

ePLANNING
PROJECT CODE EPLB

PRIVACY IMPACT ASSESSMENT

[REVISED JUNE 22, 2007]

UNITED STATES DEPARTMENT OF THE INTERIOR
BUREAU OF LAND MANAGEMENT
NATIONAL SCIENCE AND TECHNOLOGY CENTER
ST-103 EPLANNING PROJECT OFFICE
DENVER, CO 80225

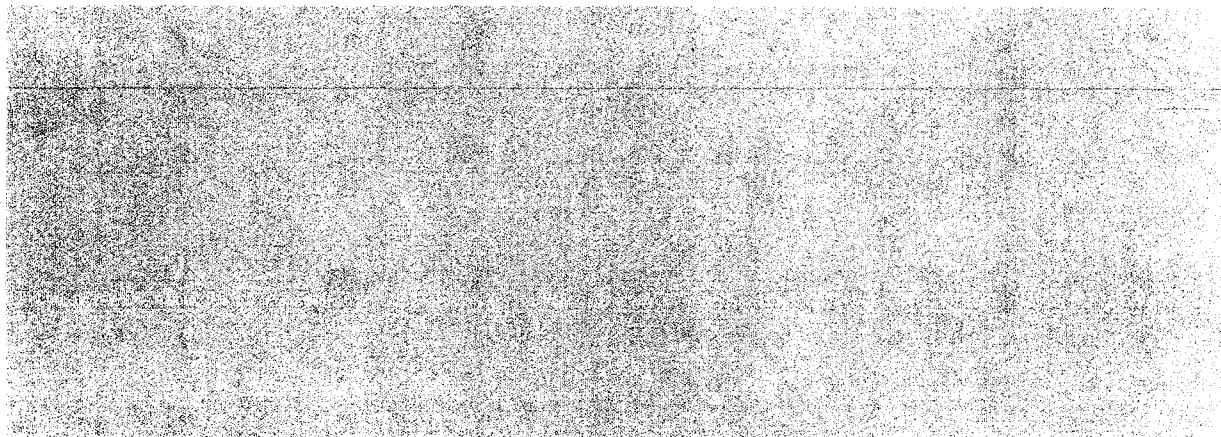
A. CONTACT INFORMATION

1)

2)

3)

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A. CONTACT INFORMATION

1)

2)

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4)

5) **Who is the Bureau/Office Privacy Act Officer who reviewed this document?** (Name, organization, and contact information).

Laura F. Bell
Bureau Privacy Act Officer
Bureau of Land Management, WO-560
1620 L Street NW
Washington, DC 20036
(202) 452-5013

B. SYSTEM APPLICATION/GENERAL INFORMATION

1) **Does this system contain any information about individuals?**

Yes.

a. **Is this information identifiable to the individual?**

Yes.

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

Yes.

c. **Is the information about employees?**

Yes.

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

E-Gov for Planning and NEPA (ePlanning) consists of the following components:

- A set of web-based "back office" tools available to Land Use Plan writers and editors used for composing, managing, and publishing Land Use Plan text and cartographic content.
- A web-based Interactive Digital Document interface used for presenting Land Use Plan versions to the public. During a Plan's comment phase, the Interactive Digital Document includes a Comment Submission form used for gathering public input, storing it in a back-end database.
- A set of web-based "back office" tools available to Planners facilitating the review and response process for comments obtained through a Plan's public Interactive Digital Document and traditional methods such as mailed letters, faxes, and e-mails.

ePlanning is a project initiative that delivers and allows user-initiated manipulation of land use planning information that consists of fully integrated text with intelligent and interactive maps and map layers. To accomplish this, ePlanning provides automated tools and information

technology so that planning teams can simply create these integrated documents as BLM does land use planning. Some related goals are to: Provide a common look, feel, and functionality for BLM planning documents through enterprise solutions, establish a new and efficient method for public participation in the planning process, create reusable data for processing post-planning actions, create an administrative record, and move land use planning from a project to a process. ePlanning establishes a new mechanism for land use planning that allows for an openly participative, collaborative, and community-based land use planning system envisioned in the BLM Planning Manual.

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

- Taylor Grazing Act, 43 U.S.C. 315, 316
- Federal Land Policy and Management Act, 43 U.S.C. 1701
- Information Technology (IT) Management Reform Act of 1996 (ITMRA; also known as the Clinger-Cohen Act)
- Chief Financial Officers (CFO) Act of 1990
- Government Performance and Results Act (GPRA) of 1993
- Federal Acquisition Streamlining Act (FASA) of 1994
- Paperwork Reduction Act (PRA) of 1995
- Office of Management and Budget (OMB) Circular A-130
- OMB Memoranda M-03-18 and M-03-22.

C. DATA IN THE SYSTEM

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

Individuals may include interest groups; industry; public; public land user groups; other state, federal, and local agencies; and internal users.

2) What are the sources of the information in the system?

a. Is the source of the information from the individual or is it taken from another source? If not directly from the individual, then what other source?

The source of Comment Submission information is from the individual, either directly via the Interactive Digital Document Comment Submission form, or through traditional means such as letters, fax, and e-mails (in which case a team member would cut and paste or re-type the content into the system). Employee users' information in Active Directory (AD) is obtained directly from the employee; biographical information is obtained from the individuals themselves.

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

No other Federal agency is providing information into the system directly. Other agencies may contribute to Land Use Plan content (RMPs, EISs) if they are designated to do so by the Project Manager. Other agencies may provide contact information about the agency, but will not be providing personal information on individuals.

At their option, any Federal agency can provide their comments on a public document seeking review, such as a Land Use Plan, EIS, peer-reviewed paper, or Strategic Plan. No

agency (other than the BLM) will provide privacy data other than what may be submitted on a comment submission form.

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

Any tribe, state, federal, or local agency can supply data or comments on a document they are reviewing by providing comments as a member of the public. Other agencies may contribute to Land Use Plan content if they are designated to do so by the Project Manager. Other agencies may provide contact information about the agency, but will not be providing personal information on individuals.

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

There are no limits on who can use the public-facing system; however, it is not required that users of ePlanning collect or submit any data. ePlanning will NOT be collecting data from any third-party sources: only comments will be collected from the public.

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

The following information will be collected from employees:

- BLM back office users must have an AD account. This is reuse of existing data. No further account information will be collected from employees.
- Biographical information – User name, education level (i.e., degree(s) received), etc. [more information required – TBD].

Entry of the following personal information by the public is required on the Interactive Digital Document's Comment Submission form:

- The names (first and last) and mailing addresses (city, state, ZIP code, or country) of individual members of the public expressing their opinions on selected text or maps presented in a given Land Use Plan's Interactive Digital Document.
- General comments in the form of typed text regarding selected text or map elements found in a given Interactive Digital Document. There is no control over the content of the comments returned from individual members of the public; any manner of personal information could conceivably be entered here.

The following personal information can also be entered on a Comment Submission form at the option of the user:

- The street address, e-mail address, telephone number, name of organization, and title of individual members of the public expressing their opinions on selected text or maps in the subject Interactive Digital Document.
- The Comment Submission form supports an attachment upload function where members of the public can optionally append their text comments on selected sections of a given Land Use Plan with a separate document file. No content control over comment amendments received from the public can be exerted here; any manner of personal information could conceivably be provided in this manner.
- Land Use Plans under review in ePlanning will still accept comments from the public in traditional forms, such as by letter, fax, and possibly e-mail. Using "back office" web-based tools, planning staff will review the submission and enter (by typing or

cutting and pasting from a scanned version) into the ePlanning system the mandatory and optional personal information mentioned above if it was provided by the submitter.

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D. ATTRIBUTES OF THE DATA

1) Is the use of the data both relevant and necessary to the purpose for which the system is being designed?

Yes. It is required in the business process, and supported by the planning regulations.

2) Will the system derive new data or create previously unavailable data about an individual through aggregation from the information collected, and how will this be maintained and filed?

No. ePlanning v.2 is intended to collect information about land use planning, not individuals.

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

No.

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

No.

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

Individuals who want to make comments on Land Use Plans are required to enter their name, city, state and country information. A disclaimer similar to the one below will be put on the comment form:

“Before including your address, phone number, e-mail address, or other personal identifying information in your comment, you should be aware that your entire comment – including your personal identifying information – may be made publicly available at any

time. While you can ask us in your comment to withhold your personal identifying information from public review, we cannot guarantee that we will be able to do so.”

