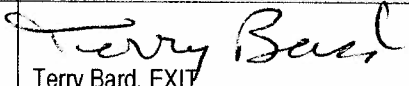


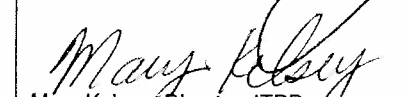
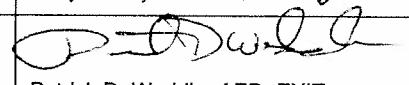


**U.S. Consumer Product Safety Commission  
PRIVACY IMPACT ASSESSMENT**

<b>Name of Project:</b>	Consumer Product Safety risk Management System			
<b>Office/Directorate:</b>	EXIT			
<b>A. CONTACT INFORMATION</b>				
<b>Person completing PIA:</b> (Name, title, organization and ext.)	Terry Bard, Project Manager, EXIT, 7700			
<b>System Owner:</b> (Name, title, organization and ext.)	Terry Bard, Project Manager, EXIT, 7700			
<b>System Manager:</b> (Name, title, organization and ext.)				
<b>B. APPROVING OFFICIALS</b>				
	<b>Signature</b>	<b>Approve</b>	<b>Disapprove</b>	<b>Date</b>
<b>System Owner</b>	 Terry Bard, EXIT	✓		
<b>Privacy Advocate</b>	 Linda Glatz, ITPP	✓		1-29-09
<b>Chief Information Security Officer</b>	 Patrick Manley, ITTS	✓		1/29/09
<b>Senior Agency Official for Privacy</b>	 Mary Kelsey, Director, ITPP	✓		1/29/09
<b>System of Record?</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>				
<b>Reviewing Official:</b>	 Patrick D. Weddle, AED, EXIT	✓		1/30/09
<b>C. SYSTEM APPLICATION/GENERAL INFORMATION</b>				
<b>1. Does this system contain any personal information about individuals?</b> (If there is NO information collected, maintained, or used that is identifiable to the individual, the remainder of PIA does not have to be completed.)	Yes			
<b>2. Is this an electronic system?</b>	Yes			

<b>D. DATA IN THE SYSTEM</b>	
1. What categories of individuals are covered in the system? (public, employees, contractors)	Public
2. Generally describe what data/information will be collected in the system.	The system can contain collect the victim name, address, telephone number, age, and gender
3. Is the source of the information from the individual or is it taken from another source? If not directly from individual, then what other source?	The individual
4. How will data be checked for completeness?	N/A
5. Is the data current? (What steps or procedures are taken to ensure the data is current and not out-of-date?)	A copy of the IPII data will be collected, as it exists on the day of collection. It will therefore be static and not updated in any way.
6. Are the data elements described in detail and documented? (If yes, what is the name and location of the document?)	Yes. The data dictionary for each database is located at \\atlas1\\apps\DOC\TableFieldsDefined
<b>E. ATTRIBUTES OF THE DATA</b>	
1. Explain how the use of the data is both relevant and necessary to the purpose for which the system is being designed?	Microsoft needs a copy of our production data to verify the schema and logical design of the new Data Warehouse. The Data Warehouse will be created in laboratory environment at the Microsoft Test Center in Resdon, VA
2. For electronic systems, if the data is being consolidated, what controls are in place to protect the data from unauthorized access or use? Explain.	The Microsoft test Center is a restricted area. There will be no logical connections to the data outside of the lab.
3. How will the data be retrieved? Can it be retrieved by a personal identifier? If yes, explain and list the identifiers that will be used to retrieve information on the individual.	N/A
4. What opportunities do individuals have to decline to provide information or to consent to particular uses of the information?	N/A
<b>F. MAINTENANCE AND ADMINISTRATIVE CONTROLS</b>	
1. What are the retention periods of data in this system?	This Data Warehouse is being created is for demonstration and proof of concept only. The entire system will be destroyed no later than Monday Feb 2, 2009
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?	We will wipe the data from the server(s) using a DoD approved standard software package for data wiping. Reports will not be kept. Any reports created are for demo purposes only and will not be printed.
3. For electronic systems, will this system provide the capability to identify, locate, and monitor individuals? If yes, explain.	No.
4. For electronic systems only, what	Data access is limited to a small set of Microsoft employees working on the CPSC

<b>controls will be used to prevent unauthorized monitoring?</b>	project. No one else has access to the data in our lab. This is controlled through badge access to the lab and also sign on access to the machines.
<b>5. Is this system currently identified as a CPSC system of records? If so, under which notice does the system operate?</b>	No
<b>6. If the system is being modified, will the Privacy Act system of records notice require amendment or revision? Explain</b>	N/A
<b>G. ACCESS TO DATA</b>	
<b>1. Who will have access to the data in the system? (e.g., contractors, managers, system administrators, developers, other).</b>	The system will be used by employees of the CPSC and MTC lab who have a need to know.
<b>2. What controls are in place to prevent the misuse of data by those having access? (Please list processes and training materials.)</b>	Section "LC 31 RESTRICTIONS ON USE OF INFORMATION" in the base contract CPSC-D-08-0005
<b>3. Who is responsible for assuring proper use of the data?</b>	Terry Bard
<b>4. Are contractors involved with the design and development of the system and will they be involved with the maintenance of the system? Are contractors involved in the collection of the data? If yes, were Privacy Act contract clauses inserted in their contracts and other regulatory measures addressed?</b>	Contractors will build the Data Warehouse but will not be involved with the collection of the data.
<b>5. Do other systems share data or have access to the data in the system? If yes, explain. Who will be responsible for protecting the privacy rights of the public and employees affected by the interface?</b>	no
<b>6. Will other agencies share data or have access to the data in this system? If yes, how will the data be used by the other agency?</b>	No
<b>7. Will any of the personally identifiable information be accessed remotely or physically removed?</b>	Yes. The data will be copied to an encrypted laptop at the CPSC headquarters and then transported to the MTC in Reston.