

PRIVACY IMPACT ASSESSMENT

DSC Hours (DSC Hours)

March 2014

FDIC Internal System

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System Overview

The FDIC Division of Risk Management Supervision (RMS) and Division of Depositor and Consumer Protection (DCP) utilize the DSC Hours system for resource planning and to determine the hours expended on a specific examination. DSC Hours is a SQL-based database and related web-based reporting system that contains time reporting information. DSC Hours interfaces with other FDIC systems, including the FDIC's Corporate Time and Attendance System (CHRIS TA). DSC Hours also supports the collection of corporate cost management data for the FDIC's New Financial Environment (NFE).

Personally Identifiable Information (PII) in DSC Hours

DSC Hours contains all of the personal information required to track time reporting information, including the following: names, employee identification numbers (EINs), grades, and time and attendance data for examination activities of RMS and DCP employees (both current and former).

Purpose & Use of Information in DSC Hours

The data collected in DSC Hours is relevant and necessary to the purpose for which the system was designed. Specifically, the personal information is collected and used to identify the employee and track the time he/she worked on examination-related activities.

Sources of Information in DSC Hours

Personally identifiable information (PII) collected for inclusion into DSC Hours comes from the following two sources:

- **Corporate Time and Attendance System (CHRIS TA):** Hours worked by RMS/DCP staff, by account, including employee information (full name, EIN, department ID) and hours worked.
- **Corporate Human Resources Information System (CHRIS HR):** FDIC employee information for RMS and DCP staff (EIN, position title, department ID, grade, status).

DSC Hours also receives non-PII data from other internal FDIC systems as referenced in the Data Sharing section below.

No Federal agencies provide data for use in the system, and no third-party sources provide data for use in the system.

Notice & Consent

Individuals cannot “opt out” of providing their personal information or consent to only particular uses. All PII collected is required to identify the employee and the work he/she performed on examination-related activities.

Access to Data in DSC Hours

All access to the system is granted on a “need to know” basis. Approved DSC Hours users include authorized RMS and DCP staff, supervisory personnel, management officials, system administrators, and other employees with a designated “need to know” in order to carry out their official business duties. Other authorized internal FDIC users belong to the Division of Information Technology (DIT), which is responsible for providing technical support during the construction of the system, confirmed adherence to FDIC policies and standards (e.g., security and privacy), and providing system administration and maintenance support upon request.

Access to the data by a user (i.e., RMS and DCP employees who are designated as being required to have access to the application to enter transactions, verify data and use system reports) is determined by the “need-to-know” requirements of the Privacy Act, the user’s profile which is based on the user’s job requirements, managerial decisions, and dependent on the purpose for which the data was collected. The criteria, procedures, controls and responsibilities regarding access are found in the application system documentation and comply with the intent of the Computer Security Act of 1987 [Public Law 100-235] for standards and guidelines on security and privacy.

Data Sharing

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

System Name	System Description	Type of Information Processed
Corporate Time and Attendance System (CHRIS TA)	CHRIS TA provides FDIC with an integrated time and attendance system that provides accurate, timely and efficient reporting of time and attendance data for all FDIC employees and supports the collection of corporate cost management data for NFE. DSC Hours securely extracts RMS and DCP employee time and attendance information from CHRIS TA for purposes of tracking time charged to bank examination/project related activities.	Employee time and attendance information (i.e., employee name, EIN, and hours information)
Corporate Human Resources Information System (CHRIS HR)	CHRIS HR provides FDIC with an integrated system supporting all existing human resource functions with a focus on data sharing, state-of-the-art computing technology, and the ability to grow and change with the Corporation’s business needs. CHRIS HR securely shares FDIC employee information for RMS and DCP staff to reduce the amount of redundant data entry.	FDIC employee information (EIN, position title, department ID, grade, status, pay plan)
Corporate Business Information System (CBIS)	CBIS is a data warehouse facility that provides an integrated view of the Corporation’s financial data from commercial banks, savings and loan associations, and bank holding companies. DSC	EDP servicer examination data (e.g., EDP servicer name, unique identification)

System Name	System Description	Type of Information Processed
	Hours imports non-PII data about electronic data processing (EDP) servicer examinations from CBIS.	code, location, region, code, etc.)
New Financial Environment – Interface Operational Data Store (NFE iODS)	The NFE system consists of a unified set of financial systems that are managed together and operated in an integrated fashion. The system processes and records financial, budgetary, procurement, contractual and investment data at both the Corporate (e.g., fund, account, program etc.) and Receivership levels. The system processes data daily, monthly, and at the end of the year. NFE iODS passes Corporation cost accounting data to DSC Hours account information.	Corporation cost accounting data (non-PII data/lookup tables for activities, projects, etc. associated with time reported by RMS and DCP employees for examination-related activities)
Structure Information Management System (SIMS)	SIMS maintains current and historical non-financial demographic data for institutions. DSC Hours imports non-PII information from SIMS.	Non-PII institution, bank holding company and thrift holding company information (e.g., institution ID, institution type, certificate number)
System of Uniform Reporting of Compliance and CRA Exams (SOURCE)	SOURCE serves as the system of record for compliance and Community Reinvestment Act (CRA) examination activities. DSC Hours imports non-PII examination data from SOURCE.	Non-PII examination data (e.g., exam type, number, start date, end date, certificate number)
Virtual Supervisory Information on the Net (VISION)	VISION is a web-based system used to track and document reports on financial institution supervision, such as applications, examinations, and enforcement actions. DSC Hours imports non-PII application information and examination data from VISION.	Non-PII application information and examination data (e.g., application number, type, and location; exam type, number, start date, end date, certificate number, etc.)
Examination Download System (XDS)	XDS retrieves non-PII data from DSC Hours to develop an hours report for examiners.	Non-PII examination data

Data Accuracy in DSC Hours

The CHRIS TA system is designed to require that specific information is entered for each transaction in order for it to be complete. Validation edits are employed during the nightly batch cycle when CHRIS TA passes data to DSC Hours. Error reports are produced as required.

Data Security for DSC Hours

In accordance with Office of Management and Budget (OMB) Circulars A-123, and A-130, Appendix III, the DSC Hours system has controls in place to prevent the misuse of the data by those having access to the data. Such security measures and controls consist of: passwords, user identification, IP addresses, database permissions, and software controls.

An access matrix has been established to prevent inadvertent disclosure to individuals not authorized to use the system or those who do not have a direct "need to know" certain information contained in the system. The system is designed to allow access in a pipeline format and also to provide levels of disclosure through a series of masks depending on the level of sensitivity of the data. All users have a password and ID that is issued by the Corporation.

The system's audit tables capture data manipulations, including all data modifications done by user. Information stored in these tables includes the previous record, changed by, date/time of change, and type of change.

Additionally, all RMS and DCP employees must meet the requirements for security Privacy Act protected information.

System of Records Notice (SORN)

DSC Hours operates under the FDIC Privacy Act SORN 30-64-0015: *Personnel 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 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.

