

Biennial Privacy Act Report
(Authority: 5 U.S.C. § 552a(s))
Calendar Years 2000 and 2001

1. Name and address of reporting agency:

CONSUMER PRODUCT SAFETY COMMISSION
4330 East West Highway (Bethesda, Maryland 20814)
Washington, D.C. 20207

2. Name and telephone number of agency official who can best answer questions about this report:

Todd A. Stevenson
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3. Privacy Act Officials:

- Name and address of Senior Official responsible for agency's Privacy Act Implementation:

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4. • Name, address and telephone number of agency Privacy Act Officer:

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5. Systems of records inventory (consult your last report and ensure that the numbers reported there are consistent with those you report below):

	2000	2001
1. Total number of <i>nonexempt</i> systems of records	20	21
2. Total number of <i>exempt</i> systems of records	2	2
3. Number of new <i>nonexempt</i> systems of records added	0	1
4. Number of new <i>exempt</i> systems of records added	0	0
5. Number of routine uses added	0	0
6. Number of exemptions added to existing systems	0	0
7. Number of exemptions deleted from existing systems	0	0
8. Total number of automated systems of records (<i>exempt/nonexempt</i>)	11	12

6. A brief narrative describing additions of exemptions, routine uses, or systems of records.

In 2000 the Commission made no additions of exemptions, routine uses, or systems of records.

In 2001 the Commission added 1 new system of records: "Physical Security Records, CPSC-11," includes records on the employees and contractors that have uniquely coded tokens (key cards or key fobs) to gain access to the Commission facilities within the Commission's digital access security system.

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7. A brief description of any public comments received on agency Privacy Act publication and implementation activities, and agency response.

The Commission did not receive any comments.

8. Number of access and amendment requests from record subjects citing the Privacy Act that were received and the dispositions of requests.

Access Requests:

	2000	2001
1. Total number of requests for access	11	28
2. Number of granted in whole	10	23
3. Number granted in part	0	0
4. Number wholly denied	0	2
5. Number for which no record was found	1	3

Amendment requests:

	2000	2001
6. Total number of requests to amend records in the systems	0	0
7. Number granted in whole	0	0
8. Number granted in part	0	0
9. Number wholly denied	0	0

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Appeals of Denials of Access:

	2000	2001
10. Total number of appeals of denials of access	0	0
11. Number of granted in whole	0	0
12. Number granted in part	0	0
13. Number wholly denied	0	0
14. Number for which no record was found	0	0

Appeals of Denials of Amendment:

	2000	2001
15. Total number of Appeals of Denials of Amendment	0	0
16. Number granted in whole	0	0
17. Number granted in part	0	0
18. Number wholly denied	0	0

9. Number of instances in which individuals brought suit under section (g) of the Privacy Act against the agency and the results of any such litigation that resulted in a change to agency policies or practices.

The Consumer Product Safety Commission was not involved in any Privacy Act litigation.

10. Descriptions of the results of reviews undertaken in response to the following:

(1) Section (m) Contracts.

All contracts reviewed by the Freedom of Information/Privacy Act Officer contain the proper and binding wording concerning the adherence to the provisions of the Act.

(2) Record keeping Practices.

The Commission's record keeping and disposal policies and practices comply with the Act and maintain the security and integrity of documents in paper form and electronically.

(3) Routine Use Disclosures.

A review of the Commission's systems of records revealed the routine use disclosures associated with the systems remain accurate and compatible with the purposes for the systems.

(4) Exemption of Systems of Records.

The Commission's systems of records that contain exemption provisions still contain records that need the protection of the exemptions of the Act.

(5) Systems of Records Notices.

The Commission regularly reviews its systems notices, making revisions as necessary.

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11. A description of agency Privacy Act training practices.

The Commission does not have a Privacy Act training program, other than normal on-the-job training of employees on the handling of records contained in Privacy Act systems of records and on-line training programs. However, the Commission has issued an agency directive, which provides guidance to managers and employees on the implementation of the Act. The directive is being revised at this time.

12. The Consumer Product Safety Commission does not conduct any Computer Matching Programs.