



Department of Defense INSTRUCTION

NUMBER 1341.02
August 18, 2016

USD(P&R)

SUBJECT: Defense Enrollment Eligibility Reporting System (DEERS) Program and Procedures

References: See Enclosure 1

1. PURPOSE. This instruction:

a. Reissues DoD Instruction (DoDI) 1341.2 (Reference (a)) to establish policy and assign responsibility for the procedures associated with the DEERS in accordance with the authority in DoD Directive (DoDD) 5124.02 (Reference (b)).

b. Establishes procedures to use identification (ID) cards in the DoD and to ensure access to DoD benefits (e.g., healthcare, commissary, exchange), in accordance with DoDI 1000.13 and Volumes 1 and 2 of DoD Manual 1000.13 (References (c) through (e)).

c. Establishes DEERS as the authoritative data source for:

(1) Identity and verification of affiliation with the DoD in accordance with DoDI 1000.25 (Reference (f)).

(2) TRICARE medical and dental enrollments and medical, dental, and pharmacy eligibility in accordance with References (c) and (e) and Chapter 55 of Title 10, United States Code (U.S.C.) (Reference (g)).

(3) Patient registration, demographic information, and separation data for the Virtual Lifetime Electronic Record (VLER) and DoD interoperable Electronic Health Record Modernization (EHR-M) in accordance with the Joint Strategic Plan (Reference (h)) and the President's Announcement of a Joint VLER (Reference (i)).

d. Establishes the Real-time Automated Personnel Identification System (RAPIDS) as the registration tool and the definitive data source for DEERS for eligible dependents.

e. Establishes policy for DoD person ID and how the DoD uniquely identifies persons who are authorized benefits in accordance with References (d) and (e). Ensures the minimal use of the social security number (SSN) in accordance with DoDI 1000.30 (Reference (j)).

2. APPLICABILITY. This instruction applies to:

a. OSD, the Military Departments (including the Coast Guard at all times, including when it is a Service in the Department of Homeland Security by agreement with that Department), the Office of the Chairman of the Joint Chiefs of Staff and the Joint Staff, the Combatant Commands, the Office of the Inspector General of the Department of Defense, the Defense Agencies, the DoD Field Activities, and all other organizational entities within the DoD (referred to collectively in this instruction as the “DoD Components”).

b. The Commissioned Corps of the U.S. Public Health Service, under agreement with the Department of Health and Human Services, and the National Oceanic and Atmospheric Administration, under agreement with the Department of Commerce.

3. POLICY. It is DoD policy that:

a. In accordance with References (c) through (e), members of the uniformed services, their dependents, and other eligible individuals must be registered in DEERS.

b. DoD ID cards, including the Common Access Card (CAC) and uniformed services ID card, will be issued by authenticating an individual’s identity against DEERS and used as proof of identity and DoD affiliation.

c. DEERS is the definitive data source for identity information and will be used to verify an individual’s identity; affiliation with the DoD; and eligibility for benefits, privileges, and entitlements as specified in the guidance in this instruction.

d. The RAPIDS is used to issue DoD ID cards to eligible individuals in accordance with Reference (f) and as specified in this instruction.

e. DoD ID cards serve as the definitive assertion of identity and should be authenticated against DEERS, global directory services, or DoD Public Key Infrastructure services in real-time whenever possible.

f. The granting of logical and physical access privileges remains a local policy but must function in accordance with this instruction, DoD 5200.08-R, Directive-type Memorandum 09-012, and DoDI 8500.01 (References (k) through (m)).

g. The collection, maintenance, use, and dissemination of personally identifiable information (PII) in conjunction with DEERS and RAPIDS will be done in accordance with Section 552a of Title 5, U.S.C., DoDD 5400.11, and DoD 5400.11-R (References (n) through (p)), as applicable.

4. RESPONSIBILITIES. See Enclosure 2.

5. PROCEDURES. See Enclosures 3 through 5.

6. INFORMATION COLLECTION REQUIREMENTS. The personnel information, referred to in paragraphs 3g above the signature, 6a and 7b of Enclosure 2 and 1c, 1j, and 2a(1) of Enclosure 3 of this instruction, does not require licensing with a report control symbol in accordance with paragraph 1b(13) of Volume 1 of DoD Manual 8910.01 (Reference (q)).

7. RELEASABILITY. **Cleared for public release**. This instruction is available on the Internet from the DoD Issuances Website at <http://www.dtic.mil/whs/directives>.

8. EFFECTIVE DATE. This instruction is effective August 18, 2016.



Peter Levine
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Personnel and Readiness

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ENCLOSURE 1

REFERENCES

- (a) DoD Instruction 1341.2, "Defense Enrollment Eligibility Reporting System (DEERS) Procedures," March 19, 1999 (hereby canceled)
- (b) DoD Directive 5124.02, "Under Secretary of Defense for Personnel and Readiness (USD(P&R))," June 23, 2008
- (c) DoD Instruction 1000.13, "Identification (ID) Cards for Members of the Uniformed Services, Their Dependents, and Other Eligible Individuals," January 23, 2014
- (d) DoD Manual 1000.13, Volume 1, "DoD Identification (ID) Cards: ID Card Life-Cycle," January 23, 2014
- (e) DoD Manual 1000.13, Volume 2, "DoD Identification (ID) Cards: Benefits for Members of the Uniformed Services, Their Dependents, and Other Eligible Individuals," January 23, 2014
- (f) DoD Instruction 1000.25, "DoD Personnel Identity Protection (PIP) Program," March 2, 2016
- (g) Title 10, United States Code¹
- (h) Joint Strategic Plan, "Department of Veterans Affairs and Department of Defense Joint Executive Committee Joint Strategic Plan Fiscal Years 2013-2015," March 25, 2013
- (i) The White House, Office of the Press Secretary, "President Obama Announces the Creation of a Joint Virtual Lifetime Electronic Record," April 9, 2009
- (j) DoD Instruction 1000.30, "Reduction of Social Security Number (SSN) Use Within DoD," August 1, 2012
- (k) DoD 5200.08-R, "Physical Security Program," April 9, 2007, as amended
- (l) Directive-type Memorandum 09-012, "Interim Policy Guidance for DoD Physical Access Control," December 8, 2009, as amended
- (m) DoD Instruction 8500.01, "Cybersecurity," March 14, 2014
- (n) Title 5, United States Code
- (o) DoD Directive 5400.11, "DoD Privacy Program," October 29, 2014
- (p) DoD 5400.11-R, "Department of Defense Privacy Program," May 14, 2007
- (q) DoD Manual 8910.01, Volume 1, "DoD Information Collections Manual: Procedures for DoD Internal Information Collections," June 30, 2014, as amended
- (r) DoD Directive 5100.87, "Department of Defense Human Resources Activity (DoDHRA)," February 19, 2008
- (s) DoD Instruction 1336.05, "Automated Extract of Active Duty Military Personnel Records," July 28, 2009, as amended
- (t) DoD Instruction 7730.54, "Reserve Components Common Personnel Data System (RCCPDS)," May 20, 2011
- (u) Privacy Act System of Record Notice, "DMDC 02 DoD: Defense Enrollment Eligibility Reporting System (DEERS)," July 27, 2016
- (v) Title 45, Code of Federal Regulations

¹ The section 113 note refers to "Enforcement of Child Support Obligations of Members of the Armed Forces."

- (w) DoD Directive 8000.01, "Management of the Department of Defense Information Enterprise (DoD IE)," March 17, 2016
- (x) DoD Directive 1322.16, "Montgomery GI Bill (MGIB) Program," June 18, 2002
- (y) DoD Instruction 1322.17, "Montgomery GI Bill-Selected Reserve (MGIB-SR)," January 15, 2015
- (z) DoD Instruction 1341.13, "Post-9/11 GI Bill," May 31, 2013
- (aa) Title 38, United States Code
- (ab) DoD Instruction 1330.17, "DoD Commissary Program," June 18, 2014
- (ac) DoD Instruction 1330.21, "Armed Services Exchange Regulations," July 14, 2005
- (ad) DoD Instruction 1015.10, "Military Morale, Welfare, and Recreation (MWR) Programs," July 6, 2009, as amended
- (ae) DoD Instruction 6465.03, "Anatomic Gifts and Tissue Donation," June 8, 2016
- (af) DoD Directive 6205.02E, "Policy and Program for Immunizations to Protect the Health of Service Members and Military Beneficiaries," September 19, 2006
- (ag) DoD 7000.14-R, "Department of Defense Financial Management Regulations (DoD FMRS)," date varies by volume
- (ah) DoD Instruction 1000.01, "Identification (ID) Cards Required by the Geneva Conventions," April 16, 2012, as amended
- (ai) Title 26, United States Code
- (aj) Joint Publication 1-02, "Department of Defense Dictionary of Military and Associated Terms," current edition

ENCLOSURE 2

RESPONSIBILITIES

1. UNDER SECRETARY OF DEFENSE FOR PERSONNEL AND READINESS (USD(P&R)). The USD(P&R):

- a. Develops policy for the personnel identity protection (PIP) program, including setting minimum acceptable criteria for the establishment and confirmation of personal identity and for the issuance of DoD personnel identity verification (PIV) cards, and approving additional systems under the PIP program, in accordance with Reference (f).
- b. Serves as the policy and oversight proponent for DEERS, RAPIDS, and the PIP program and appoints the designated approving authority for these systems and this program in accordance with References (b) and (f).
- c. Coordinates with the appropriate DoD and OSD Components, such as the Office of the Under Secretary of Defense for Acquisition, Technology, and Logistics (USD(AT&L)) and the Office of the Under Secretary of Defense (Comptroller)/Chief Financial Officer, Department of Defense (USD(C)/CFO), on DEERS acquisition, communications, and funding, as required.
- d. Establishes user groups, as necessary.

2. DIRECTOR, DEPARTMENT OF DEFENSE HUMAN RESOURCES ACTIVITY (DoDHRA). Under the authority, direction, and control of the USD(P&R) and in addition to the responsibilities in section 6 of this enclosure, the Director, DoDHRA:

- a. Develops procedures for the oversight, funding, personnel staffing, direction, and functional management of DEERS and RAPIDS.
- b. Serves as the milestone decision authority for DEERS pursuant to Reference (f) and DoDD 5100.87 (Reference (r)).
- c. Participates and leads USD(P&R) user groups, as directed.
- d. Coordinates recommended changes affecting DEERS and RAPIDS with the Joint Uniformed Services Personnel Advisory Committee (JUSPAC), as necessary.
- e. Coordinates with the Assistant Secretary of Defense for Readiness (ASD(R)), the Assistant Secretary of Defense for Health Affairs (ASD(HA)), and the Assistant Secretary of Defense for Manpower and Reserve Affairs (ASD(M&RA)) to:
 - (1) Establish DEERS enrollment and eligibility guidance and procedures pertaining to personnel, medical, and dental issues that impact DEERS.

(2) Establish guidance and procedures to support the functional requirements of DEERS and DEERS client applications and interfacing client systems.

(3) Identify the most effective means to communicate to members of the uniformed services, their dependents, and other eligible populations in accordance with Reference (e), about their DoD benefits and entitlements.

f. Provides guidance and advisory support to the JUSPAC meetings, as necessary.

g. Through the Director, Defense Manpower Data Center (DMDC):

(1) Provides the technical, acquisition, and functional management of the DEERS and RAPIDS programs, and maintains the standards for identity transaction interfaces.

(2) Operates DEERS and RAPIDS, as designated.

(3) Serves as the authoritative source for confirmation of identity, affiliation, and benefits eligibility for the DoD.

(4) Assigns and maintains DoD ID numbers, DoD benefits numbers, and other non-SSN identifiers on DoD affiliated individuals, as further specified in Enclosure 4 of this instruction.

(5) Creates and modifies interfaces to improve real-time data sharing and synchronization across DoD data systems, including personnel repositories.

(6) Provides technical expertise and advisory support to the JUSPAC, as necessary.

(7) Develops RAPIDS training and requirements.

3. ASD(R), ASD(HA), and ASD(M&RA). Under the authority, direction, and control of the USD(P&R) and in coordination with each other and the Director, DoDHRA, the ASD(R), ASD(HA), and ASD(M&RA):

a. Provide guidance and procedures pertaining to personnel, healthcare, and National Guard and Reserve policies that impact DEERS.

b. Support the functional requirements of DEERS and the DEERS client applications and interfacing client systems, and provides funding as necessary.

4. USD(AT&L). The USD(AT&L), through the Assistant Secretary of Defense (Acquisition), coordinates with the USD(P&R) and USD(C)/CFO on DEERS acquisition, communications, and funding, as required.

5. USD(C)/CFO. The USD(C)/CFO coordinates with USD(P&R) and USD(AT&L) on DEERS acquisition, communications, and funding, as required.

6. DOD COMPONENT HEADS, NOT INCLUDING THE SECRETARIES OF THE MILITARY DEPARTMENTS. The DoD Component heads, not including the Secretaries of the Military Departments:

a. Provide timely and accurate personnel information from their definitive personnel systems to DEERS and other PIP systems, as necessary.

b. Ensure RAPIDS operators are appropriately qualified and trained to issue DoD ID cards and credentials in accordance with Reference (f).

c. Comply with the provisions of this instruction and other related policy and procedural guidance related to DoD ID cards, DEERS, and RAPIDS in accordance with References (c) through (e).

7. UNIFORMED SERVICES HEADS. The uniformed services heads:

a. Appoint Service project officers.

b. Provide timely and accurate personnel information from their definitive personnel systems to DEERS and other PIP systems, as necessary, in accordance with DoDI 1336.05, DoDI 7730.54, and Privacy Act System of Record Notice DMDC 02 DoD (References (s) through (u)).

c. Comply with the provisions of this instruction and other related policy and procedural guidance related to DoD ID cards, DEERS, and RAPIDS in accordance with References (c) through (e).

ENCLOSURE 3

PROCEDURES

1. DEERS. The DEERS mission is to provide timely and accurate information on those eligible for benefits and entitlements in accordance with Reference (u), and to prevent and detect fraud and abuse in the distribution of these benefits and entitlements. DEERS will:

a. Serve as the centralized repository for personnel data that supports and maintains benefits and entitlements for ID card issuance to members of the uniformed services, their dependents, and other eligible individuals in accordance with References (d) and (e).

b. Be the sole repository for storing identity, affiliation, and benefits eligibility information of eligible individuals. The DoD Components and uniformed services will avoid creating, implementing, updating, and maintaining redundant programs, systems, and data repositories without a compelling justification.

c. In accordance with section 552a of Reference (n)), References (o) and (p), parts 160 and 164 of Title 45, Code of Federal Regulations (Reference (v)), and other relevant privacy regulations, collect and maintain data on individuals, as needed, to ensure the efficient administration of DoD missions, including benefit and entitlement programs and contact information. To the greatest extent practicable, rely on authoritative information to add or update personnel and dependent data.

d. Provide and receive updates of enrollment and eligibility verification from other DoD Agency, uniformed service, and non-DoD information systems pursuant to DoDD 8000.01 (Reference (w)).

e. Identify the information required for generating all DoD ID cards. Collect and store required information as authorized through the DD Form 1172-2, "Application for Identification Card/DEERS Enrollment."

f. Interact with and support other DoD systems and programs, as necessary.

g. Provide statistical and demographic data to support DoD and uniformed service missions.

h. Maintain death information to support verification of entitlement eligibility of surviving dependents of those deceased personnel.

i. Serve as the authoritative source and system of records for the Military Health System and TRICARE benefits eligibility and as the national enrollment database for TRICARE medical, dental, and special enrollments, as well as the source for fee waiver and special entitlement determinations.

(1) Maintain this information to facilitate the effective and efficient administration of these benefits.

(2) Provide software applications and interfaces to support real-time eligibility checks, as required, and to facilitate TRICARE enrollment, claims processing, and customer service functions, including the distribution of benefits-related correspondence.

j. Provide and maintain medical, dental, and personnel readiness information on members of the uniformed services and other such personnel as designated by the DoD.

k. Maintain information on members of the uniformed services, discharged members, and retirees to facilitate verification of their eligibility for U.S. Government educational programs in accordance with DoDD 1322.16 and DoDI 1322.17 (References (x) and (y)).

l. Confirm dependent eligibility for transfer of Post 9/11 GI Bill education benefits in accordance with DoDI 1341.13 and Title 38, U.S.C. (References (z) and (aa)).

m. Distribute and provide eligibility verification for authorized benefits and entitlements, including medical; dental; pharmacy; commissary; exchange; and morale, welfare, and recreation, in accordance with Reference (e), Chapter 55 of Reference (g), and DoDIs 1330.17, 1330.21, and 1015.10 (References (ab) through (ad)).

n. Serve as the DoD centralized personnel locator service, in accordance with section 113 note of Reference (g), by maintaining the current residential or duty address of uniformed service members. Current residential or duty addresses will be made available on request to the Federal Parent Locator Service, a division of Department of Health and Human Services, Office of Child Support Enforcement.

o. Maintain uniquely identifying characteristics on all individuals registered in DEERS that bind an individual to the identity information maintained in DEERS and to the ID card issued by RAPIDS in accordance with Reference (f). These characteristics may include, but are not limited to, digital photographs and fingerprints.

p. Maintain, store, use, and share contact information, such as address and e-mail, for notifications to uniformed service members, their dependents, and other eligible individuals in accordance with Reference (e) regarding changes to status or other benefits-related information, in accordance with References (n) through (p).

q. Maintain organ donor and immunization records in accordance with DoDI 6465.03 and DoDD 6205.02E (References (ae) and (af)).

r. Maintain blood type information.

s. Serve as the source for personnel, military service, patient identity, affiliation, registry, and demographic information as part of the DoD and Department of Veterans Affairs data share, VLER, and EHR-M initiatives.

t. Maintain identity and contact information of all DoD beneficiaries and all individuals requiring a DoD ID card.

u. Serve as the authoritative source for Family Service Member's Group Life Insurance eligibility based on dependent registration in DEERS, in accordance with Reference (aa) and DoD 7000.14-R (Reference (ag)).

v. Maintain the historical accuracy of records.

w. Serve as the authoritative source for Service members Civil Relief Act and Military Lending Act information.

2. RAPIDS. RAPIDS is the ID card issuance system that is used to authenticate individuals to ensure that all DoD ID cards are provided only to those individuals that are eligible to receive a card in accordance with References (d) and (f).

a. RAPIDS will:

(1) Collect contact information of all DoD beneficiaries and all individuals requiring a DoD ID card or receiving DoD benefits.

(2) Collect identity information and capture uniquely identifying characteristics that bind an individual to the identity information maintained on that individual in DEERS and to the ID card issued by RAPIDS. These characteristics may include, but are not limited to, digital photographs and fingerprints.

(3) Issue a distinct ID card for use as proof of identity and DoD affiliation that may also serve as the Geneva Convention card in accordance with DoDI 1000.01 (Reference (ah)) or as an authorization card for uniformed service benefits and privileges in accordance with Reference (e).

(4) Serve as the authoritative source for organ donor elections for DEERS.

(5) Serve as the authoritative source for dependent data for DEERS.

b. Authorized RAPIDS users and other requirements are further outlined in Reference (d).

3. TRUSTED ASSOCIATE SPONSORSHIP SYSTEM (TASS). TASS is the sponsorship and DEERS registration tool for eligible DoD contractors and other affiliated populations as determined by the Director, DoDHRA.

a. TASS collects eligibility and enrollment information and serves as the authoritative source for DoD contractors and other affiliated populations as determined by the Director, DoDHRA.

b. Organizations that use TASS must adhere to requirements and guidelines on user roles outlined in Reference (d).

ENCLOSURE 4

PERSON ID

The DoD uses person ID numbers to identify accurately and authorize ID card issuance and benefits for members as identified in References (d) and (e). This enclosure identifies the various ID numbers used within DEERS and their use.

a. SSN. Individuals required to present their SSN as their initial identity attribute to be added to DEERS include:

- (1) All U.S. persons authorized to receive a CAC, as identified in References (d) and (e).
- (2) All other DoD ID card holders, including dependents, who receive medical coverage and have been issued an SSN in accordance with section 6056 of Title 26, U.S.C. (Reference (ai)).
- (3) All other DoD beneficiaries who are eligible to receive benefits and have been issued an SSN.

b. National ID Number. Non-U.S. persons who do not have an SSN will be added to DEERS with their national ID number and country of origin, to the greatest extent practical.

c. Temporary ID Number (TIN). The TIN will be used as a temporary number for U.S. persons who are added to DEERS but have not yet been issued an SSN (e.g., newborn children). The TIN will be issued as a placeholder until the SSN is provided. The SSN should be reported within 90 days of the creation of the TIN or medical coverage may be affected.

d. Foreign ID Number (FIN). The FIN is a system-generated number assigned to non-U.S. persons who do not have an SSN or a national ID number. When non-U.S. persons are added to DEERS through RAPIDS, a FIN will be generated.

e. DoD ID Number. The DoD ID number, also known as the electronic data interchange person identifier in accordance with Reference (j), is assigned to all individuals registered in DEERS when their initial identity is created. The DoD ID number:

- (1) Will serve as the replacement of the SSN in most DoD processes and business needs, in accordance with Reference (j). Transactions that include entities outside DoD are authorized so long as individuals are acting on behalf of or in support of the DoD.
- (2) Is PII and should be treated as equivalent to a unique name.

(a) Presence or knowledge of an individual's DoD ID number does not constitute any level of authority to act on that individual's behalf.

(b) Presence of an individual's DoD ID number does not imply or provide any specific benefits. The DoD ID number only provides the identifier of the person against the ID card presented and the person identity traits stored.

(3) Will remain the same for all affiliations the individual will have within DoD (e.g., an individual who is an Army Reserve Service member and a DoD civilian employee will have a single DoD ID number). Once assigned, the DoD ID Number is intended to stay with the individual through their DoD affiliation and is also recognized and stored by the Department of Veterans Affairs to facilitate seamless transition.

(4) Will be shared within DoD in accordance with Reference (u).

(5) Will be shared with federal organizations through an approved memorandum of understanding that:

(a) Is managed and administered by DMDC and agreed on with the recipient agency.

(b) Ensures that the recipient agency agrees not to share the DoD ID number or other PII with any other agency or outside organization without the permission of the DoD and DMDC.

(c) Establishes the requirements for authentication using the DoD ID number. For example:

1. For operator or self-service authentication, the DoD ID number is not sufficient without an authorized credential (e.g., CAC or PIV) and personal ID number, or an account and password (e.g., DoD Self-Service Logon).

2. In-person authentication requires an ID card and viewing of the photograph on the card, when applicable.

3. When an operator is retrieving a record, the operator is encouraged to use the DoD-issued ID card to capture the DoD ID number from the barcode or other technology on the card.

4. When the DoD ID number is given over the phone or on a form sent to an authorized representative, or when the DoD ID card is not available, additional attributes (excluding name alone) must be provided to the operator for verification before an individual's record can be discussed or edited.

(d) Requires the agency to make every effort to obtain the DoD ID number directly from the DoD, either through system-to-system data sharing or through electronic presentation of a DoD ID card, and to subscribe to DMDC DoD ID number change services to ensure systems are kept in sync.

f. DoD Benefits Number. The DoD benefits number is assigned to all sponsors when a record is created in DEERS and is subsequently assigned to each dependent. Once assigned, the DoD benefits number is intended to stay the same for the family throughout their association with the DoD.

(1) The DoD benefits number will:

(a) Function as a method to identify the benefits given to an entitled beneficiary and dependent within a specific family.

(b) Be used primarily to access information using operator-based applications that need to identify a dependent's benefits (e.g., Defense Health Agency medical applications that determine care based on medical eligibility as a dependent of a uniformed service member).

(c) Always be protected as PII in accordance with section 552a of Reference (n), References (o) and (p), and other relevant privacy regulations. When used for medical purposes, the DoD benefits number will be protected as protected health information in accordance with parts 160 and 164 of Reference (v) and other relevant privacy regulations.

(2) The DoD Benefits number will not be used to:

(a) Identify a person, or a person's identity attributes.

(b) Retrieve information in any self-service application.

g. Interim Person Identifier (IPI). The IPI is a federated unique ID number that is a temporary ID for persons affiliated with DoD when a DoD ID Number is not available. The IPI is comparable to the DoD ID Number but should only be created and used when the DoD ID Number cannot be accessed. Every effort should be made to link a created IPI to a new or existing DoD ID Number once DEERS is accessible. Individuals issued an IPI may or may not have a DoD affiliation and could include:

(1) Persons in a U.S. combat theater or in an emergency situation where an ID number is required for patient ID and tracking.

(2) Any individual who is registered in DEERS when communications or other issues prevent access.

ENCLOSURE 5
COLLABORATION

1. SERVICE PROJECT OFFICERS. Service project officers:

a. Serve as spokespersons for their respective organizations at a level that represents the position of their component for personnel policy on matters concerning DoD ID cards, DEERS, and RAPIDS.

b. Manage operations and develop and implement organizational policy and procedures related to DoD ID cards, DEERS, and RAPIDS.

c. Ensure RAPIDS operators are appropriately qualified and trained to issue ID cards in accordance with Reference (f).

2. JUSPAC. The JUSPAC is a collaborative DoD-wide policy recommendation, requirements, strategy, and oversight group responsible for the maintenance and operation of the DEERS and RAPIDS programs for each uniformed service. The JUSPAC will:

a. Be comprised of Service project officers who represent their components, and who are authorized to represent their organization regarding DEERS, RAPIDS, and other ID card and benefits-related issues.

b. Meet quarterly or as necessary.

c. Advise DoDHRA on Service policy issues pertaining to their functional areas and coordinate on policies that impact other functional areas.

d. Coordinate with DoDHRA on those functional policy changes that will require changes or enhancements to DEERS or DEERS interfacing client systems, to ensure DEERS capabilities are provided to support policy.

e. Be chaired by one of the Service project officers on a rotating basis, as deemed appropriate.

f. Be attended by pertinent subject matter experts in the fields of identity and benefits-related issues, including DoDHRA, DMDC, Defense Health Agency, and other experts, as necessary.

g. Coordinate with DMDC on issues and changes relating to authoritative personnel data feeds.

GLOSSARY

PART I. ABBREVIATIONS AND ACRONYMS

ASD(HA)	Assistant Secretary of Defense for Health Affairs
ASD(M&RA)	Assistant Secretary of Defense for Manpower and Reserve Affairs
ASD(R)	Assistant Secretary of Defense for Readiness
CAC	Common Access Card
DEERS	Defense Enrollment Eligibility Reporting System
DMDC	Defense Manpower Data Center
DoDD	DoD directive
DoDHRA	Department of Defense Human Resources Activity
DoDI	DoD instruction
EHR-M	Electronic Health Record Modernization
FIN	Foreign ID number
ID	identification
IPI	interim person identifier
JUSPAC	Joint Uniformed Services Personnel Advisory Committee
PII	personally identifiable information
PIP	personnel identity protection
PIV	personnel identity verification
RAPIDS	Real-time Automated Personnel Identification System
SSN	social security number
TASS	Trusted Associate Sponsorship System
TIN	temporary ID number

U.S.C.	United States Code
USD(C)/CFO	Under Secretary of Defense (Comptroller)/Chief Financial Officer, Department of Defense
USD(AT&L)	Under Secretary of Defense for Acquisition, Technology, and Logistics
USD(P&R)	Under Secretary of Defense for Personnel and Readiness
VLER	Virtual Lifetime Electronic Record

PART II. DEFINITIONS

Unless otherwise noted, these terms and their definitions are for the purposes of this instruction.

CAC. A form of DoD ID card that serves as the Federal PIV card for DoD in accordance with Reference (c).

DEERS interfacing client system. An automated information system that communicates with DEERS via a DEERS standard interface to either:

Pull data from DEERS to be downloaded and reformatted or translated by the requesting automated information system's software application; or

Pass data from the client system to DEERS so that updates may occur.

DoD ID card. An ID card issued by RAPIDS to uniformed service members, their dependents, and other eligible individuals that is used as proof of identity and DoD affiliation in accordance with Reference (c).

PII. Defined in Reference (p).

PIP. A business process that authenticates individual identity. This process involves:

A binding of the identity to an identity protection system through the issuance of a DoD ID card.

The linkage of the ID card to the individual through use of uniquely identifying characteristics and a personal ID number.

Digital authentication of the ID card linkage to the individual.

protected health information. Defined in part 160 of Reference (v).

sponsor. A sponsor is the prime beneficiary who derives his or her eligibility based on individual status rather than dependence of another person. This beneficiary receives benefits based on his or her direct affiliation to the DoD in accordance with References (d) and (e).

uniformed services. Defined in Joint Publication 1-02 (Reference (aj)).

uniformed service heads. The Secretary of the Army; the Secretary of the Navy; the Secretary of the Air Force; the Commandant of the Coast Guard; the Chief Administrative Officer, National Ocean and Atmospheric Administration; and the Director, U.S. Public Health Service.

uniformed services ID card. A form of DoD ID card that serves as proof of identity and DoD affiliation for eligible individuals who do not require a Federal PIV card in accordance with Reference (c).

U.S. persons. U.S. citizens and resident aliens.