



## Privacy Impact Assessment (PIA)

**PIA Entry Name:** Marshall Space Flight Center Protective Services Application  
OCIO Application and Platform Services (APS) Service Line

**NASA Point of Contact:** Hollie Smith

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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:

MPSA is a web application that combines several Microsoft Access applications. Summary of functions: Inventory control for locks and keys, Vehicle citations, Service Vehicle Passes, Visitor Badges, Foreign Escort Training, Mission Essential Personnel, Mission Essential Infrastructure, COTR/POC lists, Personnel Security for contractors and civil servants, and MAF Blotter including Incident Reporting, Duty Roster and Dispatch functions. Reporting methods are available to include ad-hoc functionality.

<b>Privacy / Authorities and Other Requirements</b>	
<p>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.</p>	<p>NASA collects information on traffic citations, traffic accidents, and criminal events such as stolen property or destruction of government property. NASA will use traffic citation data to accumulate points and possibly suspend an employee's or individual's driving privileges. Traffic accident and criminal investigation data is collected for insurance purposes and also to document the event for possible litigation between parties. . Accordingly, in any activity in which PII is authorized to be collected, the NASA/MSFC Protective Service Office (PSO) are allowed, and in some cases required, to collect PII.</p> <ul style="list-style-type: none"><li>• 51 U.S.C. § 20101 et seq. (National Aeronautics and Space Act of 1958, as amended)</li><li>• 44 U.S.C. § 3601 (E-Government Act of 2002)</li><li>• 5 U.S.C. § 552a (Privacy Act)</li><li>• 44 U.S.C. § 3541 (Federal Information Security Management Act)</li><li>• OMB M-05-24 (Implementation of Homeland Security Presidential Directive 12 (HSPD-12) Policy for a Common Identification Standard for Federal Employees and Contractors)</li><li>• OMB M-11-11 (Continued Implementation of Homeland Security Presidential Directive (HSPD-12) Policy for a Common Identification Standard for Federal Employees and Contractors)</li><li>• OMB M-19-17 (Enabling Mission Delivery through Improved Identity, Credential, and Access Management)</li></ul>
<p>The records in the system are covered by an existing published System of Records Notice (SORN).</p>	<p>Existing SORN applicable</p>

The SORN Name and Number.	NASA 10SECR
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<b>Privacy Act of 1974 / Uses of the Information</b>	
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

<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).	No

<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 Vehicle identifier (license plate) Employment status and/or records Other PII not listed above Driver's license number UUPIC Home mailing address 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	N/A

components or directorates within the Department with which the information is shared.	
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<b>Privacy / Uses of the Information</b>	
NASA will use the information in the following ways:	NASA will use traffic citation data to accumulate points and possibly suspend an employee's or individual's driving privileges. Traffic accident and criminal investigation data is collected for insurance purposes and also to document the event for possible litigation between parties.
The application/website/information system stores, collects, or maintains Information in Identifiable Form (IIF).	Yes

<b>Consent / Notice</b>	
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.	Traffic citation data requires individual's signature
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.	Individuals could decline to provide information however the NASA/MSFC Protective Service Office (PSO) could then employ other legal actions. (Please note that depending on the incident some data may be voluntary without further actions. )
Do individuals have opportunities to consent to specific/targeted uses of their information?	Yes
If yes, describe the process. If this is not an option, explain why not	However, to the extent the records constitute investigatory material compiled for law enforcement purposes they are exempt as described in the System of Records Notice for the Security Records System
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.	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.	Consent is not typically obtained when the NASA/MSFC Protective Service Office (PSO) representatives gather IIF in connection with their duties.
Are individuals notified of the consequences of providing information?	No
If yes, describe the process. If no, explain why not.	Consent is not typically obtained when the NASA/MSFC Protective Service Office (PSO) gather IIF in connection with their duties.

### 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.	Per NPR 1441.1; Civil Servant PSS and Contractor PSS - NRRS 1/103/A; Mission Essential Infrastructure (MEI) Training - NRRS 3/33/C; Blotter (MAF) - NRRS 1/97.5/C; Vehicle Citation (MSFC & MAF) - NRRS 1/97.5/C; COTR Listing - NRRS 10/8; Mission Essential Personnel (MEP) Listing - NRRS 1/105/B; Visitor Badging - NRRS 1/105/A; Vehicle Permits - NRRS 6/11/B; Lock & Key - NRRS 1/99/B
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### Information Sharing

Is information shared outside of the organization as part of the normal agency operations?	Yes
Identify who the information is shared with, how the information is accessed, and how it is to be used.	Information may be shared outside of the agency in connection with various legal obligations. It would be impracticable to list all possible sharing, a typical example would include cooperation with local Law Enforcement and referrals to the Department of Justice.
Describe how the external sharing noted in the previous question is compatible with the SORN noted in PIA-02.	All information that is shared, accessed, and used falls within Privacy Act exemptions, see 5 USC 552a(b) or within a routine use identified in the SORN

### Redress

What are the procedures that allow individuals to access their information?	N/A. The system will be exempted pursuant to 5 USC 552a(j) and (k).
What procedures are in place to allow the subject individual to correct inaccurate or erroneous information?	N/A. The system will be exempted pursuant to 5 USC 552a(j) and (k).
How does the project notify individuals about the procedures for correcting their information?	N/A. The system will be exempted pursuant to 5 USC 552a(j) and (k).

### Auditing and Accountability

How does the project ensure that the information is used in accordance with stated practices in this PIA?	All PII will be used in connection with the NASA/MSFC Protective Service Office (PSO) services. The NASA/MSFC Protective Service Office (PSO) members are bound by strict professional obligations against misuse of confidential information. Additionally NASA standard privacy regulations provides NASA Rules of Behavior that protect PII.
Describe what privacy training is provided to users either generally or specifically relevant to the project.	All users receive NASA's annual information security training and will be subject to MPSA specific training that will include privacy components.
What procedures are in place to determine which users may access the information and how does the project determine who has access?	The entirety of the MPSA database is restricted to the NASA MPSA community by NASA Access Management System (NAMS) access controls.
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?	The system is by definition limited to access by the NASA/MSFC Protective Service Office (PSO) personnel and is not expected to permit access beyond that group. To the extent that an individual seeks such access it would be subject to approval by the MPSA Application Owner.

### **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
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<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).	No

**Agency Privacy Manager (APM):**

Kostka, Paul A

Midulla, Laura P

Rucker, Anh-Hong N

**APM Review Decision:** Concur

**APM Review Date:** 01/23/2026

**Chief Privacy Officer (CPO):**

HARRIS HOULT, STAYCE D

**CPO Review Decision:** Concur

**CPO Review Date:** 02/06/2026

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CPO Digital Signature

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

Taylor, Kelvin L

**SAISO Review Decision:** Concur

**SAISO Review Date:** 06/05/2026

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

Gallagher, Sean M

**SAOP Review Decision:** Approve

**SAOP Review Date:** 06/12/2026