



UNITED STATES DEPARTMENT OF  
**AGRICULTURE**

**FARM SERVICE AGENCY**

**Privacy Impact Analysis (PIA)  
for  
Consolidated Natural Disaster Relief  
Programs  
(CNDRP)**

- Noninsured Crop Disaster Assistance Program (NAP)
- Natural Disaster Relief Programs (NDRP)
- Section 32 Disaster Programs
- Emergency Agricultural Disaster Assistance Act of 200

**FINAL**

**Update Date: August 19, 2007**

**Accreditation Date:**



**Farm Service Agency  
DAFP/PECD  
6501 Beacon Drive  
Kansas City, MO 64133-4676**

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**Document Control**

Date	Source	Author	Description of Changes
			Original document.
02/05/2007	Template	S.Gupta, EDS	Migration to 2007 template.
03/05/2007	2007 BIA's, Handbooks, Notices, etc.	PARMO/ ARRMG	Updated 2.2 System Overview descriptions.
03/08/2007	SME's	PARMO/ ARRMG	Updated responses to questions in tables: Table 2: Data in the System Table 3: Access to the Data Table 4: Attributes of the Data Table 5: Maintenance Of Administrative Controls
			System Owner Approved
03/25/2007	Chris Hoover, EDS	Chris Hoover, EDS	Phase 1 SME Approved
04/04/2007		Eric Miller, ISO	C&A Phase 1 ISO approved
08/07/2007	OCIO Template	J Wagner, EDS	Added signature page
08/19/2007	ISO	E. Miller, ISO	Final ISO Review, Insert fax signature

Prepared for:  
Certification & Accreditation  
Farm Service Agency  
United States Department of Agriculture  
6501 Beacon Dr.  
Kansas City, MO 64133

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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 the Consolidated Natural Disaster Relief Programs 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**

System	Subsystem
Consolidated Natural Disaster Relief Programs (CNDRP)	<ul style="list-style-type: none"> <li>• <b>Noninsured Crop Disaster Assistance Program (NAP)</b> <ul style="list-style-type: none"> <li>○ Application for Coverage</li> <li>○ Approved Yield</li> <li>○ Notice of Loss</li> <li>○ Application for Payment</li> <li>○ Entitlement Report</li> <li>○ NAP Payments</li> <li>○ NAP Overpayments</li> <li>○ Reconciliation Report</li> </ul> </li>   <li>• <b>Natural Disaster Relief Programs (NDRP)</b> <ul style="list-style-type: none"> <li>○ 2001 - 2002 Crop Disaster Program (CDP and SDP)</li> <li>○ 2003 Crop Disaster Program CDP</li> <li>○ 2004 Crop Disaster Program CDP</li> <li>○ 2005 Crop Disaster Program CDP</li> <li>○ 2001 - 2003 Livestock Assistance Program (LAP)</li> <li>○ 2003-2004 American Indian Livestock Feed</li> </ul> </li> </ul>

System	Subsystem
	<p>Program (AILFP)</p> <ul style="list-style-type: none"><li>○ 2002-2003 Livestock Compensation Program</li><li>○ Tree Assistance Program (TAP)</li><li>○ STORM</li></ul> <ul style="list-style-type: none"><li>• <b>Section 32 Disaster Programs</b><ul style="list-style-type: none"><li>○ Hurricane Indemnity Program (HIP)</li><li>○ Tree Indemnity Program (TIP)</li><li>○ Feed Indemnity Program (FIP)</li><li>○ Livestock Indemnity Program (LIP)</li></ul></li><li>• <b>Emergency Agricultural Disaster Assistance Act of 2006</b><ul style="list-style-type: none"><li>○ Citrus</li><li>○ Nursery</li><li>○ Fruit and Vegetable</li><li>○ Livestock Indemnity Program II</li><li>○ LCP II: Livestock Compensation Program</li></ul></li></ul>

## **2.2 System Overview**

### **2.2.1 NAP - Noninsured Crop Disaster Assistance Program**

Implemented by the Federal Crop Insurance Reform Act of 1994, and as amended by the Agricultural Risk Protection Act of 2000, the Noninsured Crop Disaster Assistance Program (NAP) is a federally funded program that provides financial assistance to producers of non insurable crops when low yields, loss of inventory, or prevented planting occurs as a result of a natural disaster. NAP provides coverage for crops for which the catastrophic level of insurance is not available. SCOAP automated systems provide the following capabilities for County FSA Offices to administer the NAP program:

#### **2.2.1.1 Application for Coverage**

An application for coverage must be filed for every producer that wishes to participate in NAP. The fees are charged at the pay crop/pay type/planting period level. Producers are required to pay the service fee at the time of Application for Coverage. The fee data is sent to the accounting system.

#### **2.2.1.2 Approved Yields**

This system was also known as Approved Production History (APH) prior to 2001. This system will compute a current year yield based on actuarial conversion factors and available data. Approved yields are based on an average APH yield, which can include actual yields, replacement yields, assigned yields, zero credited yields, substitute yields, and T-yields divided by the number of yearly yields in the data base. A minimum of four crop years and up to ten years of these types of yields must exist in the APH base period.

#### **2.2.1.3 Notice of Loss**

Producers who have applied for NAP coverage and satisfied the service fee's for the selected crops are eligible for NAP. A timely Notice of Loss must be filed in order for the producer to receive benefits. The notice of loss data is recorded and verified to insure accuracy. If all the requirements are met for filing the notice of Loss, the Producer must file an Application for Payment in order to receive NAP Benefits.

#### **2.2.1.4 Application for Payment**

A producer must file a NAP application for Payment in order to receive NAP Benefits. The Application for Payment is used to gather data in order to determine if the producer suffered a loss. Calculations and validations of the data are performed and the approved data is stored to be used by the Payment process.

#### **2.2.1.5 Entitlement Report**

The Entitlement Report is a report that reflects estimated payment amounts based on program eligibility. However the estimated calculated amounts could vary depending on changes in payment acres, producer eligibility, producer payment share, payment limitations(where applicable), and producer adjusted gross income(where applicable).

### **2.2.1.6 Payments/Overpayments**

This software provides approved payments for uninsured crops in the event of losses. The payment is based on the established yield, established market price and payment factors. Records are passed to the Accounting Interface System after updating the NAP Producer Payment History File. Overpayments are calculated similarly to the process used for NAP Payment processing. The software determines overpayment amounts and writes the amounts to the overpayment file. Overpayments are recorded on the NAP Producer Payment History file and sent to the Accounting interface.

### **2.2.1.7 Reconciliation Report**

The Reconciliation Report lists any discrepancies throughout the NAP system that would cause a payment to not be issued. Discrepancies include, but are not limited to, producer eligibility, unapproved Notice of Loss or Application for Payment, and changes in rates or crop information on the National Crop Table.

## **2.2.2 NDRP- Natural Disaster Relief Programs**

The Natural Disaster Relief Programs (NDRP) was implemented to automate the provisioning of financial assistance to producers for various natural disasters. The program's software is developed on an as-needed basis to support bills passed by Congress, programs declared by the President or designated by the Secretary of Agriculture as a result of natural disasters. Some of the applications previously developed include:

### **2.2.2.1 2001 - 2002 Crop Disaster Program (CDP and SDP)**

The Agriculture Appropriations Act of 2003 included a program to pay crop disaster losses for 2001 and 2002. This program reimburses producers for qualifying losses to agricultural commodities (other than sugar cane, sugar beets, and tobacco) due to damaging weather or related conditions. The damages for the 2001 or 2002 crop year must be in excess of 35 percent for loss of production or 20 percent for quality loss.

### **2.2.2.2 2003 Crop Disaster Program CDP**

The Military Construction Appropriations and Emergency Hurricane Supplemental Appropriations Act of 2005 (Pub. L. 108-324), signed October 13, 2004, authorizes the Secretary to provide disaster assistance to producers who suffered crop losses because of adverse weather conditions in 2003, 2004, and 2005, including VA-CDP and NC-CDP. This program reimburses producers for qualifying losses to agricultural commodities (other than sugar cane, sugar beets, and tobacco) due to damaging weather or related conditions.

### **2.2.2.3 2004 Crop Disaster Program CDP**

The Military Construction Appropriations and Emergency Hurricane Supplemental Appropriations Act of 2005 (Pub. L. 108-324), signed October 13, 2004, authorizes the Secretary to provide disaster assistance to producers who suffered crop losses because of adverse weather conditions in 2003, 2004, and 2005, including VA-CDP and NC-CDP. This program reimburses producers for qualifying losses to agricultural commodities (other than sugar cane, sugar beets, and tobacco) due to damaging weather or related conditions.



#### **2.2.2.4 2005 Crop Disaster Program CDP**

The Military Construction Appropriations and Emergency Hurricane Supplemental Appropriations Act of 2005 (Pub. L. 108-324), signed October 13, 2004, authorizes the Secretary to provide disaster assistance to producers who suffered crop losses because of adverse weather conditions in 2003, 2004, and 2005, including VA-CDP and NC-CDP. This program reimburses producers for qualifying losses to agricultural commodities (other than sugar cane, sugar beets, and tobacco) due to damaging weather or related conditions.

#### **2.2.2.5 2001 - 2003 Livestock Assistance Program (LAP)**

The 2004 Livestock Assistance Program (LAP) provides direct payments to eligible livestock producers in approved counties who suffered losses due to natural disasters during calendar years 2003 or 2004. A producer can not receive LAP assistance for more than one year.

Funds of the Commodity Credit Corporation, as are necessary, are available for assistance to livestock producers for either 2003 or 2004 losses (as elected by the producer), but not both, in a county that has received a primary disaster designation by the President or the Secretary after January 1, 2003.

#### **2.2.2.6 2003-2004 American Indian Livestock Feed Program (AILFP)**

Additionally, the Secretary is authorized to make available funds to producers for 2003 or 2004 losses in the same counties for the American Indian Livestock Feed Program (AILFP) under section 806 of the Agriculture, Rural Development, Food and Drug Administration, and Related Agencies Appropriations Act, 2001.

The purpose of the AILFP is to provide emergency financial feed assistance to livestock owners on tribal-governed land affected by a natural disaster. Under AILFP, the Commodity Credit Corporation (CCC) contracts with the governments of affected tribes who administer the program.

A livestock feed emergency is a situation in which a natural disaster causes a reduction in the feed produced in a region for a defined period. Natural disaster conditions include: damaging weather (drought, hail, excessive moisture, freeze, tornado, hurricane, excessive wind, or combination thereof); adverse natural occurrence (earthquake, flood, or volcanic eruption); related conditions (including, but not limited to heat or insect infestation that occur as a result of damaging weather or adverse natural occurrence).

#### **2.2.2.7 2002-2003 Livestock Compensation Program (LCP)**

This program provides assistance to certain livestock owners and lessors in counties that have been named after January 1, 2001, under a primary Secretarial disaster designation because of drought. Counties designated as contiguous counties are not eligible for LCP. Assistance is in the form of a cash payment and is determined by the number, type, and weight of eligible livestock. Payment rates vary according to type, weight, and age of eligible livestock.

#### **2.2.2.8 Tree Assistance Program (TAP)**

This program provides financial assistance to qualifying orchard growers to replace eligible trees, bushes, and vines damaged by natural disasters. Pub. L. 107-171, the Farm Security and Rural Investment Act of 2002, authorizes TAP.

This program also provides assistance to eligible producers who suffered tree losses as a result of eligible hurricanes in counties that received a Presidential disaster declaration or Secretarial disaster designation as a primary or contiguous county because of one of the following mentioned hurricanes. The Emergency Supplemental Appropriations Act for Defense, the Global War on Terror, and Hurricane Recovery 2006 (Pub. L. 109-234) authorizes the Secretary of Agriculture to provide assistance to producers and livestock owners who suffered losses because of the 2005 Hurricanes Katrina, Ophelia, Rita, and Wilma.

#### **2.2.2.9 Systematic Tracking for Optimal Risk Management (STORM)**

This system is used for logging and tracking information about natural disaster events such as hurricanes, droughts, and forest fires that affect agriculture. This information is collected by the County Emergency Board (CEB) and submitted in the form of a Loss Assessment Report (LAR) to the State Emergency Board (SEB) for review. The SEB has the authority to approve and submit the LAR to the national level where it is used in combination with other LAR information to determine eligibility for disaster relief funds. These funds are usually in the form of bills passed by Congress or programs declared by the President or designated by the Secretary of Agriculture as a result of the associated natural disaster event(s). The information collected and submitted in the LAR is the same information being used in the current manual process of drafting Flash Reports and Damage Assessment Reports (DARs) in the county and state offices. This system is currently accessible in beta test sites only and has not yet been released nation-wide.

### **2.2.3 Section 32 Disaster Programs**

Hurricanes Dennis, Katrina, Rita, and Wilma significantly impacted the Gulf Coast region and Hurricane Ophelia impacted North Carolina in 2005. Because of the severity and widespread devastation, the Secretary has determined to use the authority under Section 32 of the Agriculture Adjustment Act of August 24, 1935, to implement 4 disaster programs to assist in re-establishing farmers' purchasing power in these areas. Regulations governing these disaster programs can be found at 7 CFR Part 760, Subparts B through F.

#### **2.2.3.1 Hurricane Indemnity Program (HIP)**

This program provides "top-up" payments to farmers who received crop insurance or Noninsured Crop Disaster Assistance Program (NAP) payments as a result of the aforementioned Section 32 hurricanes.

#### **2.2.3.2 Tree Indemnity Program (TIP)**

This program provides flat payments per acre for the re-planting and rehabilitation (such as pruning or staking) of perennial orchards, vines, and bushes that produce annual crops that were adversely affected by the aforementioned Section 32 hurricanes.

### **2.2.3.3 Feed Indemnity Program (FIP)**

This program provides payments to eligible owners and cash lessees of certain types of forage based livestock for feed losses as a direct result of the aforementioned Section 32 hurricanes.

### **2.2.3.4 Livestock Indemnity Program (LIP)**

This program provides payments to producers whose livestock died as a direct result of the aforementioned Section 32 hurricanes.

## **2.2.4 Emergency Agricultural Disaster Assistance Act of 2006**

The Emergency Supplemental Appropriations Act for Defense, the Global War on Terror, and Hurricane Recovery 2006 (Pub. L. 109-234) authorizes the Secretary of Agriculture to provide assistance to producers and livestock owners who suffered losses because of the 2005 Hurricanes Katrina, Ophelia, Rita, and Wilma. This assistance is only available to eligible producers in certain counties of Alabama, Arkansas, Florida, Louisiana, Mississippi, North Carolina, South Carolina, Tennessee and Texas who experienced losses because of these hurricanes. The following set of Hurricane Disaster Programs (HDPs) provide disaster assistance for production losses, crop damage, tree losses, and related clean up, as well as assistance to certain livestock owners who suffered the death of eligible livestock, livestock contract growers who suffered a loss of income with respect to the death of eligible poultry, or owners and cash lessees, but **not** both for the same livestock, for certain types of livestock for feed losses that occurred as a result of one of the aforementioned hurricanes. Losses because of other causes, including reduced market prices or other adverse weather conditions, are **not** covered under these programs. Losses as a result of Hurricane Dennis are **not** eligible for these programs. The regulations for HDP are provided in 7 CFR Part 1416.

### **2.2.4.1 Citrus (CP)**

This program provides assistance to eligible producers that suffered citrus losses and tree damage as a result of one of the aforementioned HDP hurricanes. Assistance is based on the level of loss for each grove. Eligible citrus types are those listed within the RMA Florida Citrus Fruit Crop Provisions.

### **2.2.4.2 Nursery Program (NP)**

This program provides assistance for commercial ornamental nursery and fernery producers in Presidential-declared or Secretarial-designated primary or contiguous counties because of one of the aforementioned HDP hurricanes. Assistance is provided for inventory losses of each nursery or fernery operation and cleanup costs of the nursery or operation.

### **2.2.4.3 Fruit and Vegetable Program (FVP)**

This program provides assistance to eligible fruit and vegetable producers that suffered production losses and damages in Presidential-declared or Secretarial-designated primary or contiguous counties because of one of the aforementioned HDP hurricanes. Eligible disaster losses under this program are plasticulture (fruit and vegetable) and other than plasticulture (fruit and vegetable). Fruits and vegetables eligible for disaster assistance can be found in 5-DAP (Rev 1), Exhibit 6.

**2.2.4.4 Livestock Indemnity Program II (LIP II)**

This program provides monetary assistance to eligible livestock owners and livestock contract growers (but **not** both for the same livestock) for livestock deaths that occurred in eligible disaster counties as a result of one of the aforementioned HDP hurricanes. Monetary assistance provided under 2005 Hurricanes LIP-II is **not** required to be used by the payee for any specific purpose.

**2.2.4.5 Livestock Compensation Program (LCP)**

This program provides monetary assistance to eligible livestock owners and cash lessees, but not both for the same livestock, for certain types of livestock for feed losses that occurred as a result of one of the aforementioned HDP hurricanes.

## PRIVACY IMPACT ASSESSMENT

**Table 2: Data In The System**

DATA IN THE SYSTEM	
<p>1. Generally describe the information to be used in the system in each of the following categories: Customer, Employee, and Other.</p>	<p><b>All Systems (except STORM)</b>  <u>Customer:</u> Producer data is used in association with crop/livestock production/loss information to determine payments by disaster system. Specifically, a producer's ID, ID type, entity type, name, and address, as well as any associated producer's information are used as identifying information.</p> <p><u>Employee:</u> N/A</p> <p><u>Other:</u> N/A</p> <p><b>STORM</b>  <u>Customer:</u> N/A</p> <p><u>Employee:</u> Employee information is stored for designated Emergency Board Members. Specifically, board member's name and email addresses are used to notify the Emergency Board that a Loss Assessment Report (LAR) has been filed for their associated county or state. Similarly, the National Emergency Board is notified after a state has reviewed and approved a county LAR.</p> <p><u>Other:</u> N/A</p>
<p>2a. What are the sources of the information in the system?</p>	<p><b>All Systems (except STORM)</b>                      Name and address and crop/livestock files are the main sources of information, as well as information gathered from the producers themselves. Farm records and subsidiary files are used in making payments to the customers. In addition, insured producer/crop data from the Risk Management Agency (RMA) is used by the Noninsured Assistance Program (NAP), Crop Disaster Program (CDP), and Hurricane Indemnity Program (HIP).</p> <p><b>STORM</b>                      The County Emergency Board, along with information provided by county producers, is the source of the actual disaster information used to create a Loss Assessment Report (LAR). The STORM database is the source of the Emergency Board member information.</p>

<b>DATA IN THE SYSTEM</b>	
<p>2b. What USDA files and databases are used? What is the source agency?</p>	<p><b>All Systems (except STORM)</b> The Customer Name and Address files and SCIMS are each used to retrieve customer information. The Crop Validation System (CVS), the National Crop Table (NCT), the Crop Disaster Program (CDP) crop table, and various disaster program rate tables are each used to retrieve crop/livestock information. Permitted Entity, Eligibility, Multi-County Producer, and Payment Limitation files are used to determine a producer's payment eligibility and final payment amount. FSA owns all of these data sources.</p> <p>Risk Management Agency (RMA) provides an Insured Crop Data File which is used as the foundation for the NCT and CDP crop tables. RMA also provides an Insured Producer file which is used to retrieve insured customer and crop information. The information is only used for the Noninsured Assistance Program (NAP), Crop Disaster Program (CDP), and Hurricane Indemnity Program (HIP).</p> <p><b>STORM</b> The STORM database is the only source of information for this system. FSA owns this database.</p>
<p>2c. What Federal Agencies are providing data for use in the system?</p>	<p><b>All Systems (except STORM)</b> Other than internal FSA data, the Risk Management Agency (RMA) provides insured producer and crop information, but only for the Noninsured Assistance Program (NAP), Crop Disaster Program (CDP), and Hurricane Indemnity Program (HIP).</p> <p><b>STORM</b> Other than internal FSA data, Natural Resource Conservation Service (NRCS), Rural Development (RD), National Oceanic and Atmospheric Administration (NOAA), as well as possibly other organizations may provide disaster related information to be used in this system.</p>
<p>2d. What State and Local Agencies are providing data for use in the system?</p>	<p><b>All Systems (except STORM)</b> None</p> <p><b>STORM</b> State Extension Offices, such as land grant colleges, may provide disaster related information to be used in this system.</p>

DATA IN THE SYSTEM	
2e. From what other third party sources will data be collected?	<p><b>All Systems (except STORM)</b> Producer/Customer</p> <p><b>STORM</b> Producer/Customer</p>
2f. What information will be collected from the customer/employee?	<p><b>All Systems (except STORM)</b> A producer's/customer's tax ID, ID type, and entity type, as well as any associated producers information is used as key data in these systems. The customer provides either their name or tax ID to initiate a transaction, and from there may go on to provide crop, commodity, and/or livestock information, as well as associated production and/or loss information. Customer provided crop data includes crop, crop type, irrigation practice, intended use, planting period, production data, etc.</p> <p><b>STORM</b> Individual producers/customers and producers/employees on the County Emergency Board (CEB) will be providing loss information associated with a recent natural disaster events.</p> <p>For crop losses this includes the crop/commodity name, type, intended use, planting period, unit of measure, yield, planted acres, prevented acres, destroyed acres, damaged acres, damaged yield, average price, production loss, etc.</p> <p>For livestock this includes the kind and type of livestock, weight range, and livestock destroyed count, etc. For structures and equipment this includes type of structure, number damaged, number destroyed, dollar amount, etc.</p> <p>For conservation structures and fences this includes whether or not these structures were damaged or destroyed.</p> <p>And for effects on USDA property, this includes the damage severity for USDA building and equipment losses, as well as the number of USDA employees affected by the disaster event.</p>

<b>DATA IN THE SYSTEM</b>	
3a. How will data collected from sources other than the USDA records and the customer be verified for accuracy?	<b>All Systems (except STORM)</b> n/a  <b>STORM</b> The County Emergency Board (CEB) reviews all disaster information before submitting a Loss Assessment Report (LAR) to the State Emergency Board (SEB), which in turn reviews the information and approves it to be sent to the national level.
3b. How will data be checked for completeness?	<b>All Systems (except STORM)</b> n/a  <b>STORM</b> The County Emergency Board (CEB) reviews all disaster information before submitting a Loss Assessment Report (LAR) to the State Emergency Board (SEB), which in turn reviews the information and approves it to be sent to the national level.



**Table 3: Access To The Data**

<b>ACCESS TO THE DATA</b>	
<p>1. Who will have access to the data in the system (Users, Managers, System Administrators, Developers, Other)?</p>	<p><b>All Systems (except STORM)</b> County, State, and National Office FSA users, as well as developers, testing, and help desk employees have access to the data in the system.</p> <p><b>STORM</b> A member of each County Emergency Board (CEB) - usually the County Executive Director (CED), a member of each State Emergency Board (SEB) - usually the State Executive Director (SED), and a few authorized national users have access to STORM data. In addition, developers and database administrators may have access to this data.</p>
<p>2. How is access to the data by a user determined? Are criteria, procedures, controls, and responsibilities regarding access documented?</p>	<p><b>All Systems (except STORM)</b> System/36 systems restrict access based on System/36 sign-on privileges granted to state and county office employees. Web-based access is restricted to Level-2 eAuth users. State and national web users must also be approved for access by the associated program sponsor.</p> <p>Refer to 6IRM, the Information Systems Security Program Manual, for further guidance.</p> <p><b>STORM</b> E-Authentication provides access controls, as well as using the Extensible Authorization System (EAS) to determine user roles (level of access). Access procedures include the use of FSA 13A form to establish the need for access, as well as approval process for that access.</p>

ACCESS TO THE DATA	
<p>3. Will users have access to all data on the system or will the user's access be restricted? Explain.</p>	<p><b>All Systems (except STORM)</b> System/36 users have access to all data, but only within their region of responsibility. For example, a county employee will only be able to access and modify data for their associated county(s). Similarly, a state employee may be able to view some of the data from these systems for their specific state, but not nationwide.</p> <p>For web-based systems, roles and office identification codes are used to restrict user access to the data.</p> <p>Refer to 6IRM, the Information Systems Security Program Manual, for further guidance.</p> <p><b>STORM</b> Users have access to all data, but only within their region of responsibility. For example, a county employee will only be able to access and modify data for their associated county(s). Similarly, a state employee will only be able to view data for their specific state, but not nationwide. Only national level users will be able to view all data.</p>
<p>4. What controls are in place to prevent the misuse (e.g. browsing, unauthorized use) of data by those having access?</p>	<p><b>All Systems</b> Department policies and Annual Security Awareness Training are both used to curb authorized users from misusing the system data.</p> <p>For web-based systems, direct database access is only available to the database management staff. Infrastructure controls include firewalls, eAuthentication, EAS, and database security.</p>
<p>5a. Do other systems share data or have access to data in this system? If yes, explain.</p>	<p><b>All Systems (except STORM)</b> Yes, System/36 disaster payments are disbursed thru the Accounting Interface system, and web-based payments are disbursed thru the National Payment System (NPS).</p> <p>For more information, reference Technical Information Advisory (TIA) 51 for System/36 systems and the National Payment Service &amp; Other Fee or Charge Service - Service Description document for web-based systems.</p> <p><b>STORM</b> No</p>

ACCESS TO THE DATA	
5b. Who will be responsible for protecting the privacy rights of the customers and employees affected by the interface.	<p><b>All Systems (except STORM)</b>                      Dan McGlynn                      Deputy Director: Production, Emergencies, and Compliance Division                      USDA/FSA/DAFP/PECD                      U.S. Department of Agriculture                      Farm Service Agency                      1400 Independence Avenue                      Washington, D.C. 20250                      (202) 720-3463                      Dan.McGlynn@wdc.usda.gov</p> <p><b>STORM</b>                      n/a</p>
6a. Will other agencies share data or have access to data in this system (International, Federal, State, Local, Other)?	<p><b>All Systems</b>                      No</p>
6b. How will the data be used by the agency?	<p><b>All Systems</b>                      n/a</p>
6c. Who is responsible for assuring proper use of the data?	<p><b>All Systems</b>                      n/a</p>

**Table 4: Attributes Of The Data**

<b>ATTRIBUTES OF THE DATA</b>	
<p>1. Is the use of the data both relevant and necessary to the purpose for which the system is being designed?</p>	<p><b>All Systems (except STORM)</b> Yes, data obtained is necessary to make accurate payment to the right customer.</p> <p><b>STORM</b> Yes, this data is used to determine eligibility for disaster relief funds. These funds are usually in the form of bills passed by Congress or programs declared by the President or designated by the Secretary of Agriculture as a result of the natural disaster event(s). Without this data, determining disaster relief funding would be next to impossible.</p>
<p>2a. Will the system derive new data or create previously unavailable data about an individual through aggregation from the information collected?</p>	<p><b>All Systems (except STORM)</b> It will calculate production losses along with payment information based on inputs obtained from the customer along with internal/external agency data. This information could be used not only to identify payments to customers but it could also be used to affect market trends.</p> <p><b>STORM</b> No, the emergency board member information that is tabled for STORM only contains an individual's name and e-mail address - nothing created or derived.</p>
<p>2b. Will the new data be placed in the individual's record (customer or employee)?</p>	<p><b>All Systems (except STORM)</b> Yes, payment history files store customer and the associated payment data. In addition, disaster sign-up (application) files contain crop/commodity/livestock production and loss data.</p> <p><b>STORM</b> n/a</p>
<p>2c. Can the system make determinations about customers or employees that would not be possible without the new data?</p>	<p><b>All Systems (except STORM)</b> Yes. The system determines/calculates the eligible benefit (payment) based on input data, as well as comparing expected production data to actual production data.</p> <p><b>STORM</b> n/a</p>

ATTRIBUTES OF THE DATA	
2d. How will the new data be verified for relevance and accuracy?	<p><b>All Systems (except STORM)</b> Only employees input data, and the data is validated per system requirements and other documents such as system handbooks. Spot checks are also routinely performed to ensure reported production and loss information is accurate.</p> <p><b>STORM</b> n/a</p>
3a. If data is being consolidated, what controls are in place to protect the data from unauthorized access or use?	<p><b>All Systems</b> For System/36 systems, guidance for data consolidation is provided in the system handbooks. Unauthorized access is prevented via mainframe controls.</p> <p>For web-based systems, roles are assigned and information retrieval is limited based on those roles.</p>
3b. If processes are being consolidated, are the proper controls remaining in place to protect the data and prevent unauthorized access? Explain.	<p><b>All Systems</b> n/a</p>
4a. How will the data be retrieved? Can it be retrieved by personal identifier? If yes, explain.	<p><b>All Systems (except STORM)</b> Yes, data can be retrieved by producer/customer name and tax ID.</p> <p><b>STORM</b> Data is retrieved by disaster criteria, to include disaster dates, location information, disaster type, etc. Customer information is not stored in the STORM system and therefore can not be used to retrieve data from this system.</p>
4b. What are the potential effects on the due process rights of customers and employees of: <ul style="list-style-type: none"> <li>• consolidation and linkage of files and systems;</li> <li>• derivation of data</li> <li>• accelerated information processing and decision making;</li> <li>• use of new technologies.</li> </ul>	<p><b>All Systems</b> n/a</p>
4c. How are the effects to be mitigated?	<p><b>All Systems</b> n/a</p>

**Table 5: Maintenance Of Administrative Controls**

<b>MAINTENANCE OF ADMINSTRATIVE CONTROLS</b>	
<p>1a. Explain how the system and its use will ensure equitable treatment of customers and employees.</p>	<p><b>All Systems (except STORM)</b> These systems contain no identifying information such as race, religion, gender, national origin, and age. However, by statute, these systems can determine whether or not a producer is eligible for benefits (payments) based on program parameters.</p> <p><b>STORM</b> n/a</p>
<p>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?</p>	<p><b>All Systems</b> National and state training seminars, as well as system handbooks, are used to educate employees on system use and data integrity.</p> <p>For System/36 systems, the same software is distributed to all county locations via biweekly mailed releases of software distributed from the Kansas City office. The installation of these biweekly releases is monitored by the state and national office to ensure all locations are up-to-date.</p> <p>By nature, all web-based systems run on a central web server and access a central database. So, while the system may be accessed in multiple locations, all processing and data storage occurs in one site.</p>
<p>2b. Explain any possibility of disparate treatment of individuals or groups.</p>	<p><b>All Systems (except STORM)</b> These systems contain no identifying information such as race, religion, gender, national origin, and age.</p> <p>However, by statute, these systems can determine whether or not a producer is eligible for benefits (payments) based on program parameters, which included entity identification information.</p> <p><b>STORM</b> n/a</p>
<p>2c. What are the retention periods of data in this system?</p>	<p><b>All Systems (except STORM)</b> Data is retained indefinitely. However, if data needs to be purged, possibly due to space limitations on the System/36, PECD makes that determination.</p> <p><b>STORM</b> Data is retained indefinitely.</p>

MAINTENANCE OF ADMINSTRATIVE CONTROLS	
2d. What are the procedures for eliminating the data at the end of the retention period? Where are the procedures documented?	<p><b>All Systems</b> PECD determines when and if data can or should be eliminated from our systems/databases.</p> <p>System/36 county data is consolidated thru CFU uploads and stored on the mainframe prior to purging data files from the county systems.</p>
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?	<p><b>All Systems (except STORM)</b> Validation checks and access controls are done during processing to ensure that the integrity of the data is not corrupted. Data backups are created frequently to ensure data integrity in the event of loss or failure of the system.</p> <p>In addition, OIG performs random audits to ensure data and system integrity.</p> <p><b>STORM</b> Loss Assessment Report (LAR) data is locked and prevented from change once a LAR is submitted to the state and/or national level. Only a state or national user can unlock the data, but doing this requires the LAR to be resubmitted for review, where once again the data is locked. Data backups are created frequently to ensure data integrity in the event of loss or failure of the system.</p>
3a. Is the system using technologies in ways that the USDA has not previously employed (e.g. Caller-ID)?	<p><b>All Systems</b> No</p>
3b. How does the use of this technology affect customer/employee privacy?	<p><b>All Systems</b> n/a</p>
4a. Will this system provide the capability to identify, locate, and monitor <u>individuals</u> ? If yes, explain.	<p><b>All Systems (except STORM)</b> Yes. Producer, crop, and livestock information can be used to monitor a customer's production, loss, and payment activities using prior year's data. Justification for this capability is provided in the system handbooks.</p> <p><b>STORM</b> No</p>
4b. Will this system provide the capability to identify, locate, and monitor <u>groups of people</u> ? If yes, explain.	<p><b>All Systems (except STORM)</b> Yes, joint entities, including the Bureau of Indian Affairs (BIA's), can be identified and their production, loss, and payment activities can be monitored using prior year's data. Justification for this capability is provided in the system handbooks.</p> <p><b>STORM</b> No</p>

**MAINTENANCE OF ADMINSTRATIVE CONTROLS**

<p>4c. What controls will be used to prevent unauthorized monitoring?</p>	<p><b>All Systems (except STORM)</b> System/36 systems restrict access based on System/36 sign-on privileges granted to state and county office employees only.</p> <p>Web-based access is restricted to Level-2 eAuth users. State and national web users must also be approved for access by the associated program sponsor.</p> <p>National and state training seminars, as well as system handbooks, are used to educate employees on system use and data integrity.</p> <p>Refer to 6IRM, the Information Systems Security Program Manual, for further guidance.</p> <p><b>STORM</b> E-Authentication provides access controls, as well as using the Extensible Authorization System (EAS) to determine user roles (level of access). Access procedures include the use of FSA 13A form to establish the need for access, as well as approval process for that access.</p>
<p>5a. Under which Systems of Record notice (SOR) does the system operate? Provide number and name.</p>	<p><b>All Systems</b></p> <ul style="list-style-type: none"> <li>• USDA/FSA-2 – Farm Records File.</li> </ul>
<p>5b. If the system is being modified, will the SOR require amendment or revision? Explain.</p>	<p><b>All Systems (except STORM)</b> No and/or n/a</p>



## PRIVACY IMPACT ASSESSMENT AUTHORIZATION MEMORANDUM

I have carefully assessed the Privacy Impact Assessment for the  
Consolidated Natural Disaster Relief Programs (CNDRP)  
(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.

*Shelba Marshall*  
System Manager/Owner  
OR Project Representative  
OR Program/Office Head

8-15-07  
Date

*Shirley B. Apple*  
Agency's Chief FOIA officer  
OR Senior Official for Privacy  
OR Designated privacy person

8/28/07  
Date

*Joe Sue E. Burrell*  
Agency CIO

8/30/07  
Date

## Appendix A - Acronyms

AIS	Automated Information System
C2	Controlled Access Protection, Class Two
CD-ROM	Compact Disk-Read Only Memory
CMP	Configuration Management Plan
COMPUSEC	Computer Security
COMSEC	Communications Security
COOP	Continuity of Operations Plan
CP	Citrus
DAR	Damage Assessment Reports
FOIA	Freedom of Information Act
FOUO	For Official Use Only
FSA	Farm Service Agency
FTP	File Transfer Protocol
FVP	Fruit and Vegetable Program
FIP	Feed Indemnity Program
HDP	Hurricane Disaster Programs
HIP	Hurricane Indemnity Program
HP	Hewlett Packard
I&A	Identification and Authentication
IAW	In accordance with
ID	Identification
INFOSEC	Information Security
IP	Internet Protocol
ISSO	Information Systems Security Officer
LAN	Local Area Network
LCP	Livestock Compensation Program
LIP	Livestock Indemnity Program
LIP II	Livestock Indemnity Program II
NCSC	National Computer Security Center
NP	Nursery Program
NT	New Technology
OPSEC	Operations Security
PA	Privacy Act
SA	System Administrator
SAAR	System Authorization Access Request
SBU	Sensitive-but-Unclassified
SCIMS	Service Center Information Management System
SEB	State Emergency Board
SFUG	Security Features User Guide
SLC	System Life Cycle
SOP	Standing Operating Procedure
SQL	Structured Query Language
STD	Standard

TFM	Trusted Facility Manual
TG	Trusted Guide
TIP	Tree Indemnity Program
USDA	United States Department of Agriculture
USERID	User Identification
U.S.C	United States Code
WWW	World Wide Web

**Appendix B - CNDRP -Specific Acronyms**

PIA	Privacy Impact Analysis
DAFP	Deputy Administrator, Farm Programs
ITS	OCIO/Information Technology Services Division
PECD	Production, Emergency, and Compliance Division
SCIMS	Service Center Information Management System ( )
SLC	System Life Cycle
CNDRP	Consolidated Natural Disaster Relief Programs
NAP	Noninsured Crop Disaster Assistance Program
APH	Approved Production History
CDP	Crop Disaster Program
LAP	Livestock Assistance Program
AILFP	American Indian Livestock Feed Program
CCC	Commodity Credit Corporation
LCP	Livestock Compensation Program
TAP	Tree Assistance Program
STORM	Systematic Tracking for Optimal Risk Management
CEB	County Emergency Board
LAR	Loss Assessment Report
RMA	Risk Management Agency
CVS	The Crop Validation System
NCT	National Crop Table
NRCS	Natural Resource Conservation Service
RD	Rural Development
NOAA	National Oceanic and Atmospheric Administration
CED	County Executive Director
SED	State Executive Director
EAS	Extensible Authorization System
NPS	National Payment System
TIA	Technical Information Advisory
BIA	Bureau of Indian Affairs
CFU	County File Upload
OIG	Office of the Inspector General
SDP	Sugar Beet Disaster Program
VA-CDP	Crop Disaster Program specific to Virginia crop losses
NC-CDP	Crop Disaster Program specific to North Carolina FAV(Fruit and Vegetable) crop losses