



Privacy Act of 1974
System of Records Notice
U.S. RAILROAD RETIREMENT BOARD

<i>Name</i>	RRB-16: Social Security Administration Master Earnings File
<i>Federal Register</i>	July 26, 2010 Vol. 75, No. 142. pp. 43721
<i>Effective Date</i>	September 24, 2010
<i>System Location</i>	U.S. Railroad Retirement Board, 844 North Rush Street, Chicago, Illinois 60611-2092.
<i>Security Classification</i>	None.
<i>Categories of Individuals Covered by the System</i>	Employees who have at least 48 creditable service months under the Railroad Retirement Act (RRA) or who attain eligibility for RRA benefits when military service is included as creditable railroad service.
<i>Categories of Records in the System</i>	Social security account number, name, date of birth, gender, social security claim status, details of earnings and periods of employment that are creditable under the Social Security Act for years after 1936.
<i>Authority for Maintenance of the System</i>	Section 7(b)(6) of the Railroad Retirement Act of 1974 (45 U.S.C. 231(b)(6))
<i>Purpose(s)</i>	The purpose of this system of records is to have Social Security Act earnings information available to RRB benefit programs for determinations related to RRA benefit entitlement and amount. The records are stored in the Employment Data Maintenance database.
<i>Routine Uses of Records Maintained in the System, Including Categories of Users and Purposes of Such Uses</i>	Internal RRB use only.
<i>Disclosure to Consumer Reporting Agencies</i>	None.
<i>Policies and Practices for Storing, Retrieving, Accessing, Retaining, and Disposing of Records in the System</i>	
<i>Storage</i>	Mainframe computer database.
<i>Retrievability</i>	Social security account number and name.
<i>Safeguards</i>	Computer and computer storage rooms are restricted to authorized personnel; on-line query safeguards include a lock/unlock password system, a terminal oriented transaction matrix, role based access controls and audit trail. For computerized records electronically transmitted between headquarters and field office locations, system securities are established in accordance with National Institute of Standards and Technology (NIST) guidelines, including network



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<i>Retention and Disposal</i>	Updates are made to database weekly using files transmitted to RRB from SSA over encrypted, exclusively leased telephone lines. Magnetic tape: Magnetic tape records are retained for 90 days and then written over following NIST guidelines. For disaster recovery purposes certain tapes are stored 12-18 months. Magnetic disk: Continually updated and permanently retained. When magnetic disk or other electronic media is no longer required or servicable, it is sanitized in accordance with NIST guidelines.
<i>System Manager(s) and Address</i>	Office of Programs--Director of Policy and Systems, U.S. Railroad Retirement Board, 844 North Rush Street, Chicago, Illinois 60611-2092.
<i>Notification Procedure</i>	Requests for information regarding an individual's record should be in writing, including the full name, social security number and railroad retirement claim number(if any) of the individual. Before information about any record will be released, the individual may be required to provide proof of identity, or authorization from the individual to permit release of information. Such requests should be sent to the Office of Programs--Assessment and Training, Chief of Employer Service and Training Center, U.S. Railroad Retirement Board, 844 North Rush Street, Chicago, Illinois 60611-2092.
<i>Record Access Procedure</i>	See Notification section above.
<i>Contesting Record Procedure</i>	See Notification section above.
<i>Record Source Categories</i>	Social Security Administration.
<i>Exemptions Claimed for the System</i>	None.