



Privacy Impact Assessment (PIA)

PIA Entry Name: NASA Office of Inspector General Cyber Crimes Division (OIG CCD)
OFFICE OF INSPECTOR GENERAL - OFFICE OF INVESTIGATIONS

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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 NASA Office of Inspector General (OIG) Cyber Crimes Division (CCD) is responsible for investigating electronic crimes committed by and against NASA, its employees and contractors. It also supports other OIG cases in processing digital evidence. The CCD network is comprised of multiple field offices and the Headquarters cybercrime lab.

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.	Inspector General Act of 1978, Pub. L. 95-452
The records in the system are covered by an existing published System of Records Notice (SORN).	Existing SORN applicable
The SORN Name and Number.	NASA 10IGIC, Inspector General Investigations Case Files

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).	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) 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 Vehicle identifier (license plate) Marriage certificate Device identifiers (pacemaker, hearing aid, etc.) Biometric identifier (fingerprint or voiceprint) Employment status and/or records Education records Miscellaneous identification numbers (accounts, permits, etc.) Passport number Driver's license number Mother's maiden name Work phone number Work cell phone number Personal cell phone number UUPIC Agency User ID (AUID) Other number originated by a government that specifically identifies an individual Work e-mail address Personal e-mail address School e-mail address Home mailing address Medical records numbers Medical notes X-ray Financial account information Birth certificate Death certificate Legal documents (divorce decree, criminal records, etc.) Military status and/or records Foreign activities and/or interests Photograph Video URL 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 components or directorates within the Department with which the information is shared.	N/A. No information from this system is shared to another system or department internally and/or externally.

Privacy / Uses of the Information

NASA will use the information in the following ways:	PII is collected in support of NASA OIG investigations as authorized by the Inspector General Act of 1978, Pub. L. 95–452. Information is maintained, used and disclosed in accordance with NASA 10IGIC, Inspector General Investigations Case Files, additionally all exemptions are noted.
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.	Information collection is required in order to conduct NASA OIG investigations and information is exempt from certain requirements of the Privacy Act (see SORN NASA 10IGIC, Inspector General Investigations Case Files.) Individuals may or may not be immediately aware that they are the subject of an investigation.
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.	Information collection is required in order to conduct NASA OIG investigations and information is exempt from certain requirements of the Privacy Act (see SORN NASA 10IGIC, Inspector General Investigations Case Files.) Individuals may or may not be immediately aware that they are the subject of an investigation.
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	Information collection is required in order to conduct NASA OIG investigations and information is exempt from certain requirements of the Privacy Act (see SORN NASA 10IGIC, Inspector General Investigations Case Files.) Individuals may or may not be immediately aware that they are the subject of an investigation.
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.	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.	Information collection is required in order to conduct NASA OIG investigations and information is exempt from certain requirements of the Privacy Act (see SORN NASA 10IGIC, Inspector General Investigations Case Files.) Individuals may or may not be immediately aware that they are the subject of an investigation.
Are individuals notified of the consequences of providing information?	No
If yes, describe the process. If no, explain why not.	Information collection is required in order to conduct NASA OIG investigations and information is exempt from certain requirements of the Privacy Act (see SORN NASA 10IGIC, Inspector General Investigations Case Files.) Individuals may or may not be immediately aware that they are the subject of an investigation.

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>NRRS 1441.1, NASA Records Retention Schedules</p> <p>09/023.0.A, GENERAL INVESTIGATIVE FILES, destroy when 5 years old.</p> <p>09/023.0.B, INTERNAL OIG INVESTIGATIONS, destroy 10 years after case is closed or after the employee's separation, whichever is longer.</p> <p>09/023.0.C, INVESTIGATIVE CASE FILES, destroy 10 years after file is closed.</p> <p>09/023.0.D.01, SIGNIFICANT CASE FILES, *permanent* transfer to the National Archives 10 years after file is closed.</p> <p>09/023.0.D.02, SIGNIFICANT CASE FILES, destroy 10 years after file is closed.</p>

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?	Not applicable. Individuals are not permitted to access their information. Information collection is required in order to conduct NASA OIG investigations and information is exempt from certain requirements of the Privacy Act (see SORN NASA 10IGIC, Inspector General Investigations Case Files.) Individuals may or may not be immediately aware that they are the subject of an investigation.
What procedures are in place to allow the subject individual to correct inaccurate or erroneous information?	Not applicable. Individuals are not permitted to correct inaccurate or erroneous information. Information collection is required in order to conduct NASA OIG investigations and information is exempt from certain requirements of the Privacy Act (see SORN NASA 10IGIC, Inspector General Investigations Case Files.) Individuals may or may not be immediately aware that they are the subject of an investigation.
How does the project notify individuals about the procedures for correcting their information?	Not applicable. Individuals are not notified about procedures for correcting their information. Information collection is required in order to conduct NASA OIG investigations and information is exempt from certain requirements of the Privacy Act (see SORN NASA 10IGIC, Inspector General Investigations Case Files.) Individuals may or may not be immediately aware that they are the subject of an investigation.

Auditing and Accountability

How does the project ensure that the information is used in accordance with stated practices in this PIA?	Information is used in support of NASA OIG investigations as authorized by the Inspector General Act of 1978, Pub. L. 95-452. All system users and administrators are trained in the appropriate use of the information.
Describe what privacy training is provided to users either generally or specifically relevant to the project.	All users and administrators are trained in accordance with NASA policy and are required to complete 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 IIF is controlled using two-factor authentication. Specifically, access is controlled using PIV cards with RSA tokens as a backup.
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?	N/A. No information from this system is shared to another system or department internally and/or externally.

Security Controls / Characterization of the Information

Monitor and Response to privacy and/or security incidents policies.	Yes
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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
Kostka, Paul A
Midulla, Laura P
Montasser, Ali S
Scholz, Matthew C

APM Review Decision: Concur

APM Review Date: 10/30/2023

Chief Privacy Officer (CPO):

HARRIS HOULT, STAYCE D

CPO Review Decision: Concur

CPO Review Date: 11/08/2023

CPO Digital Signature

NASA Senior Agency Information Security Officer (SAISO):

Witt, Michael

SAISO Review Decision: Concur

SAISO Review Date: 11/08/2023

NASA Senior Agency Official for Privacy (SAOP):

SEATON, JEFFREY M

SAOP Review Decision: Approve

SAOP Review Date: 04/08/2024