



Privacy Impact Assessment

Full Entry Name: **Astronaut Candidate Selection System**

NASA Center: **Johnson Space Center**

Office/Mission Program/Project Supported: **Flight Crew Operations Directorate**

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System Overview: The NASA Astronaut Candidate (ASCAN) Selection System is a multi-level web-based application that provides a cost effective, secure, automated tool that receives, formats, processes, stores, and reports ASCAN applicant data; supports the candidate selection board processes including documentation, evaluation, communications, and collaboration.

Privacy

| | |
|---|--|
| Collection contains the following: (check the applicable items) | Cell phone number, Date of Birth, Education records, Employment status and/or records, Home mailing address, Home phone number, Military status and/or records, Name, Other number originated by a government that specifically identifies an individual, Personal e-mail address, Work e-mail address, Work mailing address, Work phone number, and Other (Flight experience and performance rating information.) |
| 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), Government Employees, and Members of the Public (excluding contractors and partners) |
| The collection of PII is justified. | Yes |
| Law, regulation, or Government-wide policy justifies the collection of the information. | NASA Astronaut Candidate Recruitment and Selection Program (14 CFR 1214) |
| NASA will use the information in the following ways: | The information collected includes employment application data, as well as personal and professional references, directly related to the Astronaut Candidate Selection process, and will be used solely for that purpose. |
| The collection is the minimum necessary to accomplish the purpose of the collection. | Yes |
| Consent | |
| The IIF is collected. | Voluntary, Comment: This system will receive employment application data entered into USAJobs and NASA STARS websites. Consent is obtained IAW policy and regulations described and referenced therein and in accordance with the Privacy Act of 1974. |
| There is a process in place for the following | |
| Ensuring consent is obtained from the individuals whose IIF is stored, collected, or maintained. | Yes (Refer to USAJobs Privacy Policy (https://help.usajobs.gov/index.php/USAJobsHelp:Privacy_policy)) |
| Allowing the individual whose IIF is stored, collected, or maintained to choose how their IIF is used. | Yes (Refer to USAJobs Privacy Policy (https://help.usajobs.gov/index.php/USAJobsHelp:Privacy_policy)) |
| Security Controls | |
| 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 |
| Information Sharing Practices | |
| The application/website/information system/cloud systems collects IIF from other resources (e.g., databases, websites) | Yes (USAJobs and NASA STARS) |
| The application/website/information system/cloud system populates data for other resources (e.g., databases, websites, or external agencies, people, or organizations). | Yes (Only status updates are returned to people and originating data sources.) |

| Accessibility, Redress, Complaints | |
|--|---|
| There is a process in place for periodic reviews of IIF in the system to ensure data integrity, availability, accuracy, and relevance. | Yes (Via USAJobs IAW The Privacy Act of 1974 (5 U.S.C. 552a), current OMB Memoranda and Circulars.) |

| Privacy Act of 1974 | |
|---|---------------------------------------|
| 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. | Astronaut Candidate Selection Records |
| The SORN Number. | NASA 10ACSR |

| Paperwork Reduction Act | |
|---|-----------|
| 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 |
| There is an OMB Control Number. | Yes |
| The OMB Control Number. | 2700-0156 |

| Web Measurement and Customizing Technology | |
|---|----|
| The Application/Website/Information System Utilizes Web Measurement and Customization Technology (Cookies/Persistent Tracking). | No |

Concur:

/s/ Concurred

MICHAEL STEWART

System Owner

Date: 11/14/2013

Concur:

/s/ Concurred

ALI MONTASSER

Center Privacy Manager

Date: 11/14/2013

Concur:

/s/ Concurred

BRYAN D MCCALL

NASA Privacy Program Manager

Date: 01/09/2014

Approve:

LARRY N SWEET

Senior Agency Official for Privacy

Date: 02/24/2014