



Privacy Impact Assessment (PIA)

PIA Entry Name: Atmospheric Science Data Center

Atmospheric Sciences Data Center

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PURPOSE OF THE PRIVACY IMPACT ASSESSMENT

The National Aeronautics and Space Administration (NASA) Privacy Impact Assessment (PIA) documents and describes the personally identifiable information (PII) NASA collects and the purpose(s) for which it collects that information; how it uses the PII internally; whether it shares the PII with external entities, and the purposes for such sharing; whether individuals have the ability to consent to specific uses or sharing of PII and how to exercise any such consent; how individuals may obtain access to the PII; and how the PII will be protected. NASA publishes its PIAs, as well as its System of Records Notices (SORNs), on the NASA public-facing website, which describes NASA's activities that impact privacy, the authority for collecting personally identifiable information (PII), and the procedures to access and have PII amended or corrected if necessary.

Reviewing Official: Stayce Hoult, Chief Privacy Officer



System Overview:

The Atmospheric Science Data Center (ASDC) is an active archive data center which distributes publicly available data. Access to data requires the use of the Earth Data Login which requires a username and email address for communication. User data is also gathered when the "Contact Us" feature is used.

Privacy / Authorities and Other Requirements	
List all legal authorities and/or agreements that permit the collection of privacy information by the project. Explain how these authorities permit the project and the collection of privacy information. If the project collects Social Security numbers, also identify the specific statutory authority allowing it.	The Office of Management and Budget (OMB) mandates an annual customer survey of users of all EOSDIS DAACs of which the Atmospheric Science Data Center (ASDC) is one. This requires the generation of lists of users and their contact information to perform the surveys. No SSNs are collected. The PII is non-sensitive. The legal authority is the National Aeronautics and Space Act of 1958.
The records in the system are covered by an existing published System of Records Notice (SORN).	Existing SORN applicable
The SORN Name and Number.	GSFC 51EUID - Earth Observing System Data and Information System (EOSDIS) User Information

Privacy Act of 1974 / Uses of the Information	
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).	No

Paperwork Reduction Act / Characterization of the Information	
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

Paperwork Reduction Act / Authorities and Other Requirements	
There is an OMB Control Number.	No
The OMB Control Number.	

Privacy / Characterization of the Information	
Information is collected on the following:	NASA Contractors Government Employees Members of the public (excluding contractors and partners)
Collection contains the following:	Work e-mail address Personal e-mail address School e-mail address URL
The collection is the minimum necessary to accomplish the purpose of the collection.	Yes
Discuss the intra-Departmental sharing of information. Identify and list the name(s) of any components or directorates within the Department with which the information is shared.	These lists are not shared with other ESDIS DAACs. The scored results from the anonymized survey are shared.

Privacy / Uses of the Information	
NASA will use the information in the following ways:	NASA uses the e-mails stored at the ASDC. to contact participants in the annual ACSI survey. NASA does use the google analytics data for determining user access paths to improve their overall experience.
The application/website/information system stores, collects, or maintains Information in Identifiable Form (IIF).	No

Consent / Notice	
Does the project provide individuals notice prior to the collection of information?	Yes
If no, explain why individuals are not notified prior to collection of information.	
If yes, describe how the notice provided for the collection of information is adequate to inform those impacted.	When users register in the ESDIS Earth Data Login, they are given a link to the NASA privacy policy. At the initial registration step this message appears: By clicking the REGISTER FOR EARTHDATA LOGIN button below, you are acknowledging that all Earthdata Login applications running in DAACs will have access to my profile information. Information in user profiles complies with NASA's Web Privacy Policy
Do individuals have opportunities to decline to provide information, or opt out of the project?	Yes
If yes, describe the process. If this is not an option, explain why not.	Initial registration required for data access has mandatory information fields: first name, last name, email, country and affiliation required for annual OMB survey metrics that include ease of

	discovery, access and use of data by customers.. Other information is optional.
Do individuals have opportunities to consent to specific/targeted uses of their information?	No
If yes, describe the process. If this is not an option, explain why not	Initial registration required for data access has mandatory information fields: first name, last name, email, country and affiliation. This data is needed for the annual OMB survey that collects metrics that include ease of discovery, access and use of data by customers..
The IIF is collected	Mandatory
There is a process in place for the following:	
Ensuring consent is obtained from the individuals whose IIF is stored, collected, or maintained.	Yes
Are individuals provided with notice that they have opportunities to consent to uses, decline to provide information, or opt out of the project?	No
If yes, describe the process. If no, explain why not.	<i>The users must register in Earth Data login to download data</i> and there are a few mandatory fields that are needed to support an annual OMB-mandated survey.. Others fields are optional..This survey is the American Customer Satisfaction Index (ACSI) which is conducted by a third party commercial concern.
Are individuals notified of the consequences of providing information?	Yes
If yes, describe the process. If no, explain why not.	When users register in the ESDIS Earth Data Login, they are given a link to the NASA privacy policy. At the initial registration step this message appears: By clicking the REGISTER FOR EARTHDATA LOGIN button below, you are acknowledging that all Earthdata Login applications running in DAACs will have access to my profile information. Information in user profiles complies with NASA's Web Privacy Policy

Data Retention	
Explain how long each type of information is retained. Include a justification for the retention period of each information type and how/why that period is necessary to the mission/project.	<p>The lists are essentially retained in perpetuity, but are reviewed for activity prior to submission to ESDIS to seed the ACSI survey .For example, emails that "bounce" are removed. Retention period comes from the NASA Records Retention Schedule (NRRS)</p> <p>1/88. A-D.[GRS 6.5-020] (ITEM 88) Distribution lists used by an agency to deliver specific goods or services. Records include:</p> <ul style="list-style-type: none"> • contact information for customers or clients

	<ul style="list-style-type: none"> • subscription databases for distributing information such as publications and data sets produced by the agency • files and databases related to constituent and community outreach or relations • sign-up, request, and opt-out forms <p>RETENTION: TEMPORARY. DELETE WHEN ITEM SUPERSEDED, OBSOLETE, OR WHEN CUSTOMER REQUESTS THE AGENCY TO REMOVE THE RECORDS.</p> <p>_____</p>
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Information Sharing	
Is information shared outside of the organization as part of the normal agency operations?	No
Identify who the information is shared with, how the information is accessed, and how it is to be used.	
Describe how the external sharing noted in the previous question is compatible with the SORN noted in PIA-02.	

Redress	
What are the procedures that allow individuals to access their information?	The Earth Data Login allows users to update the information in their user profiles.
What procedures are in place to allow the subject individual to correct inaccurate or erroneous information?	The Earth Data Login allows users to update the information in their user profiles; this feature enables them to correct e-mail addresses and organizational affiliations. for example
How does the project notify individuals about the procedures for correcting their information?	The Earth Data Login allows users to update the information in their user profiles.

Auditing and Accountability	
How does the project ensure that the information is used in accordance with stated practices in this PIA?	The data can only be accessed by select members of User Services and System Administration staff. All have up to date training in the handling of PII.
Describe what privacy training is provided to users either generally or specifically relevant to the project.	Staff take any PII training that is offered in System for Administration, Training, and Educational Resources for NASA (SATERN)
What procedures are in place to determine which users may access the information and how does the project determine who has access?	Access to the users contact information is only granted to members of the User Services staff who need the data to provide statistics to stakeholders.

How does the project review and approve information sharing agreements, MOUs, new uses of the information, new access to the system by organizations within the department and outside?	New uses of the information are typically discussed across all of the ESDIS DAACs.
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Security Controls / Characterization of the Information	
Monitor and Response to privacy and/or security incidents policies.	Yes

Security Controls / Auditing and Accountability	
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
Access controls.	Yes

Information Sharing Practices / Characterization of Information	
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

Accessibility, Redress, Complaints / Characterization of the Information	
There is a process in place for periodic reviews of IIF in the system to ensure data integrity, availability, accuracy, and relevance.	Yes

Web Measurement and Customizing Technology / Characterization of the Information	
The Application/Website/Information System Utilizes Web Measurement and Customization Technology (Cookies/Persistent Tracking).	Yes

Agency Privacy Manager (APM):

Guerin, Michael D
HARRIS HOULT, STAYCE D
Hill, Debra A
Kostka, Paul A
Midulla, Laura P
Montasser, Ali S
Scholz, Matthew C

APM Review Decision: Concur

APM Review Date: 06/07/2022

Chief Privacy Officer (CPO):

HARRIS HOULT, STAYCE D

CPO Review Decision: Concur

CPO Review Date: 09/29/2022

CPO Digital Signature

NASA Senior Agency Information Security Officer (SAISO):

Witt, Michael

SAISO Review Decision: Concur

SAISO Review Date: 10/24/2022

NASA Senior Agency Official for Privacy (SAOP):

SEATON, JEFFREY M

SAOP Review Decision: Approve

SAOP Review Date: 02/16/2023