

# U.S. Department of Commerce

## NOAA



### Privacy Impact Assessment for the NOAA8203 - National Weather Service (NWS) Performance Management System (N-PMS)

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Date

## **U.S. Department of Commerce Privacy Impact Assessment NOAA/NWS/ Performance Management System (N-PMS)**

**Unique Project Identifier: NOAA8203**

### **Introduction: System Description**

NOAA8203, referred to as “NWS Performance Management System (N-PMS),” measures the accuracy and timeliness of National Weather Service warnings and forecasts issued for the public, aviation, marine, fire weather, and emergency management communities. Additionally, N-PMS is the NWS source for all Government Performance and Results Act (GPRA) Modernization Act of 2010 metrics.

NWS employees monitor forecast and warning performance at their forecast office predominantly use the N-PMS website. A subset of these users also accesses the Performance Management website to conduct some data entry interactions for programs such as Storm Data and the NWS Outreach and Education Event System. No one is allowed access to the data without logging in to the Performance Management website with a valid user account. System administrators must approve each user account request before access is granted.

Occasionally external partners from other government agencies or academic institutions (i.e., non-NOAA entities) will work with the NWS on data analysis projects and require access to the Performance Management website. All users must have a valid e-mail address. In these situations, the Performance Management website administrators initiate the account registration process with these partners by sending an account registration form via email. The external partners fill out the form with their contact information, including a statement on why they need access to the website, and submit the form back to the administrators. Only after the website administrators review the contact information and access statement and approve access will the external user be granted an account to log in.

In order to provide the users with a customized experience on the website, including ensuring the entry of Storm Data and the NWS Outreach and Education Event System data is correctly attributed to their duty station, general information such as the user’s email address, duty station, and contact information are collected during the account registration process.

Information entered will be validated to make sure it is an accurate entry (i.e. format, maximum, minimum length and data type). Once it passes, the system uses a stored

procedure to check that the user has entered a unique username. Otherwise, the system displays an invalid username message to the user. Next, the system adds the user to the database after validating all fields. Once the registration is successful, an email alert is sent to the N-PMS system administrator and a notification email is sent to the user.

*(a) Whether it is a general support system, major application, or other type of system*

NOAA8203 is a General Support System.

*(b) System location*

Silver Spring, MD  
Kansas City, MO

*(c) Whether it is a standalone system or interconnects with other systems (identifying and describing any other systems to which it interconnects)*

Interconnects with NOAA8850 for basic network connectivity to NOAA and the internet and NOAA0100 for use of NOAA enterprise security tools.

*(d) The way the system operates to achieve the purpose(s) identified in Section 4*

Users access the Performance Management website to conduct data entry interactions for programs such as Storm Data and the NWS Outreach and Education Event System.

*(e) How information in the system is retrieved by the user*

Through the secure website using their authorized user account.

*(f) How information is transmitted to and from the system*

Data is submitted securely through the website and stored in an encrypted Microsoft SQL database. It is backed up onto Google Drive regularly.

*(g) Any information sharing conducted by the system*

NWS employees monitor forecast and warning performance at their forecast office predominantly use the N-PMS website. A subset of these users also access the Performance Management website to conduct some data entry interactions for programs such as Storm Data and the NWS Outreach and Education Event System. No one is allowed access to the data without logging in to the Performance Management website with a valid user account. System administrators must approve each user account request before access is granted.

Occasionally external partners from other government agencies or academic institutions (i.e., non-NOAA entities) will work with the NWS on data analysis projects and require access to the Performance Management website. All users must have a valid e-mail address. In these situations, the Performance Management website administrators initiate the account registration process with these partners by sending an account registration form via email. The external partners fill out the form with their contact information, including a statement on why they need access to the website, and submit the form back to the administrators. Only after the website administrators review the contact information and access statement and approve access will the external user be granted an account to log in.

*(h) The specific programmatic authorities (statutes or Executive Orders) for collecting, maintaining, using, and disseminating the information*

The legal authority for civil service employment is 5 U.S.C. 301, Departmental Regulations.

For the data provider information, 5 U.S.C. 301 and 15 U.S.C. 1512, Powers and duties of Department [of Commerce], are applicable.

*(i) The Federal Information Processing Standards (FIPS) 199 security impact category for the system*

Low

**Section 1: Status of the Information System**

1.1 Indicate whether the information system is a new or existing system.

\_\_\_\_\_ This is a new information system.

\_\_\_\_\_ This is an existing information system with changes that create new privacy risks.  
(Check all that apply.)

Changes That Create New Privacy Risks (CTCNPR)					
a. Conversions		d. Significant Merging		g. New Interagency Uses	
b. Anonymous to Non-Anonymous		e. New Public Access		h. Internal Flow or Collection	
c. Significant System Management Changes		f. Commercial Sources		i. Alteration in Character of Data	
j. Other changes that create new privacy risks (specify):					

\_\_\_\_\_ This is an existing information system in which changes do not create new privacy risks, and there is not a SAOP approved Privacy Impact Assessment.

\_\_\_\_\_ This is an existing information system in which changes do not create new privacy risks, and there is a SAOP approved Privacy Impact Assessment (version 01-2015).

X This is an existing information system in which changes do not create new privacy risks, and there is a SAOP approved Privacy Impact Assessment (version 01-2017 or later).

## **Section 2: Information in the System**

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

Identifying Numbers (IN)					
a. Social Security*		f. Driver's License		j. Financial Account	
b. Taxpayer ID		g. Passport		k. Financial Transaction	
c. Employer ID		h. Alien Registration		l. Vehicle Identifier	
d. Employee ID		i. Credit Card		m. Medical Record	
e. File/Case ID					
n. Other identifying numbers (specify):					
*Explanation for the business need to collect, maintain, or disseminate the Social Security number, including truncated form:					

General Personal Data (GPD)					
a. Name	X	h. Date of Birth		o. Financial Information	
b. Maiden Name		i. Place of Birth		p. Medical Information	
c. Alias		j. Home Address		q. Military Service	
d. Gender		k. Telephone Number	X	r. Criminal Record	
e. Age		l. Email Address	X	s. Physical Characteristics	
f. Race/Ethnicity		m. Education		t. Mother's Maiden Name	

g. Citizenship		n. Religion			
u. Other general personal data (specify): Latitude and longitude location of individual.					

<b>Work-Related Data (WRD)</b>					
a. Occupation	X	e. Work Email Address	X	i. Business Associates	
b. Job Title	X	f. Salary		j. Proprietary or Business Information	
c. Work Address	X	g. Work History		k. Procurement / contracting records	
d. Work Telephone Number	X	h. Employment Performance Ratings or other Performance Information			
k. Other work-related data (specify):					

<b>Distinguishing Features/Biometrics (DFB)</b>					
a. Fingerprints		f. Scars, Marks, Tattoos		k. Signatures	
b. Palm Prints		g. Hair Color		l. Vascular Scans	
c. Voice/Audio Recording		h. Eye Color		m. DNA Sample or Profile	
d. Video Recording		i. Height		n. Retina/Iris Scans	
e. Photographs		j. Weight		o. Dental Profile	
p. Other distinguishing features/biometrics (specify):					

<b>System Administration/Audit Data (SAAD)</b>					
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):					

<b>Other Information (specify)</b>					

2.2 Indicate sources of the PII/BII in the system. (Check all that apply.)

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

<b>Government Sources</b>					
Within the Bureau	X	Other DOC Bureaus	X	Other Federal Agencies	X
State, Local, Tribal	X	Foreign	X		
Other (specify): Military (e.g., .MIL), Foreign Educational Institutions (e.g., .EDU.AU for Australia).					

<b>Non-government Sources</b>					
Public Organizations		Private Sector	X	Commercial Data Brokers	
Third Party Website or Application					
Other (specify):					

2.3 Describe how the accuracy of the information in the system is ensured.

Information from non-NOAA sources is verified by NOAA weather forecasters before the information is entered into the N-PMS database. Errors with this information can be corrected by contacting the main system administrators. Any information or updates about weather events coming from outside of the NOAA organization is categorized by source (i.e., Public, First Responder, Other government organization), but makes no reference to an individual and no PII is collected or disseminated during this process.

NOAA8203 utilizes enterprise-wide services to aid in security monitoring, vulnerability scanning, and secure baseline management. The system also uses NOAA enterprise services for audit log management and vulnerability analysis.

2.4 Is the information covered by the Paperwork Reduction Act?

	Yes, the information is covered by the Paperwork Reduction Act. Provide the OMB control number and the agency number for the collection.
X	No, the information is not covered by the Paperwork Reduction Act.

2.5 Indicate the technologies used that contain PII/BII in ways that have not been previously deployed. (*Check all that apply.*)

<b>Technologies Used Containing PII/BII Not Previously Deployed (TUCPBNPD)</b>			
Smart Cards		Biometrics	
Caller-ID		Personal Identity Verification (PIV) Cards	
Other (specify):			
X	There are not any technologies used that contain PII/BII in ways that have not been previously deployed.		

### **Section 3: System Supported Activities**

3.1 Indicate IT system supported activities which raise privacy risks/concerns. (*Check all that apply.*)

<b>Activities</b>
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Audio recordings		Building entry readers	
Video surveillance		Electronic purchase transactions	
Other (specify):			
X	There are not any IT system supported activities which raise privacy risks/concerns.		

#### **Section 4: Purpose of the System**

- 4.1 Indicate why the PII/BII in the IT system is being collected, maintained, or disseminated.  
(Check all that apply.)

<b>Purpose</b>			
For a Computer Matching Program		For administering human resources programs	
For administrative matters	X	To promote information sharing initiatives	X
For litigation		For criminal law enforcement activities	
For civil enforcement activities		For intelligence activities	
To improve Federal services online		For employee or customer satisfaction	X
For web measurement and customization technologies (single-session)	X	For web measurement and customization technologies (multi-session)	
Other (specify):			

#### **Section 5: Use of the Information**

- 5.1 In the context of functional areas (business processes, missions, operations, etc.) supported by the IT system, describe how the PII/BII that is collected, maintained, or disseminated will be used. Indicate if the PII/BII identified in Section 2.1 of this document is in reference to a federal employee/contractor, member of the public, foreign national, visitor or other (specify).

PII/BII is used for user verification and a contact list. Information is not used differently based on the type of user (i.e., government, contractor, and student).

- 5.2 Describe any potential threats to privacy, such as insider threat, as a result of the bureau's/operating unit's use of the information, and controls that the bureau/operating unit has put into place to ensure that the information is handled, retained, and disposed appropriately. (For example: mandatory training for system users regarding appropriate handling of information, automatic purging of information in accordance with the retention schedule, etc.)

One potential threat to privacy is that users could determine another user's physical location by corresponding a name or initials with a latitude/longitude location.



There is also the possibility of insider threat.

Data handling and retention security controls are in place that ensure the information is handled, retained, and disposed appropriately.

There is also a Privacy Policy, which can be found on the web pages at:

<https://verification.nws.noaa.gov/services/public/privacypolicy.aspx> and all NOAA employees, NOAA contractors, and NOAA temporary users must take the NOAA IT Security Awareness Training annually.

NOAA8203 utilizes enterprise-wide services to aid in security monitoring, vulnerability scanning, and secure baseline management. The system also uses a NOAA enterprise services for audit log management and vulnerability analysis.

## **Section 6: Information Sharing and Access**

6.1 Indicate with whom the bureau intends to share the PII/BII in the IT system and how the PII/BII will be shared. *(Check all that apply.)*

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

<input type="checkbox"/>	The PII/BII in the system will not be shared.
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6.2 Does the DOC bureau/operating unit place a limitation on re-dissemination of PII/BII shared with external agencies/entities?

<input type="checkbox"/>	Yes, the external agency/entity is required to verify with the DOC bureau/operating unit before re-dissemination of PII/BII.
<input type="checkbox"/>	No, the external agency/entity is not required to verify with the DOC bureau/operating unit before re-dissemination of PII/BII.
X	No, the bureau/operating unit does not share PII/BII with external agencies/entities.

6.3 Indicate whether the IT system connects with or receives information from any other IT systems authorized to process PII and/or BII.

X	Yes, this IT system connects with or receives information from another IT system(s) authorized to process PII and/or BII. Provide the name of the IT system and describe the technical controls which prevent PII/BII leakage:  NOAA8850 and NOAA0100; access controls are in place so that only NOAA8203 personnel can access PII within the secure databases.
	No, this IT system does not connect with or receive information from another IT system(s) authorized to process PII and/or BII.

6.4 Identify the class of users who will have access to the IT system and the PII/BII. (*Check all that apply.*)

Class of Users			
General Public		Government Employees	X
Contractors	X		
	Other (specify):		

## **Section 7: Notice and Consent**

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

X	Yes, notice is provided pursuant to a system of records notice published in the Federal Register and discussed in Section 9.	
X	Yes, notice is provided by a Privacy Act statement and/or privacy policy. The Privacy Act statement and/or privacy policy can be found at: <a href="https://verification.nws.noaa.gov/services/public/privacyact.aspx">https://verification.nws.noaa.gov/services/public/privacyact.aspx</a> <a href="https://verification.nws.noaa.gov/services/public/privacypolicy.aspx">https://verification.nws.noaa.gov/services/public/privacypolicy.aspx</a>	
X	Yes, notice is provided by other means.	Specify how: Notice is provided in the email sent to prospective account users by NWS.
	No, notice is not provided.	Specify why not:

7.2 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: If a person does not want to set up an account, he/she will not provide the information requested by NWS.
	No, individuals do not have an opportunity to decline to provide PII/BII.	Specify why not:

7.3 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: There is only one use for this PII. If a person does not want to set up an account, he/she will not provide the information requested by NWS.
	No, individuals do not have an opportunity to consent to particular uses of their PII/BII.	Specify why not:

7.4 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: Users can update their profile once an account has been established by logging into the Performance Management website. The account update interface on the Performance Management website allows the user to change their name, e-mail address, phone number, job title, and office. This information is provided on the opening web page.
	No, individuals do not have an opportunity to review/update PII/BII pertaining to them.	Specify why not:

**Section 8: Administrative and Technological Controls**

8.1 Indicate the administrative and technological controls for the system. *(Check all that apply.)*

	All users signed a confidentiality agreement or non-disclosure agreement.
X	All users are subject to a Code of Conduct that includes the requirement for confidentiality.
X	Staff (employees and contractors) received training on privacy and confidentiality policies and practices.
X	Access to the PII/BII is restricted to authorized personnel only.
X	Access to the PII/BII is being monitored, tracked, or recorded. Explanation: PII/BII on the system is located in the SQL database only. Access or attempted access to the databases is recorded in system logs.
X	The information is secured in accordance with the Federal Information Security Modernization Act (FISMA) requirements. Provide date of most recent Assessment and Authorization (A&A): 8/24/2020 This is a new system. The A&A date will be provided when the A&A package is approved.
	The Federal Information Processing Standard (FIPS) 199 security impact category for this system is a moderate or higher.
X	NIST Special Publication (SP) 800-122 and NIST SP 800-53 Revision 4 Appendix J recommended security controls for protecting PII/BII are in place and functioning as intended; or have an approved Plan of Action and Milestones (POA&M).
X	A security assessment report has been reviewed for the information system and it has been determined that there are no additional privacy risks.
X	Contractors that have access to the system are subject to information security provisions in their contracts required by DOC policy.
	Contracts with customers establish DOC ownership rights over data including PII/BII.
	Acceptance of liability for exposure of PII/BII is clearly defined in agreements with customers.
	Other (specify):

8.2 Provide a general description of the technologies used to protect PII/BII on the IT system. *(Include data encryption in transit and/or at rest, if applicable).*

<p>-Physical and logical access to PII is restricted to authorized personnel only.          -NOAA8203 has no output devices (e.g., printers and audio devices). All monitors are operated under controlled space.          -NOAA8203 servers are located in keycard access controlled computer rooms.          -Remote access to NOAA8203 is only possible via GFE or system approved devices</p>
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-Encryption is used for PII within the database.  
 -Physical media is sanitized prior to disposal or reuse.

## **Section 9: Privacy Act**

9.1 Is the PII/BII searchable by a personal identifier (e.g, name or Social Security number)?

Yes, the PII/BII is searchable by a personal identifier.

No, the PII/BII is not searchable by a personal identifier.

9.2 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."

X	Yes, this system is covered by an existing system of records notice (SORN). Provide the SORN name, number, and link. ( <i>list all that apply</i> ): <a href="#">NOAA-11</a> , Contact Information for Members of the Public Requesting or Providing Information Related to NOAA's Mission; <a href="#">DEPT-18</a> , Employees Files Not Covered by Notices of Other Agencies, <a href="#">DEPT-25</a> , Access Control and Identity Management System.
	Yes, a SORN has been submitted to the Department for approval on <u>(date)</u> .
	No, this system is not a system of records and a SORN is not applicable.

## **Section 10: Retention of Information**

10.1 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: NARA GRS: 2.1 Employee Acquisition Records 2.2 Employee Management Records 2.3 Employee Relations Records 2.4 Employee Compensation & Benefits Records 2.5 Employee Separation Records 2.6 Employee Training Records 2.7 Employee Health & Safety Records
	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:

10.2 Indicate the disposal method of the PII/BII. (Check all that apply.)

Disposal			
Shredding		Overwriting	
Degaussing	X	Deleting	X
Other (specify):			

**Section 11: NIST Special Publication 800-122 PII Confidentiality Impact Level**

11.1 Indicate the potential impact that could result to the subject individuals and/or the organization if PII were inappropriately accessed, used, or disclosed. (The PII Confidentiality Impact Level is not the same, and does not have to be the same, as the Federal Information Processing Standards (FIPS) 199 security impact category.)

X	Low – the loss of confidentiality, integrity, or availability could be expected to have a limited adverse effect on organizational operations, organizational assets, or individuals.
	Moderate – the loss of confidentiality, integrity, or availability could be expected to have a serious adverse effect on organizational operations, organizational assets, or individuals.
	High – the loss of confidentiality, integrity, or availability could be expected to have a severe or catastrophic adverse effect on organizational operations, organizational assets, or individuals.

11.2 Indicate which factors were used to determine the above PII confidentiality impact levels. (Check all that apply.)

X	Identifiability	Provide explanation: Since name and phone number are publicly available, there would be low adverse effect to individuals if that information was accessed or disclosed from NOAA8203.
X	Quantity of PII	Provide explanation: Due to the nature of the PII, the impact would be low.
X	Data Field Sensitivity	Provide explanation: NOAA8203 does not maintain sensitive PII information on the system.
X	Context of Use	Provide explanation: Based on NOAA8203’s context of use described in Section 5.1, there would be low impact if information was accessed or disclosed.
	Obligation to Protect Confidentiality	Provide explanation:
X	Access to and Location of PII	Provide explanation: Access to PII is described above in Section 8.2. Physical and logical access restrictions are in place as prescribed in NIST 800-53. No PII is stored on mobile devices.
	Other:	Provide explanation:

**Section 12: Analysis**

12.1 Identify and evaluate any potential threats to privacy that exist in light of the information collected or the sources from which the information is collected. Also, describe the

choices that the bureau/operating unit made with regard to the type or quantity of information collected and the sources providing the information in order to prevent or mitigate threats to privacy. (For example: If a decision was made to collect less data, include a discussion of this decision; if it is necessary to obtain information from sources other than the individual, explain why.)

One potential threat to privacy is that users could determine another user’s physical location by corresponding a name or initials with a latitude/longitude location. However, since names and phone numbers are publicly available, there would be low adverse effect to individuals if this identifiable information was accessed or disclosed from NOAA8203. In addition, this information could only be accessed to a few select users, not all users. Physical and logical access to PII is restricted to authorized personnel only.

NOAA8203 utilizes enterprise-wide services to aid in security monitoring, vulnerability scanning, and secure baseline management. The system also uses a NOAA enterprise services for audit log management and vulnerability analysis.

12.2 Indicate whether the conduct of this PIA results in any required business process changes.

	Yes, the conduct of this PIA results in required business process changes.
	Explanation:
X	No, the conduct of this PIA does not result in any required business process changes.

12.3 Indicate whether the conduct of this PIA results in any required technology changes.

	Yes, the conduct of this PIA results in required technology changes. Explanation:
X	No, the conduct of this PIA does not result in any required technology changes.