USDA

UNITED STATES DEPARTMENT OF AGRICULTURE

FARM SERVICE AGENCY

Privacy Impact Analysis (PIA)
for
Conservation Systems
(CS)

- Conservation Reserve Program (CRP)
- Conservation Reporting & Evaluating System (CRES)
- Grassland Reserve Program (GRP)
- Emergency Forestry CRP (EFCRP)
- CORVID (COTS)

FINAL

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Farm Service Agency
DAFP/CEPD
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Document Control

Date	Source	Author	Description of Changes
			Original document.
01/30/2007	Template	Sarita Gupta, EDS	Transcribed to new 2007 template
2-16-2007		Gloria Scoby	Removed 2.2.2.1 Conservation System – Statistical Report. Changed 2.2.1.1 General Signup Offer Process (GSOP) to 2.2.1.1 Conservation Online System (COLS). Removed 2.2.1.4 CRP Re-enrollment and Extension (REX). It is part of COLS.
2-26-07		Gloria Scoby	Attribute data 2d: added "N/A" for Emergency Forestry CRP
03/07/2007		D. Brizendine EDS	Added CORVID
03/08/2007		Gloria Scoby	Added first part of CORVID.
03/09/2007		Gloria Scoby	Added 2nd part of CORVID.
03/12/2007		Kishor Gohil	Answered questions for CORVID
			System Owner Approved
03/25/2007	Chris Hoover, EDS	Chris Hoover, EDS	Phase 1 SME Approved
04/06/2007		Eric Miller, ISO	Phase 1 ISO approved.
04/10/2007		D. Brizendine EDS	Inventory change per Loretta Burns
06/06/2007	J Wagner, EDS	J Wagner, EDS	Question regarding a change to the SORN was answered "No." Changed to possibly if data, record storage location or routine use changes. Changed update date on cover and header.
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

Table of Contents

Table of Tables

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 Conservation Systems 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

Conservation Systems (CS)	• Conservation Reserve Program (CRP)
	  • Conservation On-Line System (COLS)
	    • CRP Re-enrollment & Extensions (REX)
	    • General Sign-up Offer Process (GSOP)
	    • Continuous Sign-up Offer Process (CSOP)
	  • SOILS
	  • CRP Contracts, AS/400
	• Conservation Reporting & Evaluating System (CRES)
	• Grassland Reserve Program (GRP)
	• Emergency Forestry CRP (EFCRP)
	• CORVID (COTS)

2.2 System Overview

2.2.1 Conservation Reserve Program (CRP)

The Conservation Reserve Program (CRP) is a voluntary program that encourages producers to enter into 10-15 year contracts with the United States Department of Agriculture (USDA) to take highly erodible or environmentally sensitive cropland out of production and plant it with a protective grass or tree cover. Producers participating in this program receive rental and cost share payments. The systems provide for recording and evaluating offers, recording and maintaining contracts, issuance and correction of annual rental payments, and producing management and statistical reports.

2.2.1.1 Conservation Online System (COLS)

The Conservation Online System (COLS) web application will allow the County Offices to enter and maintain Conservation Reserve Program Offer data for all General Signups and Continuous Signups, allow the state office to view all Conservation Reserve Program Offers for their state, allow the national level personnel (Conservation and Environmental Programs Division and other National employees) to view all Conservation Reserve Program Offers for all states and to do analysis of those offers, and allow the national employees to enter and maintain the national program settings for Conservation Reserve Program general offers.

The Conservation Online System (COLS) web application includes the CRP Re-enrollment and Extensions (REX). Conservation Reserve Program participants with contracts expiring between 2007 and 2010 may apply for re-enrollment or extension of these contracts. FSA will use the Environmental Benefits Index at the time of enrollment to determine eligibility for CRP re-enrollments or extensions, giving additional credit for contracts within national CRP conservation priority areas.

2.2.1.2 SOILS

The Soils Database Management System is an Intranet Web application residing on the WebFarm and accessing a SQL Server database. This application can be accessed by FSA and NRCS personnel to add, edit, void and view a National Soils database. Access to the system will be needed 7 days a week and 24 hours a day. Soil information recorded in this application will be used by other CRP applications to determine eligibility and to calculate payments.

2.2.1.3 CRP Contracts, AS400

The CRP Contract system allows CRP contracts to be maintained and annual payments to be issued and corrected, and management and statistical reports to be created.

2.2.2 Conservation Reporting & Evaluating System (CRES)

Conservation programs were established with the goal of preserving and improving our nation's farmland. SCOAP (State and County Office Automation Project) software tracks producer cost-sharing requests (ACP-245); and automated systems at the USDA Service Center track the entire ACP-245 life cycle from initial request, willingness, needs determination, approval/fund obligation, to final performance. Automated ledgers and monthly progress reports are provided to County, State, and National computer systems during this cycle. Through the use of the Conservation Reporting and Evaluation System (CRES), 500,000 agreements covering 35 million acres of land are tracked.

2.2.3 Grassland Reserve Program (GRP)

The Grassland Reserve Program (GRP) is a voluntary program offering landowners the opportunity to protect, restore, and enhance grasslands on their property. Section 2401 of the Farm Security and Rural Investment Act of 2002 (Pub. L. 107-171) amended the Food Security Act of 1985 to authorize this program. The Natural Resources Conservation Service, Farm Service Agency and Forest Service are coordinating implementation of GRP, which helps landowners restore and protect grassland, rangeland, pastureland, shrubland and certain other lands and provides assistance for rehabilitating grasslands. The program will conserve vulnerable grasslands from conversion to cropland or other uses and conserve valuable grasslands by helping maintain viable ranching operations.

2.2.4 Emergency Forestry CRP (EFCRP)

The Emergency Forestry Conservation Reserve Program (CRP) is administered by FSA. The 2006 Defense Appropriations Act provides $404.1 million for a CRP pilot project for merchantable timber losses on private non-industrial forests. Owners of land must have experienced at least a 35 percent loss of merchantable timber. Owners will receive 10 annual payments or one lump sum payment.

The Conservation Online System (COLS) web application will allow the applicable County Offices to enter and maintain Emergency Forestry Conservation Reserve Program Offer data, allow the state office to view all Emergency Forestry Conservation Reserve Program Offers for their state, allow the national level personnel (Conservation and Environmental Programs Division and other National employees) to view all Emergency Forestry Conservation Reserve Program Offers for all states and to do analysis of those offers, and allow the national employees to enter and maintain the national program settings for Emergency Forestry Conservation Reserve Program offers.

2.2.5 CORVID (COTS)

CORVID is a knowledge automation expert system development tool. It is a general purpose tool to build many types of systems for helping employees and customers solve problems, supporting and expanding the expertise of business advisors, or providing problem-solving answers throughout an enterprise. It also provides a run-time environment to execute the business rules and present the appropriate interface to the user for interaction. In CORVID, decision-making steps are described by building logic diagrams and rules that can precisely describe even the most complicated process. CORVID's Inference Engine processes the rules to ask questions, interface to external data and display results. CORVID is a full feature development environment. CORVID is the standard for Java-based decision-making systems. CORVID allows domain knowledge "experts" to quickly and easily capture complex problem-solving "know-how" and develop and deploy powerful online advisory applications.

The CORVID application will provide environmental resource specific information for web-based training modules (AGLEARN) and an expert system advisor (Intranet). CORVID provides 'real-time' access to expert knowledge and recommendations which allow users to more accurately complete the necessary components required for an environmental review. This will enable a faster, better targeted and more accurate environmental review process. It will also allow FSA users to focus more time on the implementation of programs and less time determining the proper type and scope of environmental review for program actions.

USDA PRIVACY IMPACT ASSESSMENT

Table 2: Data In The System

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.	**Conservation Reserve Program (CRP)** Customer: SSN, address, structure of business ventures Other: Location of land Management: Budget information **Conservation Reporting & Evaluating System (CRES)** Customer: SSN, address, structure of business ventures Other: Location of land Management: Budget information **Grassland Reserve Program (GRP)** Customer: SSN, address, structure of business ventures Other: Location of land Management: Budget information **Emergency Forestry CRP (EFCRP)** Customer: SSN, address, structure of business ventures Other: Location of land Management: Budget information **CORVID (COTS)** N/A – No data maintained from any source.
2a. What are the sources of the information in the system?	**Conservation Reserve Program (CRP)** Customer and program **Conservation Reporting & Evaluating System (CRES)** Customer and program **Grassland Reserve Program (GRP)** Customer and program **Emergency Forestry CRP (EFCRP)** Customer and program **CORVID (COTS)** N/A

DATA IN THE SYSTEM	
2b. What USDA files and databases are used? What is the source agency?	**Conservation Reserve Program (CRP)** System 36 and Mainframe (subsidiary files) SQL Server Conservation Database Web service to SQL Server Farm and Tract Web service to SQL Server SCIMS Web service to MRT OIP Web service to Crop History Web service to Eligibility **Conservation Reporting & Evaluating System (CRES)** System 36 and Mainframe (subsidiary files) Name and Address files **Grassland Reserve Program (GRP)** System 36 and Mainframe (subsidiary files) Name and Address files **Emergency Forestry CRP (EFCRP)** SQL Server Conservation Database Web service to SQL Server Farm and Tract Web service to SQL Server SCIMS Web service to MRT OIP Web service to Eligibility **CORVID (COTS)** None. No database used; no data maintained from any source.

DATA IN THE SYSTEM	
2c. What Federal Agencies are providing data for use in the system?	**Conservation Reserve Program (CRP)** FSA and NRCS – Provide practice information, business structure, payment limitations **Conservation Reporting & Evaluating System (CRES)** FSA and NRCS – Provide practice information, business structure, payment limitations **Grassland Reserve Program (GRP)** FSA and NRCS – Provide practice information, business structure, payment limitations **Emergency Forestry CRP (EFCRP)** FSA and NRCS – Provide practice information, business structure, payment limitations **CORVID (COTS)** N/A
2d. What State and Local Agencies are providing data for use in the system?	**Conservation Reserve Program (CRP)** None **Conservation Reporting & Evaluating System (CRES)** None **Grassland Reserve Program (GRP)** None **Emergency Forestry CRP (EFCRP)** None **CORVID (COTS)** N/A

DATA IN THE SYSTEM	
2e. From what other third party sources will data be collected?	**Conservation Reserve Program (CRP)** Technical service providers, farm management consultants **Conservation Reporting & Evaluating System (CRES)** Technical service providers, farm management consultants **Grassland Reserve Program (GRP)** Technical service providers, farm management consultants **Emergency Forestry CRP (EFCRP)** Technical service providers, farm management consultants **CORVID (COTS)** None.
2f. What information will be collected from the customer/employee?	**Conservation Reserve Program (CRP)** Name, address, SSN, conservation program information **Conservation Reporting & Evaluating System (CRES)** Name, address, SSN, conservation program information **Grassland Reserve Program (GRP)** Name, address, SSN, conservation program information **Emergency Forestry CRP (EFCRP)** Name, address, SSN, conservation program information **CORVID (COTS)** N/A

DATA IN THE SYSTEM	
3a. How will data collected from sources other than the USDA records and the customer be verified for accuracy?	**Conservation Reserve Program (CRP)** Handled through NRCS (TSP) **Conservation Reporting & Evaluating System (CRES)** Handled through NRCS (TSP) **Grassland Reserve Program (GRP)** Handled through NRCS (TSP) **Emergency Forestry CRP (EFCRP)** Handled through NRCS (TSP) **CORVID (COTS)** N/A
3b. How will data be checked for completeness?	**Conservation Reserve Program (CRP)** Internal validation checks **Conservation Reporting & Evaluating System (CRES)** Internal validation checks **Grassland Reserve Program (GRP)** Internal validation checks **Emergency Forestry CRP (EFCRP)** Internal validation checks **CORVID (COTS)** N/A

Table 3: Access To The Data

ACCESS TO THE DATA	
1. Who will have access to the data in the system (Users, Managers, System Administrators, Developers, Other)?	**Conservation Reserve Program (CRP)** Role-based and tiered access - County employees can see county information, State can see state data, and National spans across the entire system. **Conservation Reporting & Evaluating System (CRES)** Role-based and tiered access - County employees can see county information, State can see state data, and National spans across the entire system. **Grassland Reserve Program (GRP)** Role-based and tiered access - County employees can see county information, State can see state data, and National spans across the entire system. **Emergency Forestry CRP (EFCRP)** Role-based and tiered access - County employees can see county information, State can see state data, and National spans across the entire system. **CORVID (COTS)** N/A
2. How is access to the data by a user determined? Are criteria, procedures, controls, and responsibilities regarding access documented?	**Conservation Reserve Program (CRP)** Read/Write/View access for all county employees **Conservation Reporting & Evaluating System (CRES)** Read/Write/View access for all county employees **Grassland Reserve Program (GRP)** Read/Write/View access for all county employees **Emergency Forestry CRP (EFCRP)** Read/Write/View access for selected county employees **CORVID (COTS)** N/A

ACCESS TO THE DATA	
3. Will users have access to all data on the system or will the user's access be restricted? Explain.	**Conservation Reserve Program (CRP)** Yes – Restricted by role and location **Conservation Reporting & Evaluating System (CRES)** Yes – Restricted by role and location **Grassland Reserve Program (GRP)** Yes – Restricted by role and location **Emergency Forestry CRP (EFCRP)** Yes – Restricted by role and location **CORVID (COTS)** N/A
4. What controls are in place to prevent the misuse (e.g. browsing, unauthorized use) of data by those having access?	**Conservation Reserve Program (CRP)** Training and policy, FOIA controls Tape drive is the only way to get data off directly. **Conservation Reporting & Evaluating System (CRES)** Training and policy, FOIA controls Tape drive is the only way to get data off directly. **Grassland Reserve Program (GRP)** Training and policy, FOIA controls Tape drive is the only way to get data off directly. **Emergency Forestry CRP (EFCRP)** Training and policy, FOIA controls Tape drive is the only way to get data off directly. **CORVID (COTS)** N/A

ACCESS TO THE DATA	
5a. Do other systems share data or have access to data in this system? If yes, explain.	**Conservation Reserve Program (CRP)** CRES, Farm Record System **Conservation Reporting & Evaluating System (CRES)** CRP and Financial Systems **Grassland Reserve Program (GRP)** CRES, Farm Record System Financial Systems **Emergency Forestry CRP (EFCRP)** CRES, Farm Record System Financial Systems **CORVID (COTS)** N/A
5b. Who will be responsible for protecting the privacy rights of the customers and employees affected by the interface.	**Conservation Reserve Program (CRP)** Bob Stephenson Director, Conservation and Environmental Programs Division **Conservation Reporting & Evaluating System (CRES)** Bob Stephenson Director, Conservation and Environmental Programs Division **Grassland Reserve Program (GRP)** Bob Stephenson Director, Conservation and Environmental Programs Division **Emergency Forestry CRP (EFCRP)** Bob Stephenson Director, Conservation and Environmental Programs Division **CORVID (COTS)** N/A

ACCESS TO THE DATA	
6a. Will other agencies share data or have access to data in this system (International, Federal, State, Local, Other)?	**Conservation Reserve Program (CRP)** National Soils Data Manager USDA-NRCS, NSSC Paul Finnell 100 Centennial Mall No., Rm 152 Lincoln, Nebraska 68508 402-437- 5878 smtp: paul.finnell@one.usda.gov **Conservation Reporting & Evaluating System (CRES)** National Soils Data Manager USDA-NRCS, NSSC Paul Finnell 100 Centennial Mall No., Rm 152 Lincoln, Nebraska 68508 402-437- 5878 smtp: paul.finnell@one.usda.gov **Grassland Reserve Program (GRP)** National Soils Data Manager USDA-NRCS, NSSC Paul Finnell 100 Centennial Mall No., Rm 152 Lincoln, Nebraska 68508 402-437- 5878 smtp: paul.finnell@one.usda.gov **Emergency Forestry CRP (EFCRP)** National Soils Data Manager USDA-NRCS, NSSC Paul Finnell 100 Centennial Mall No., Rm 152 Lincoln, Nebraska 68508 402-437- 5878 smtp: paul.finnell@one.usda.gov **CORVID (COTS)** N/A

ACCESS TO THE DATA	
6b. How will the data be used by the agency?	**Conservation Reserve Program (CRP)** As a filtering key internally **Conservation Reporting & Evaluating System (CRES)** As a key internally **Grassland Reserve Program (GRP)** As a key internally **Emergency Forestry CRP (EFCRP)** As a key internally **CORVID (COTS)** N/A
6c. Who is responsible for assuring proper use of the data?	**Conservation Reserve Program (CRP)** Paul Finnell National Soils Data Manager USDA-NRCS, NSSC **Conservation Reporting & Evaluating System (CRES)** Paul Finnell National Soils Data Manager USDA-NRCS, NSSC **Grassland Reserve Program (GRP)** Paul Finnell National Soils Data Manager USDA-NRCS, NSSC **Emergency Forestry CRP (EFCRP)** Paul Finnell National Soils Data Manager USDA-NRCS, NSSC **CORVID (COTS)** N/A

Table 4: Attributes Of The Data

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?	**Conservation Reserve Program (CRP)** Yes. See section 2.2 above **Conservation Reporting & Evaluating System (CRES)** Yes. See section 2.2 above **Grassland Reserve Program (GRP)** Yes. See section 2.2 above **Emergency Forestry CRP (EFCRP)** Yes. See section 2.2 above **CORVID (COTS)** N/A
2a. Will the system derive new data or create previously unavailable data about an individual through aggregation from the information collected?	**Conservation Reserve Program (CRP)** Yes Ranking information is generated. **Conservation Reporting & Evaluating System (CRES)** No **Grassland Reserve Program (GRP)** No **Emergency Forestry CRP (EFCRP)** No **CORVID (COTS)** N/A

ATTRIBUTES OF THE DATA	
2b. Will the new data be placed in the individual's record (customer or employee)?	**Conservation Reserve Program (CRP)** Yes **Conservation Reporting & Evaluating System (CRES)** N/A **Grassland Reserve Program (GRP)** N/A **Emergency Forestry CRP (EFCRP)** No **CORVID (COTS)** N/A
2c. Can the system make determinations about customers or employees that would not be possible without the new data?	**Conservation Reserve Program (CRP)** Yes **Conservation Reporting & Evaluating System (CRES)** N/A **Grassland Reserve Program (GRP)** N/A **Emergency Forestry CRP (EFCRP)** N/A **CORVID (COTS)** N/A

ATTRIBUTES OF THE DATA	
2d. How will the new data be verified for relevance and accuracy?	**Conservation Reserve Program (CRP)** Internal validation checks Field spot checks (10% annually) **Conservation Reporting & Evaluating System (CRES)** N/A **Grassland Reserve Program (GRP)** N/A **Emergency Forestry CRP (EFCRP)** N/A **CORVID (COTS)** N/A
3a. If data is being consolidated, what controls are in place to protect the data from unauthorized access or use?	**Conservation Reserve Program (CRP)** N/A **Conservation Reporting & Evaluating System (CRES)** N/A **Grassland Reserve Program (GRP)** N/A **Emergency Forestry CRP (EFCRP)** N/A **CORVID (COTS)** N/A

ATTRIBUTES OF THE DATA	
3b. If processes are being consolidated, are the proper controls remaining in place to protect the data and prevent unauthorized access? Explain.	**Conservation Reserve Program (CRP)** N/A **Conservation Reporting & Evaluating System (CRES)** N/A **Grassland Reserve Program (GRP)** N/A **Emergency Forestry CRP (EFCRP)** N/A **CORVID (COTS)** N/A
4a. How will the data be retrieved? Can it be retrieved by personal identifier? If yes, explain.	**Conservation Reserve Program (CRP)** Personal ID can be used to search across all three systems. (CRP, CRES, GRP) **Conservation Reporting & Evaluating System (CRES)** Yes - Personal ID can be used to search across all three systems. (CRP, CRES, GRP) **Grassland Reserve Program (GRP)** Yes - Personal ID can be used to search across all three systems. (CRP, CRES, GRP) **Emergency Forestry CRP (EFCRP)** Personal ID can be used to search across all three systems. (CRP, CRES, GRP) **CORVID (COTS)** N/A

ATTRIBUTES OF THE DATA	
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.	**Conservation Reserve Program (CRP)** No impact. **Conservation Reporting & Evaluating System (CRES)** No impact. **Grassland Reserve Program (GRP)** No impact. **Emergency Forestry CRP (EFCRP)** No impact. **CORVID (COTS)** No impact.
4c. How are the effects to be mitigated?	**Conservation Reserve Program (CRP)** N/A **Conservation Reporting & Evaluating System (CRES)** N/A **Grassland Reserve Program (GRP)** N/A **Emergency Forestry CRP (EFCRP)** N/A **CORVID (COTS)** N/A

Table 5: Maintenance Of Administrative Controls

MAINTENANCE OF ADMINSTRATIVE CONTROLS	
1a. Explain how the system and its use will ensure equitable treatment of customers and employees.	**Conservation Reserve Program (CRP)** Internal controls are applied consistently without respect of race, gender, nationality, or location. Limited actionable choices **Conservation Reporting & Evaluating System (CRES)** Internal controls are applied consistently without respect of race, gender, nationality, or location. Limited actionable choices **Grassland Reserve Program (GRP)** Internal controls are applied consistently without respect of race, gender, nationality, or location. Limited actionable choices **Emergency Forestry CRP (EFCRP)** Internal controls are applied consistently without respect of race, gender, nationality, or location. Limited actionable choices **CORVID (COTS)** 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?	**Conservation Reserve Program (CRP)** Centralized distribution. Software is the same at all sites. **Conservation Reporting & Evaluating System (CRES)** Centralized distribution. Software is the same at all sites. **Grassland Reserve Program (GRP)** Centralized distribution. Software is the same at all sites. **Emergency Forestry CRP (EFCRP)** Centralized distribution. Software is the same at all sites. **CORVID (COTS)** Centralized distribution. Software is the same at all sites.

MAINTENANCE OF ADMINSTRATIVE CONTROLS	
2b. Explain any possibility of disparate treatment of individuals or groups.	**Conservation Reserve Program (CRP)** N/A **Conservation Reporting & Evaluating System (CRES)** N/A **Grassland Reserve Program (GRP)** N/A **Emergency Forestry CRP (EFCRP)** N/A **CORVID (COTS)** N/A
2c. What are the retention periods of data in this system?	**Conservation Reserve Program (CRP)** All data in the system is maintained indefinitely. **Conservation Reporting & Evaluating System (CRES)** All data in the system is maintained indefinitely. **Grassland Reserve Program (GRP)** All data in the system is maintained indefinitely. **Emergency Forestry CRP (EFCRP)** All data in the system is maintained indefinitely. **CORVID (COTS)** N/A

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?	**Conservation Reserve Program (CRP)** N/A **Conservation Reporting & Evaluating System (CRES)** N/A **Grassland Reserve Program (GRP)** N/A **Emergency Forestry CRP (EFCRP)** N/A **CORVID (COTS)** 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?	**Conservation Reserve Program (CRP)** Nightly backups, archives are performed. Closed/expired contracts cannot be altered. Audit trails are maintained. **Conservation Reporting & Evaluating System (CRES)** Nightly backups, archives are performed. Closed/expired contracts cannot be altered. Audit trails are maintained. **Grassland Reserve Program (GRP)** Nightly backups, archives are performed. Closed/expired contracts cannot be altered. Audit trails are maintained. **Emergency Forestry CRP (EFCRP)** Nightly backups, archives are performed. Closed/expired contracts cannot be altered. Audit trails are maintained. **CORVID (COTS)** N/A

MAINTENANCE OF ADMINSTRATIVE CONTROLS	
3a. Is the system using technologies in ways that the USDA has not previously employed (e.g. Caller-ID)?	**Conservation Reserve Program (CRP)** No **Conservation Reporting & Evaluating System (CRES)** No **Grassland Reserve Program (GRP)** No **Emergency Forestry CRP (EFCRP)** No **CORVID (COTS)** N/A
3b. How does the use of this technology affect customer/employee privacy?	**Conservation Reserve Program (CRP)** N/A **Conservation Reporting & Evaluating System (CRES)** N/A **Grassland Reserve Program (GRP)** N/A **Emergency Forestry CRP (EFCRP)** N/A **CORVID (COTS)** N/A
4a. Will this system provide the capability to identify, locate, and monitor individuals? If yes, explain.	**Conservation Reserve Program (CRP)** Name and address can be associated with individuals. **Conservation Reporting & Evaluating System (CRES)** Name and address can be associated with individuals. **Grassland Reserve Program (GRP)** Name and address can be associated with individuals. **Emergency Forestry CRP (EFCRP)** Name and address can be associated with individuals. **CORVID (COTS)** No

MAINTENANCE OF ADMINSTRATIVE CONTROLS	
4b. Will this system provide the capability to identify, locate, and monitor <u>groups of people</u>? If yes, explain.	**Conservation Reserve Program (CRP)** Yes - pay corporations or partnerships, Bureau of Indian Affairs. **Conservation Reporting & Evaluating System (CRES)** No **Grassland Reserve Program (GRP)** No **Emergency Forestry CRP (EFCRP)** Yes pay corporations or partnerships, Bureau of Indian Affairs. **CORVID (COTS)** No
4c. What controls will be used to prevent unauthorized monitoring?	**Conservation Reserve Program (CRP)** Physical, User IDs, passwords **Conservation Reporting & Evaluating System (CRES)** Physical, User IDs, passwords **Grassland Reserve Program (GRP)** Physical, User IDs, passwords **Emergency Forestry CRP (EFCRP)** Physical, User IDs, passwords **CORVID (COTS)** N/A

MAINTENANCE OF ADMINSTRATIVE CONTROLS	
5a. Under which Systems of Record notice (SOR) does the system operate? Provide number and name.	**Conservation Reserve Program (CRP)** USDA/FSA-2 – Farm Records File (Automated) **Conservation Reporting & Evaluating System (CRES)** USDA/FSA-2 – Farm Records File (Automated) **Grassland Reserve Program (GRP)** USDA/FSA-2 – Farm Records File (Automated) **Emergency Forestry CRP (EFCRP)** USDA/FSA-2 – Farm Records File (Automated) **CORVID (COTS)** None
5b. If the system is being modified, will the SOR require amendment or revision? Explain.	Possibly if the modification results in data, record storage location, or routine use that is not covered by the SORN identified above.

PRIVACY IMPACT ASSESSMENT AUTHORIZATION MEMORANDUM

I have carefully assessed the Privacy Impact Assessment for the
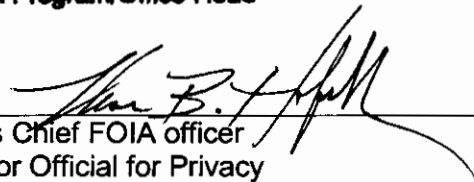
Conservation Systems (CS)

(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.
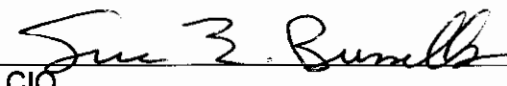

System Manager/Owner
OR Project Representative
OR Program/Office Head

Date

Agency's Chief FOIA officer
OR Senior Official for Privacy
OR Designated privacy person

8/28/07
Date

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
USDA	United States Department of Agriculture
FOIA	Freedom of Information Act
FOUO	For Official Use Only
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
MRT	Master Reference Table
NCSC	National Computer Security Center
NRCS	Natural Resources Conservation Service
NSSC	National Soils Service Center
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
SFUG	Security Features User Guide
SOP	Standing Operating Procedure
SQL	Structured Query Language
STD	Standard
TFM	Trusted Facility Manual
TG	Trusted Guide
TIN	Taxpayer Identification Number
USERID	User Identification
U.S.C	United States Code
WWW	World Wide Web