



Privacy Impact Assessment

For

Department of Education Federal
Docket Management System (EDFDMS)

Date

November 27, 2007

Contact Point

System Owner:

Elizabeth McFadden

Office of the General Counsel
U.S. Department of Education

1. What information will be collected for the system?

Information collected for this system is as follows: First name, last name, category (such as parent/relative, student, teacher, local educational agency, or lender), city, country, State or province, email address, organization name, submitter's representative, government agency type, government agency, additional information provided in the "General Comments" section, and other supporting documentation furnished by the submitter.

2. Why is this information being collected?

Information is being collected on individuals who voluntarily provide individually identifying information when submitting a public comment or supporting materials in response to a Department rulemaking document or notice in the Federal Docket Management System (FDMS).

3. How will the information be used?

The Federal Docketing Management System (FDMS) is an electronic government-wide docket management system that provides Federal agencies the ability to post a broad set of documents routinely included in rulemaking dockets (e.g., Federal Register notices, proposals and regulations; supporting analyses; and public comments) on the Internet. FDMS includes features for agency staff to manage rulemaking dockets; these features include full text search capabilities, e-mail notification, bulk data import and export, as well as reporting and tracking functions.

4. Will this information be shared with any other agency or entity? If so, with which agency or agencies/entities?

Information is disclosed internally to administer the program. However, it is not shared externally, except as required by law, or under the routine uses listed in the Privacy Act System of Records notice. These disclosures may be made on a case-by-case basis, or if the Department has complied with the computer matching requirements of the Act, under a computer matching agreement. Such disclosures may include: for litigation purposes, to the Department of Justice for FOIA advice, to contractors conducting Department business, for law enforcement, to a member of Congress at the request of the data subject, or to a consumer reporting agency regarding a valid and overdue claim.

5. Describe the notice or opportunities for consent that would be or are provided to individuals about what information is collected and how that information is shared with other organizations.

There is not notice or opportunities for consent since information is provided voluntarily.

6. How will the information be secured?

Any member of the public who accesses FDMS through <http://www.regulations.gov> and searches the comments associated with the Department's rulemakings can view EDFDMS records that are included in FDMS. To the extent paper records from this system of records

are maintained, they will be maintained in a controlled facility where physical entry is restricted by locks, guards, and administrative procedures.

Access to electronic and paper EDFDMS records that are not otherwise available to the public through FDMS is limited to those Department and contract staff who require the records to perform their official duties consistent with the purposes for which the information was collected. Personnel whose official duties require access to either electronic or written EDFDMS records that are not otherwise available to the public through FDMS are trained in the proper safeguarding and use of the information.

7. Is a system of records being created or updated with the collection of this information?

The system is covered under the system of records notice entitled Department of Education Federal Docket Management System (EDFDMS), dated November 27, 2007 (72 FR 66155).