PII. (If multiple authorities are cited, provide all that apply).
 - (a) Cite the specific provisions of the statute and/or EO that authorizes the operation of the system and the collection of PII.
 - (b) If direct statutory authority or an Executive Order does not exist, indirect statutory authority may be cited if the authority requires the operation or administration of a program, the execution of which will require the collection and maintenance of a system of records.
 - (c) If direct or indirect authority does not exist, DoD Components can use their general statutory grants of authority ("internal housekeeping") as the primary authority. The requirement, directive, or instruction implementing the statute within the DoD Component must be identified.

10 U.S.C. 113, Secretary of Defense, 5 U.S.C. 7902, Safety Programs; 10 U.S.C. 136, Under Secretary of Defense for Personnel and Readiness; DoDD 5124.02, Under Secretary of Defense for Personnel and Readiness (USD (P&R)); DoDI 3020.42, Defense Continuity Plan Development; DoDI 3020.52, DoD Installation Chemical, Biological, Radiological, Nuclear, and High-Yield Explosive (CBRNE) Preparedness Standards; DoDD 8422.01, DoD Public Safety Communications Capability; DoDI 6055.17, DoD Emergency Management (EM) Program; Department of the Air Force Instruction (DAFI) 10-2501, Emergency Management Program; Air Force Manual (AFMAN) 10-206, Operational Reporting (OPREP).

n. Does this DoD information system or electronic collection have an active and approved Office of Management and Budget (OMB) Control Number?

Contact the Component Information Management Control Officer or DoD Clearance Officer for this information. This number indicates OMB approval to collect data from 10 or more members of the public in a 12-month period regardless of form or format.

Yes No Pending

- (1) If "Yes," list all applicable OMB Control Numbers, collection titles, and expiration dates.
- (2) If "No," explain why OMB approval is not required in accordance with DoD Manual 8910.01, Volume 2, " DoD Information Collections Manual: Procedures for DoD Public Information Collections."
- (3) If "Pending," provide the date for the 60 and/or 30 day notice and the Federal Register citation.

OMB Control Number 0701-0162, Emergency Mass Notification System, new expiration date pending