

## Welcome to the PIA for FY 2021!

Congress passed the E-Government Act of 2002 to encourage the use of Web-based Internet applications or other information technology by government agencies, with the intention of enhancing access to government information and services and increasing the effectiveness, efficiency, and quality of government operations.

To combat public concerns regarding the disclosure of private information, the E-Government Act mandates various measures, including the requirement that federal agencies conduct a Privacy Impact Assessment (PIA) for projects with information technology systems that collect, maintain and/or disseminate "Personally Identifiable Information" of the public. Personally identifiable information is information that may be used to identify a specific person.

The Privacy Act and VA policy require that personally identifiable information only be used for the purpose for which it was collected unless consent is granted. Individuals have the right to provide consent for any secondary uses of information such as use of collected information for marketing.

### Directions:

VA 6500-2 to describe which outlines the PIA requirement for every System/Program/Program.

1) You can click on checklist, make sure that you are:

2) You have enabled macros.

INTERNAL USE ONLY: https://www.doh.vbi.dod.mil/6500-2/6500-202

EXTERNAL USE ONLY: https://www.doh.vbi.dod.mil/6500-2/6500-202/PIA/PIA\_6500-202

3) You are in design mode and

4) You have enabled macros.

5) You have enabled macros.

6) You have enabled macros.

7) You have enabled macros.

8) You have enabled macros.

9) You have enabled macros.

10) You have enabled macros.

11) You have enabled macros.

12) You have enabled macros.

13) You have enabled macros.

14) You have enabled macros.

15) You have enabled macros.

16) You have enabled macros.

17) You have enabled macros.

18) You have enabled macros.

19) You have enabled macros.

20) You have enabled macros.

21) You have enabled macros.

22) You have enabled macros.

23) You have enabled macros.

24) You have enabled macros.

25) You have enabled macros.

26) You have enabled macros.

27) You have enabled macros.

28) You have enabled macros.

29) You have enabled macros.

30) You have enabled macros.

31) You have enabled macros.

32) You have enabled macros.

33) You have enabled macros.

34) You have enabled macros.

35) You have enabled macros.

36) You have enabled macros.

37) You have enabled macros.

**Macros Must Be Enabled To Use Full Functionality For This Form Template!**

Microsoft Office 2003  
Open the file and when prompted click on Enable Macros at the bottom.  
OR 1) When the opens click on Enable Macro at the bottom.

Microsoft Office 2007  
To enable macros go to 1) Office Button, Prepare > Excel Options > Trust Center > Trust Center Settings > Macro Settings > Enable All Macros 2) Click OK

Final Signatures:

Fax signatures are digitally signed or sent via email to a fax by our team. All signatures should be done when all individuals have been approved to use Privacy Service and the service implemented for the organization. All fax signatures must be sent to the following email address:

Privacy Impact Assessment Unsigned into Macro

PIA-PIA-Contract-Letter-Should-be-sent-to-Christina.Petruccia@doa.mil

Multiple PIAs will be sent to the following email address:

SSDPIA-Help@doa.mil, J.C. Gossier, Records, J.P.

Contractor-PIA-PIA-Contract-Letter-Should-be-sent-to-10414515@pvt2.

2020-PIA-PIA-Contract-Letter-Should-be-sent-to-10414515@pvt2.

SSDPIA-Help@doa.mil, J.C. Gossier, Records, J.P.

Contractor-PIA-PIA-Contract-Letter-Should-be-sent-to-10414515@pvt2.

(FY 2012) PIA: System Information		*Green Highlight = Must Answer Question	*Yellow Highlight = Required to Sign PIA
Program or System Name (as shown in SMART):		Engineering & Insurance Office PIA	
OMB Unique System / Application / Program Identifier	(AKA:		
UPID #:		025-00-02400-01-120-00	
Description of system/ Application/ Program: "must match what is stated in System Security Plan (SSP)"			
Facility or Program Office Name:			
<b>Title:</b>	Name:	Phone:	Email:
Privacy Officer:	Sethatt Best	205-554-7474	sethettbest@vaco.gov
Information Security Officer:	John Wiegert	205-554-7972	john.wiegert@vaco.gov
System Owner/Delegate:	David Hicks	205-554-3522	david.hicks@vaco.gov
Chief Information Officer:	Joe Gibbons	205-554-3618	jeogibbons@vaco.gov
Information Owner:			
Other Titles:	Terry Hall	205-554-3515	terry.hall@vaco.gov
Person Completing Document:			
Other Titles:			
Date of last full Approved PIA by VACO Privacy Services: (MM/YY)	7/30/08		03/2009
What specific legal authorities authorize this program or system:	<input checked="" type="radio"/> Yes <input type="radio"/> No		
What is the expected number of individuals that will have their PII stored in this system:	<input checked="" type="radio"/> 0 <input type="radio"/> 1 <input type="radio"/> 2 <input type="radio"/> 3 <input type="radio"/> 4 <input type="radio"/> 5 <input type="radio"/> 6 <input type="radio"/> 7 <input type="radio"/> 8 <input type="radio"/> 9 <input type="radio"/> 10 <input type="radio"/> 11 <input type="radio"/> 12 <input type="radio"/> 13 <input type="radio"/> 14 <input type="radio"/> 15 <input type="radio"/> 16 <input type="radio"/> 17 <input type="radio"/> 18 <input type="radio"/> 19 <input type="radio"/> 20 <input type="radio"/> 21 <input type="radio"/> 22 <input type="radio"/> 23 <input type="radio"/> 24 <input type="radio"/> 25 <input type="radio"/> 26 <input type="radio"/> 27 <input type="radio"/> 28 <input type="radio"/> 29 <input type="radio"/> 30 <input type="radio"/> 31 <input type="radio"/> 32 <input type="radio"/> 33 <input type="radio"/> 34 <input type="radio"/> 35 <input type="radio"/> 36 <input type="radio"/> 37 <input type="radio"/> 38 <input type="radio"/> 39 <input type="radio"/> 40 <input type="radio"/> 41 <input type="radio"/> 42 <input type="radio"/> 43 <input type="radio"/> 44 <input type="radio"/> 45 <input type="radio"/> 46 <input type="radio"/> 47 <input type="radio"/> 48 <input type="radio"/> 49 <input type="radio"/> 50 <input type="radio"/> 51 <input type="radio"/> 52 <input type="radio"/> 53 <input type="radio"/> 54 <input type="radio"/> 55 <input type="radio"/> 56 <input type="radio"/> 57 <input type="radio"/> 58 <input type="radio"/> 59 <input type="radio"/> 60 <input type="radio"/> 61 <input type="radio"/> 62 <input type="radio"/> 63 <input type="radio"/> 64 <input type="radio"/> 65 <input type="radio"/> 66 <input type="radio"/> 67 <input type="radio"/> 68 <input type="radio"/> 69 <input type="radio"/> 70 <input type="radio"/> 71 <input type="radio"/> 72 <input type="radio"/> 73 <input type="radio"/> 74 <input type="radio"/> 75 <input type="radio"/> 76 <input type="radio"/> 77 <input type="radio"/> 78 <input type="radio"/> 79 <input type="radio"/> 80 <input type="radio"/> 81 <input type="radio"/> 82 <input type="radio"/> 83 <input type="radio"/> 84 <input type="radio"/> 85 <input type="radio"/> 86 <input type="radio"/> 87 <input type="radio"/> 88 <input type="radio"/> 89 <input type="radio"/> 90 <input type="radio"/> 91 <input type="radio"/> 92 <input type="radio"/> 93 <input type="radio"/> 94 <input type="radio"/> 95 <input type="radio"/> 96 <input type="radio"/> 97 <input type="radio"/> 98 <input type="radio"/> 99 <input type="radio"/> 100 <input type="radio"/> 101 <input type="radio"/> 102 <input type="radio"/> 103 <input type="radio"/> 104 <input type="radio"/> 105 <input type="radio"/> 106 <input type="radio"/> 107 <input type="radio"/> 108 <input type="radio"/> 109 <input type="radio"/> 110 <input type="radio"/> 111 <input type="radio"/> 112 <input type="radio"/> 113 <input type="radio"/> 114 <input type="radio"/> 115 <input type="radio"/> 116 <input type="radio"/> 117 <input type="radio"/> 118 <input type="radio"/> 119 <input type="radio"/> 120 <input type="radio"/> 121 <input type="radio"/> 122 <input type="radio"/> 123 <input type="radio"/> 124 <input type="radio"/> 125 <input type="radio"/> 126 <input type="radio"/> 127 <input type="radio"/> 128 <input type="radio"/> 129 <input type="radio"/> 130 <input type="radio"/> 131 <input type="radio"/> 132 <input type="radio"/> 133 <input type="radio"/> 134 <input type="radio"/> 135 <input type="radio"/> 136 <input type="radio"/> 137 <input type="radio"/> 138 <input type="radio"/> 139 <input type="radio"/> 140 <input type="radio"/> 141 <input type="radio"/> 142 <input type="radio"/> 143 <input type="radio"/> 144 <input type="radio"/> 145 <input type="radio"/> 146 <input type="radio"/> 147 <input type="radio"/> 148 <input type="radio"/> 149 <input type="radio"/> 150 <input type="radio"/> 151 <input type="radio"/> 152 <input type="radio"/> 153 <input type="radio"/> 154 <input type="radio"/> 155 <input type="radio"/> 156 <input type="radio"/> 157 <input type="radio"/> 158 <input type="radio"/> 159 <input type="radio"/> 160 <input type="radio"/> 161 <input type="radio"/> 162 <input type="radio"/> 163 <input type="radio"/> 164 <input type="radio"/> 165 <input type="radio"/> 166 <input type="radio"/> 167 <input type="radio"/> 168 <input type="radio"/> 169 <input type="radio"/> 170 <input type="radio"/> 171 <input type="radio"/> 172 <input type="radio"/> 173 <input type="radio"/> 174 <input type="radio"/> 175 <input type="radio"/> 176 <input type="radio"/> 177 <input type="radio"/> 178 <input type="radio"/> 179 <input type="radio"/> 180 <input type="radio"/> 181 <input type="radio"/> 182 <input type="radio"/> 183 <input type="radio"/> 184 <input type="radio"/> 185 <input type="radio"/> 186 <input type="radio"/> 187 <input type="radio"/> 188 <input type="radio"/> 189 <input type="radio"/> 190 <input type="radio"/> 191 <input type="radio"/> 192 <input type="radio"/> 193 <input type="radio"/> 194 <input type="radio"/> 195 <input type="radio"/> 196 <input type="radio"/> 197 <input type="radio"/> 198 <input type="radio"/> 199 <input type="radio"/> 200 <input type="radio"/> 201 <input type="radio"/> 202 <input type="radio"/> 203 <input type="radio"/> 204 <input type="radio"/> 205 <input type="radio"/> 206 <input type="radio"/> 207 <input type="radio"/> 208 <input type="radio"/> 209 <input type="radio"/> 210 <input type="radio"/> 211 <input type="radio"/> 212 <input type="radio"/> 213 <input type="radio"/> 214 <input type="radio"/> 215 <input type="radio"/> 216 <input type="radio"/> 217 <input type="radio"/> 218 <input type="radio"/> 219 <input type="radio"/> 220 <input type="radio"/> 221 <input type="radio"/> 222 <input type="radio"/> 223 <input type="radio"/> 224 <input type="radio"/> 225 <input type="radio"/> 226 <input type="radio"/> 227 <input type="radio"/> 228 <input type="radio"/> 229 <input type="radio"/> 230 <input type="radio"/> 231 <input type="radio"/> 232 <input type="radio"/> 233 <input type="radio"/> 234 <input type="radio"/> 235 <input type="radio"/> 236 <input type="radio"/> 237 <input type="radio"/> 238 <input type="radio"/> 239 <input type="radio"/> 240 <input type="radio"/> 241 <input type="radio"/> 242 <input type="radio"/> 243 <input type="radio"/> 244 <input type="radio"/> 245 <input type="radio"/> 246 <input type="radio"/> 247 <input type="radio"/> 248 <input type="radio"/> 249 <input type="radio"/> 250 <input type="radio"/> 251 <input type="radio"/> 252 <input type="radio"/> 253 <input type="radio"/> 254 <input type="radio"/> 255 <input type="radio"/> 256 <input type="radio"/> 257 <input type="radio"/> 258 <input type="radio"/> 259 <input type="radio"/> 260 <input type="radio"/> 261 <input type="radio"/> 262 <input type="radio"/> 263 <input type="radio"/> 264 <input type="radio"/> 265 <input type="radio"/> 266 <input type="radio"/> 267 <input type="radio"/> 268 <input type="radio"/> 269 <input type="radio"/> 270 <input type="radio"/> 271 <input type="radio"/> 272 <input type="radio"/> 273 <input type="radio"/> 274 <input type="radio"/> 275 <input type="radio"/> 276 <input type="radio"/> 277 <input type="radio"/> 278 <input type="radio"/> 279 <input type="radio"/> 280 <input type="radio"/> 281 <input type="radio"/> 282 <input type="radio"/> 283 <input type="radio"/> 284 <input type="radio"/> 285 <input type="radio"/> 286 <input type="radio"/> 287 <input type="radio"/> 288 <input type="radio"/> 289 <input type="radio"/> 290 <input type="radio"/> 291 <input type="radio"/> 292 <input type="radio"/> 293 <input type="radio"/> 294 <input type="radio"/> 295 <input type="radio"/> 296 <input type="radio"/> 297 <input type="radio"/> 298 <input type="radio"/> 299 <input type="radio"/> 300 <input type="radio"/> 301 <input type="radio"/> 302 <input type="radio"/> 303 <input type="radio"/> 304 <input type="radio"/> 305 <input type="radio"/> 306 <input type="radio"/> 307 <input type="radio"/> 308 <input type="radio"/> 309 <input type="radio"/> 310 <input type="radio"/> 311 <input type="radio"/> 312 <input type="radio"/> 313 <input type="radio"/> 314 <input type="radio"/> 315 <input type="radio"/> 316 <input type="radio"/> 317 <input type="radio"/> 318 <input type="radio"/> 319 <input type="radio"/> 320 <input type="radio"/> 321 <input type="radio"/> 322 <input type="radio"/> 323 <input type="radio"/> 324 <input type="radio"/> 325 <input type="radio"/> 326 <input type="radio"/> 327 <input type="radio"/> 328 <input type="radio"/> 329 <input type="radio"/> 330 <input type="radio"/> 331 <input type="radio"/> 332 <input type="radio"/> 333 <input type="radio"/> 334 <input type="radio"/> 335 <input type="radio"/> 336 <input type="radio"/> 337 <input type="radio"/> 338 <input type="radio"/> 339 <input type="radio"/> 340 <input type="radio"/> 341 <input type="radio"/> 342 <input type="radio"/> 343 <input type="radio"/> 344 <input type="radio"/> 345 <input type="radio"/> 346 <input type="radio"/> 347 <input type="radio"/> 348 <input type="radio"/> 349 <input type="radio"/> 350 <input type="radio"/> 351 <input type="radio"/> 352 <input type="radio"/> 353 <input type="radio"/> 354 <input type="radio"/> 355 <input type="radio"/> 356 <input type="radio"/> 357 <input type="radio"/> 358 <input type="radio"/> 359 <input type="radio"/> 360 <input type="radio"/> 361 <input type="radio"/> 362 <input type="radio"/> 363 <input type="radio"/> 364 <input type="radio"/> 365 <input type="radio"/> 366 <input type="radio"/> 367 <input type="radio"/> 368 <input type="radio"/> 369 <input type="radio"/> 370 <input type="radio"/> 371 <input type="radio"/> 372 <input type="radio"/> 373 <input type="radio"/> 374 <input type="radio"/> 375 <input type="radio"/> 376 <input type="radio"/> 377 <input type="radio"/> 378 <input type="radio"/> 379 <input type="radio"/> 380 <input type="radio"/> 381 <input type="radio"/> 382 <input type="radio"/> 383 <input type="radio"/> 384 <input type="radio"/> 385 <input type="radio"/> 386 <input type="radio"/> 387 <input type="radio"/> 388 <input type="radio"/> 389 <input type="radio"/> 390 <input type="radio"/> 391 <input type="radio"/> 392 <input type="radio"/> 393 <input type="radio"/> 394 <input type="radio"/> 395 <input type="radio"/> 396 <input type="radio"/> 397 <input type="radio"/> 398 <input type="radio"/> 399 <input type="radio"/> 400 <input type="radio"/> 401 <input type="radio"/> 402 <input type="radio"/> 403 <input type="radio"/> 404 <input type="radio"/> 405 <input type="radio"/> 406 <input type="radio"/> 407 <input type="radio"/> 408 <input type="radio"/> 409 <input type="radio"/> 410 <input type="radio"/> 411 <input type="radio"/> 412 <input type="radio"/> 413 <input type="radio"/> 414 <input type="radio"/> 415 <input type="radio"/> 416 <input type="radio"/> 417 <input type="radio"/> 418 <input type="radio"/> 419 <input type="radio"/> 420 <input type="radio"/> 421 <input type="radio"/> 422 <input type="radio"/> 423 <input type="radio"/> 424 <input type="radio"/> 425 <input type="radio"/> 426 <input type="radio"/> 427 <input type="radio"/> 428 <input type="radio"/> 429 <input type="radio"/> 430 <input type="radio"/> 431 <input type="radio"/> 432 <input type="radio"/> 433 <input type="radio"/> 434 <input type="radio"/> 435 <input type="radio"/> 436 <input type="radio"/> 437 <input type="radio"/> 438 <input type="radio"/> 439 <input type="radio"/> 440 <input type="radio"/> 441 <input type="radio"/> 442 <input type="radio"/> 443 <input type="radio"/> 444 <input type="radio"/> 445 <input type="radio"/> 446 <input type="radio"/> 447 <input type="radio"/> 448 <input type="radio"/> 449 <input type="radio"/> 450 <input type="radio"/> 451 <input type="radio"/> 452 <input type="radio"/> 453 <input type="radio"/> 454 <input type="radio"/> 455 <input type="radio"/> 456 <input type="radio"/> 457 <input type="radio"/> 458 <input type="radio"/> 459 <input type="radio"/> 460 <input type="radio"/> 461 <input type="radio"/> 462 <input type="radio"/> 463 <input type="radio"/> 464 <input type="radio"/> 465 <input type="radio"/> 466 <input type="radio"/> 467 <input type="radio"/> 468 <input type="radio"/> 469 <input type="radio"/> 470 <input type="radio"/> 471 <input type="radio"/> 472 <input type="radio"/> 473 <input type="radio"/> 474 <input type="radio"/> 475 <input type="radio"/> 476 <input type="radio"/> 477 <input type="radio"/> 478 <input type="radio"/> 479 <input type="radio"/> 480 <input type="radio"/> 481 <input type="radio"/> 482 <input type="radio"/> 483 <input type="radio"/> 484 <input type="radio"/> 485 <input type="radio"/> 486 <input type="radio"/> 487 <input type="radio"/> 488 <input type="radio"/> 489 <input type="radio"/> 490 <input type="radio"/> 491 <input type="radio"/> 492 <input type="radio"/> 493 <input type="radio"/> 494 <input type="radio"/> 495 <input type="radio"/> 496 <input type="radio"/> 497 <input type="radio"/> 498 <input type="radio"/> 499 <input type="radio"/> 500 <input type="radio"/> 501 <input type="radio"/> 502 <input type="radio"/> 503 <input type="radio"/> 504 <input type="radio"/> 505 <input type="radio"/> 506 <input type="radio"/> 507 <input type="radio"/> 508 <input type="radio"/> 509 <input type="radio"/> 510 <input type="radio"/> 511 <input type="radio"/> 512 <input type="radio"/> 513 <input type="radio"/> 514 <input type="radio"/> 515 <input type="radio"/> 516 <input type="radio"/> 517 <input type="radio"/> 518 <input type="radio"/> 519 <input type="radio"/> 520 <input type="radio"/> 521 <input type="radio"/> 522 <input type="radio"/> 523 <input type="radio"/> 524 <input type="radio"/> 525 <input type="radio"/> 526 <input type="radio"/> 527 <input type="radio"/> 528 <input type="radio"/> 529 <input type="radio"/> 530 <input type="radio"/> 531 <input type="radio"/> 532 <input type="radio"/> 533 <input type="radio"/> 534 <input type="radio"/> 535 <input type="radio"/> 536 <input type="radio"/> 537 <input type="radio"/> 538 <input type="radio"/> 539 <input type="radio"/> 540 <input type="radio"/> 541 <input type="radio"/> 542 <input type="radio"/> 543 <input type="radio"/> 544 <input type="radio"/> 545 <input type="radio"/> 546 <input type="radio"/> 547 <input type="radio"/> 548 <input type="radio"/> 549 <input type="radio"/> 550 <input type="radio"/> 551 <input type="radio"/> 552 <input type="radio"/> 553 <input type="radio"/> 554 <input type="radio"/> 555 <input type="radio"/> 556 <input type="radio"/> 557 <input type="radio"/> 558 <input type="radio"/> 559 <input type="radio"/> 560 <input type="radio"/> 561 <input type="radio"/> 562 <input type="radio"/> 563 <input type="radio"/> 564 <input type="radio"/> 565 <input type="radio"/> 566 <input type="radio"/> 567 <input type="radio"/> 568 <input type="radio"/> 569 <input type="radio"/> 570 <input type="radio"/> 571 <input type="radio"/> 572 <input type="radio"/> 573 <input type="radio"/> 574 <input type="radio"/> 575 <input type="radio"/> 576 <input type="radio"/> 577 <input type="radio"/> 578 <input type="radio"/> 579 <input type="radio"/> 580 <input type="radio"/> 581 <input type="radio"/> 582 <input type="radio"/> 583 <input type="radio"/> 584 <input type="radio"/> 585 <input type="radio"/> 586 <input type="radio"/> 587 <input type="radio"/> 588 <input type="radio"/> 589 <input type="radio"/> 590 <input type="radio"/> 591 <input type="radio"/> 592 <input type="radio"/> 593 <input type="radio"/> 594 <input type="radio"/> 595 <input type="radio"/> 596 <input type="radio"/> 597 <input type="radio"/> 598 <input type="radio"/> 599 <input type="radio"/> 600 <input type="radio"/> 601 <input type="radio"/> 602 <input type="radio"/> 603 <input type="radio"/> 604 <input type="radio"/> 605 <input type="radio"/> 606 <input type="radio"/> 607 <input type="radio"/> 608 <input type="radio"/> 609 <input type="radio"/> 610 <input type="radio"/> 611 <input type="radio"/> 612 <input type="radio"/> 613 <input type="radio"/> 614 <input type="radio"/> 615 <input type="radio"/> 616 <input type="radio"/> 617 <input type="radio"/> 618 <input type="radio"/> 619 <input type="radio"/> 620 <input type="radio"/> 621 <input type="radio"/> 622 <input type="radio"/> 623 <input type="radio"/> 624 <input type="radio"/> 625 <input type="radio"/> 626 <input type="radio"/> 627 <input type="radio"/> 628 <input type="radio"/> 629 <input type="radio"/> 630 <input type="radio"/> 631 <input type="radio"/> 632 <input type="radio"/> 633 <input type="radio"/> 634 <input type="radio"/> 635 <input type="radio"/> 636 <input type="radio"/> 637 <input type="radio"/> 638 <input type="radio"/> 639 <input type="radio"/> 640 <input type="radio"/> 641 <input type="radio"/> 642 <input type="radio"/> 643 <input type="radio"/> 644 <input type="radio"/> 645 <input type="radio"/> 646 <input type="radio"/> 647 <input type="radio"/> 648 <input type="radio"/> 649 <input type="radio"/> 650 <input type="radio"/> 651 <input type="radio"/> 652 <input type="radio"/> 653 <input type="radio"/> 654 <input type="radio"/> 655 <input type="radio"/> 656 <input type="radio"/> 657 <input type="radio"/> 658 <input type="radio"/> 659 <input type="radio"/> 660 <input type="radio"/> 661 <input type="radio"/> 662 <input type="radio"/> 663 <input type="radio"/> 664 <input type="radio"/> 665 <input type="radio"/> 666 <input type="radio"/> 667 <input type="radio"/> 668 <input type="radio"/> 669 <input type="radio"/> 670 <input type="radio"/> 671 <input type="radio"/> 672 <input type="radio"/> 673 <input type="radio"/> 674 <input type="radio"/> 675 <input type="radio"/> 676 <input type="radio"/> 677 <input type="radio"/> 678 <input type="radio"/> 679 <input type="radio"/> 680 <input type="radio"/> 681 <input type="radio"/> 682 <input type="radio"/> 683 <input type="radio"/> 684 <input type="radio"/> 685 <input type="radio"/> 686 <input type="radio"/> 687 <input type="radio"/> 688 <input type="radio"/> 689 <input type="radio"/> 690 <input type="radio"/> 691 <input type="radio"/> 692 <input type="radio"/> 693 <input type="radio"/> 694 <input type="radio"/> 695 <input type="radio"/> 696 <input type="radio"/> 697 <input type="radio"/> 698 <input type="radio"/> 699 <input type="radio"/> 700 <input type="radio"/> 701 <input type="radio"/> 702 <input type="radio"/> 703 <input type="radio"/> 704 <input type="radio"/> 705 <input type="radio"/> 706 <input type="radio"/> 707 <input type="radio"/> 708 <input type="radio"/> 709 <input type="radio"/> 710 <input type="radio"/> 711 <input type="radio"/> 712 <input type="radio"/> 713 <input type="radio"/> 714 <input type="radio"/> 715 <input type="radio"/> 716 <input type="radio"/> 717 <input type="radio"/> 718 <input type="radio"/> 719 <input type="radio"/> 720 <input type="radio"/> 721 <input type="radio"/> 722 <input type="radio"/> 723 <input type="radio"/> 724 <input type="radio"/> 725 <input type="radio"/> 726 <input type="radio"/> 727 <input type="radio"/> 728 <input type="radio"/> 729 <input type="radio"/> 730 <input type="radio"/> 731 <input type="radio"/> 732 <input type="radio"/> 733 <input type="radio"/> 734 <input type="radio"/> 735 <input type="radio"/> 736 <input type="radio"/> 737 <input type="radio"/> 738 <input type="radio"/> 739 <input type="radio"/> 740 <input type="radio"/> 741 <input type="radio"/> 742 <input type="radio"/> 743 <input type="radio"/> 744 <input type="radio"/> 745 <input type="radio"/> 746 <input type="radio"/> 747 <input type="radio"/> 748 <input type="radio"/> 749 <input type="radio"/> 750 <input type="radio"/> 751 <input type="radio"/> 752 <input type="radio"/> 753 <input type="radio"/> 754 <input type="radio"/> 755 <input type="radio"/> 756 <input type="radio"/> 757 <input type="radio"/> 758 <input type="radio"/> 759 <input type="radio"/> 760 <input type="radio"/> 761 <input type="radio"/> 762 <input type="radio"/> 763 <input type="radio"/> 764 <input type="radio"/> 765 <input type="radio"/> 766 <input type="radio"/> 767 <input type="radio"/> 768 <input type="radio"/> 769 <input type="radio"/> 770 <input type="radio"/> 771 <input type="radio"/> 772 <input type="radio"/> 773 <input type="radio"/> 774 <input type="radio"/> 775 <input type="radio"/> 776 <input type="radio"/> 777 <input type="radio"/> 778 <input type="radio"/> 779 <input type="radio"/> 780 <input type="radio"/> 781 <input type="radio"/> 782 <input type="radio"/> 783 <input type="radio"/> 784 <input type="radio"/> 785 <input type="radio"/> 786 <input type="radio"/> 787 <input type="radio"/> 788 <input type="radio"/> 789 <input type="radio"/> 790 <input type="radio"/> 791 <input type="radio"/> 792 <input type="radio"/> 793 <input type="radio"/> 794 <input type="radio"/> 795 <input type="radio"/> 796 <input type="radio"/> 797 <input type="radio"/> 798 <input type="radio"/> 799 <input type="radio"/> 800 <input type="radio"/> 801 <input type="radio"/> 802 <input type="radio"/> 803 <input type="radio"/> 804 <input type="radio"/> 805 <input type="radio"/> 806 <input type="radio"/> 807 <input type="radio"/> 808 <input type="radio"/> 809 <input type="radio"/> 810 <input type="radio"/> 811 <input type="radio"/> 812 <input type="radio"/> 813 <input type="radio"/> 814 <input type="radio"/> 815 <input type="radio"/> 816 <input type="radio"/> 817 <input type="radio"/> 818 <input type="radio"/> 819 <input type="radio"/> 820 <input type="radio"/> 821 <input type="radio"/> 822 <input type="radio"/> 823 <input type="radio"/> 824 <input type="radio"/> 825 <input type="radio"/> 826 <input type="radio"/> 827 <input type="radio"/> 828 <input type="radio"/> 829 <input type="radio"/> 830 <input type="radio"/> 831 <input type="radio"/> 832 <input type="radio"/> 833 <input type="radio"/> 834 <input type="radio"/> 835 <input type="radio"/> 836 <input type="radio"/> 837 <input type="radio"/> 838 <input type="radio"/> 839 <input type="radio"/> 840 <input type="radio"/> 841 <input type="radio"/> 842 <input type="radio"/> 843 <input type="radio"/> 844 <input type="radio"/> 845 <input type="radio"/> 846 <input type="radio"/> 847 <input type="radio"/> 848 <input type="radio"/> 849 <input type="radio"/> 850 <input type="radio"/> 851 <input type="radio"/> 852 <input type="radio"/> 853 <input type="radio"/> 854 <input type="radio"/> 855 <input type="radio"/> 856 <input type="radio"/> 857 <input type="radio"/> 858 <input type="radio"/> 859 <input type="radio"/> 860 <input type="radio"/> 861 <input type="radio"/> 862 <input type="radio"/> 863 <input type="radio"/> 864 <input type="radio"/> 865 <input type="radio"/> 866 <input type="radio"/> 867 <input type="radio"/> 868 <input type="radio"/> 869 <input type="radio"/> 870 <input type="radio"/> 871 <input type="radio"/> 872 <input type="radio"/> 873 <input type="radio"/> 874 <input type="radio"/> 875 <input type="radio"/> 876 <input type="radio"/> 877 <input type="radio"/> 878 <input type="radio"/> 879 <input type="radio"/> 880 <input type="radio"/> 881 <input type="radio"/> 882 <input type="radio"/> 883 <input type="radio"/> 884 <input type="radio"/> 885 <input type="radio"/> 886 <input type="radio"/> 887 <input type="radio"/> 888 <input type="radio"/> 889 <input type="radio"/> 890 <input type="radio"/> 891 <input type="radio"/> 892 <input type="radio"/> 893 <input type="radio"/> 894 <input type="radio"/> 895 <input type="radio"/> 896 <input type="radio"/> 897 <input type="radio"/> 898 <input type="radio"/> 899 <input type="radio"/> 900 <input type="radio"/> 901 <input type="radio"/> 902 <input type="radio"/> 903 <input type="radio"/> 904 <input type="radio"/> 905 <input type="radio"/> 906 <input type="radio"/> 907 <input type="radio"/> 908 <input type="radio"/> 909 <input type="radio"/> 910 <input type="radio"/> 911 <input type="radio"/> 912 <input type="radio"/> 913 <input type="radio"/> 914 <input type="radio"/> 915 <input type="radio"/> 916 <input type="radio"/> 917 <input type="radio"/> 918 <input type="radio"/> 919 <input type="radio"/> 920 <input type="radio"/> 921 <input type="radio"/> 922 <input type="radio"/> 923 <input type="radio"/> 924 <input type="radio"/> 925 <input type="radio"/> 926 <input type="radio"/> 927 <input type="radio"/> 928 <input type="radio"/> 929 <input type="radio"/> 930 <input type="radio"/> 931 <input type="radio"/> 932 <input type="radio"/> 933 <input type="radio"/> 934 <input type="radio"/> 935 <input type="radio"/> 936 <input type="radio"/> 937 <input type="radio"/> 938 <input type="radio"/> 939 <input type="radio"/> 940 <input type="radio"/> 941 <input type="radio"/> 942 <input type="radio"/> 943 <input type="radio"/> 944 <input type="radio"/> 945 <input type="radio"/> 946 <input type="radio"/> 947 <input type="radio"/> 948 <input type="radio"/> 949 <input type="radio"/> 950 <input type="radio"/> 951 <input type="radio"/> 952 <input type="radio"/> 953 <input type="radio"/> 954 <input type="radio"/> 955 <input type="radio"/> 956 <input type="radio"/> 957 <input type="radio"/> 958 <input type="radio"/> 959 <input type="radio"/> 960 <input type="radio"/> 961 <input type="radio"/> 962 <input type="radio"/> 963 <input type="radio"/> 964 <input type="radio"/> 965 <input type="radio"/> 966 <input type="radio"/> 967 <input type="radio"/> 968 <input type="radio"/> 969 <input type="radio"/> 970 <input type="radio"/> 971 <input type="radio"/> 972 <input type="radio"/> 973 <input type="radio"/> 974 <input type="radio"/> 975 <input type="radio"/> 976 <input type="radio"/> 977 <input type="radio"/> 978 <input type="radio"/> 979 <input type="radio"/> 980 <input type="radio"/> 981 <input type="radio"/> 982 <input type="radio"/> 983 <input type="radio"/> 984 <input type="radio"/> 985 <input type="radio"/> 986 <input type="radio"/> 987 <input type="radio"/> 988 <input type="radio"/> 989 <input type="radio"/> 990 <input type="radio"/> 991 <input type="radio"/> 992 <input type="radio"/> 993 <input type="radio"/> 994 <input type="radio"/> 995 <input type="radio"/> 996 <input type="radio"/> 997 <input type="radio"/> 998 <input type="radio"/> 999 <input type="radio"/> 1000 <input type="radio"/>		
<b>Any check mark in the boxes below will require a full PIA, please continue to the next TAB and complete the remaining questions.</b>			
<p>If there is no Personally Identifiable information on your system, please complete TAB 2 &amp; TAB 12. See Comment for Definition of PII.</p> <p><input type="checkbox"/> Have any changes been made to the system since the last PIA?</p> <p><input type="checkbox"/> Is this PI system an R&amp;D, Test, or Production system?</p> <p><input type="checkbox"/> Will this system be used to store or process PII?</p> <p><input type="checkbox"/> Does this system collect, store, or disseminate PII?</p> <p><input type="checkbox"/> Does this system collect, store, or disseminate PII?</p> <p><input type="checkbox"/> Does this system collect, store, or disseminate PII?</p>			
<p><b>Directions</b></p>			

**(FY 2012) PIA, System of Records**

\*Green Highlight = Must Answer Question

1. Is a SORN (System of Records Notice) Required?
2. Is there a SORN already in place?

\*\*\* If Yes, select all of the appropriate SORN number(s):

\*\*\* If Not Sure, continue to question 3

LIST OF SORN NUMBER(S):

- For each applicable System(s) of Records, list:  
3. If records are retrieved using any of the following entities, A SORN will be required  
(Please check all that apply)

<input type="checkbox"/> Full Name
<input type="checkbox"/> Maiden Name
<input type="checkbox"/> Mother's Maiden Name
<input type="checkbox"/> Alias
<input type="checkbox"/> Social Security Number
<input type="checkbox"/> Passport Number
<input type="checkbox"/> Driver's License Number
<input type="checkbox"/> Taxpayer Identification Number
<input type="checkbox"/> Financial Account Number
<input type="checkbox"/> Credit Card Number
<input type="checkbox"/> Street Address
<input type="checkbox"/> Email Address
<input type="checkbox"/> Photographic Image
<input type="checkbox"/> Fingerprints
<input type="checkbox"/> Handwriting
<input type="checkbox"/> Other Identifying Data
<input type="checkbox"/> Other (Explanation Below)

4. Based on Question 3, is a SORN required?

\*\*\* If Yes, has the process begun to obtain/acquire a SORN

location where the specific applicable System of Records Notice may be accessed:

<input checked="" type="radio"/> Yes	<input type="radio"/> No
--------------------------------------	--------------------------

<input type="radio"/> Yes	<input checked="" type="radio"/> No
---------------------------	-------------------------------------

\*\*\* Click to add. Delete SORN by highlighting SORN  
and comma if included and press the Delete key or  
place focus on area to delete all SORNS.

**[FY 2012] PIA: Data Collection And Storage**

\*Green Highlight = Must Answer Question

Please fill in each column for the data types selected.

Data Type	Collection Method	What are the subjects told about the intended use of their information?	How is this message conveyed to them?	How is a privacy notice provided?
Veteran or Primary Subject's Personal Contact Information (name, address, telephone, etc)				
Family Relation (spouse, children, parents, grandparents, etc)				
Service Information				
Medical Information				
Criminal Record Information				
Guardian Information				
Education Information				
Benefit Information				
Other (Explain on Tab 8)				
Data Type	Storage Method	Source (if requested, identify the specific file, entity and/or name of agency)	Is data collection Mandatory or Voluntary?	
Veteran or Primary Subject's Personal Contact Information (name, address, telephone etc)	<input checked="" type="radio"/> Yes <input type="radio"/> No		<input checked="" type="radio"/> Mandatory <input type="radio"/> Voluntary	
Family Relation (spouse, children, parents, grandparents, etc)	<input checked="" type="radio"/> Yes <input type="radio"/> No		<input checked="" type="radio"/> Mandatory <input type="radio"/> Voluntary	
Service Information	<input checked="" type="radio"/> Yes <input type="radio"/> No		<input checked="" type="radio"/> Mandatory <input type="radio"/> Voluntary	
Medical Information	<input checked="" type="radio"/> Yes <input type="radio"/> No		<input checked="" type="radio"/> Mandatory <input type="radio"/> Voluntary	
Criminal Record Information	<input checked="" type="radio"/> Yes <input type="radio"/> No		<input checked="" type="radio"/> Mandatory <input type="radio"/> Voluntary	
Guardian Information	<input checked="" type="radio"/> Yes <input type="radio"/> No		<input checked="" type="radio"/> Mandatory <input type="radio"/> Voluntary	
Education Information	<input checked="" type="radio"/> Yes <input type="radio"/> No		<input checked="" type="radio"/> Mandatory <input type="radio"/> Voluntary	
Benefit Information	<input checked="" type="radio"/> Yes <input type="radio"/> No		<input checked="" type="radio"/> Mandatory <input type="radio"/> Voluntary	
Other (Explain on Tab 8)	<input checked="" type="radio"/> Yes <input type="radio"/> No		<input checked="" type="radio"/> Mandatory <input type="radio"/> Voluntary	
<i>(Please Select Yes/No)</i>				
Proximity and Timing: Is the privacy notice provided at the time of data collection?	<input checked="" type="radio"/> Yes <input type="radio"/> No			
Purpose: Does the privacy notice describe the principal purpose(s) for which the information will be used?	<input checked="" type="radio"/> Yes <input type="radio"/> No			
Authority: Does the privacy notice specify the effects of providing information on a voluntary basis?	<input checked="" type="radio"/> Yes <input type="radio"/> No			
Disclosures: Does the privacy notice specify routine uses that may be made of the information?	<input checked="" type="radio"/> Yes <input type="radio"/> No			
Online users:				

(FY 2012) PIA: Data Sharing  
\*Green Highlight = Must Answer Question

\*\*Any connection external to VA requires an SA/MOU per FAR 52.243-11, Interconnection Security Agreement section.

Organization	Name of Agency/Organization	Do they access this system?	Identify the type of Sharing	Data is PII or PHI Shared?	What is the procedure you reference for the release of information?
Internal Sharing: VA Organization	<input checked="" type="radio"/> Yes <input type="radio"/> No				
Other Veteran Organization	<input checked="" type="radio"/> Yes <input type="radio"/> No				
Other Federal Government Agency	<input checked="" type="radio"/> Yes <input type="radio"/> No				
State Government Agency	<input checked="" type="radio"/> Yes <input type="radio"/> No				
Local Government Agency	<input checked="" type="radio"/> Yes <input type="radio"/> No				
Research Entity	<input checked="" type="radio"/> Yes <input type="radio"/> No				
<input type="checkbox"/> Other Project System (Explain on page 5)					

(FY 2012) PIA: Access to Records

Please enter the name of the system:

(FY 2012) PIA: Secondary Use

Will PI data be included with any secondary use request?  
Check all that apply

**(FY 2012) PIA: Records Management** \*Green Highlight = Must Answer Question

Does this PIA form contain any sensitive information that could cause harm to the Department of Veterans Affairs or

any party if disclosed to the public?

**Yes**  **No**

Is the data collected to only what is necessary to provide requested service?

**Yes**  **No**

Has the data provided been verified as complete?

**Yes**  **No**

Has the data been disposed of?

**Yes**  **No**

**(FY 2012) PIA: Retention & Disposal**

What is the data retention period?

**1 year**  **10 years**  **100 years**

RC 10- ink for PIA: www.vfa.gov/ia/publications/sites/forstd-1-1.pdf  
RS 10-1, Part II Revised for PIA: www.benefits.va.gov/MARIS/docs/admin2013spendPlan.pdf

Explain why the information is needed for the indicated retention period?

**Answers**

What are the procedures for eliminating data at the end of the retention period?

**Answers**

Where are these procedures documented?

**Answers**

How are data retention procedures enforced?

**Answers**

Has the retention schedule been approved by the National Archives and Records Administration (NARA)

**Yes**  **No**

Is the retention schedule documented?

**Yes**  **No**

**(FY 2012) PIA: Children's Online Privacy Protection Act (COPPA)**

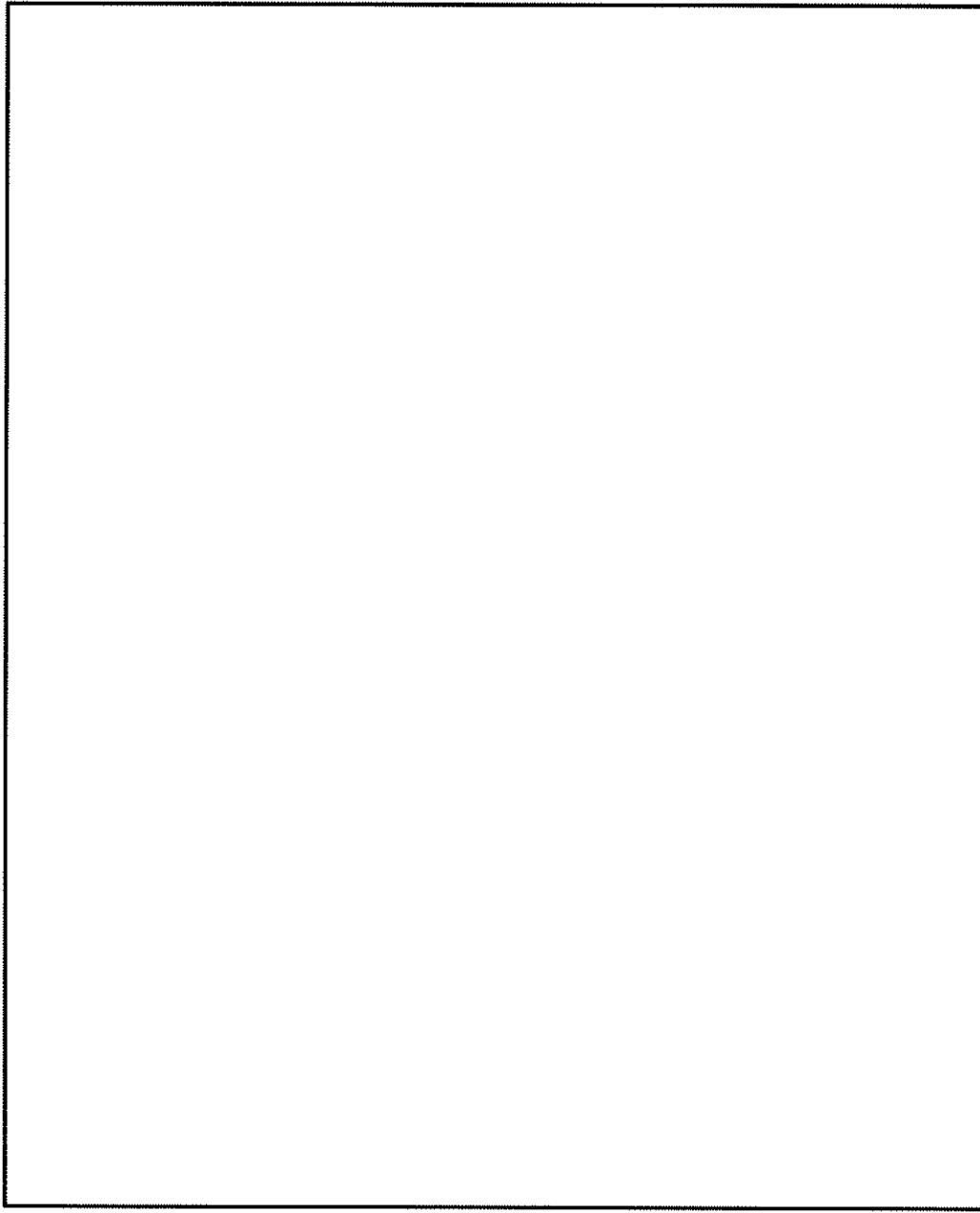
Will information be collected through the internet from children under age 13?

**Yes**  **No**

**(FY 2012) PIA: Other**

Other:





(FY 2012) PIA: Additional Comments

Add any additional comments or information that may have been left out for any question. Please indicate the question you are responding to and then add your comments.

FY 2012 PIA: VBA Minor Applications

Any comments you may wish to include.

9. VGA Minor Applications





(FY 2012) PIA: Final Signatures		*Green Highlight = Must Answer Question
Facility Name:	Office of Field Office, Tuscaloosa Alabama	
Facility Address:	1000 University Street Tuscaloosa, AL 35401	
Facility Phone:	(205) 467-2474	
Facility Fax:	(205) 467-2471	
Privacy Officer:	 Digital Signature Block	
Information Security Officer:	John G. Wiggins Digital Signature Block	
System Owner/Delegate:	John G. Wiggins Digital Signature Block	
Other Titles:	Digital Signature Block	
Chief Information Officer:	Joe Gibbons Digital Signature Block	
Date of Report:	4-Mar-12	
OMB Unique Project Identifier:	025305240101320088	
Project Name:	Environemt-Office of Field Office-BK	

The Signature Process:

- Name the PIA Excel FORM ["FY12-Region # - Facility Name- Facility # -Date(mmdyy).xls"]
- Example: "FY12-Region3-Tuscaloosa VAMC-596-10302008.xls"
- Submit the completed PIA Excel form to SMART Database.
- Fix errors the reviewers sent back, rename the file and submit to SMART Database
  - If no errors, convert form into PDF with Nuance PDF Professional.
- Name the PIA PDF form ["FY12-Region # -Facility Name- Facility # -Date(mmdyy).xls"]
- Obtain digital signatures on the "Final Signatures" tab
- Submit signed PIA PDF form to the SMART Database.