



## Privacy Impact Assessment (PIA)

**PIA Entry Name:** Office of the Inspector General (OIG) Managed Cloud Applications Environment (MCAE)

OFFICE OF INSPECTOR GENERAL - OFFICE OF MANAGEMENT AND PLANNING

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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 Office of Inspector General (OIG) Case Management System stores investigative, auditing, and administrative information, including related persons and personnel information for the OIG. Examples of auditing information include names of auditors/auditees, contractors, witnesses, complainants, attorneys, contacts, audit assignment numbers, and related background information. Examples of persons and personnel information include names, titles, duty locations, supervisors' phone numbers, addresses, and other personal attributes. The OIG hotline provides information on reports of the 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. Auditors use the OIG MCAE to perform their daily operations, assist in management decision-making, report significant deficiencies, and propose corrective actions to Congress and the public. NASA OIG uses the information system to accomplish its missions and goals.

The applications that comprise the OIG Case Management System are the following: NASA OIG Reporting System, TeamMate+, Comprehensive Financial Investigative Solution (CFIS), Digital Collection Evidence System (DECS), Intella Connect, Microsoft PowerBI, and WordPress.

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.	<b>Inspector General Act of 1978, as amended, Title 5 U.S.C. App. III § 406.</b> Additionally, the general authority for the NASA Office of the Inspector General is to maintain records containing SSNs is provided by Executive Order 9397 as amended by Executive Order 13478 § 1, Amendments to Executive Order 9397 Relating to Federal Agency Use of Social Security Numbers (November 18, 2008).
The records in the system are covered by an existing published System of Records Notice (SORN).	Existing SORN applicable
The SORN Name and Number.	2927591 - NASA 10IGIC: Inspector General Investigations Case Files 2927597 - NASA 10IGDA: Office of Inspector General Advanced Data Analytics Systems (ADAS)

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	Yes

application/website/information system/paper record).	
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<b>Paperwork Reduction Act / Characterization of the Information</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

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

<b>Privacy / Characterization of the Information</b>	
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 Date of birth SSN Employment status and/or records Mother's maiden name Work phone number Work cell phone number Personal cell phone number Work e-mail address Personal e-mail address Home mailing address Medical notes Financial account information Legal documents (divorce decree, criminal records, etc.) Military status and/or records Photograph Video Work Mailing Address Home Phone Number
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	Information from this system is shared with the Enterprise Data Platform Group.

components or directorates within the Department with which the information is shared.	
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Privacy / Uses of the Information	
NASA will use the information in the following ways:	Inspector General work products
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.	Individuals may or may not be immediately aware that they are the subject of an investigation thereby foregoing the initial Privacy Act requirements requiring notification.
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?	No
If yes, describe the process. If this is not an option, explain why not.	N/A
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	N/A
The IIF is collected	Mandatory
<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
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.	N/A
Are individuals notified of the consequences of providing information?	No
If yes, describe the process. If no, explain why not.	N/A

<b>Data Retention</b>	
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.	NASA Records Retention Schedules (NRRS) - NRRS_1441.1A, Schedule 9.

<b>Information Sharing</b>	
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.	

<b>Redress</b>	
What are the procedures that allow individuals to access their information?	Individuals cannot access their information; see SORN, information is exempt ; see below  2927591 - NASA 10IGIC: Inspector General Investigations Case Files 2927597 - NASA 10IGDA: Office of Inspector General Advanced Data Analytics Systems (ADAS)
What procedures are in place to allow the subject individual to correct inaccurate or erroneous information?	Information collection is mandatory of IG Investigators; see SORN, information is exempt from certain requirements of the Privacy Act. SORN List: 2927591 - NASA 10IGIC: Inspector General Investigations Case Files 2927597 - NASA 10IGDA: Office of Inspector General Advanced Data Analytics Systems (ADAS)
How does the project notify individuals about the procedures for correcting their information?	Information maintained by other NASA System of Records (SORs) follow procedures outlined in that SOR allowing individuals the ability to correct information

<b>Auditing and Accountability</b>	
How does the project ensure that the information is used in accordance with stated practices in this PIA?	NASA OIG follow NASA controls and policies as appropriate.
Describe what privacy training is provided to users either generally or specifically relevant to the project.	All users are trained under NASA Agency Policy and procedures including but not limited to annual Cybersecurity and Privacy Awareness Training

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 system is extremely limited and determined on a case-by-case basis per the OIG
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?	Interconnection Security Agreements and Memorandums of Understanding outline information sharing practices ---all agreements are documented in NASAs Risk Information Security Compliance System (RISCS).

<b>Security Controls / Characterization of the Information</b>	
Monitor and Response to privacy and/or security incidents policies.	Yes

<b>Security Controls / Auditing and Accountability</b>	
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

<b>Information Sharing Practices / Characterization of Information</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 / Characterization of the Information</b>	
There is a process in place for periodic reviews of IIF in the system to ensure data integrity, availability, accuracy, and relevance.	Yes

<b>Web Measurement and Customizing Technology / Characterization of the Information</b>	
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:** 07/25/2023

**Chief Privacy Officer (CPO):**

HARRIS HOULT, STAYCE D

**CPO Review Decision:** Concur

**CPO Review Date:** 07/27/2023

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CPO Digital Signature

**NASA Senior Agency Information Security Officer (SAISO):**

Witt, Michael

**SAISO Review Decision:** Concur

**SAISO Review Date:** 07/31/2023

**NASA Senior Agency Official for Privacy (SAOP):**

SEATON, JEFFREY M

**SAOP Review Decision:** Approve

**SAOP Review Date:** 08/01/2023