

Department of the Interior
Privacy Impact Assessment

Name of Project: MRM Support System (MRMSS)
Bureau: Minerals Management Service
Project's Unique ID: 010-06-01-01-0602-00

A. CONTACT INFORMATION:

Who is the Bureau/Office Privacy Act Officer?

Ginny Morgan
Minerals Management Service
Information Management Division
703-787-1689

B. SYSTEM APPLICATION/GENERAL INFORMATION:

1) Does this system contain any information about individuals?

Yes.

a. Is this information identifiable to the individual¹?

Yes, these systems contain customer names, addresses, telephone and fax numbers, email information, Tax Identification Numbers (TIN), social security numbers of sole proprietors, Individual Indian Mineral Owner (IIMO) account numbers, Allottee numbers, ABA Numbers and Bank Account numbers and MRM employees' names and phone numbers.

b. Is the information about individual members of the public?

Yes

c. Is the information about employees?

Yes

¹ "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).

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

Minerals Revenue Management (MRM), a major program within the Minerals Management Service (MMS) is comprised of about 600 federal and 300 contracted employees, and is responsible for the management of all revenue associated with both federal offshore and onshore mineral leases. Operationally based at the Denver Federal Center in Lakewood, CO, and with field offices near principal energy development areas in Texas, Oklahoma, and New Mexico, MRM provides the Federal Government with one of the largest sources of non-tax revenue.

While MMS's Offshore Minerals Management (OMM) office contends with all aspects of offshore federal leasing, federal onshore mineral leasing activities are managed by the Department of the Interior's Bureau of Land Management (BLM) and the Department of Agriculture's U.S. Forest Service. The Bureau of Indian Affairs (BIA) and the Bureau of Land Management administer Indian mineral leases (which are not federal leases and located only onshore), while MMS/MRM, in conjunction with the Bureau of Indian Affairs, provides revenue management services for mineral leases on Indian lands.

In addition to federal lands leased to states, and Indian tribes, individuals and companies may also maintain leases for mineral development. Leaseholders competitively bid, initially paying a bonus, and subsequently rent for the right to develop these onshore and offshore lands. If minerals are found, extracted, and sold, the federal government is entitled to a certain percentage of, or royalty on, the production.

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

The Capital Asset Plan and Justification for this project was developed and approved in 2000 according to the guidance in effect at that time, OMB Circular A-11, Part 3, 300b. The MRMSS has been implemented and is in steady state with an annual operational analysis conducted to ensure that cost, schedule and performance goals continue to be met.

The Department of the Interior and Office of Management and Budget approved the development of the RIK System during the FY 2002 budget cycle. Implementation of MRM's RIK capability directly supports elements of both the President's National Energy Policy and the President's Management Agenda.

C. DATA in the SYSTEM:

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

MRM authorized users, mineral industry royalty and production reporters, various state and tribal representatives and other federal agency contacts.

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?

One source of information is from parties involved in RIK contracts. RIK users manually enter contact privacy act information into the RIK system

The source of information for the OWMS is from direct contact with the individual Indian mineral owner (IIMO) requesting assistance, BIA and OST.

The source of information for the MFS is from direct contact with mineral industry royalty and production reporters and various State and Tribal representative along with other federal agency contacts.

The MFS is the primary source of privacy act information for the Data Warehouse system. The Data Warehouse users have the ability to enter additional privacy act contact information.

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

Data is gathered by MRM personnel from OMM, BLM, BIA and OST.

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

MRM receives information from states and tribes through the 202/205 agreements.

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

None

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

None

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?

Yes

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?

No

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

N/A

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

N/A

5) What opportunities do individuals have to decline to provide information (i.e., where providing information is voluntary) or to consent to particular uses of the information (other than required or authorized uses), and how individuals can grant consent.)

Information provided is required by Federal regulation.

OWMS information is voluntarily provided. It is provided when the IIMO inquires about owned properties.

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

Not required.