



## Privacy Impact Assessment

Full Entry Name: **NASA OIG Investigative Case Management System**

NASA Center: **NASA Headquarters**

Office/Mission Program/Project Supported: **Office of the Inspector General**

NASA Point of Contact: **Cheol H Han**

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**System Overview:** The NASA OIG Investigative Case Management System stores investigative, and administrative information including related persons and personnel information for the NASA OIG and four external OIG customers - Federal Election Commission OIG, AMTRAK OIG, Government Accountability Office OIG, and Federal Housing Financing Administration OIG. Examples of investigation information include names of investigators, subjects, contractors, witnesses, complainants, attorneys, contacts, audit assignment numbers, investigative case numbers, and related background information. Examples of persons and personnel information include names, titles, duty locations, supervisors' phone numbers, addresses, and other personal attributes that pertain to the investigation. Investigative hotline information includes information on reports of possible existence of activities constituting a violation of law, rules, or regulations, mismanagement, gross waste of funds, abuse of authority, or a substantial and specific danger to life or property. NASA OIG and customer OIGs use the NASA OIG Investigative Case Management System to perform their daily operations, to assist in management decision-making, and to report to Congress and the public about significant deficiencies, proposed corrective actions, and results. NASA OIG and customer OIGs use the System as a tool for accomplishing their missions and goals.

**Privacy**

Collection contains the following:	Cell phone number, Date of Birth, Home mailing address, Home phone number, Legal documents (divorce decree, criminal records, etc.), Military status and/or records, Mother's maiden name, Name, Photograph, SSN, Video, Work e-mail address, and Work mailing address
The application/website/information system stores, collects, or maintains Information in Identifiable Form (IIF).	Yes
Information is collected on the following	Business Partners/Contacts, Grantees (including, but not limited to federal, state, local agencies), Contractors/Vendors/Suppliers, Government Employees, Members of the Public (excluding contractors and partners), and NASA Contractors
The collection of PII is justified.	Yes
law, regulation, or Government-wide policy justifies the collection of the information.	INSPECTOR GENERAL ACT OF 1978
NASA will use the information in the following ways:	The NASA OIG GSS stores audit, investigative, and administrative information including related persons and personnel information for the NASA OIG and four external OIG customers - Federal Election Commission OIG, AMTRAK OIG, Government Accountability Office OIG, and Federal Housing Financing Administration OIG. NASA OIG and customer OIGs use the NASA OIG GSS to perform their daily operations, to assist in management decision-making, and to report to Congress and the public about significant deficiencies, proposed corrective actions, and results. NASA OIG and customer OIGs use the System as a tool for accomplishing their missions and goals.
The collection is the minimum necessary to accomplish the purpose of the collection.	Yes
<b>Consent</b>	
The IIF is collected.	Mandatory, Comment: IIF is collected during investigations.
<b>There is a process in place for the following</b>	
Ensuring consent is obtained from the individuals whose IIF is stored, collected, or maintained.	No (IIF is collected in the course of investigations and audits. Individuals are required to provide the information, managed, protected and destroyed as appropriate in accordance with all applicable laws and regulations including NRRS 9/23A.)
<b>Security Controls</b>	
Monitor and Response to privacy and/or security incidents policies.	Yes
Access controls	Yes
Technical controls (safeguards) are in place to minimize the possibility of unauthorized access, use, or dissemination of the IIF in the application/website/information system/cloud system.	Yes
<b>Information Sharing Practices</b>	
The application/website/information system/cloud systems collects IIF from other resources (e.g., databases, websites)	No

The application/website/information system/cloud system populates data for other resources (e.g., databases, websites, or external agencies, people, or organizations).	No
<b>Accessibility, Redress, Complaints</b>	
There is a process in place for periodic reviews of IIF in the system to ensure data integrity, availability, accuracy, and relevance.	Yes (All information is reviewed during the course of the investigations and audits.)

<b>Privacy Act of 1974</b>	
Records on individuals are or will be routinely retrieved from the system by using individual's name or other unique identifier (e.g., personal account number, UUPIC, SSN, etc. is used to locate information about an individual in the application/website/information system/paper record).	Yes
The records in the system are covered by an existing published System of Records Notice (SORN).	Yes
The SORN Name.	Inspector General Investigations Case Files
The SORN Number.	NASA 10IGIC

<b>Paperwork Reduction Act</b>	
The record/application/website/information system collects information in a standard way (via forms, surveys, questionnaires, etc.) from 10 or more persons (e.g., members of the public and NASA contractors, and grantees).	Yes
PRA does not apply as the collection has been made during a Federal criminal investigation or prosecution, during a civil action to which the U.S. is a party, or during the conduct of intelligence activities.	

Concur:

/s/ Concurrred

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 Ross W Weiland  
 System Owner  
 Date: 09/21/2016

Concur:

/s/ Concurrred

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 Marion C Meissner  
 Center Privacy Manager  
 Date: 09/27/2016

Concur:

/s/ Concurrred

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 BRYAN D MCCALL  
 NASA Privacy Program Manager  
 Date: 09/30/2016

Approve:

\_\_\_\_\_  
 Renee P Wynn  
 Senior Agency Official for Privacy  
 Date: 10/01/2016