

U.S. Department of Commerce Privacy Impact Assessment

NOAA5040: Comprehensive Large Array-data Stewardship System (CLASS)

Unique Project Identifier: 006-000320500 00-48-01-13-01-00

Introduction: System Description

CLASS is NOAA's enterprise-wide information technology system designed to support long-term, secure preservation and standards-based access to environmental data collections and information. This system supports the collection, quality control, and archival storage of, and public access to, data and science information. The system is modeled to support the NOAA-adopted Open Archival Information System Reference Model (OAIS-RM), which identifies high-level roles and responsibilities of various archival components and illustrates the connections between functional entities in order to fulfill archive requirements.

CLASS provides the NOAA National Data Centers with the capability of supporting collection and archiving of data from higher data-rate earth observation systems, as well as the incorporation of existing NOAA data collections into the CLASS archive. The management of these increasing volumes of environmental data will require a rapid expansion in storage capacity, additional access methods, and improved automation of data ingest, archive, and quality control. Together, the NOAA National Data Centers, utilizing the IT infrastructure of CLASS, will provide the necessary ingredients to fulfill NOAA's data stewardship mission.

Currently, CLASS supports Suomi National Polar-orbiting Partnership (Suomi NPP), Polar Operational Environmental Satellite (POES), Defense Meteorological Satellite Program (DMSP), Geostationary Operational Environmental Satellite (GOES), Metop, Jason-2 data, and selected climate model data within the CLASS infrastructure. Future satellite-based collections planned for inclusion in the system includes Joint Polar Satellite Systems (JPSS) (formerly NPOESS), GOES-R, Jason-3, and planned Earth-based observing systems and Next Generation Radar (NEXRAD) products. To ensure the preservation of these data, the distributed system replicates data and metadata holdings automatically to operational instances at the National Climatic Data Center (NCDC) in Asheville, North Carolina and the National Geophysical Data Center (NGDC) in Boulder, Colorado.

After the initial account creation, a typical user interaction would be as follows:

1. The user logs on with the system-supplied user name and the user-selected password.
2. Once authenticated, the user selects the desired data and the required delivery format (electronic or via shipment of physical media).
3. The user logs off the system.

The authority for collection of this information is 15 U.S.C. 1501.

This is a moderate impact system.

Section 1: Information in the System

1.1 Indicate what personally identifiable information (PII)/business identifiable information (BII) is collected, maintained, or disseminated. Check all that apply.

Identifying Numbers (IN) NA					
a. Social Security		e. Alien Registration		i. Financial Account	
b. Taxpayer ID		f. Driver's License		j. Financial Transaction	
c. Employee ID		g. Passport		k. Vehicle Identifier	
d. File/Case ID		h. Credit Card		l. Employer ID Number	
m. Other identifying numbers (specify):					

General Personal Data (GPD)					
a. Name	x	g. Date of Birth		m. Religion	
b. Maiden Name		h. Place of Birth		n. Financial Information	
c. Alias		i. Home Address	x	o. Medical Information	
d. Gender		j. Telephone Number	x	p. Military Service	
e. Age		k. Email Address	x	q. Physical Characteristics	
f. Race/Ethnicity		l. Education		r. Mother's Maiden Name	
s. Other general personal data (specify):					

Work-Related Data (WRD)					
a. Occupation		d. Telephone Number	x	g. Salary	
b. Job Title		e. Email Address	x	h. Work History	
c. Work Address	x	f. Business Associates			
i. Other work-related data (specify):					

Distinguishing Features/Biometrics (DFB) NA					
a. Fingerprints		d. Photographs		g. DNA Profiles	
b. Palm Prints		e. Scars, Marks, Tattoos		h. Retina/Iris Scans	
c. Voice Recording/Signatures		f. Vascular Scan		i. Dental Profile	
j. Other distinguishing features/biometrics (specify):					

System Administration/Audit Data (SAAD)					
a. User ID	x	c. Date/Time of Access	x	e. ID Files Accessed	
b. IP Address	x	d. Queries Run	x	f. Contents of Files	
g. Other system administration/audit data (specify):					

Other Information (specify):					
Facsimile number					

1.2 Indicate sources of the PII/BII in the system. Check all that apply.

Directly from Individual about Whom the Information Pertains					
In Person		Hard Copy: Mail/Fax		Online	x
Telephone		Email	x		
Other (specify):					

Government Sources - NA					
Within the Bureau		Other DOC Bureaus		Other Federal Agencies	
State, Local, Tribal		Foreign			
Other (specify):					

Non-government Sources - NA					
Public Organizations		Public Media, Internet		Private Sector	
Commercial Data Brokers					
Other (specify):					

Section 2: Purpose of the System

2.1 Indicate why the PII/BII in the system is being collected, maintained, or disseminated. Check all that apply.

Purpose			
To determine eligibility		For administering human resources programs	
For administrative matters	x	To promote information sharing initiatives	
For litigation		For criminal law enforcement activities	
For civil enforcement activities		For intelligence activities	
Other (specify):			

Section 3: Use of the System

3.1 Provide an explanation of how the bureau will use the PII/BII to accomplish the checked purpose(s), e.g., to verify existing data. Describe why the PII/BII that is collected, maintained, or disseminated is necessary to accomplish the checked purpose(s) and further the mission of the bureau and/or the Department. Indicate if the PII/BII identified in Section 1.1 of this document is in reference to a federal employee/contractor, member of public, foreign national, visitor or other (specify).

Contact information is maintained for the purposes of reconciliation of ad hoc orders and for support of subscription orders. There is no requirement that information provided be directly related to an individual. For example: a CLASS user could submit an email address classdata@mydomain.com, or classdata@some.edu.

The PII identified in Section 1.1 could be for federal employees/contractors, members of the public, foreign nationals or visitors, with federal employees and members of the public being the most frequent.

Section 4: Information Sharing

4.1 Indicate with whom the bureau intends to share the PII/BII in the system and how the PII/BII will be shared.

Recipient	How Information will be Shared			
	Case-by-Case	Bulk Transfer	Direct Access	Other (specify)
Within the bureau				
DOC bureaus				
Federal agencies				
State, local, tribal gov't agencies				
Public				
Private sector				
Foreign governments				
Foreign entities				
Other (specify):				

The PII/BII in the system will not be shared.

Section 5: Notice and Consent

5.1 Indicate whether individuals will be notified if their PII/BII is collected, maintained, or disseminated by the system. Check all that apply.

	Yes, notice is provided pursuant to a system of records notice published in the Federal Register and discussed in Section 6.	
x	Yes, notice is provided by other means.	Specify how: Web registration form at www.nsof.class.noaa.gov/release/system_help/subs/index.htm describes the usage of submitted information, e.g. for receipt of selected products and of email notifications.
	No, notice is not provided.	Specify why not:

5.2 Indicate whether and how individuals have an opportunity to decline to provide PII/BII.

x	Yes, individuals have an opportunity to decline to provide PII/BII.	Specify how: Only contact information, in the form preferred by the subscriber, is requested. The subscriber will provide this information only if he/she wants certain products and information.
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	No, individuals do not have an opportunity to decline to provide PII/BII.	Specify why not:
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5.3 Indicate whether and how individuals have an opportunity to consent to particular uses of their PII/BII.

x	Yes, individuals have an opportunity to consent to particular uses of their PII/BII.	Specify how: By checking products and notifications desired, the subscriber consents to the use of his/her contact information for the purpose of providing those items.
	No, individuals do not have an opportunity to consent to particular uses of their PII/BII.	Specify why not:

5.4 Indicate whether and how individuals have an opportunity to review/update PII/BII pertaining to them.

x	Yes, individuals have an opportunity to review/update PII/BII pertaining to them.	Specify how: Instructions for updating information fields are provided in the subscription forms. The subscriber may provide these updates online at any time.
	No, individuals do not have an opportunity to review/update PII/BII pertaining to them.	Specify why not:

Section 6: Administrative and Technological Controls

6.1 Indicate the administrative and technological controls for the system. Check all that apply. *Also see Appendix A, a checklist for more specific controls. This appendix will be removed after the PIA is approved.*

	All users signed a confidentiality agreement.
x	All users are subject to a Code of Conduct that includes the requirement for confidentiality.
x	Staff received training on privacy and confidentiality policies and practices.
x	Access to PII/BII is restricted to authorized personnel only.
x	The information is secured in accordance with FISMA requirements. Provide date of most recent Assessment and Authorization: August 24, 2013.
x	The Federal Information Processing Standard (FIPS) 199 security impact category for this system is a moderate or higher.
x	NIST 800-122 recommended security controls for protecting PII/BII are in place and functioning as intended; or have an approved Plan of Action and Milestones (POAM). See Appendix A.
x	Contractors that have access to the system are subject to information security provisions in their contracts required by DOC policy.
	Other (specify):

Section 7: Privacy Act

7.1 Indicate whether a system of records is being created under the Privacy Act, 5 U.S.C. § 552a. (A new system of records notice (SORN) is required if the system is not covered by an existing SORN).

As per the Privacy Act of 1974, "the term 'system of records' means a group of any records under the control of any agency from which information is retrieved by the name of the individual or by some identifying number, symbol, or other identifying particular assigned to the individual."

	Yes, this system is covered by an existing system of records notice. Provide the system name and number:
x	Yes, a revision to NOAA-11 was submitted to the Department for approval on May 30, 2013, covering this and other systems collecting similar data.
	No, a system of records is not being created.

Section 8: Retention of Information

8.1 Indicate whether these records are covered by an approved records control schedule and monitored for compliance. Check all that apply.

x	There is an approved record control schedule. Provide the name of the record control schedule: National Oceanic and Atmospheric Administration National Environmental Satellite, Data and Information Services Revised 7/05 (N1-370-03-10) 11-16-2012, DAA-370-2012-0001) 1404, Office of Satellite Data Processing and Distribution
	No, there is not an approved record control schedule. Provide the stage in which the project is in developing and submitting a records control schedule:
x	Yes, retention is monitored for compliance to the schedule.
	No, retention is not monitored for compliance to the schedule. Provide explanation: