

Date of Approval: **August 06, 2020**

PIA ID Number: **5372**

## **SYSTEM DESCRIPTION**

*Enter the full name and acronym for the system, project, application and/or database.*

Personal Global Positioning System, GPS

*Is this a new system?*

No

*Is there a PCLIA for this system?*

Yes

*What is the full name, acronym and milestone of the most recent PCLIA?*

Personal Global Positioning Systems, GPS PIA 2731

*What is the approval date of the most recent PCLIA?*

8/9/2017

*Changes that occurred to require this update:*

Expiring PCLIA

*Were there other system changes not listed above?*

No

*What governance board or Executive Steering Committee (ESC) does this system report to? Full name and acronym.*

SBSE Risk Committee

*Current ELC (Enterprise Life Cycle) Milestones:*

Operations & Maintenance (i.e. system is currently operational)

*Is this a Federal Information Security Management Act (FISMA) reportable system?*

No

## GENERAL BUSINESS PURPOSE

*What is the general business purpose of this system? Provide a clear, concise description of the system, application or database, the reason for the system, and the benefits to the IRS to use the information, and how the information will be used.*

The purpose of the Global Positioning System (GPS) is to assist IRS employees in locating persons with whom they have official business. The GPS device provides built-in capabilities that simplify the navigation process. The benefits of using this device are as follows:  
Reduces government cost Increase field time efficiency with preloaded detailed maps  
Increase employee safety with text-to-speech capability, allowing drivers to keep their eyes on the road while receiving voice prompt directions Reduce time spent mapping for field visits Basic GPS units have rerouting capability Automatically plots the most direct routes when multiple stops are input Allow for programming multiple stops and rerouting when new address is located Reduce cost of paper for printing and purchasing map books The GPS will be a stand-alone device where employees will manually enter the destination location and the navigational information will be transmitted to the system via satellite. The GPS information will not be used to adversely affect an employee's performance evaluation.

## PII DETAILS

*Does the system use, collect, receive, display, store, maintain, or disseminate IR Code 6103 taxpayer information; or any other type of Sensitive but Unclassified (SBU) information or PII such as information about IRS employees or outside stakeholders?*

Yes

*Does the system use, collect, receive, display, store, maintain, or disseminate Social Security Numbers (SSN's) or tax identification numbers (i.e. last 4 digits, etc.)?*

No

*Does this system use, collect, receive, display, store, maintain or disseminate other (non-SSN) PII (i.e. names, addresses, etc.)?*

Yes

*Specify the PII Elements:*

Mailing address

*Does this system use, collect, receive, display, store, maintain, or disseminate SBU information that is not PII?*

No

*Are there other types of SBU/PII used in the system?*

No

*Cite the authority for collecting SBU/PII (including SSN if relevant)*

PII for federal tax administration is generally Internal Revenue Code Sections 6001, 6011, & 6012e(a)

*Has the authority been verified with the system owner?*

Yes

## **BUSINESS NEEDS AND ACCURACY**

*Explain the detailed business needs and uses for the SBU/ PII, and how the SBU / PII is limited only to that which is relevant and necessary to meet the mission requirements of the system. If SSNs (or tax identification numbers) are used, explicitly explain why use of SSNs meets this criteria. Be specific.*

The only PII used with these devices is a taxpayer address, the GPS device locates the address in its computer chip and provides the employee with the most efficient route to get there. The employee must manually input the address into the GPS device. The employee would have an address as part of their case so it is a need to know situation. There is no input of taxpayer names or SSN/EIN into the GPS. The GPS does not connect to the internet to upload or download data.

*How is the SBU/PII verified for accuracy, timeliness and completion?*

There is no information maintained in the system, the only information in these devices are the physical addresses that our Revenue Officers input into the GPS to locate an address while in the field making contacts.

## **PRIVACY ACT AND SYSTEM OF RECORDS**

The Privacy Act requires Federal agencies that maintain a system of records to publish systems of records notices (SORNs) in the Federal Register for records from which information is retrieved by any personal identifier for an individual who is a US citizen or an alien lawfully admitted for permanent residence. The Privacy Act also provides for criminal penalties for intentional noncompliance.

*Does your application or this PCLIA system pertain to a group of any record from which information is retrieved by any personal identifier for an individual who is a US citizen, or an alien lawfully admitted for permanent residence? An identifier may be a symbol, voiceprint, SEID, or other personal identifier that is used to retrieve information.*

No

## **RESPONSIBLE PARTIES**

*Identify the individuals for the following system roles:*

## Official Use Only

## **INCOMING PII INTERFACES**

*Does the system receive SBU/PII from other systems or agencies?*

No

## **DISSEMINATION OF PII**

*Does this system disseminate SBU/PII?*

No

## **PRIVACY SENSITIVE TECHNOLOGY**

*Does this system use social media channels?*

No

*Does this system use privacy-sensitive technologies such as mobile, global position system (GPS), biometrics, RFID, etc.?*

Yes

*Briefly explain how the system uses the referenced technology.*

The system is a global position system (GPS). The basic GPS unit the Revenue Officers (RO) have is preloaded with detailed maps. The maps are not updated via computer or satellite update. The unit is a stand-alone device where employees will manually enter the destination location and the navigational information will be transmitted to the system via satellite.

*Does the system use cloud computing?*

No

*Does this system/application interact with the public?*

No

## **INDIVIDUAL NOTICE AND CONSENT**

*Was/is notice provided to the individual prior to collection of information?*

No

*Why not? If information is not collected directly from an individual, please discuss the factors considered in deciding to collect information from third party sources.*

There is no collection of 3rd party information on individuals, this is a GPS based address location device used by RO's to conduct field calls. No taxpayer information is input into the devices. IRM 10.8.40.3.14.4(2)(b) requires IRS employees to erase the address of the taxpayer from the GPS device upon arrival.

*Do individuals have the opportunity to decline from providing information and/or from consenting to particular uses of the information?*

No

*Why not?*

There is no collection of 3rd party information on individuals, this is a GPS based address location device used by RO's to conduct field calls. No taxpayer information is input into the devices. IRM 10.8.40.3.14.4(2)(b) requires IRS employees to erase the address of the taxpayer from the GPS device upon arrival.

*How does the system or business process ensure 'due process' regarding information access, correction and redress?*

No audit trail of locations entered and visited. Employees may only enter the taxpayer's address into the device. Guidelines were provided to employees pertaining to the storage and deletion of locations entered into GPS device. This is detailed in IRM 10.8.40.3.14.4 (2)(b). There is no "log-in" feature. The unit is ready to use when turned on.

## **INFORMATION PROTECTION**

*Identify the owner and operator of the system (could be IRS owned and Operated; IRS owned, contractor operated; contractor owned and operated)*

IRS Owned and Operated

*The following people have access to the system with the specified rights:*

*IRS Employees*

Users: Read Only

Managers: Read Only

*How is access to SBU/PII determined and by whom?*

The only data input into the IRS owned GPS units is the taxpayer address. IRM 10.8.40.3.14.4(2)(b) requires employees to erase the address input upon arrival at the location. This relates to both IRS owned GPS units and limited use of personal GPS units like the ones in an automobile.

## **RECORDS RETENTION SCHEDULE**

*Are these records covered under a General Records Schedule (GRS, IRS Document 12829), or has the National Archives and Records Administration (NARA) approved a Records Control Schedule (RCS, IRS Document 12990) for the retention and destruction of official agency records stored in this system?*

No

*You must work with the IRS Records and Information Management (RIM) Program Office to address records retention requirements before you dispose of any records in this system.*

## **SA&A OR ASCA**

*Has the system been through SA&A (Security Assessment and Authorization) or ASCA (Annual Security Control Assessment)?*

No

*Is the system secured in accordance with all applicable federal, treasury, and IRS security policy, procedures, and requirements?*

Yes

*Describe the system's audit trail.*

This system has no audit trail, these are stand alone GPS devices that only connect to a satellite to transmit directions to the address input into the unit. The units are not connected to any IRS networks.

## **PRIVACY TESTING**

*Does the system require a System Test Plan?*

No

*Please explain why:*

These units do not connect to any IRS systems, there is nothing to test.

## **SBU DATA USE**

*Does this system use, or plan to use SBU Data in Testing?*

No

## **NUMBER AND CATEGORY OF PII RECORDS**

*Identify the number of individual records in the system for each category:*

IRS Employees: Not Applicable

Contractors: Not Applicable

Members of the Public: Under 100,000

Other: No

## **CIVIL LIBERTIES**

*Does the system maintain any information describing how any individual exercises their rights guaranteed by the First Amendment?*

No

*Is the system information used to conduct 'data-mining' as defined in the Implementing Recommendations of the 9/11 Commission Act of 2007, Public Law 110-53, Section 804?*

No

*Will this system have the capability to identify, locate, and monitor individuals or groups of people?*

No

*Does computer matching occur?*

No

## **ACCOUNTING OF DISCLOSURES**

*Does the system include or require disclosure of tax or employee information to anyone other than IRS employees in the performance of their duties, or to the person to whom the information pertains or to a 3rd party pursuant to a Power of Attorney, tax or Privacy Act consent?*

No