

**Department of the Interior  
Privacy Impact Assessment**

**Name of Project:** Datamart  
**Bureau:** Office of the Secretary  
**Project's Unique ID (Exhibit 300):** 010-00-01-07-01-1245-24

**A. CONTACT INFORMATION:**

- 1) **Who is the Bureau/Office Privacy Act Officer who reviewed this document?** (Name, organization, and contact information)

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**B. SYSTEM APPLICATION/GENERAL INFORMATION:**

Datamart provides two separate applications. The two applications are the FPPS Datamart and the FFS Data Warehouse. Access to FFS data is controlled by the FFS Data Warehouse administrators.

- 1) **Does this system contain any information about individuals** *{this question is applicable to the system and any minor applications covered under this system}*?

The Datamart application may contain the following personal information about individuals:

- Social Security Numbers
- Name
- Employee Common Identifier (ECI)
- Home Address
- Phone Numbers
- Emergency Contact information
- Medical and Family Leave
- Education
- Ethnicity and Race
- Disability Code
- Marital Status
- Age
- User IDs
- Involuntary Debt (e.g. garnishments, child support)
- Court Orders
- Back Pay
- Individual bank routing numbers and account numbers

- a. Is this information identifiable to the individual<sup>1</sup>** *{this question is applicable to the system and any minor applications covered under this system}*? (If there is NO information collected, maintained, or used that is identifiable to the individual in the system, Sections C through F can be marked not applicable. If YES complete all sections for system and any applicable minor applications).

Yes. The information in Datamart is identifiable to the individual.

- b. Is the information about individual members of the public** *{this question is applicable to the system and any minor applications covered under this system}*? (If YES, a PIA must be submitted with the OMB Exhibit 300, and with the IT Security C&A documentation).

Yes. The information in Datamart may be about members of the public if the individual is a federal retiree, casual worker, volunteer, contractor or individual designated as an emergency contact of a volunteer.

- c. Is the information about employees** *{this question is applicable to the system and any minor applications covered under this system}*? (If yes and there is no information about members of the public, the PIA is required for the DOI IT Security C&A process, but is not required to be submitted with the OMB Exhibit 300 documentation).

Yes. The information in Datamart is about employees of the Federal Government. Therefore, this PIA is included as part of the DOI IT Security C&A process and the OMB Exhibit 300.

## **2) What is the purpose of the system/application?**

The purpose of Datamart is to provide end users the ability to query, analyze, chart, and report on FPPS, FFS, and other data. Datamart provides a library of over 185 preformatted queries, plus the ability to create and run ad-hoc queries. The preformatted queries enable FPPS and FFS users to get timely information from Datamart and produce reports. The end-user can also export this information to many formats for processing elsewhere. Direct access to this data for reuse in other applications can be configured through secure, direct connections to the underlying Oracle database.

### **2a) List all minor applications that are hosted on this system and covered under this privacy impact assessment:**

There are no minor applications hosted under Datamart.

## **3) What legal authority authorizes the purchase or development of this system/application?**

The legal authority for the Datamart application is defined in the Office of Management and Budget Circular A-127, Policies and Standards for Financial Management Systems. This Circular is issued pursuant to the Chief Financial Officers Act (CFOs Act) of 1990, P.L. 101-

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<sup>1</sup> "Identifiable Form" - According to the OMB Memo M-03-22, this means information in an IT system or online collection: (i) that directly identifies an individual (e.g., name, address, social security number or other identifying number or code, telephone number, email address, etc.) or (ii) by which an agency intends to identify specific individuals in conjunction with other data elements, i.e., indirect identification. (These data elements may include a combination of gender, race, birth date, geographic indicator, and other descriptors).

576 and the Federal Managers' Financial Integrity Act of 1982, P.L. 97-255 (31 U.S.C. 3512 et seq.); and 31 U.S.C. Chapter 11.

**C. DATA IN THE SYSTEM:**

**1) What categories of individuals are covered in the system?**

Categories of individuals covered in the Datamart application include employees, casual workers, contractors, retired federal employees, and volunteers of executive branch and independent agencies, government corporations, commissions, panels, councils, and foundations, and emergency contacts for employees and volunteers.

The Datamart application contains information about employees under a wide range of pay authorities covering individuals under the General Pay Schedule, Title 4 (National Park Service Law Enforcement), Title 5 (Government Organization and Employees), Title 6 (Bureau of Indian Affairs Contract Educators), OPM-approved pay plans, and public laws unique to FPPS application clients (e.g., Presidio Trust, Casuals, Overseas Private Investment Corporation, Securities and Exchange Commission, and Department of Transportation).

**2) What are the sources of the information in the system?**

**a. Is the source of the information from the individual or is it taken from another source? If not directly from the individual, then what other source?**

The information in the Datamart application is received from the following sources:

- The initial personnel information on each employee is provided through interface files and other interface methods from the FPPS application.
- Financial data is provided from interface files from the FFS application.
- Employee information that is not received from the FPPS may be received as a file for input into the Datamart.

**b. What Federal agencies are providing data for use in the system?**

Datamart: The following entities use the FFS data in Datamart:

- DOI/Office of the Secretary
- Equal Employment Opportunity Commission
- National Transportation Safety Board

The agencies listed below may use the Datamart to perform queries and reports on FPPS information:

- Advisory Council on Historic Preservation
- African Development Foundation
- Arctic Research Commission
- Chemical Safety and Hazard Investigation Board
- Commission of Fine Arts
- Consumer Product Safety Commission
- Department of Education
- Department of the Interior
- Department of Transportation
- Equal Employment Opportunity Commission

- Federal Energy Regulatory Commission
- Federal Labor Relations Authority
- Federal Retirement Thrift Investment Board
- Federal Trade Commission
- Harry S. Truman Scholarship Foundation
- Institute of Museum and Library Sciences
- Inter-American Foundation
- International Trade Commission
- James Madison Memorial Fellowship Foundation
- Millennium Challenge Corporation
- National Aeronautics and Space Administration
- National Commission of Libraries & Information Science
- National Labor Relations Board
- National Science Foundation
- National Transportation Safety Board
- Nuclear Regulatory Commission
- Office of Navajo and Hopi Indian Relocation
- Overseas Private Investment Corporation
- Pension Benefit Guaranty Corporation
- Presidio Trust
- Public Defender Service for the District of Columbia
- Securities and Exchange Commission
- Selective Service System
- Social Security Administration
- U.S. Holocaust Memorial Council
- U.S. Forest Service
- U.S. Trade and Development Agency
- Utah Reclamation Mitigation Conservation Commission
- Valles Caldera National Preserve

Other Department of Interior bureaus and other agencies may be added in future years

**c. What Tribal, State and local agencies are providing data for use in the system?**

No Tribal, State, or local agencies are providing data for use in the Datamart application.

**d. From what other third party sources will data be collected?**

Data is not collected from any other third-party source for the Datamart application.

**e. What information will be collected from the employee and the public?**

No data is collected from the general public for the Datamart application.

**D. ATTRIBUTES OF THE DATA:**

- 1) **Is the use of the data both relevant and necessary to the purpose for which the system is being designed?**

For the Datamart application, the use of the data is both relevant and necessary to process reports, queries, and management of information.

- 2) **Will the system derive new data or create previously unavailable data about an individual through aggregation from the information collected, and how will this be maintained and filed?**

Datamart does not derive new data or create previously unavailable data about an individual through aggregation from the information collected.

- 3) **Will the new data be placed in the individual's record?**

Not applicable for Datamart (see previous answer).

- 4) **Can the system make determinations about employees/public that would not be possible without the new data?**

Not applicable for Datamart.

**E. MAINTENANCE AND ADMINISTRATIVE CONTROLS:**

- 1) **What are the retention periods of data in this system?**

Retention periods for Datamart data are covered under the DOI Office of the Secretary (OS) Records Schedule series 1400 and 7554.

- 2) **What are the procedures for disposition of the data at the end of the retention period? How long will the reports produced be kept? Where are the procedures documented?**

Procedures for disposing of data in Datamart are fully documented in the DOI OS Records Schedule.

- 3) **Under which Privacy Act systems of records notice does the system operate? Provide number and name.**

Datamart contains information from two separate systems already covered by several existing Privacy Act Systems of Records Notices: OPM/GOVT-1 (the government-wide system for general personnel records maintained by the Office of Personnel Management), DOI-79, Interior Personnel Records, DOI-85 Payroll, Attendance, Retirement, and Leave and DOI-90, Federal Financial System, as well as a separate Privacy Act System of Records Notice DOI-84, Datamart.

Each government agency using Datamart is responsible for their own system of records notice covering the collection of data at their agency.

- 4) **If the system is being modified, will the Privacy Act system of records notice require amendment or revision? Explain.**

The system is not being modified.