

## PRIVACY IMPACT ASSESSMENT

(Rev. 04/2019)

(All Previous Editions Obsolete)

Please submit your responses to your Liaison Privacy Official  
[http://intranet.epa.gov/privacy/pdf/lpo\\_roster.pdf](http://intranet.epa.gov/privacy/pdf/lpo_roster.pdf). If you need further assistance, contact your LPO.

**System Name:** Federal Facilities Environmental Stewardship & Compliance Assistance Center (FedCenter)

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**EPA Grantee, US Army Corps of  
Engineers**

**Date:** 5/13/2019

**Phone:** 217-390-0492

**Reason for Submittal:** New PIA X Revised PIA      Annual Review      Rescindment     

**This system is in the following life cycle stage(s):**

Definition

Development/Acquisition

Implementation

Operation & Maintenance

Rescindment/Decommissioned

**Note:** New and Existing Systems require a PIA annually, when there is a significant modification to the system or where privacy risk has increased to the system. For examples of significant modifications, see OMB Circular A-130, Appendix 1, Section (c) (1) (a-f).

**The PIA must describe the risk associated with that action. For assistance in applying privacy risk see OMB Circular No. A-123, Section VII (A) (pgs. 44-45).**

### **Provide a general description/overview and purpose of the system:**

FedCenter, located at [fedcenter.gov](http://fedcenter.gov), is a web-based compliance assistance center designed to help federal agencies meet their environmental regulatory compliance needs and improve their environmental performance. The majority of information contained at FedCenter is publicly available to all (non-authenticated), providing program area information and guidance, implementation tools, best practices, etc. across a variety of environmental topics.

FedCenter offers additional services exclusively to federal agencies via membership (login/password authentication.) Those services include private workgroup areas for agency collaboration and document sharing, environmental reporting and tracking utilities, daily newsletter subscription, conference and meeting registration activities, and e-mail list management services.

The source of the information comes from the prospective member themselves. Information is collected via online membership application, which requests a user's name, agency, agency address, agency phone, and a place for user comments if desired. A privacy statement and link to FedCenter's *Privacy and Security Notice* is on the application form.

**2.3 Does the system use information from commercial sources or publicly available data? If so, explain why and how this information is used.**

No.

**2.4 Discuss how accuracy of the data is ensured.**

When issuing member accounts, the user's business email address is used for identity and communication purposes – thus FedCenter relies on the accuracy of Federal email accounts.

**2.5 Privacy Impact Analysis: Related to Characterization of the Information**

*Discuss the privacy risks identified for the specific data elements and for each risk explain how it was mitigated. Specific risks may be inherent in the sources or methods of collection, or the quality or quantity of information included.*

**Privacy Risk:**

A user's name is the only PII collected and it is kept secure from the public via system security controls in compliance with NIST and EPA policies.

**Mitigation:**

PII is collected via Secure Sockets Layer (SSL) protocols between a user's web browser and the FedCenter web server, which encrypts the contents and provides non-repudiation by the sender. Member accounts are then established by trained staff. The information is then stored in a protected database hosted by the NCC at RTP.

**Section 3.0 Access and Data Retention by the system**

*The following questions are intended to outline the access controls for the system and how long the system retains the information after the initial collection.*

**3.1 Do the systems have access control levels within the system to prevent authorized users from accessing information they don't have a need to know? If so, what control levels have been put in place? If no controls are in place why have they been omitted?**

Yes, there are member roles and access controls built into the system that are managed by the

## Section 4.0 Information Sharing

*The following questions are intended to describe the scope of the system information sharing external to the Agency. External sharing encompasses sharing with other federal, state and local government, and third-party private sector entities.*

- 4.1 Is information shared outside of EPA as part of the normal agency operations? If so, identify the organization(s), how the information is accessed and how it is to be used, and any agreements that apply.**

No.

- 4.2 Describe how the external sharing is compatible with the original purposes of the collection.**

N/A

- 4.3 How does the system review and approve information sharing agreements, MOUs, new uses of the information, new access to the system by organizations within EPA and outside?**

N/A

- 4.4 Does the agreement place limitations on re-dissemination?**

N/A

- 4.5 Privacy Impact Analysis: Related to Information Sharing**

*Discuss the privacy risks associated with the sharing of information outside of the agency. How were those risks mitigated?*

**Privacy Risk:**

N/A

**Mitigation:**

N/A

## Section 5.0 Auditing and Accountability

*The following questions are intended to describe technical and policy based safeguards and security measures.*

- 5.1 How does the system ensure that the information is used in accordance**

of that individual, to determine if they are eligible to receive a FedCenter user account. User accounts are issued upon request to federal agencies for the purpose of accessing private (subscription) information contained with FedCenter, for private online collaboration purposes, and to receive the FedCenter daily e-newsletter delivery.

**6.2 How is the system designed to retrieve information by the user? Will it be retrieved by personal identifier? Yes \_\_\_ No X. If yes, what identifier(s) will be used.** *(A personal identifier is a name, social security number or other identifying symbol assigned to an individual, i.e. any identifier unique to an individual. Or any identifier that can be linked or is linkable to an individual.)*

No PII identifier is collected from the user. The user's business email address is the unique identifier used for authentication purposes.

**6.3 What Privacy Act System of Records Notice(s) (SORN(s)) apply to the information?**

None.

**6.4 Privacy Impact Analysis: Related to the Uses of Information**

*Describe any types of controls that may be in place to ensure that information is handled in accordance with the uses described above.*

**Privacy Risk:**

None.

**Mitigation:**

N/A

\*If no SORN is required, STOP HERE.

*The NPP will determine if a SORN is required. If so, additional sections will be required.*

## **Section 7.0 Notice**

*The following questions seek information about the system's notice to the individual about the information collected, the right to consent to uses of information, and the right to decline to provide information.*

**7.1 How does the system provide individuals notice prior to the collection of information? If notice is not provided, explain why not.**