

National Aeronautics and
Space Administration
Headquarters
Washington, DC 20546-0001



JUN - 9 2008

Reply to Attn of: **Office of the Chief Information Officer**

TO: Distribution
FROM: Chief Information Officer
SUBJECT: Remote Access to Personally Identifiable Information (PII)

In accordance with the Office of Management and Budget (OMB) Memorandum M-06-16, "Protection of Sensitive Agency Information", remote access¹ to sensitive agency information is allowed only with two-factor authentication. This requirement was restated in OMB memorandum M-07-16, "Safeguarding Against and Responding to the Breach of Personally Identifiable Information (PII)". The specific intent of this requirement was to compensate for the protections offered by physical security controls when information is removed from, or accessed from outside the Agency.

Although the above OMB requirement focuses on the protection of all sensitive agency information, due to its value in committing fraud and identity theft it is especially important that systems containing Personally Identifiable Information (PII)² be protected. In 2007, the Agency Privacy Act Officer in collaboration with Center Privacy Act Managers (PAMs) and system owners developed a list of systems and/or applications that contained PII (see attachment). Of those listed in the attachment, 57 of these systems and/or applications (which are highlighted) were determined to be major information systems covered under a unique agency security plan number and are reported quarterly on the Federal Information Security Management Act (FISMA) report to OMB.

In an effort to properly safeguard the PII in these systems and/or applications, Centers shall implement the following protections by September 30, 2008:

1. The systems and/or applications listed in the attachment, at a minimum the 57 that are highlighted, must be placed behind a firewall that prevents the systems and/or

¹ NIST SP 800-53 defines the term "Remote Access" as access to an Agency information system by a user (or an information system) communicating through an external non-organization-controlled network (e.g., the Internet).

² OMB memorandum M-07-16 defines the term "personally identifiable information" as information which can be used to distinguish or trace an individual's identity, such as their name, social security number, biometric records, etc. alone, or when combined with other personal or identifying information which is linked or linkable to a specific individual, such as date and place of birth, mother's maiden name, etc.

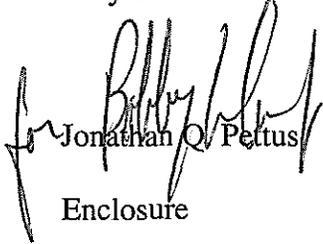
applications from being accessed from outside the NASA network. An effort should be made to secure all systems and/or applications containing PII behind a firewall.

2. All Agency VPN implementations must be modified to require the use of a hardware two-factor authentication token.
3. All remote access to these systems and/or applications containing PII shall be accomplished via a virtual private network (VPN) connection that requires a two-factor authentication token.

In addition, it is requested that each Center review the attached list of systems and/or applications to validate the information listed and to identify any other systems and/or applications that contain PII. Please report any discrepancies, additions, or decommissioning of systems to your Center PAM or Teresa Fryer, Privacy Program Manager, at teresa.fryer-1@nasa.gov.

Please submit the status of each Center's compliance with the above requirements to the NASA Deputy CIO for IT Security by close of business Friday, August 29, 2008.

Should you have additional questions or require further assistance, please contact your Center Information Technology Security Manager (ITSM) or Jerry Davis at Jerry.L.Davis@nasa.gov.


Jonathan Q. Pettus

Enclosure

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