

Clearance Records and Investigative System

PRIVACY IMPACT ASSESSMENT SUMMARY

System Name: Clearance Records and Investigation System

Managing Office: USAID Office of Security

SUMMARY: The United States Agency for International Development (USAID) gives notice that it has conducted a Privacy Impact Assessment (PIA) for the Office of Security (SEC) Clearance Records and Investigation System (CRIS). CRIS is an enterprise-level system that automates the creation, tracking and storing of USAID employees' personal background information.

What elements of PII are being collected?

The Office of Security uses the CRIS system to collect name, Social Security number (or other identifying number), date and place of birth, biometrics records (photographs and fingerprints), financial records (including credit reports), medical records, criminal history records, and employment history records. CRIS also collects addresses, citizenship status, reports from interviews and other inquiries, previous clearance levels granted, resulting clearance levels, document of release of security files, records of infractions, and other information regarding an individual's character, conduct and behavior in the community where they presently live and have previously lived.

Why is the PII being collected?

The Office of Security collects this information to create investigative records which are used for processing security background investigations for personnel to determine eligibility for hiring.

What opportunities are provided to individuals to consent to the use of this information collection?

An opportunity to consent is provided; however, the information collected is required for the processing of security background investigations to determine eligibility for hiring. The collection is done on-line through the Office of Personnel Management (OPM) Secure Portal utilizing the E-Questionnaires for Investigations Processing (e-QIP), OMB No. 3206-0005. Failure to provide the information may negatively impact the background investigation and hiring process.

What is the Agency's intended use of the information?

The Office of Security uses the information to create investigative records for processing personal security background investigations to determine eligibility to be awarded a federal security clearance, to determine suitability for federal employment, to provide access to federally owned/controlled facilities, and to provide access to federally owned/controlled information systems.

Who has access to the information?

The Office of Security may share the information as follows: (1) to consumer reporting agencies in order to obtain consumer credit reports and (2) to federal, international, state and local law enforcement agencies, other Federal Agencies, courts, Foreign Governments, to the extent necessary to further an investigation.

What authorities permit the collection of this information?

Executive Order (EO) 10450: Security Requirements for Government Employment; EO 12968: Access to Classified Information; EO 12333: United States Intelligence Activities; EO 13381: Strengthening Processes Relating To Determining Eligibility for Access to Classified National Security Information and the Intelligence Reform and Terrorism Prevention Act of 2004 (Public Law 108-458).

Information Security

USAID houses the system within its physical security perimeter. Logically, only authorized individuals with valid CRIS user accounts have access to the CRIS system. The system is also subject to security scanning to determine vulnerabilities.

Does this collection require a System of Record Notice?

Yes, USAID-08, Personnel Security and Suitability Investigatory Records.