

# PRIVACY IMPACT ASSESSMENT

## OIG Training and Professional Development System

(OIGTPDS)

August 2008

FDIC Internal System

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## System Overview

The Office of Inspector General (OIG) within the FDIC is an independent unit of the Corporation that conducts audits, investigations, and other reviews of the agency's programs and operations. The OIG Training and Professional Development System (OIGTPDS) is an internal system which supports the OIG's responsibilities. OIGTPDS processes information relation to the submission and subsequent authorization of requests for actual and planned OIG employee training. The system tracks and reports on the professional continuing education requirements stipulated by the Governmental Account Standards,<sup>1</sup> as well as the Standards for Investigations set forth by the President's Council on Integrity and Efficiency (PCIE).<sup>2</sup> OIGTPDS is also used to record employee professional certification and membership data.

## Personally Identifiable Information (PII) in OIGTPDS

OIGTPDS is used by the FDIC Office of Inspector General (OIG) to record employee training, education information, professional certification and membership data. The system contains limited personal information pertaining to OIG employees, such as their full names and education records.

## Purpose & Use of Information in OIGTPDS

The information collected by the OIGTPDS is relevant and necessary to support the functional requirements for which the application was designed, namely to track and report on the professional continuing education requirements for OIG employees.

## Sources of Information in OIGTPDS

OIGTPDS processes information related to OIG employee training. Information collected by the system is entered directly by the employee who wishes to apply or track training courses and/or professional certifications.

## Notice & Consent

Individuals (i.e. OIG employees) do not have the opportunity to opt out of providing their information for OIGTPDS. In order for OIG employees to obtain or participate in training

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<sup>1</sup> The Governmental Accounting Standards are the source of generally accepted account principles used by state and local governments in the U.S. to improve standards of accounting and financial reporting.

<sup>2</sup> In 1981, the President's Council on Integrity and Efficiency (PCIE) was established by Executive Order. The PCIE's mission is to identify, review, and discuss areas of weakness and vulnerability in Federal programs and operations. PCIE also develops plans for coordinated, Government-wide activities to address issues like fraud, waste, and abuse as well as to promote economy and efficiency in Federal programs and operations.

that is tracked by OIGTPDS, they must enter certain data elements, such as name, course date, course hours, and course location. Employees may choose to provide additional information about their educational degrees, professional certifications or professional memberships.

## Access to Data in OIGTPDS

Access to data in OIGTPDS is limited to those within the FDIC Office of Inspector General with a business need to know. Only authorized OIG have access to the system for maintenance and tracking purposes. Only the system Training Coordinator has full access to all data maintained in OIGTPDS. Individual OIG employees have “modify” access to their own personal TPDS records and cannot access or edit the records of other users.

## Data Sharing

### Other Systems that Share or Have Access to Data in the System:

No other systems currently share or have access to data in the OIGTPDS system.

System Name	System Description	Type of Information Processed
N/A	N/A	N/A

## Data Accuracy in OIGTPDS

Data is collected directly from the individual providing information into the system. As such, the individual OIG employee is responsible for inputting the correct data about themselves into OIGTPDS (i.e., name and educational/professional records).

## Data Security for OIGTPDS

OIGTPDS has controls in place to prevent the misuse of data by those who have access to the data. Such security measures and controls consist of the use of user identification, passwords, network permissions, and software controls. Additionally, users are required to complete and adhere to the FDIC’s Security and Privacy Awareness Training on an annual basis.

## System of Records Notice (SORN)

OIGTPDS operates under the applicable FDIC SORN: 30-64-0007, *FDIC Learning and Development Records*.

## Contact Us

To learn more about the FDIC's Privacy Program, please visit:

<http://www.fdic.gov/about/privacy/>.

If you have a privacy-related question or request, email [Privacy@fdic.gov](mailto:Privacy@fdic.gov) or one of the [FDIC Privacy Program Contacts](#). You may also mail your privacy question or request to the FDIC Privacy Program at the following address: 3501 Fairfax Drive, Arlington, VA 22226.

