

NSF-65

System name:

NSF Electronic Payment File.

SYSTEM LOCATION:

National Science Foundation, Division of Financial Management, 4201 Wilson Boulevard, Arlington, VA 22230.

CATEGORIES OF INDIVIDUALS COVERED BY THE SYSTEM:

Employees, former employees, other individuals and vendors who will or do receive electronic payment from the National Science Foundation for goods or services.

CATEGORIES OF RECORDS IN THE SYSTEM:

Name, address, Social Security Number, and payee banking information.

AUTHORITY FOR MAINTENANCE OF THE SYSTEM:

The Debt Collection Improvement Act of 1996 provides authority for the National Science Foundation to implement mandatory electronic payments for all obligations.

PURPOSE(S):

This system enables NSF to comply with the electronic payment provisions of the Debt Collection Act of 1996.

ROUTINE USES OF RECORDS MAINTAINED IN THE SYSTEM, INCLUDING CATEGORIES OF USERS AND THE PURPOSES OF SUCH USES:

Information from this system of records may be disclosed to:

1. The Department of the Treasury for the purpose of issuing the payment directly to the financial account of the payee, and reporting income paid in accordance with reporting requirements.
2. Financial institutions for the purpose of direct deposit.
3. The Department of Justice, to the extent disclosure is compatible with the purpose for which the record was collected, and is relevant and necessary to litigation or anticipated litigation, in

which one of the following is a party or has an interest: (a) NSF or any of its components; (b) an NSF employee in his/her official capacity; (c) an NSF employee in his/her individual capacity when the Department of Justice is representing or considering representing the employee; or (d) the United States, when NSF determines that litigation is likely to affect the Agency.

4. Contractors, experts, and other individuals who perform a service to or work on or under a contract, or other arrangement with or for the Federal government, as necessary to carry out their duties.

5. Another Federal agency, a court, or a party in litigation before a court or in an administrative proceeding being conducted by a Federal agency when the Government is a party to the judicial or administrative proceeding.

6. Representatives of the General Services Administration and the National Archives and Records Administration who are conducting records management inspections under the authority of 44 U.S.C. 2904 and 2906.

POLICIES AND PRACTICES FOR STORING, RETRIEVING, ACCESSING, RETAINING, AND DISPOSING OF RECORDS IN THE SYSTEM:

STORAGE:

These records are maintained electronically.

RETRIEVABILITY:

These records are retrieved by Social Security Number or vendor institution number.

SAFEGUARDS:

These records are available only to those persons whose official duties require access. A password is required for access to the computer system. Printed reports of the data have restricted access and are treated as confidential information.

RETENTION AND DISPOSAL:

Updated information automatically replaces the old information. File is cumulative and maintained permanently.

SYSTEM MANAGER(S) AND ADDRESS:

Director, Division of Financial Management, National Science
Foundation, 4201 Wilson Boulevard, Arlington, VA 22230.

NOTIFICATION PROCEDURE:

The NSF Privacy Act Officer should be contacted in accordance with
procedures found at 45 CFR part 613.

RECORD ACCESS PROCEDURES:

See ``Notification" procedures above.

CONTESTING RECORD PROCEDURES:

See ``Notification" procedures above.

RECORD SOURCE CATEGORIES:

Information in this system of records obtained from the individual
or payees.

EXEMPTIONS CLAIMED FOR THE SYSTEM:

None.

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