FDIC FEDERAL DEPOSIT
INSURANCE CORPORATION
INSURING AMERICA'S FUTURE

PRIVACY IMPACT ASSESSMENT

Parking Assignment and Tracking System (PATS)

August 2014

FDIC Internal System

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System Overview

The Parking Assignment and Tracking System (PATS) is an Intranet web application that allows FDIC employees to request permanent or temporary parking via the FDIC Intranet. Names and home addresses, grade, division/office, years of service (i.e., FDIC service, federal service, Resolution Trust Corporation (RTC) service, and Federal Home Loan Bank Board (FHLBB) service) – if applicable, active directory ID, work hours, arrival/departure times, and office phone/room number are stored in the database along with vehicle make, model and license plate number. Years of service and grade information, which is used to calculate parking list order, is obtained from the Corporate Human Resources Information System (CHRIS).

Personally Identifiable Information (PII) in PATS

PATS stores personally identifiable information (PII) of employees (and contractors in very limited circumstances) who request a parking permit including: full name; home address; NT ID; grade; division/office; years of service; vehicle make, model, and color; and license plate number and licensing state.

In addition to the above information, employees requesting a parking space because of a temporary or permanent disability must indicate on their application for parking that they have a mobility impairment and that their medical documentation has been submitted by the FDIC Health Unit. Specific details about the individual's disability and his/her medical documentation are not stored in PATS – rather, PATS contains only a parking designation/category which indicates whether an individual has been allocated a handicapped parking space.

All non-FDIC carpool members must obtain an FDIC carpool-rider picture identification from SMS and undergo an FBI fingerprint criminal records check. If the non-FDIC carpool member is also a federal employee, he/she will be allowed to have his/her employing agency send a letter to the FDIC Security Office certifying that the employee was subjected to a background investigation. These federal employees will be allowed to ride with their carpool pending the results of the background investigation. Information about non-FDIC carpool riders, including name and home address, is entered into PATS by the FDIC systems administrator for PATS.

Purpose & Use of Information in PATS

The data in PATS is both relevant and necessary for the purpose for which the system was designed, namely to administer the parking program, allocate the limited number of parking spaces in the FDIC parking facilities among employees and visitors, and provide for the safe use of FDIC facilities.

Sources of Information in PATS

Employee data is obtained from CHRIS at the start of the open season parking cycle. This data includes the individual's name, years of federal service, years of FDIC service, years of RTC service, years of FHLBB service, and grade. The remaining data

is provided by the individual (i.e., employee, contractor, non-FDIC carpool member) when they submit (or update) their requests for parking or joining a carpool.

Notice & Consent

Individuals have the opportunity to "opt out" of providing their information for inclusion in PATS. Providing the requested information is voluntary. However, failure to provide the information may delay or prohibit the individual's participation in the parking program. This is because the information contained in the system is necessary in order to administer the FDIC's parking program and calculate assignment priorities, in accordance with the procedures agreed to between the union and FDIC as detailed in FDIC Circular 3410.3. In addition, certain information, such as the home street address, is necessary in order to allow riders to find potential carpool members and to prevent abuses of the parking program, such as "phantom carpools" in which individuals claim they have riders in their carpool when in fact they do not.

Access to Data in PATS

The DOA Chief of Transportation Unit, SMS System Administrators, and Database Administrator will have access to data in the system. These individuals have access to the data in order to carry out their duties, such as ensuring entry on duty dates are correct, ensuring employees are accurately identified, and ensuring that employees' grades and addresses are accurately listed, etc. All of these items are weighed against those of other employees when competing for a limited number of parking spaces. Individual employees will have limited access to PATS in order to complete and update their own online applications for parking, as well as to check on the status of their parking request(s), add or remove individuals from their carpools (if applicable), change vehicle information, and search for other riders in the vicinity of their home address.

Data Sharing

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

System Name	System Description	Type of Information Processed
Corporate Human Resources Information System (CHRIS)	CHRIS provides an integrated system supporting all existing human resource functions with a focus on data sharing and computing technology.	Name, years of service, and grade

Data Accuracy in PATS

Some data in PATS is directly imported from the CHRIS application. Additional data is entered directly by the employee seeking a parking spot (or by the system administrators in the case of contractors and non-FDIC carpool members). The

employee is responsible for contacting the FDIC Human Resources Branch to correct any errors contained within the CHRIS application.

Data Security for PATS

Access to the PATS system is granted on a "need to know" basis and requires the approval of the PATS Program Manager/System Owner. In addition, access is role-based with users being granted certain privileges, on an as needed basis, in order to perform their assigned duties to implement and monitor the FDIC's parking program in accordance with FDIC Circular 3410.3.

The access of individual users, such as employees filling out an online application for parking, is limited to their own personal data. In addition, individual users may view the names of other PATS users who have obtained a permanent parking pass when they search for potential carpool members that reside in the vicinity of their home addresses.

In addition, all system users are responsible for abiding by the FDIC's Rules of Behavior for data protection that are outlined in the Corporation's mandatory Information Security and Privacy Act Orientation training which all employees must complete annually. Contractors must complete Confidentiality Agreements and Non-Disclosure Agreements to perform their duties for the purpose of design and maintenance of the system.

System of Records Notice (SORN)

PATS operates under the FDIC Privacy Act SORN 30-64-0027, *Parking Program 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.