



Privacy Impact Assessment (PIA)

PIA Entry Name: Imagery Management Gallery (IT179)

OCIO Network & Telecommunications Services

NASA Point of Contact: Chris Perri

Phone Number: 321.867.9257

E-mail: christopher.j.perri@nasa.gov

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:

IMG (Imagery Management Gallery) servers and data storage are housed in the KDC (Kennedy Data Center). Six Windows Server 2012 R2 computers behind a Kennedy Integrated Transmission System (KITS)-controlled firewall run the web services, databases, and applications necessary to ingest, process, catalog, store and archive motion and still imagery.

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.	OMB Circular A-130
The records in the system are covered by an existing published System of Records Notice (SORN).	SORN not required
The SORN Name and Number.	NASA 10BRPA

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).	Yes

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).	No

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)

	Business Partners/Contracts, Grantees (including, but not limited to federal, state, local agencies) Contractors/Vendors/Suppliers
Collection contains the following:	Name Work e-mail address Photograph Video
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.	Personnel with approved NAMS (NASA Access Management System) request can access the system

Privacy / Uses of the Information	
NASA will use the information in the following ways:	Historical reasons and NASA Program purposes
The application/website/information system stores, collects, or maintains Information in Identifiable Form (IIF).	Yes

Consent / Notice	
Does the project provide individuals notice prior to the collection of information?	No
If no, explain why individuals are not notified prior to collection of information.	Group photos do not necessarily send out notification to every individual.
If yes, describe how the notice provided for the collection of information is adequate to inform those impacted.	
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.	Sensitivity of the collected imagery can be modified as required
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	Mandatory Meta Data requirements
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.	Mandatory
Are individuals notified of the consequences of providing information?	No
If yes, describe the process. If no, explain why not.	Mandatory

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.	NRRS 2/23.A & B, 8/48/B.2, 8/101 & 8/103

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.	I
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?	Request through NAMS (NASA Access Management System). Users of system is responsible that own and update as required.
What procedures are in place to allow the subject individual to correct inaccurate or erroneous information?	Request through NAMS Users of system is responsible that own and update as required.
How does the project notify individuals about the procedures for correcting their information?	Request through NAMS Users of system is responsible that own and update as required.

Auditing and Accountability	
How does the project ensure that the information is used in accordance with stated practices in this PIA?	Procedures for entering Meta Data
Describe what privacy training is provided to users either generally or specifically relevant to the project.	Training on how to address sensitive information is held throughout NASA on an annual basis.
What procedures are in place to determine which users may access the information and how does the project determine who has access?	Access through a NAMS request

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?	Approved through a NAMS request
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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).	No

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: 04/26/2021

Chief Privacy Officer (CPO):

HARRIS HOULT, STAYCE D

CPO Review Decision: Concur

CPO Review Date: 12/20/2022

CPO Digital Signature

NASA Senior Agency Information Security Officer (SAISO):

Witt, Michael

SAISO Review Decision: Concur

SAISO Review Date: 08/11/2023

NASA Senior Agency Official for Privacy (SAOP):

SEATON, JEFFREY M

SAOP Review Decision: Approve

SAOP Review Date: 05/30/2024