



## PRIVACY IMPACT ASSESSMENT (PIA)

For the

Military Flight Operations Quality Assurance (MFOQA) Program

Department of the Navy - NAVAIR

### **SECTION 1: IS A PIA REQUIRED?**

a. Will this Department of Defense (DoD) information system or electronic collection of information (referred to as an "electronic collection" for the purpose of this form) collect, maintain, use, and/or disseminate PII about members of the public, Federal personnel, contractors or foreign nationals employed at U.S. military facilities internationally? Choose one option from the choices below. (Choose (3) for foreign nationals).

- (1) Yes, from members of the general public.
- (2) Yes, from Federal personnel\* and/or Federal contractors.
- (3) Yes, from both members of the general public and Federal personnel and/or Federal contractors.
- (4) No

\* "Federal personnel" are referred to in the DoD IT Portfolio Repository (DITPR) as "Federal employees."

b. If "No," ensure that DITPR or the authoritative database that updates DITPR is annotated for the reason(s) why a PIA is not required. If the DoD information system or electronic collection is not in DITPR, ensure that the reason(s) are recorded in appropriate documentation.

c. If "Yes," then a PIA is required. Proceed to Section 2.

**SECTION 2: PIA SUMMARY INFORMATION**

a. Why is this PIA being created or updated? Choose one:

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

b. Is this DoD information system registered in the DITPR or the DoD Secret Internet Protocol Router Network (SIPRNET) IT Registry?

- Yes, DITPR      Enter DITPR System Identification Number
- Yes, SIPRNET      Enter SIPRNET Identification Number
- No

c. Does this DoD information system have an IT investment Unique Project Identifier (UPI), required by section 53 of Office of Management and Budget (OMB) Circular A-11?

- Yes
- No

If "Yes," enter UPI

If unsure, consult the Component IT Budget Point of Contact to obtain the UPI.

d. 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 should be consistent.

- Yes
- No

If "Yes," enter Privacy Act SORN Identifier

DoD Component-assigned designator, not the Federal Register number.  
Consult the Component Privacy Office for additional information or  
access DoD Privacy Act SORNs at: <http://www.defenselink.mil/privacy/notices/>

or

Date of submission for approval to Defense Privacy Office

Consult the Component Privacy Office for this date.

**e. Does this DoD information system or electronic collection have an 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**

**Enter OMB Control Number**

**Enter Expiration Date**

**No**

**f. Authority to collect information. A Federal law, Executive Order of the President (EO), or DoD requirement must authorize the collection and maintenance of a system of records.**

(1) If this system has a Privacy Act SORN, the authorities in this PIA and the existing Privacy Act SORN should be the same.

(2) 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) Whenever possible, cite the specific provisions of the statute and/or EO that authorizes the operation of the system and the collection of PII.

(b) If a specific statute or EO does not exist, determine if an indirect statutory authority can be cited. An indirect 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) 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 should be identified.

10 U.S.C. 5013, Secretary of the Navy; 10 U.S.C. 5041, Headquarters, Marine Corps; and E.O. 9397 (SSN) as amended.

Authorization To Operate from Commander, Naval Network Warfare Command  
Ser ODAA/1097 (attached file)

USD-P&R and USD-ATL MFOQA Process Implementation memo dated 11 Oct 05

**g. Summary of DoD information system or electronic collection. Answers to these questions should be consistent with security guidelines for release of information to the public.**

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

To track pilot and aircrew performance during flights in order to preemptively identify hazards before they lead to mishaps; and provide timely, tangible information on aircrew and system performance for each aircraft flight to prevent mishaps and improve operational readiness.

Data collected: Name, Age, Gender, Squadron ID, Flight Reports, CAC EDIPI and Other ID Number.

**\*\*NOTE:** SSN is being phased out but the system will maintain previously collected SSN's. These SSN's will be deleted when the records come up for destruction.\*\*

(2) Briefly describe the privacy risks associated with the PII collected and how these risks are addressed to safeguard privacy.

The privacy risks to the individual may primarily result from computer hackers, disgruntled employees, state sponsored information warfare, and acts of nature (e.g., fire, flood, etc.).

All systems are at risk because they may be vulnerable to unauthorized intrusion and hacking. There are risks that MFOQA, with its limited collection of PII, could be compromised.

Because of this possibility, appropriate security and access controls listed in this PIA are in place.

MFOQA will operate on the NMCI, IT-21 and ONE-Net Network, so there is a risk that security controls could be disabled for maintenance and other purposes. The risk would be that the security controls would not be reset.

Information Assurance Managers will monitor systems for compliance and for events indicating a potential compromise of security and access controls. The risk of data stored by a user on a hard drive or portable media device is that the computer or device may be lost or stolen. Compliance with DoD Data at Rest (DAR) policies will mitigate this risk by means of mandated encryption of DAR. In addition to the aforementioned safeguards, system users receive annual training regarding Personally Identifiable Information, to include collection, handling and dissemination.

**h. With whom will the PII be shared through data exchange, both within your DoD Component and outside your Component (e.g., other DoD Components, Federal Agencies)? Indicate all that apply.**

**Within the DoD Component.**

Specify.

Information will only be available to essential Navy/Marine Corps squadron personnel within the originating squadron and senior reporting commands. Unique roles and permissions will be assigned in order to access PII.

**Other DoD Components.**

Specify.

**Other Federal Agencies.**

Specify.

**State and Local Agencies.**

Specify.

**Contractor** (Enter name and describe the language in the contract that safeguards PII.)

Specify.

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

Specify.

**i. Do individuals have the opportunity to object to the collection of their PII?**

**Yes**  **No**

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

PII is furnished to MFOQA via "system to system" information sharing from the unit level Aircrew Readiness Information System, specifically the SHARP/MSHARP systems (Sierra Hotel Aviation Readiness Program/ Marines Sierra Hotel Aviation Readiness Program) on occasion the individual will input data.

On occasion the individual will input data. If the individual objects to collection, their required flight data will not be recorded.

(2) If "No," state the reason why individuals cannot object.

Most PII is furnished to MFOQA via "system to system" information sharing from the unit level Aircrew Readiness Information System, specifically the SHARP/MSHARP systems (Sierra Hotel Aviation Readiness Program/ Marines Sierra Hotel Aviation Readiness Program)

**j. 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 MFOQA system PII data sources will automatically populate squadron level MFOQA data environment. Employees are made aware of this transmission..

**k. What information is provided to an individual when asked to provide PII data?** Indicate all that apply.

- |  |  |
|--|--|
| <input checked="" type="checkbox"/> <b>Privacy Act Statement</b> | <input type="checkbox"/> <b>Privacy Advisory</b> |
| <input type="checkbox"/> <b>Other</b>                            | <input type="checkbox"/> <b>None</b>             |

Describe each applicable format.

The Privacy Act Statement will be displayed on the SHARP/MSHARP Manual Data Entry screen as:  
AUTHORITY: 10 U.S.C. 5013, Secretary of the Navy and 10 USC 5041, Headquarters, Marine Corps; E.O. 9397 (SSN), as amended and SORN NM03760-5.

PURPOSE: To track pilot and air crew performance during flights in order to preemptively identify hazards before they lead to mishaps; and provide timely, tangible information on air crew and system performance for each aircraft flight to prevent mishaps and improve operational readiness.

ROUTINE USE(S): Access is limited to authorized personnel at the individuals command with a need to know for flight tracking, analysis and mishap prevention. Reports cleansed of PII may be released.

DISCLOSURE: Voluntary, however, failure to provide the requested information may result in incomplete data collection resulting in insufficient data for analysis, however, the MFOQA System will remain operational.

**NOTE:**

**Sections 1 and 2 above are to be posted to the Component's Web site. Posting of these Sections indicates that the PIA has been reviewed to ensure that appropriate safeguards are in place to protect privacy.**

**A Component may restrict the publication of Sections 1 and/or 2 if they contain information that would reveal sensitive information or raise security concerns.**