USDA UNITED STATES DEPARTMENT OF AGRICULTURE

FARM SERVICE AGENCY

Privacy Impact Analysis (PIA)
for
General Administrative Consolidated Financial Management Information System (GACFMIS)

- IRS Reporting System
- General Financial Administrative Support Systems
- FSA Food Feed Seed and Fertilizer Facility Systems
- OEO / FAADS Systems
- County Office Fund Allocation (COFA)

FINAL

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Certification & Accreditation
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1 Purpose of Document

USDA DM 3515-002 states: "Agencies are responsible for initiating the PIA in the early stages of the development of a system and to ensure that the PIA is completed as part of the required System Life Cycle (SLC) reviews. Systems include data from applications housed on mainframes, personal computers, and applications developed for the Web and agency databases. Privacy must be considered when requirements are being analyzed and decisions are being made about data usage and system design. This applies to all of the development methodologies and system life cycles used in USDA.

Both the system owners and system developers must work together to complete the PIA. System owners must address what data are used, how the data are used, and who will use the data. System owners also need to address the privacy implications that result from the use of new technologies (e.g., caller identification). The system developers must address whether the implementation of the owner's requirements presents any threats to privacy."

The Privacy Impact Assessment (PIA) document contains information on how GACFMIS affects the privacy of its users and the information stored within. This assessment is in accordance with NIST SP 800-37 *Guide for the Security Certification and Accreditation of Federal Information Systems.*

2 Applicability

2.1 Applicability of System

The information in this document is applicable to the system and its subsystems as listed below.

Table 1: System Applicability

General Administrative Consolidated Financial Management Information System (GACFMIS)	• IRS Reporting System
	    o IRS-1099-A Reporting System (AS400, MF)
	    o Producer Payment & Reporting System (PPRS)
	
	• General Financial Administrative Support Systems
	    o Assessment/Promotion Fee System
	    o Peanut Load-in Charges System
	    o Land Value Survey System (LVS)
	    o AFIDA - Agricultural Foreign Investment Disclosure Act
	
	• FSA Food Feed Seed and Fertilizer Facility Systems
	    o FSA Food Feed Seed
	    o USDA/FSA Fertilizer Facility System
	
	• OEO / FAADS Systems
	    o Federal Assistance Awards Data Systems (FAADS)

| | o Office of Economic Opportunity System (OEO) |
| | • County Office Fund Allocation (COFA) |

2.2 System Overview

2.2.1 IRS Reporting System

The Producer Payment Reporting (PPRS) query system provides State and Federal (Washington, DC) users the ability the query a summary of producer payments to track programs by category, program or commodity by fiscal year, calendar year or program year. PPRS detail data is used to produce CCC 1099G and 1099G-1, as required, for all payments that are reportable to the IRS. Applicable farm program payment tax information is reported to both the IRS and producers at the end of each calendar year. Correction processing is conducted monthly for previous year through July of the current year. This system is batch COBOL utilizing DB2 relational data base technology. The summary data used on this site is derived from the original detail data. The summary data does not identify producers. This system significantly reduces the amount of staff work required to extract data for customer requests as well as improve request response times. Access to any of the data is strictly controlled and is limited to SELECT data only, no modifications or deletions are allowed unless through approved production jobs which provides audit trails.

The IRS 1099-A Reporting System is an interactive COBOL information management system that provides for the extraction of IRS reportable information recorded in the Price Support Loans System for loan forfeiture, settlement and abandonment; printing of producer reports (CCC-1099-A); and transmission of reportable data to Kansas City Management Office. The software provides for the reporting of calendar year transactions in January and reporting of correction activities in June of each year.

2.2.2 General Financial Administrative Support Systems (GFASS)

The Land Value Survey (LVS) and Agricultural Foreign Investment Disclosure Act (AFIDA) applications are two separate major applications under the broader umbrella of the General Financial Administrative Support System (GFASS).

The LVS application is an on-line, Intranet-based, mainframe application. LVS collects data on the average market value of acreage for different types and conditions of farm and ranch land. USDA/FSA uses this information to improve development, administer, and evaluate agency programs and policies. In addition, National Agricultural Statistics Services (NASS) will use this information to assist in developing official annual state-level estimates of agricultural land values.

LVS is accessed by USDA/FSA employees and resides on the National Information Technology Center (NITC) mainframe. State and county offices input data into LVS via the Intranet in their offices. The primary users of the LVS application are state and county FSA employees as well as USDA/FSA Washington DC employees.

The Agricultural Foreign Investment Disclosure Act was enacted to establish a nationwide system to monitor foreign ownership, purchases, and sales of U.S. agricultural land. Foreign persons who

acquire, transfer, or hold interests in agricultural land are required to report these holdings and transactions to the U.S. Secretary of Agriculture.

The Agricultural Foreign Investment Disclosure Act (AFIDA) application was developed to record, monitor, and report on these transactions.

Per the Act's directives, the U.S. Secretary of Agriculture analyzes the information reported from the AFIDA application to determine the effects that foreign transactions and holdings have on U.S. family farms and rural communities.

The AFIDA application accepts input from the USDA public web site. Foreign owners of U.S. agricultural land input required specifics of their ownership. The completed form is then printed and physically mailed along with a copy of the legal land description to the FSA office in Washington D.C. The items are reviewed then mailed to the FSA office in Kansas City, MO (KCMO) via the U.S. Postal Service. In KCMO, the documents are further reviewed and inputted into the SQL database via a desktop computer. A final report is compiled and reviewed once more in KCMO before forwarding it on to the U.S. Secretary of Agriculture office.

The primary users of the AFIDA application are foreign agricultural land owners and USDA/FSA personnel.

The APFS System is an on-line mainframe based system used for the collection of data on fees deducted from farmer loans and stores that data which will be used assisting in funding for state and national marketing boards. The information provided by this system is very important to USDA-FSA. FSA uses this information to improve developing, administering, and evaluating state and national marketing boards and programs and policies.

The Peanut Load-In Charges System (PLCS) is an on-line mainframe based system used for the collection of data. PLCS collects data on fees deducted from farmer loans and stores that data, which will be used to assist in funding commodity warehousing. The information provided by this system is very important to USDA-FSA. FSA uses this information to improve the development, administration, and evaluation of state and national marketing boards and programs and policies.

2.2.3 FSA Food Feed Seed and Fertilizer Facility Systems

The FFSF system is a National Computer System designed, maintained, and operated to support the counties' emergency defense and disaster recovery. This inventory system record types of storage, quality and quantity of storage, and locations on a nation-wide basis. Data regarding this information is submitted on a current basis for all FSA counties. Annually, Washington, D.C., USDA, State and County Defense Boards, and the USDA Regional staffs are provided with output from this system. The report categorizes this information to meet the needs in case of a national emergency, natural disaster, technological, and other emergencies.

2.2.4 OEO / FAADS Systems

The Office of Economic Opportunity Federal Assistance Awards Data System (OEO/FAADS) is a National Computer System designed, maintained, and operated to support the reporting of program spending which congressional districts collect for national budgetary purposes. Counties gather payment information which is processed through both the OEO and FAADS systems. The information is verified and balanced so that reports can be compiled and emailed to the National Finance Center (NFC).

2.2.5 County Office Fund Allocation (COFA)

COFA measures the kind and amount of work that the county performs in the way of farm programs. Information is used to determine staffing levels and funding for administrative offices. Results are used in reporting and are distributed to the states, counties, and Washington, D.C. offices. COFA reports are also utilized to formulate fiscal year budget recommendations to Congress.

USDA PRIVACY IMPACT ASSESSMENT

Table 2: Data In The System

1. Generally describe the information to be used in the system in each of the following categories: Customer, Employee, and Other.	**IRS Reporting System:** State Code, County Code, Tax ID, Tax ID Type (E, I, S) payee name and address, amount paid, program identification, transaction date, Group Entry Stamp. PPRS Customer – Payment Management Office, Payment Reporting & Finance Group, producers and IRS. **General Financial Administrative Support Systems:** LVS - Customers are FSA County Offices. The information is the value of the land. AFIDA - Customer: Foreign owners of US land. Owner ID is assigned by DC. The information concerns the land they own, number of acres, how the land is used, and the amount of purchase or sale. PLCS - Customer: Peanut Warehouses, Producer Loan Information APFS - Customer – Marketing Boards (i.e. Peanut, Cotton, etc.) **FSA Food Feed Seed and Fertilizer Facility Systems:** Facility Number – made up of state/county code and next 4 digit sequential number. **OEO / FAADS Systems:** FMD – for budget and future appropriations, US Census Bureau **County Office Fund Allocation (COFA):** n/a

2a. What are the sources of the information in the system?	**IRS Reporting System: PPRS** Information comes from producers when they sign up for access (placed in SCIMS). As producers receive IRS reportable farm program payments, activity is processed through the AE7 application. Data for PPRS is split off and provided as a detail transaction. Detail payment data is processed weekly and applicable data bases are updated with the current activity. Data is verified for accuracy and referential integrity is utilized. Verification of the data and error resolution is provided by the Payment Reporting & Finance group **General Financial Administrative Support Systems:** LVS - FSA is the source agency. AFIDA -Foreign owners are the source of the information. Documents are sent to WDC and information is typed into the database. PLCS - Producer Loans APFS - Producer Loans **FSA Food Feed Seed and Fertilizer Facility Systems:** From the facilities **OEO / FAADS Systems:** • State and County SCOAP Detail • CADED Input • PCIMS & CDS **County Office Fund Allocation (COFA):** n/a

2b. What USDA files and databases are used? What is the source agency?	**IRS Reporting System:** Common Name and Address (MKPPD) PPRS data base (MIOPDCY) CY = Calendar Year Payment Management Office is the owner of the PPRS data. SCIMS, CORE **General Financial Administrative Support Systems:** LVS - Microsoft SQL 2000 (DB) is the database in which FSA is the source agency. AFIDA -SQL database is used and the FSA is the source agency. PLCS – FSA APFS - FSA is the source agency **FSA Food Feed Seed and Fertilizer Facility Systems:** Files – Sequential Tape files Database – Sybase SQL Anywhere Database Source Agency – Kansas City Complex – Administrative & Financial Application Office (AFAO) Accounting & GSM Group (AGG) **OEO / FAADS Systems:** FSA **County Office Fund Allocation (COFA):** n/a

2c. What Federal Agencies are providing data for use in the system?	**IRS Reporting System:** US Treasury **General Financial Administrative Support Systems:** LVS – none AFIDA -None, other than FSA. PLCS – FSA APFS - FSA **FSA Food Feed Seed and Fertilizer Facility Systems:** U.S Census Bureau provides the Standard Industrial Code (SIC) Code. **OEO / FAADS Systems:** NCRS – Bio-Energy USDA **County Office Fund Allocation (COFA):** n/a
2d. What State and Local Agencies are providing data for use in the system?	**IRS Reporting System:** none **General Financial Administrative Support Systems:** LVS – none AFIDA – none PLCS - County Offices APFS - County Offices **FSA Food Feed Seed and Fertilizer Facility Systems:** • County Offices • State Offices – verify for completeness. **OEO / FAADS Systems:** State and county FSA Offices **County Office Fund Allocation (COFA):** none

2e. From what other third party sources will data be collected?	**IRS Reporting System:** none
	General Financial Administrative Support Systems: LVS – none
	AFIDA – none
	PLCS - N/A
	APFS - N/A
	FSA Food Feed Seed and Fertilizer Facility Systems: n/a
	OEO / FAADS Systems: Tobacco Association GIMS
	County Office Fund Allocation (COFA): n/a

2f. What information will be collected from the customer/employee?	**IRS Reporting System: PPRS**
	State Code, County Code, payee Tax ID, tax ID type code, program code, transaction type, time stamp, transaction amount, transaction date, program year, Information from SCIMS, name and address, income
	General Financial Administrative Support Systems:
	LVS – FSA County Offices will collect dollar amounts, comments, cash rents, percentage of crop land rented, amount of rent per acre, farm and ranch land market value (dollar amount and percentage), Farm and Ranch Land Cash Rents (cash rent/share rent)
	AFIDA - The number of acres, how the land is used, and the purchase or sale amount.
	PLCS - Producer Loan Information
	APFS - Producer Loan Information
	FSA Food Feed Seed and Fertilizer Facility Systems: n/a
	OEO / FAADS Systems: Disbursements and Receivables
	County Office Fund Allocation (COFA): n/a

3a. How will data collected from sources other than the USDA records and the customer be verified for accuracy?	**IRS Reporting System: PPRS** It is the responsibility of the US Treasury to source accurate data for data flowing from the US Treasury to IRS **General Financial Administrative Support Systems:** LVS – The state reviews the county information and approval of the information is at the state level. AFIDA -Validation programs are through the SQL database and also on the mainframe within the Cobol and Fortran languages. PLCS - N/A APFS - N/A **FSA Food Feed Seed and Fertilizer Facility Systems:** n/a **OEO / FAADS Systems:** Internal Controls **County Office Fund Allocation (COFA):** n/a

3b. How will data be checked for completeness?	**IRS Reporting System:**
	The PPRS system provides numerous control reports depicting all totals and balances within the various calendar year data bases. The Payment Reporting & Finance Group verifies accuracy of the processing by using the PPRS reports and control reports supplied by feeder systems. Error records are researched and out of balance conditions are analyzed and resolved prior to the next processing. If out of balance conditions are encountered during the weekly update procedure the system will ABEND providing an error message. **General Financial Administrative Support Systems:** LVS – Completeness will be verified at the state level. AFIDA -1st line of validation is WDC EPAS (Economic Policy and Analysis Staff) PLCS - County Office Internal Controls APFS - County Office Internal Controls **FSA Food Feed Seed and Fertilizer Facility Systems:** Through the state office. **OEO / FAADS Systems:** Internal Controls **County Office Fund Allocation (COFA):** n/a

Table 3: Access To The Data

1. Who will have access to the data in the system (Users, Managers, System Administrators, Developers, Other)?	**IRS Reporting System:** Users must have SCIMS access to access IRS. Access is further constrained by discretionary access controls implemented through management oversight (see below). **General Financial Administrative Support Systems:** LVS – Developer, Acceptance Testing individual, and FSA office. At the county level, classified FSA employee with an office ID has access. County users cannot access other counties unless the counties are shared. In other words, access to the data is separated by county and only people with the correct office ID are allowed to access the data. AFIDA - Programmers (AFAO AGG) (Administrative Financial Application Office) Accounting and GSM (General Sales Manager) group, FSC (Financial Services Center), users in WDC (EPAS), Congress (reports from the system) PLCS - All through TRMS reporting APFS - Everyone has access to the data through Trims reporting system. **FSA Food Feed Seed and Fertilizer Facility Systems:** Users, Managers, System Administrators, Developers, Emergency Centers. **OEO / FAADS Systems:** System programmers and contractors **County Office Fund Allocation (COFA):** n/a

2. How is access to the data by a user determined? Are criteria, procedures, controls, and responsibilities regarding access documented?	**IRS Reporting System:** Access is determined by discretion of management. Users must have valid reason to access data. **General Financial Administrative Support Systems:** LVS – Office IDs are assigned by the state and are based on the physical location of the employee. AFIDA -Request is via DBMO (Database Management Office). PLCS - Standard operations manual APFS - Standard Operations Manual **FSA Food Feed Seed and Fertilizer Facility Systems:** Documented and authorized in Handbook 1-DP **OEO / FAADS Systems:** Standard Operations Manual **County Office Fund Allocation (COFA):** n/a

3. Will users have access to all data on the system or will the user's access be restricted? Explain.	**IRS Reporting System:** Access to PPRS is granted through the security office and DBMO. Managers submit employees for access. Only Payment Reporting & Finance Group staff is granted UPDATE access to PPRS support tables. These tables include Category Code, Transaction Code, Program Name, Commodity Code and Program Code tables. Pursuant to referential integrity constraints, a strict sequence of input must be followed when inputting new program code information, etc. SELECT (Read only) access is granted for detail tables according to the employee needs. For the IRS 1099-A portion, once authorized, users have access to all data. **General Financial Administrative Support Systems:** LVS – Users will only have data access that is within their county. AFIDA - There are restrictions. Users in WDC (EPAS) only have access necessary to browse data. Programmers have full access to data. FSC (Financial Services Center) has access to the data on the mainframe but not the database. PLCS - Yes, via TRMS requirements APFS - Yes, via Trims requirements **FSA Food Feed Seed and Fertilizer Facility Systems:** County Offices receive hard copy reports restricted to their county marked 'For Official Use Only'. State Office receives CDs restricted to their state marked 'For Official Use Only'. National Office has access to all by CDs marked 'For Official Use Only'. **OEO / FAADS Systems:** No, we just generate reports **County Office Fund Allocation (COFA):** n/a

4. What controls are in place to prevent the misuse (e.g. browsing, unauthorized use) of data by those having access?	**IRS Reporting System: PPRS** Security Training, level of authorities granted and on what tables within the DB **General Financial Administrative Support Systems:** LVS – For the FSA Intranet, which is how users access LVS, the controls in place are user ID and password protected. Also, at the county, state and national level e-authorization is used. AFIDA -User ID and password PLCS - User Id and Password APFS - User ID and Password **FSA Food Feed Seed and Fertilizer Facility Systems:** Employee security awareness training **OEO / FAADS Systems:** User ID and passwords **County Office Fund Allocation (COFA):** n/a

5a. Do other systems share data or have access to data in this system? If yes, explain.	**IRS Reporting System: PPRS** Common Name and Address Data Base MKPPD.KPNAMT10PRDR MKPPD.KPNAMI20FACIL **General Financial Administrative Support Systems:** LVS – No; however, AFIDA can access information within LVS to calculate the farm and ranch land agricultural values, which is used in LVS and AFIDA. AFIDA –No PLCS - Yes, CDS for check writing APFS - Yes, CDS uses the output of the system for writing checks to producers. **FSA Food Feed Seed and Fertilizer Facility Systems:** Yes, Federal Emergency Management Agency (FEMA). They get a CD. **OEO / FAADS Systems:** No **County Office Fund Allocation (COFA):** n/a

5b. Who will be responsible for protecting the privacy rights of the customers and employees affected by the interface.	**IRS Reporting System:** FSA/FMD **General Financial Administrative Support Systems:** LVS – FSA/OBPI/EPAS AFIDA - n/a (no interface) PLCS - FSA/FMD APFS - FSA/FMD **FSA Food Feed Seed and Fertilizer Facility Systems:** System owner and all authorized users of the system FSA/PECD **OEO / FAADS Systems:** No interface **County Office Fund Allocation (COFA):** n/a
6a. Will other agencies share data or have access to data in this system (International, Federal, State, Local, Other)?	**IRS Reporting System:** IRS **General Financial Administrative Support Systems:** LVS – No AFIDA –Congress (Hard copy reports only) PLCS – No APFS - No **FSA Food Feed Seed and Fertilizer Facility Systems:** CDs sent to FEMA and Offsite Emergency Centers. No electronic access. **OEO / FAADS Systems:** NFC **County Office Fund Allocation (COFA):** no

6b. How will the data be used by the agency?	**IRS Reporting System:** reporting information to IRS **General Financial Administrative Support Systems:** LVS – calculate the farm and ranch land agricultural values AFIDA - monitor foreign ownership, purchases, and sales of U.S. agricultural land PLCS - Reporting and check writing APFS - Check writing and reports **FSA Food Feed Seed and Fertilizer Facility Systems:** Handbook 1-DP **OEO / FAADS Systems:** Reporting purposes **County Office Fund Allocation (COFA):** budgeting for resources at the county office level
6c. Who is responsible for assuring proper use of the data?	**IRS Reporting System:** FSA/FMD **General Financial Administrative Support Systems:** LVS – FSA/OBPI/EPAS AFIDA - FSA/OBPI/EPAS PLCS – FSA/FMD APFS - FSA/FMD **FSA Food Feed Seed and Fertilizer Facility Systems:** System Owner at National Headquarters FSA/PECD **OEO / FAADS Systems:** FSA/FMD **County Office Fund Allocation (COFA):** FSA/BUD

Table 4: 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?	**IRS Reporting System: PPRS** Yes. Sensitive data is required to comply with IRS mandates for reporting of taxable benefits for the producer and FSA. **General Financial Administrative Support Systems:** LVS – Yes AFIDA – Yes PLCS – Yes APFS - Yes **FSA Food Feed Seed and Fertilizer Facility Systems:** Yes **OEO / FAADS Systems:** Yes **County Office Fund Allocation (COFA):** n/a
2a. Will the system derive new data or create previously unavailable data about an individual through aggregation from the information collected?	**IRS Reporting System:** Yes **General Financial Administrative Support Systems:** LVS – No AFIDA –No PLCS – No APFS - No **FSA Food Feed Seed and Fertilizer Facility Systems:** No **OEO / FAADS Systems:** No **County Office Fund Allocation (COFA):** No

2b. Will the new data be placed in the individual's record (customer or employee)?	**IRS Reporting System:** Yes **General Financial Administrative Support Systems:** LVS – n/a AFIDA - n/a PLCS - N/A APFS - N/A **FSA Food Feed Seed and Fertilizer Facility Systems:** n/a **OEO / FAADS Systems:** n/a **County Office Fund Allocation (COFA):** n/a
2c. Can the system make determinations about customers or employees that would not be possible without the new data?	**IRS Reporting System:** Yes **General Financial Administrative Support Systems:** LVS – n/a AFIDA - n/a PLCS - n/a APFS - n/a **FSA Food Feed Seed and Fertilizer Facility Systems:** n/a **OEO / FAADS Systems:** n/a **County Office Fund Allocation (COFA):** n/a

| 2d. How will the new data be verified for relevance and accuracy? | **IRS Reporting System PPRS:** Robust error editing is performed prior to any updates in PPRS. Any error records are flagged as errors, placed in an error table and reports provided. After each update, PMO staff balances control reports to AE7 activity reports. Error conditions are corrected through PMO staff.

General Financial Administrative Support Systems:
LVS – n/a

AFIDA - n/a

PLCS - n/a

APFS - n/a

FSA Food Feed Seed and Fertilizer Facility Systems: n/a

OEO / FAADS Systems: n/a

County Office Fund Allocation (COFA): n/a |

3a. If data is being consolidated, what controls are in place to protect the data from unauthorized access or use?	**IRS Reporting System PPRS:** User name/password restricts basic access, the use of limited access groups extends access restriction to groups of users, security training **General Financial Administrative Support Systems:** LVS – No, data is not being consolidated. AFIDA –n/a PLCS - Internal Controls and Security APFS - Internal Control and Security **FSA Food Feed Seed and Fertilizer Facility Systems:** n/a **OEO / FAADS Systems:** NFC Internal Control and Security **County Office Fund Allocation (COFA):** n/a
3b. If processes are being consolidated, are the proper controls remaining in place to protect the data and prevent unauthorized access? Explain.	**IRS Reporting System:** n/a **General Financial Administrative Support Systems:** LVS – No, processes are not being consolidated AFIDA - n/a PLCS - N/A APFS - N/A **FSA Food Feed Seed and Fertilizer Facility Systems:** n/a **OEO / FAADS Systems:** Consolidation performed by NFC **County Office Fund Allocation (COFA):** n/a

4a. How will the data be retrieved? Can it be retrieved by personal identifier? If yes, explain.	**IRS Reporting System PPRS:** Data can be retrieved by personal ID. The personal ID is used as a key to retrieve pertinent data from the system. Employee access is strictly monitored. **General Financial Administrative Support Systems:** LVS – By county code. AFIDA -Data is retrieved by Owner ID and parcel ID. PLCS - No, retrieved by TRMS APFS - No **FSA Food Feed Seed and Fertilizer Facility Systems:** User ID and password of authorized personnel. **OEO / FAADS Systems:** n/a **County Office Fund Allocation (COFA):** n/a
4b. What are the potential effects on the due process rights of customers and employees of: • consolidation and linkage of files and systems; • derivation of data • accelerated information processing and decision making; • use of new technologies.	none

4c. How are the effects to be mitigated?	**IRS Reporting System:** n/a **General Financial Administrative Support Systems:** LVS – n/a AFIDA - n/a PLCS - N/A APFS - N/A **FSA Food Feed Seed and Fertilizer Facility Systems:** n/a **OEO / FAADS Systems:** n/a **County Office Fund Allocation (COFA):** n/a

Table 5: Maintenance Of Administrative Controls

1a. Explain how the system and its use will ensure equitable treatment of customers and employees.	**IRS Reporting System PPRS:** Personally identifiable information does not include information that could result in inequitable treatment (race, religion, gender, national origin, or age). **General Financial Administrative Support Systems:** LVS – Equitable treatment is federally mandated through regulations. AFIDA -Forms are completed and processed in WDC. There is no knowledge of the foreign land owners. PLCS - N/A APFS - N/A **FSA Food Feed Seed and Fertilizer Facility Systems:** n/a **OEO / FAADS Systems:** n/a **County Office Fund Allocation (COFA):** n/a
2a. If the system is operated in more than one site, how will consistent use of the system and data be maintained in all sites?	**IRS Reporting System:** Consult 6IRM for details of the configuration management process for this system. **General Financial Administrative Support Systems:** LVS – Web based application with intranet accessibility. Only accessible by FSA employees. AFIDA -Only one site. PLCS - N/A APFS - N/A **FSA Food Feed Seed and Fertilizer Facility Systems:** n/a **OEO / FAADS Systems:** Only one site. **County Office Fund Allocation (COFA):** n/a

2b. Explain any possibility of disparate treatment of individuals or groups.	**IRS Reporting System:** n/a **General Financial Administrative Support Systems:** LVS – There are no disparate treatments, whereas the Intranet is available to all FSA employees. AFIDA –No PLCS - N/A APFS - N/A **FSA Food Feed Seed and Fertilizer Facility Systems:** n/a **OEO / FAADS Systems:** none **County Office Fund Allocation (COFA):** n/a
2c. What are the retention periods of data in this system?	**IRS Reporting System:** 3 years **General Financial Administrative Support Systems:** LVS – Indefinite (98) AFIDA -5 years PLCS - 18 cycles APFS - 90 days or 3 processing cycles **FSA Food Feed Seed and Fertilizer Facility Systems:** 2 years **OEO / FAADS Systems:** 120 days, 150 days, 4 months, 12 months **County Office Fund Allocation (COFA):** n/a

2d. What are the procedures for eliminating the data at the end of the retention period? Where are the procedures documented?	**IRS Reporting System:** Scratch files; NITC File Maintenance Procedures **General Financial Administrative Support Systems:** LVS – n/a AFIDA – Data is copied to tape and removed from the files on the data base. AFIDA operating instructions. PLCS - Delete files and Operations manual APFS - Scratch files; NITC File Maintenance Procedures **FSA Food Feed Seed and Fertilizer Facility Systems** Information Processing and User Support Office (IPUSO) Information Processing Group (IPG) is responsible for and runs annually. Documented in IPUSO. **OEO / FAADS Systems:** Scratch files; NITC File Maintenance Procedures **County Office Fund Allocation (COFA):** n/a

2e. While the data is retained in the system, what are the requirements for determining if the data is still sufficiently accurate, relevant, timely, and complete to ensure fairness in making determinations?	**IRS Reporting System:** n/a **General Financial Administrative Support Systems:** LVS – Historical data does not change. AFIDA - Data is updated annually, which requires a run of the process. There is no need to use old data. PLCS - Internal Controls APFS - Internal Control **FSA Food Feed Seed and Fertilizer Facility Systems:** Security controls issued by the USDA **OEO / FAADS Systems:** Internal Control **County Office Fund Allocation (COFA):** n/a
3a. Is the system using technologies in ways that the USDA has not previously employed (e.g. Caller-ID)?	**IRS Reporting System:** n/a **General Financial Administrative Support Systems:** LVS – No AFIDA –No PLCS –No APFS - No **FSA Food Feed Seed and Fertilizer Facility Systems:** No **OEO / FAADS Systems:** No **County Office Fund Allocation (COFA):** n/a

3b. How does the use of this technology affect customer/employee privacy?	**IRS Reporting System:** n/a **General Financial Administrative Support Systems:** LVS – n/a AFIDA - n/a PLCS - N/A APFS - N/A **FSA Food Feed Seed and Fertilizer Facility Systems:** n/a **OEO / FAADS Systems:** n/a **County Office Fund Allocation (COFA):** n/a
4a. Will this system provide the capability to identify, locate, and monitor <u>individuals</u>? If yes, explain.	**IRS Reporting System:** Yes individual identification code **General Financial Administrative Support Systems:** LVS – No (no individuals in system) AFIDA –Yes individual identification for foreign owners of U.S. land PLCS – No (no individuals in system) APFS - No (no individuals in system) **FSA Food Feed Seed and Fertilizer Facility Systems:** No (no individuals in system) **OEO / FAADS Systems:** No (no individuals in system) **County Office Fund Allocation (COFA):** No (no individuals in system)

4b. Will this system provide the capability to identify, locate, and monitor groups of people? If yes, explain.	**IRS Reporting System:** No (no groups in system) **General Financial Administrative Support Systems:** LVS – No (no groups in system) AFIDA – No (no groups in system) PLCS – No (no groups in system) APFS - No (no groups in system) **FSA Food Feed Seed and Fertilizer Facility Systems:** No (no groups in system) **OEO / FAADS Systems:** No (no groups in system) **County Office Fund Allocation (COFA):** No (no groups in system)
4c. What controls will be used to prevent unauthorized monitoring?	**IRS Reporting System:** n/a **General Financial Administrative Support Systems:** LVS – n/a AFIDA - n/a PLCS - User Id and Password APFS - User ID and Password **FSA Food Feed Seed and Fertilizer Facility Systems:** Security controls issued by the USDA **OEO / FAADS Systems:** User ID and Password **County Office Fund Allocation (COFA):** n/a

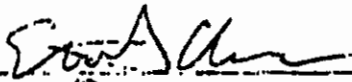| 5a. Under which Systems of Record notice (SOR) does the system operate? Provide number and name.	**IRS Reporting System:** After research and contact with the Privacy Act official, the System of Record could not be determined. **IRS 1099-A -** N/A **General Financial Administrative Support Systems:** LVS – No SOR is required whereas the information is county only. AFIDA -No, SOR does not apply whereas the information is of non-private nature. PLCS - N/A APFS - N/A **FSA Food Feed Seed and Fertilizer Facility Systems:** n/a **OEO / FAADS Systems:** N/A **County Office Fund Allocation (COFA):** n/a
5b. If the system is being modified, will the SOR require amendment or revision? Explain.	**IRS Reporting System:** n/a **IRS 1099-A -** N/A **General Financial Administrative Support Systems:** LVS – n/a AFIDA –n/a PLCS – n/a APFS - N/A **FSA Food Feed Seed and Fertilizer Facility Systems:** n/a **OEO / FAADS Systems:** N/A **County Office Fund Allocation (COFA):** n/a

PRIVACY IMPACT ASSESSMENT AUTHORIZATION MEMORANDUM

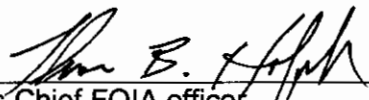I have carefully assessed the Privacy Impact Assessment for the

General Administrative Consolidated Financial Management Information System (GACFMIS)
(System Name)

This document has been completed in accordance with the requirements of the EGovernment Act of 2002.

We fully accept the changes as needed improvements and authorize initiation of work to proceed. Based on our authority and judgment, the continued operation of this system is authorized.

_____   _8-15-_____
System Manager/Owner   Date
OR Project Representative
OR Program/Office Head

_____   _8-31-07_____
Agency's Chief FOIA officer   Date
OR Senior Official for Privacy
OR Designated privacy person

_____   _9/5/07_____
Agency CIO   Date