

Office of the Director of National Intelligence

Systems of Records Notices (SORNs), 2014-2015

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Office of the Director of National Intelligence (ODNI)

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ODNI -01

System Name:

Manuscript, Presentation, and Resume Review Records.

Security Classification:

The classification of records in this system can range from UNCLASSIFIED to TOP SECRET.

System Location(s):

Office of the Director of National Intelligence, Washington, DC 20511.

Categories of Individuals Covered by the System:

Current and former employees of the Office of the Director of National Intelligence (ODNI), including assignees and detailees to the ODNI, contractors, individuals hired under the Intergovernmental Personnel Act, and other individuals who have had access to ODNI information or facilities and who are subject to prepublication review of writings or presentations pursuant to non-disclosure agreements.

Categories of Records in the System:

Manuscripts and other writings (including those supporting oral presentations), resumes, videos, internet postings, and other works or products relating to the activities of the ODNI; records consulted in conducting pre-publication review; records generated in documenting pre-publication review decisions.

Authority for Maintenance of the System:

The National Security Act of 1947, as amended, 50 U.S.C. 401-442; The Federal Records Act of 1950, as amended, 44 U.S.C. 3101 *et seq.*; Executive Order 12333, as amended (73 FR 45325); Executive Order 12958, as amended (68 FR 15315); Executive Order 9397, as amended (73 FR 70239); and 32 CFR 1701 *et seq.* (73 FR 16531, 16541).

Purpose(s):

ODNI reviews writings intended for publication to ensure that potentially classified material or information that requires protection from public disclosure is not compromised.

Routine Uses of Records Maintained in the System, Including Categories of Users and the Purposes of such Uses:

See General Routine Uses Applicable to More than One ODNI Privacy Act System of Records, Subpart C of ODNI's Privacy Act Regulation published at 32 CFR part 1701 (73 FR 16531, 16541) and incorporated by reference (*see also* <http://www.dni.gov>). In addition, a record from this system of records maintained by ODNI may be disclosed as a routine use to Federal agencies involved in a classification review of ODNI records.

Disclosure to consumer reporting agencies:

None.

Policies and Practice for Storing, Retrieving, Accessing, Retaining, and Disposing of Records in the System:

Storage:

Paper records are stored in secured areas within the control of the ODNI. Electronic records are stored in secure file-servers located within secure facilities under control of the ODNI.

Retrievability:

By name and case number. Information may be retrieved from this system of records by automated or hand search based on indices and automated capabilities utilized in the normal course of business. All searches of this system of records will be performed in ODNI offices by authorized staff.

Safeguards:

Information in this system is safeguarded in accordance with recommended and/or prescribed administrative, physical, and technical safeguards. Records are maintained in a secure government or contractor facility with access to the facility

limited to authorized personnel only and authorized and escorted visitors. Physical security protections include guards and locked facilities requiring badges and passwords for access. Records are accessed only by authorized government personnel and contractors holding appropriate security clearances and whose official duties require access to the records. Communications are encrypted where required and other safeguards are in place to monitor and audit access and to detect intrusions. System backup is maintained separately.

Retention and Disposal:

Pursuant to 44 U.S.C. 3303a(d) and 36 CFR chapter 12, subchapter B, part 1228-Disposition of Federal Records, records will not be disposed of until such time as the National Archives and Records Administration (NARA) approves an applicable ODNI Records Control Schedule.

System Manager(s) and Address(es):

Office of the Director, Information Management, Office of the Director of National Intelligence, Washington, DC 20511.

Notification Procedure:

As specified below, records in this system are exempt from certain notification, access, and amendment procedures. Individuals seeking to learn whether this system contains non-exempt information about them should address inquiries to the ODNI at the address and according to the requirements set forth below under the heading "Record Access Procedures."

Record Access Procedures:

As specified below, records in this system have been exempted from certain notification, access, and amendment procedures. A request for access to non-exempt records shall be made in writing with the envelope and letter clearly marked "Privacy Act Request." Requesters shall provide their full name and complete address. The requester must sign the request and have it verified by a notary public. Alternately, the request may be submitted under 28 U.S.C. 1746, certifying the requester's identity and understanding that obtaining a record under false pretenses constitutes a criminal offense. Requests for access to information must be addressed to the Director, Information Management, Office of the Director of National Intelligence, Washington, DC 20511. Regulations governing access to one's records or for appealing an initial determination concerning access to records are contained in the ODNI regulation implementing the Privacy Act.

Contesting Record Procedures:

As specified below, records in this system are exempt from certain notification, access, and amendment procedures. Individuals seeking to correct or amend non-exempt records should address their requests to the ODNI at the address and according to the requirements set forth above under the heading "Records Access Procedures." Regulations governing access to and amendment of one's records or for appealing an initial determination concerning access to or amendment of records are contained in the ODNI regulation implementing the Privacy Act.

Record Source Categories:

Records received from individuals covered by this system; records generated internally in reviewing proposed publications; records from other elements of the Intelligence Community used in conducting pre-publication reviews.

Exemptions Claimed for the System:

Records contained in this System of Records may be exempted from the requirements of subsections (c)(3); (d)(1), (2), (3), (4); (e)(1) and (e)(4)(G), (H), (I); and (f) of the Privacy Act pursuant to 5 U.S.C. 552a(k)(1). Records may be exempted from these subsections or, additionally, from the requirements of subsections (c)(4); (e)(2), (3), (5), (8), (12); and (g) of the Privacy Act consistent with any exemptions claimed under 5 U.S.C. 552a(j) or (k) by the originator of the record, provided the reason for the exemption remains valid and necessary.

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ODNI -02

System Name:

Executive Secretary Action Management System Records.

Security Classification:

The classification of records in this system can range from UNCLASSIFIED to TOP SECRET.

System Location(s):

Office of the Director of National Intelligence, Washington, DC 20511.

Categories of Individuals Covered by the System:

Individuals who communicate with the Office of the Director of National Intelligence (ODNI) via e-mail, fax, courier, and mail, and individuals who are the subject of official communications to and from the ODNI.

Categories of Records in the System:

All incoming and outgoing official correspondence and communications encompassing the spectrum of ODNI missions, policies, procedures, operations, and activities, including public and congressional affairs. The system incorporates taskings, messages, correspondence, reports, studies, and communications with the Congress, the National Security Council, the White House, other government departments and agencies as well as ODNI components, non-government organizations and the public. Also included are minutes and other records of the Intelligence Community Leadership Committee and other high level councils, committees, task forces, and groups in which the ODNI leadership holds functional or secretariat responsibilities.

Authority for Maintenance of the System:

The National Security Act of 1947, as amended, 50 U.S.C. 401-442; Executive Order 12333, as amended (73 FR 45325); Executive Order 12958, as amended (68 FR 15315); and Executive Order 12968, as amended (73 FR 38103).

Purpose(s):

ODNI personnel use records in the ODNI Action Management System to track and manage incoming and outgoing official correspondence.

Routine Uses of Records Maintained in the System, Including Categories of Users and the Purposes of such Uses:

See General Routine Uses Applicable to More than One ODNI Privacy Act System of Records, Subpart C of ODNI's

Privacy Act Regulation published at 32 CFR part 1701 (73 FR 16531, 16541) and incorporated by reference (*see also* <http://www.dni.gov>).

Disclosure to consumer reporting agencies:

None.

Policies and Practice for Storing, Retrieving, Accessing, Retaining, and Disposing of Records in the System:

Storage:

Paper and other hard-copy records are stored in secured areas within the control of the ODNI. Electronic records are stored in secure file-servers located within secure facilities under control of the ODNI.

Retrievability:

By name and action tracking number. Information may be retrieved from this system of records by automated or hand search based on indices and automated capabilities utilized in the normal course of business. All searches of this system of records will be performed by authorized staff.

Safeguards:

Information in this system is safeguarded in accordance with recommended and/or prescribed administrative, physical, and technical safeguards. Records are maintained in a secure government or contractor facility with access to the facility limited to authorized personnel only and authorized and escorted visitors. Physical security protections include guards and locked facilities requiring badges and passwords for access. Records are accessed only by authorized government personnel and contractors holding appropriate security clearances and whose official duties require access to the records. Communications are encrypted where required and other safeguards are in place to monitor and audit access and to detect intrusions. System backup is maintained separately.

Retention and Disposal:

Pursuant to 44 U.S.C. 3303a(d) and 36 CFR chapter 12, subchapter B, part 1228--Disposition of Federal Records, records will not be disposed of until such time as the National Archives and Records Administration (NARA) approves an applicable ODNI Records Control Schedule.

System Manager(s) and Address(es):

Executive Secretary, c/o Director, Information Management, Office of the Director of National Intelligence, Washington, DC 20511.

Notification Procedure:

As specified below, records in this system are exempt from certain notification, access, and amendment procedures. Individuals seeking to learn whether this system contains non-exempt information about them should address inquiries to the ODNI at the address and according to the requirements set forth below under the heading "Record Access Procedures."

Record Access Procedures:

As specified below, records in this system have been exempted from certain notification, access, and amendment procedures. A request for access to non-exempt records shall be made in writing with the envelope and letter clearly marked "Privacy Act Request." Requesters shall provide their full name and complete address. The requester must sign the request and have it verified by a notary public. Alternately, the request may be submitted under 28 U.S.C. 1746, certifying the requester's identity and understanding that obtaining a record under false pretenses constitutes a criminal offense. Requests for access to information must be addressed to the Director, Information Management, Office of the Director of National Intelligence, Washington, DC 20511. Regulations governing access to one's records or for appealing an initial determination concerning access to records are contained in the ODNI regulation implementing the Privacy Act.

Contesting Record Procedures:

As specified below, records in this system are exempt from certain notification, access, and amendment procedures. Individuals seeking to correct or amend non-exempt records should address their requests to the ODNI at the address and according to the requirements set forth above under the heading "Records Access Procedures." Regulations governing access to and amendment of one's records or for appealing an initial determination concerning access to or amendment of records are contained in the ODNI regulation implementing the Privacy Act.

Record Source Categories:

Officials and staff of the executive, judicial, and legislative branches, representatives of non-governmental organizations, and members of the general public who exchange official communications with the ODNI.

Exemptions Claimed for the System:

Records contained in this System of Records may be exempted from the requirements of subsections (c)(3); (d)(1), (2), (3), (4); (e)(1) and (e)(4)(G), (H), (I); and (f) of the Privacy Act pursuant to exemptions under subsection (k)(1) of the Privacy Act, 5 U.S.C. 552a. Records may be exempted from these subsections or, additionally, from the requirements of subsections (c)(4); (e)(2), (3), (5), (8), (12); and (g) of the Privacy Act consistent with any exemptions claimed under 5 U.S.C. 552a(j) or (k) by the originator of the record, provided the reason for the exemption remains valid and necessary.

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ODNI -03

System Name:

Public Affairs Office Records.

Security Classification:

The classification of records in this system can range from UNCLASSIFIED to TOP SECRET.

System Location(s):

Office of the Director of National Intelligence, Washington, DC 20511.

Categories of Individuals Covered by the System:

Media representatives and other members of the public who exchange communications with the Office of the Director of National Intelligence (ODNI) about ODNI and Intelligence Community (IC) activities; and ODNI personnel,

including those assigned and detailed to the ODNI, who report media contacts.

Categories of Records in the System:

Media products and extracts; copies of media communications to and from the Public Affairs Office (PAO) including memoranda of conversations; relevant correspondence from the public and ODNI responses; ODNI memoranda regarding matters under the purview of the PAO; and names of ODNI personnel who have reported contacts with the media.

Authority for Maintenance of the System:

The National Security Act of 1947, as amended, 50 U.S.C. 401-442; Executive Order 12333, as amended (73 FR 45325); Executive Order 12958, as amended (68 FR 15315); and Executive Order 12968, as amended (73 FR 38103).

Purpose(s):

PAO personnel use this system to track institutional communications with the media and the public, including speeches, press releases and fact sheets, issuances and messages to the IC, as well as individual ODNI staff contacts with the media.

Routine Uses of Records Maintained in the System, Including Categories of Users and the Purposes of such Uses:

See General Routine Uses Applicable to More than One ODNI Privacy Act System of Records, Subpart C of ODNI's Privacy Act Regulation published at 32 CFR part 1701 (73 FR 16531, 16541) and incorporated by reference (*see also* <http://www.dni.gov>).

Disclosure to consumer reporting agencies:

None.

Policies and Practice for Storing, Retrieving, Accessing, Retaining, and Disposing of Records in the System:

Storage:

Paper records are stored in secured areas within the control of the ODNI. Electronic records are stored in secure file-servers located within secure facilities under control of the ODNI.

Retrievability:

By name or other key word. Information may be retrieved from this system of records by automated or hand search based on indices and automated capabilities utilized in the normal course of business. All searches of this system of records will be performed by authorized staff.

Safeguards:

Information in this system is safeguarded in accordance with recommended and/or prescribed administrative, physical, and technical safeguards. Records are maintained in a secure government or contractor facility with access to the facility limited to authorized personnel only and authorized and escorted visitors. Physical security protections include guards and locked facilities requiring badges and passwords for access. Records are accessed only by authorized government personnel and contractors holding appropriate security clearances and whose official duties require access to the

records. Communications are encrypted where required and other safeguards are in place to monitor and audit access and to detect intrusions. System backup is maintained separately.

Retention and Disposal:

Pursuant to 44 U.S.C. 3303a(d) and 36 CFR chapter 12, subchapter B, part 1228--Disposition of Federal Records, records will not be disposed of until such time as the National Archives and Records Administration (NARA) approves an applicable ODNI Records Control Schedule.

System Manager(s) and Address(es):

Public Affairs Office, c/o Director, Information Management, Office of the Director of National Intelligence, Washington, DC 20511.

Notification Procedure:

As specified below, records in this system are exempt from certain notification, access, and amendment procedures. Individuals seeking to learn whether this system contains non-exempt information about them should address inquiries to the ODNI at the address and according to the requirements set forth below under the heading "Record Access Procedures."

Record Access Procedures:

As specified below, records in this system have been exempted from certain notification, access, and amendment procedures. A request for access to non-exempt records shall be made in writing with the envelope and letter clearly marked "Privacy Act Request." Requesters shall provide their full name and complete address. The requester must sign the request and have it verified by a notary public. Alternately, the request may be submitted under 28 U.S.C. 1746, certifying the requester's identity and understanding that obtaining a record under false pretenses constitutes a criminal offense. Requests for access to information must be addressed to the Director, Information Management, Office of the Director of National Intelligence, Washington, DC 20511. Regulations governing access to one's records or for appealing an initial determination concerning access to records are contained in the ODNI regulation implementing the Privacy Act.

Contesting Record Procedures:

As specified below, records in this system are exempt from certain notification, access, and amendment procedures. Individuals seeking to correct or amend non-exempt records should address their requests to the ODNI at the address and according to the requirements set forth above under the heading "Records Access Procedures." Regulations governing access to and amendment of one's records or for appealing an initial determination concerning access to or amendment of records are contained in the ODNI regulation implementing the Privacy Act.

Record Source Categories:

Records in the system are received from or generated by individuals covered by this system of records or produced by the ODNI concerning ODNI or IC activities.

Exemptions Claimed for the System:

Records contained in this System of Records may be exempted from the requirements of subsections (c)(3); (d)(1), (2), (3), (4); (e)(1) and (e)(4)(G), (H), (I); and (f) of the Privacy Act pursuant to 5 U.S.C. 552a(k)(1). Records may be exempted from these subsections or, additionally, from the requirements of subsections (c)(4); (e)(2), (3), (5), (8), (12);

and (g) of the Privacy Act consistent with any exemptions claimed under 5 U.S.C. 552a(j) or (k) by the originator of the record, provided the reason for the exemption remains valid and necessary.

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ODNI -04

System Name:

Office of Legislative Affairs Records.

Security Classification:

The classification of records in this system can range from UNCLASSIFIED to TOP SECRET.

System Location(s):

Office of the Director of National Intelligence, Washington, DC 20511.

Categories of Individuals Covered by the System:

Current and former members of the U.S. Congress and Congressional staff; individuals whose inquiries are forwarded by members of the U.S. Congress or Congressional staff to the Office of the Director of National Intelligence (ODNI) for response; or individuals who are the subject of official ODNI correspondence with members of Congress or Congressional staff.

Categories of Records in the System:

Congressional notifications; communications between ODNI's Office of Legislative Affairs (OLA), members of Congress, Congressional staff, constituents, other ODNI offices and/or U.S. Government entities regarding constituent or other inquiries sent to the ODNI for response; and memoranda, correspondence, position papers and other communications supporting ODNI's liaison with Congress, including documentation of briefings, debriefings and reports on ODNI activities.

Authority for Maintenance of the System:

The National Security Act of 1947, as amended, 50 U.S.C. 401-442; Executive Order 12333, as amended (73 FR 45325); Executive Order 12958, as amended (68 FR 15315); and Executive Order 12968, as amended (73 FR 38103).

Purpose(s):

ODNI collects and maintains records regarding communications and interactions with Congress, constituents, and legislative matters.

Routine Uses of Records Maintained in the System, Including Categories of Users and the Purposes of such Uses:

See General Routine Uses Applicable to More than One ODNI Privacy Act System of Records, Subpart C of ODNI's Privacy Act Regulation published at 32 CFR part 1701 (73 FR 16531, 16541) and incorporated by reference (*see also* <http://www.dni.gov>)

Disclosure to consumer reporting agencies:

None.

Policies and Practice for Storing, Retrieving, Accessing, Retaining, and Disposing of Records in the System:

Storage:

Paper records are stored in secured areas within the control of the ODNI. Electronic records are stored in secure file-servers located within secure facilities under control of the ODNI.

Retrievability:

By name or other key word. Information may be retrieved from this system of records by automated or hand search based on indices and automated capabilities utilized in the normal course of business. All searches of this system of records will be performed by authorized staff.

Safeguards:

Information in this system is safeguarded in accordance with recommended and/or prescribed administrative, physical, and technical safeguards. Records are maintained in a secure government or contractor facility with access to the facility limited to authorized personnel only and authorized and escorted visitors. Physical security protections include guards and locked facilities requiring badges and passwords for access. Records are accessed only by authorized government personnel and contractors holding appropriate security clearances and whose official duties require access to the records. Communications are encrypted where required and other safeguards are in place to monitor and audit access and to detect intrusions. System backup is maintained separately.

Retention and Disposal:

Pursuant to 44 U.S.C. 3303a(d) and 36 CFR chapter 12, subchapter B, part 1228--Disposition of Federal Records, records will not be disposed of until such time as the National Archives and Records Administration (NARA) approves an applicable ODNI Records Control Schedule.

System Manager(s) and Address(es):

Director of Legislative Affairs c/o Director, Information Management, Office of the Director of National Intelligence, Washington, DC 20511.

Notification Procedure:

As specified below, records in this system are exempt from certain notification, access, and amendment procedures. Individuals seeking to learn whether this system contains non-exempt information about them should address inquiries to the ODNI at the address and according to the requirements set forth below under the heading "Record Access Procedures."

Record Access Procedures:

As specified below, records in this system have been exempted from certain notification, access, and amendment procedures. A request for access to non-exempt records shall be made in writing with the envelope and letter clearly marked "Privacy Act Request." Requesters shall provide their full name and complete address. The requester must sign

the request and have it verified by a notary public. Alternately, the request may be submitted under 28 U.S.C. 1746, certifying the requester's identity and understanding that obtaining a record under false pretenses constitutes a criminal offense. Requests for access to information must be addressed to the Director, Information Management, Office of the Director of National Intelligence, Washington, DC 20511. Regulations governing access to one's records or for appealing an initial determination concerning access to records are contained in the ODNI regulation implementing the Privacy Act.

Contesting Record Procedures:

As specified below, records in this system are exempt from certain notification, access, and amendment procedures. Individuals seeking to correct or amend non-exempt records should address their requests to the ODNI at the address and according to the requirements set forth above under the heading "Records Access Procedures." Regulations governing access to and amendment of one's records or for appealing an initial determination concerning access to or amendment of records are contained in the ODNI regulation implementing the Privacy Act.

Record Source Categories:

Current and former members of the U.S. Congress and their staffs; ODNI officials and offices; and individuals communicating with the ODNI.

Exemptions Claimed for the System:

Records contained in this System of Records may be exempted from the requirements of subsections (c)(3); (d)(1), (2), (3), (4); (e)(1) and (e)(4)(G), (H), (I); and (f) of the Privacy Act pursuant to 5 U.S.C. 552a(k)(1). Records may be exempted from these subsections or, additionally, from the requirements of subsections (c)(4); (e)(2), (3), (5), (8), (12); and (g) of the Privacy Act consistent with any exemptions claimed under 5 U.S.C. 552a(j) or (k) by the originator of the record, provided the reason for the exemption remains valid and necessary.

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ODNI -05

System Name:

ODNI Guest Speaker Records.

Security Classification:

The classification of records in this system can range from UNCLASSIFIED to TOP SECRET.

System Location(s):

Office of the Director of National Intelligence, Washington, DC 20511.

Categories of Individuals Covered by the System:

Individuals who may be or have been engaged as guest speakers (academics, business professionals, and government officials), trainers and other presenters.

Categories of Records in the System:

Biographic data including academic credentials; publicly available information (e.g., publications authored by the speaker); correspondence; and administrative records concerning the engagements.

Authority for Maintenance of the System:

The National Security Act of 1947, as amended, 50 U.S.C. 401-442; Executive Order 12333, as amended (73 FR 45325); Executive Order 12958, as amended (68 FR 15315); and Executive Order 12968, as amended (73 FR 38103).

Purpose(s):

The Office of the Director of National Intelligence (ODNI) maintains records of speakers' presentations and biographies as a resource for Intelligence Community elements.

Routine Uses of Records Maintained in the System, Including Categories of Users and the Purposes of such Uses:

See General Routine Uses Applicable to More than One ODNI Privacy Act System of Records, Subpart C of Office of the Director of National Intelligence (ODNI)'s Privacy Act Regulation published at 32 CFR part 1701 (73 FR 16531, 16541) and incorporated by reference (*see also* <http://www.dni.gov>).

Disclosure to consumer reporting agencies:

None.

Policies and Practice for Storing, Retrieving, Accessing, Retaining, and Disposing of Records in the System:

Storage:

Paper records are stored in secured areas within the control of the ODNI. Electronic records are stored in secure file-servers located within secure facilities under control of the ODNI.

Retrievability:

By name or other key word. Information may be retrieved from this system of records by automated or hand search based on indices and automated capabilities utilized in the normal course of business. All searches of this system of records will be performed by authorized staff.

Safeguards:

Information in this system is safeguarded in accordance with recommended and/or prescribed administrative, physical, and technical safeguards. Records are maintained in a secure government or contractor facility with access to the facility limited to authorized personnel only and authorized and escorted visitors. Physical security protections include guards and locked facilities requiring badges and passwords for access. Records are accessed only by authorized government personnel and contractors holding appropriate security clearances and whose official duties require access to the records. Communications are encrypted where required and other safeguards are in place to monitor and audit access and to detect intrusions. System backup is maintained separately.

Retention and Disposal:

Pursuant to 44 U.S.C. 3303a(d) and 36 CFR chapter 12, subchapter B, part 1228--Disposition of Federal Records, records will not be disposed of until such time as the National Archives and Records Administration (NARA) approves

an applicable ODNI Records Control Schedule.

System Manager(s) and Address(es):

Deputy Director of National Intelligence for Policy, Plans, and Requirements c/o Director, Information Management, Office of the Director of National Intelligence, Washington, DC 20511.

Notification Procedure:

As specified below, records in this system are exempt from certain notification, access, and amendment procedures. Individuals seeking to learn whether this system contains non-exempt information about them should address inquiries to the ODNI at the address and according to the requirements set forth below under the heading "Record Access Procedures."

Record Access Procedures:

As specified below, records in this system have been exempted from certain notification, access, and amendment procedures. A request for access to non-exempt records shall be made in writing with the envelope and letter clearly marked "Privacy Act Request." Requesters shall provide their full name and complete address. The requester must sign the request and have it verified by a notary public. Alternately, the request may be submitted under 28 U.S.C. 1746, certifying the requester's identity and understanding that obtaining a record under false pretenses constitutes a criminal offense. Requests for access to information must be addressed to the Director, Information Management, Office of the Director of National Intelligence, Washington, DC 20511. Regulations governing access to one's records or for appealing an initial determination concerning access to records are contained in the ODNI regulation implementing the Privacy Act.

Contesting Record Procedures:

As specified below, records in this system are exempt from certain notification, access, and amendment procedures. Individuals seeking to correct or amend non-exempt records should address their requests to the ODNI at the address and according to the requirements set forth above under the heading "Records Access Procedures." Regulations governing access to and amendment of one's records or for appealing an initial determination concerning access to or amendment of records are contained in the ODNI regulation implementing the Privacy Act.

Record Source Categories:

Records in the system are obtained from individuals covered by this system; ODNI officials and offices; and academic institutions, private organizations, libraries, commercial databases, and federal agencies.

Exemptions Claimed for the System:

Records contained in this System of Records may be exempted from the requirements of subsections (c)(3); (d)(1), (2), (3), (4); (e)(1) and (e)(4)(G), (H), (I); and (f) of the Privacy Act pursuant to 5 U.S.C. 552a(k)(1). Records may be exempted from these subsections or, additionally, from the requirements of subsections (c)(4); (e)(2), (3), (5), (8), (12); and (g) of the Privacy Act consistent with any exemptions claimed under 5 U.S.C. 552a(j) or (k) by the originator of the record, provided the reason for the exemption remains valid and necessary.

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System Name:

Office of General Counsel Records.

Security Classification:

The classification of records in this system can range from UNCLASSIFIED to TOP SECRET.

System Location(s):

Office of Director of National Intelligence, Washington, DC 20511.

Categories of Individuals Covered by the System:

Current and former staff and contract employees, personal services independent contractors, employees of industrial contractors, military and civilian personnel detailed or assigned to the Office of the Director of National Intelligence (ODNI); applicants for employment with the ODNI; current and former employees and contractors of other U.S. Government agencies; individuals in contact with the ODNI, including individuals whose inquiries concerning the ODNI or the Intelligence Community (IC) are forwarded to the Office of General Counsel for response; attorneys in private practice who hold ODNI security clearances or access approvals; individuals in government, academia, the business community, or other elements of the private sector with expertise on matters of interest to the Office of General Counsel; and individuals involved in matters subject to the ODNI or the IC's legal authorities, responsibilities, and obligations, including but not limited to administrative claimants, grievants, parties in litigation, witnesses, targets or potential targets of investigations or intelligence collection, and individuals who are interviewed by, or provide information to the ODNI or the IC.

Categories of Records in the System:

Legal documents, including but not limited to pleadings, subpoenas, motions, affidavits, declarations, briefs, litigation reports, and legal opinions; crimes reports obtained from the U.S. Department of Justice or other law enforcement agencies; public and confidential Financial Disclosure Reports; internal ODNI documents and cables, and correspondence with members of the public, members of the U.S. Congress, Congressional staff, and federal, state, local, international and foreign agencies, courts and administrative tribunals.

Authority for Maintenance of the System:

The National Security Act of 1947, as amended, 50 U.S.C. 401-442; Executive Order 12333, as amended (73 FR 45325); Executive Order 12958, as amended (68 FR 15315); and Executive Order 12968, as amended (73 FR 38103).

Purpose(s):

Records in this system are used by attorneys in the ODNI Office of General Counsel to provide legal advice and representation to the ODNI and its officers; provide factual information necessary for the preparation of legal documents, including but not limited to pleadings, subpoenas, motions, affidavits, declarations, briefs, legal opinions, litigation reports, and reports to law enforcement agencies; provide a record of all private attorneys who have received security clearances and/or access approvals for information necessary to their representation of ODNI-affiliated clients, and documentation of the nature, scope and duration of their representation of ODNI-affiliated clients; and maintain a record of federal, state, local, international or foreign litigation, administrative claims, and other legal matters in which ODNI is a party or has an interest.

Routine Uses of Records Maintained in the System, Including Categories of Users and the Purposes of such Uses:

See General Routine Uses Applicable to More than One ODNI Privacy Act System of Records, Subpart C of ODNI's Privacy Act Regulation published at 32 CFR part 1701 (73 FR 16531, 16541) and incorporated by reference (*see also* <http://www.dni.gov>).

Disclosure to consumer reporting agencies:

None.

Policies and Practice for Storing, Retrieving, Accessing, Retaining, and Disposing of Records in the System:

Storage:

Paper records are stored in secured areas within the ODNI. Electronic records are stored in secure file-servers located within the ODNI.

Retrievability:

By name, personal identifier, case number, or key word. Information may be retrieved from this system of records by automated or hand search based on indices and automated capabilities utilized in the normal course of business. All searches of this system of records will be performed in ODNI offices by authorized staff.

Safeguards:

Information in this system is safeguarded in accordance with recommended and/or prescribed administrative, physical and technical safeguards. Records are maintained in a secure government facility with access to the facility limited to only authorized personnel or authorized and escorted visitors. Physical security protections include guards and locked facilities requiring badges and passwords for access. Records are accessed only by authorized government personnel and contractors holding an appropriate security clearance and whose official duties require access to the records. Communications are encrypted where required and other safeguards are in place to monitor and audit access and to detect intrusions. System backup is maintained separately.

Retention and Disposal:

Pursuant to 44 U.S.C. 3303a(d) and 36 CFR chapter 12, subchapter B, part 1228--Disposition of Federal Records, records will not be disposed of until such time as the National Archives and Records Administration (NARA) approves an applicable ODNI Records Control Schedule.

System Manager(s) and Address(es):

General Counsel, c/o Director, Information Management, Office of the Director of National Intelligence, Washington, DC 20511.

Notification Procedure:

As specified below, records in this system are exempt from certain notification, access, and amendment procedures. Individuals seeking to learn whether this system contains non-exempt information about them should address inquiries to the ODNI at the address and according to the requirements set forth below under the heading "Record Access Procedures."

Record Access Procedures:

As specified below, records in this system have been exempted from certain notification, access, and amendment procedures. A request for access to non-exempt records shall be made in writing with the envelope and letter clearly marked "Privacy Act Request." Requesters shall provide their full name and complete address. The requester must sign the request; and have it verified by a notary public. Alternately, the request may be submitted under 28 U.S.C. 1746, certifying the requester's identity and understanding that obtaining a record under false pretenses constitutes a criminal offense. Requests for access to information must be addressed to the Director, Information Management, Office of the Director of National Intelligence, Washington, DC 20511. Regulations governing access to one's records or for appealing an initial determination concerning access to records are contained in the ODNI regulation implementing the Privacy Act.

Contesting Record Procedures:

As specified below, records in this system are exempt from certain notification, access, and amendment procedures. Individuals seeking to correct or amend non-exempt records should address their requests to the ODNI at the address and according to the requirements set forth above under the heading "Records Access Procedures." Regulations governing access to and amendment of one's records or for appealing an initial determination concerning access to or amendment of records are contained in the ODNI regulation implementing the Privacy Act.

Record Source Categories:

Records in the system are received from individuals covered by the system; generated by the ODNI and federal, state and local government agencies and courts; obtained from the media, the internet and commercial databases.

Exemptions Claimed for the System:

Records contained in this System of Records may be exempted from the requirements of subsections (c)(3); (d)(1), (2), (3), (4); (e)(1) and (e)(4)(G), (H), (I); and (f) of the Privacy Act pursuant to 5 U.S.C. 552a(k)(1), (k)(2), and (k)(5). Records may be exempted from these subsections or, additionally, from the requirements of subsections (c)(4); (e)(2), (3), (5), (8), (12); and (g) of the Privacy Act consistent with any exemptions claimed under 5 U.S.C. 552a(j) or (k) by the originator of the record, provided the reason for the exemption remains valid and necessary.

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ODNI 09

System Name:

Intelligence Community Customer Registry.

Security Classification:

The classification of records in this system can range from UNCLASSIFIED to TOP SECRET.

System Location(s):

Office of the Director of National Intelligence, Washington, DC 20511.

Categories of Individuals Covered by the System:

Current and former intelligence customers including U.S. policymakers, U.S. Government personnel, and other

authorized recipients of Intelligence Community (IC) intelligence products.

Categories of Records in the System:

Biographic data (including name, title, employing agency), organizational charts, contact information, security clearances and access approvals, subjects of intelligence interest to covered individuals, comments and feedback from covered individuals regarding preferred format for receiving intelligence products.

Authority for Maintenance of the System:

The National Security Act of 1947, as amended, 50 U.S.C. 401-442; Executive Order 12333, as amended (73 FR 45325); Executive Order 12958, as amended (68 FR 15315); and Executive Order 12968, as amended (73 FR 38103).

Purpose(s):

Records in this system enable authorized personnel of the ODNI and other IC elements to ensure intelligence customers receive intelligence products in accordance with their expressed interests and particular requirements for format and delivery.

Routine Uses of Records Maintained in the System, Including Categories of Users and the Purposes of such Uses:

See General Routine Uses Applicable to More Than One ODNI Privacy Act System of Records, Subpart C of ODNI's Privacy Act Regulation published at 32 CFR part 1701 (73 FR 16531, 16541) and incorporated by reference (*see also* <http://www.dni.gov>). In addition, the Customer Registry will be made available to authorized U.S. Government analysts, analytical managers and other intelligence support personnel to ensure that customers receive relevant intelligence products and to identify new and under-served customers by name and title.

Disclosure to consumer reporting agencies:

None.

Policies and Practice for Storing, Retrieving, Accessing, Retaining, and Disposing of Records in the System:

Storage:

Electronic records are stored in secure file-servers located within secure facilities under control of the ODNI or its Executive Agent.

Retrievability:

By full text search, including name or identifying title. Information may be retrieved from this system of records by automated searches conducted by authorized members of the U.S. Government.

Safeguards:

Information in this system is safeguarded in accordance with recommended and/or prescribed administrative, physical and technical safeguards. Records are maintained in a secure government or contractor facility with access to the facility limited to only authorized personnel or authorized and escorted visitors. Physical security protections include guards and locked facilities requiring badges and passwords for access. Records are accessed only by authorized government personnel and contractors holding appropriate security clearances and whose official duties require access to the

records. Communications are encrypted where required and other safeguards are in place to monitor and audit access and to detect intrusions. System backup is maintained separately.

Retention and Disposal:

Pursuant to 44 U.S.C. 3303a(d) and 36 CFR chapter 12, subchapter B, part 1228-Disposition of Federal Records, records will not be disposed of until such time as the National Archives and Records Administration (NARA) approves an applicable ODNI Records Control Schedule.

System Manager(s) and Address(es):

Deputy Director of National Intelligence for Analysis, c/o Director, Information Management, Office of the Director of National Intelligence, Washington, DC 20511.

Notification Procedure:

As specified below, records in this system are exempt from certain notification, access, and amendment procedures. Individuals seeking to learn whether this system contains non-exempt information about them should address inquiries to the ODNI at the address and according to the requirements set forth below under the heading "Record Access Procedures."

Record Access Procedures:

As specified below, records in this system have been exempted from certain notification, access, and amendment procedures. A request for access to non-exempt records shall be made in writing with the envelope and letter clearly marked "Privacy Act Request." Each request must provide the requester's full name and complete address. The requester must sign the request and have it verified by a notary public. Alternately, the request may be submitted under 28 U.S.C. 1746, certifying the requester's identity and acknowledging that obtaining records under false pretenses constitutes a criminal offense. Requests for access to information must be addressed to the Director, Information Management, Office of the Director of National Intelligence, Washington, DC 20511. Regulations governing access to one's records or for appealing an initial determination concerning access to records are contained in the ODNI regulation implementing the Privacy Act.

Contesting Record Procedures:

As specified below, records in this system are exempt from certain notification, access, and amendment procedures. Individuals seeking to correct or amend non-exempt records should address their requests to the ODNI at the address and according to the requirements set forth above under the heading "Record Access Procedures." Regulations governing access to and amendment of one's records or for appealing an initial determination concerning access or amendment of records are contained in the ODNI regulation implementing the Privacy Act.

Record Source Categories:

Records in the system are obtained from individual intelligence customers; intelligence support personnel; commercial subscription services; other agency repositories.

Exemptions Claimed for the System:

Records contained in this System of Records may be exempted from the requirements of subsections (c)(3);(d)(1),(2), (3),(4); (e)(1) and (e)(4)(G),(H),(I); and (f) of the Privacy Act pursuant to 5 U.S.C. 552a(k)(1). Records may be exempted from these subsections or additionally, from the requirements of subsections (c)(4);(e)(2),(3),(5),(8),(12); and

(g) of the Privacy Act consistent with any exemptions claimed under 5 U.S.C. 552a(j) or (k) by the originator of the record, provided the reason for the exemption remains valid and necessary.

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ODNI -10

System Name:

Office of Intelligence Community Equal Employment Opportunity and Diversity (IC EEOD) Records (ODNI-10).

Security Classification:

The classification of records in this system can range from UNCLASSIFIED to TOP SECRET.

System Location(s):

Office of the Director of National Intelligence (ODNI), Washington, D.C. 20511.

Categories of Individuals Covered by the System:

Individuals covered by this system of records include Office of the Director of National Intelligence (ODNI) current and former staff and contract employees, personal services independent contractors, employees of industrial contractors, military or civilian personnel detailed or assigned to the ODNI, Intergovernmental Personnel Act personnel detailed to the ODNI, and applicants for employment with the ODNI who: 1) have consulted an Equal Employment Opportunity (EEO) Counselor and/or filed a formal complaint alleging discrimination or reprisal; 2) initiated a harassment allegation with an appropriate supervisor or an EEO Counselor; 3) are the responding management official or witness in a discrimination or harassment complaint; 4) have made requests for reasonable accommodation or retirement on the basis of a disability.

Categories of Records in the System:

Records relating to the EEO complaints process as directed by 29 CFR Part 1614, including: (1) information collected by an EEO counselor or investigator relating to EEO inquiries, allegations of discrimination or reprisal, and records relating to alternative dispute resolution; (2) sworn affidavits or statements from relevant witnesses; (3) documents, electronic communications, statistical summaries, investigative reports, and similar records. Records collected for consideration by the ODNI, the U.S. Equal Employment Opportunity Commission, or federal courts in rendering decisions under relevant laws or Executive Orders. Records also may include: information and communications relating to compliance activities resulting from decisions, opinions, recommendations, and settlement agreements; agency administrative files, internal and external communications, case disposition records, and records relating to procedural and substantive case management; records related to a report of harassment and formal inquiry, including statements of witnesses, reports of interviews, written summary of the inquiry, findings, recommendations, decisions, corrective action taken, and related correspondence; records relating to requests made by individuals or offices for reasonable accommodations based on disability (including medical records), notes or records made during consideration of requests, the products or services provided in response to such requests, and/or information related to the decisions for the denial or approval of a reasonable accommodation request, and records made to implement or track decisions on requests; and records regarding individuals who apply for retirement on the basis of medical disabilities.

In addition, information and records may be collected and retained for analysis, reporting, and review to comply with Executive and Legislative Branch requirements, or as authorized by Intelligence Community Directives and Instructions as necessary to execute the duties of IC EEOD.

Authority for Maintenance of the System:

The National Security Act of 1947, as amended, 50 USC 3002-3231; Title VII of the Civil Rights Act of 1964, as amended; the Equal Pay Act of 1963 (EPA), as amended; the Age Discrimination in Employment Act of 1967 (ADEA), as amended; the Rehabilitation Act of 1973, as amended; the Americans with Disabilities Act (ADA), as amended; the Genetic Information Non-Discrimination Act of 2008 (GINA); the Architectural Barriers Act of 1968, as amended; the Notification and Federal Employee Antidiscrimination and Retaliation Act of 2002 (No FEAR Act); the Federal Records Act of 1950, as amended; U.S. Equal Employment Opportunity Commission Management Directives 110 and 715; 29 CFR Parts 1614, 1630 and 1635; 44 U.S.C. 3101 et. seq; Executive Order 12333, as amended (73 FR 45325); Executive Order 13526, as amended (75 FR 707); Executive Order 12968, as amended (73 FR 38103); Executive Order 13164 (65 FR 46565); Executive Order 11478 (34 FR 12985), as amended by Executive Order 13087 (63 FR 30097) and Executive Order 13152 (65 FR 26115); and Equal Employment Opportunity Commission's Policy Guidance on Executive Order 13164: Establishing Procedures to Facilitate the Provision of Reasonable Accommodation, Directives Transmittal Number 915.002, October 20, 2000.

Purpose(s):

Records in this system enable the DNI to carry out lawful and authorized responsibilities under myriad statutes, regulations, and guidance governing equal employment opportunity. These records are maintained for the purpose of counseling, investigating, and adjudicating complaints of employment discrimination or reprisal; providing information for review by the Equal Employment Opportunity Commission, providing information for federal court review; conducting internal investigations into allegations of harassment and taking appropriate action; considering, deciding, implementing, and tracking requests for and action taken in response to requests for provision of reasonable accommodations based on medical disability, and processing Agency certification of reassignment and accommodations efforts to support Disability Retirement Packages.

Routine Uses of Records Maintained in the System, Including Categories of Users and the Purposes of such Uses:

See General Routine Uses Applicable to More Than One ODNI Privacy Act System of Records, Subpart C of ODNI's Privacy Act Regulation published at 32 CFR Part 1701 (73 FR 16531, 16541) and incorporated by reference (see also <http://www.dni.gov>).

Disclosure to consumer reporting agencies: None.

Policies and Practice for Storing, Retrieving, Accessing, Retaining, and Disposing of Records in the System:

Storage:

Paper records are stored in secured areas within the ODNI. Electronic records are stored in file servers located at secure government facilities.

Retrievability:

By name, and/or case number of the aggrieved person. By name of alleged discriminator or harasser. By name of the individual requesting reasonable accommodation or medical disability retirement. Information may be retrieved from this system of records by automated or hand search based on indices and automated capabilities utilized in the normal course of business. All searches of this system of records will be performed in ODNI offices by authorized personnel.

Safeguards:

Information in this system is safeguarded in accordance with recommended and/or prescribed administrative, physical, and technical safeguards. Records are maintained in a secure government facility with access to the facility limited to authorized personnel only, and authorized and escorted visitors. Physical security protections include guards and locked facilities requiring badges and passwords for access. Records are accessed only by authorized government personnel and contractors holding appropriate security clearances, and whose official duties require access to the records. The required use of password protection identification features and other system protection methods also restricts access to electronic information. Communications are encrypted where required and other safeguards are in place to monitor and audit access, and to detect intrusions. Backup tapes are maintained in a secure, off-site location.

Retention and Disposal:

EEOD records covered by the National Archives and Records Control (NARA) General Records Schedule 1-24 through 1-27 will be retained and disposed according to those provisions, EEOC Management Directive 110, and EEOC's Policy Guidance on Executive Order 13164: Establishing Procedures to Facilitate the Provision of Reasonable Accommodation, Directives Transmittal Number 915.002, October 20, 2000. Any other EEOD records will be disposed of in accordance with NARA Control Schedule N1-576-11-9.

System Manager(s) and Address(es):

Chief, Office of Intelligence Community Equal Employment Opportunity and Diversity, Office of the Director of National Intelligence, Washington, D.C. 20511.

Notification Procedure:

As specified below, records in this system are exempt from certain notification, access, and amendment procedures. Individuals seeking to learn whether this system contains non-exempt information about them should address inquiries to the ODNI at the address and according to the requirements set forth below under the heading "Record Access Procedures."

Record Access Procedures:

As specified below, records in this system have been exempted from certain notification, access, and amendment procedures. A request for access to non-exempt records shall be made in writing with the envelope and letter clearly marked "Privacy Act Request." Pursuant to the ODNI's Privacy Act Regulation at 32 CFR 1701.7(d), requesters shall provide their full name and complete address, date and place of birth, citizenship status, alien registration number (if applicable), and date that status was acquired. Additional or clarifying information may be sought to ascertain identity. Requesters also must provide sufficient details to facilitate locating the record. The requester must sign the request and have it verified by a notary public. Alternatively, the request may be submitted under 28 U.S.C. 1746, certifying the requester's identity and understanding that obtaining a record under false pretenses constitutes a criminal offense. Requests for access to information must be addressed to the Director, Information Management Division, Office of the Director of National Intelligence, Washington, D.C. 20511. Regulations governing access to one's records or for appealing an initial determination concerning access to records are contained in the ODNI regulation implementing the Privacy Act, 73 FR 16531 (March 28, 2008).

Contesting Record Procedures:

As specified below, records in this system are exempt from certain notification, access, and amendment procedures. Individuals seeking to correct or amend non-exempt records should address their requests to the ODNI at the address and according to the requirements set forth above under the heading "Records Access Procedures." Regulations governing access to and amendment of one's records or for appealing an initial determination concerning access to or amendment of records are contained in the ODNI regulation implementing the Privacy Act, 73 FR 16531 (March 28, 2008).

Record Source Categories:

Individuals covered by this system; individuals who provide information during the counseling/investigation of EEO complaints or during harassment inquiries; EEO Counselors; EEO investigators; Human Resource Officers; the EEOC, federal courts, and ODNI decision makers (e.g., supervisors); medical and psychiatric professionals; and the Office of Personnel Management.

Exemptions Claimed for the System:

Records contained in this System of Records may be exempted from the requirements of subsections (c)(3); (d)(1), (2), (3), (4); (e)(1) and (e)(4)(G), (H), (I); and (f) of the Privacy Act pursuant to 5 U.S.C. 552a(k)(1), (k)(2), and (k)(5). Records may be exempted from these subsections or, additionally, from the requirements of subsections (c)(4); (e)(2), (3), (5), (8), (12); and (g) of the Privacy Act consistent with any exemptions claimed under 5 U.S.C. 552a(j) or (k) by the originator of the record, provided the reason for the exemption remains valid and necessary.

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ODNI -11

System Name:

Office of Protocol Records.

Security Classification:

The classification of records in this system can range from UNCLASSIFIED to TOP SECRET.

System Location(s):

Office of the Director of National Intelligence, Washington, DC 20511.

Categories of Individuals Covered by the System:

Individuals invited to and attending events organized by the Office of Protocol; U.S. officials receiving gifts and decorations from foreign sources.

Categories of Records in the System:

Guest lists; details of visitor preferences or needs; records of access, escorts and travel arrangements of attendees to events sponsored by the Office of the Director of National Intelligence (ODNI); and records relating to gifts and decorations from foreign sources.

Authority for Maintenance of the System:

The National Security Act of 1947, as amended, 50 U.S.C. 401-442; Executive Order 12333, as amended (73 FR 45325); Executive Order 12958, as amended (68 FR 15315); and Executive Order 12968, as amended (73 FR 38103).

Purpose(s):

Office of Protocol personnel use this system to record communications with those invited to or attending ODNI events and to record U.S. officials' receipt of gifts and decorations from foreign sources.

Routine Uses of Records Maintained in the System, Including Categories of Users and the Purposes of such Uses:

See General Routine Uses Applicable to More than One ODNI Privacy Act System of Records, Subpart C of ODNI's Privacy Act Regulation published at 32 CFR part 1701 (73 FR 16531, 16541) and incorporated by reference (*see also* <http://www.dni.gov>).

Disclosure to consumer reporting agencies:

None.

Policies and Practice for Storing, Retrieving, Accessing, Retaining, and Disposing of Records in the System:

Storage:

Paper records are stored in secured areas within the ODNI. Electronic records are stored in secure file-servers located within the ODNI.

Retrievability:

By name or other key word. Information may be retrieved from this system of records by automated or hand search based on indices and automated capabilities utilized in the normal course of business. All searches of this system of records will be performed by authorized staff.

Safeguards:

Information in this system is safeguarded in accordance with recommended and/or prescribed administrative, physical, and technical safeguards. Records are maintained in a secure government facility with access to the facility limited to authorized personnel only and authorized and escorted visitors. Physical security protections include guards and locked facilities requiring badges and passwords for access. Records are accessed only by authorized government personnel and contractors holding appropriate security clearances and whose official duties require access to the records. Communications are encrypted where required and other safeguards are in place to monitor and audit access and to detect intrusions. System backup is maintained separately.

Retention and Disposal:

Pursuant to 44 U.S.C. 3303a(d) and 36 CFR chapter 12, subchapter B, part 1228--Disposition of Federal Records, records will not be disposed of until such time as the National Archives and Records Administration (NARA) approves an applicable ODNI Records Control Schedule.

System Manager(s) and Address(es):

Chief of Protocol, c/o Director, Information Management, Office of the Director of National Intelligence, Washington, DC 20511.

Notification Procedure:

As specified below, records in this system are exempt from certain notification, access, and amendment procedures.

Individuals seeking to learn whether this system contains non-exempt information about them should address inquiries to the ODNI at the address and according to the requirements set forth below under the heading "Record Access Procedures."

Record Access Procedures:

As specified below, records in this system have been exempted from certain notification, access, and amendment procedures. A request for access to non-exempt records shall be made in writing with the envelope and letter clearly marked "Privacy Act Request." Requesters shall provide their full name and complete address. The requester must sign the request and have it verified by a notary public. Alternately, the request may be submitted under 28 U.S.C. 1746, certifying the requester's identity and understanding that obtaining a record under false pretenses constitutes a criminal offense. Requests for access to information must be addressed to the Director, Information Management, Office of the Director of National Intelligence, Washington, DC 20511. Regulations governing access to one's records or for appealing an initial determination concerning access to records are contained in the ODNI regulation implementing the Privacy Act.

Contesting Record Procedures:

As specified below, records in this system are exempt from certain notification, access, and amendment procedures. Individuals seeking to correct or amend non-exempt records should address their requests to the ODNI at the address and according to the requirements set forth above under the heading "Records Access Procedures." Regulations governing access to and amendment of one's records or for appealing an initial determination concerning access to or amendment of records are contained in the ODNI regulation implementing the Privacy Act.

Record Source Categories:

Records in the system are (1) Obtained directly from the individuals or their representatives covered by this system of records; (2) publicly available information from the media, the Internet and commercial databases; and (3) ODNI materials produced in the course of ODNI events.

Exemptions Claimed for the System:

Records contained in this System of Records may be exempted from the requirements of subsections (c)(3); (d)(1), (2), (3), (4); (e)(1) and (e)(4)(G), (H), (I); and (f) of the Privacy Act pursuant to 5 U.S.C. 552a(k)(1). Records may be exempted from these subsections or, additionally, from the requirements of subsections (c)(4); (e)(2), (3), (5), (8), (12); and (g) of the Privacy Act consistent with any exemptions claimed under 5 U.S.C. 552a(j) or (k) by the originator of the record, provided the reason for the exemption remains valid and necessary.

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ODNI -12

System Name:

Intelligence Community Security Clearance and Access Approval Repository.

Security Classification:

The classification of records in this system can range from UNCLASSIFIED to TOP SECRET.

System Location(s):

Office of the Director of National Intelligence, Washington, DC 20511.

Categories of Individuals Covered by the System:

Subjects of security clearance and access approval investigations, including current and former U.S. government employees, applicants for employment in the Intelligence Community (IC), military personnel, personal service independent contractors and industrial contractors to U.S. government programs.

Categories of Records in the System:

Biographic data of individuals covered by the system (including name, date and place of birth, social security number, and sponsoring agency); mission and security-related attributes, including current status of security clearances and security access approvals, date and source of background investigation and, if applicable, of polygraph examination; and electronic logs of manual and electronic searches of the system.

Authority for Maintenance of the System:

The National Security Act of 1947, as amended, 50 U.S.C. 401-442; The Counterintelligence Enhancement Act of 2002, as amended, 50 U.S.C. 402b; The Federal Records Act of 1950, as amended, 44 U.S.C. 3101 *et seq.*; Executive Order 13526 (75 FR 707); Executive Order 12333, as amended (73 FR 45325); and Executive Order 9397, as amended (73 FR 70239).

Purpose(s):

Records in this system enable authorized personnel of the ODNI and other IC elements, other Federal government agencies, and U.S. Government-sponsored entities to reciprocally share information about individuals who are currently cleared or individuals where some processing was previously conducted for a clearance/access. Such information supports clearance reciprocity and automated security business processes for protecting physical and logical resources as well as audit of access to controlled facilities and classified information.

Routine Uses of Records Maintained in the System, Including Categories of Users and the Purposes of such Uses:

Records in this system are made accessible to elements of the IC and authorized personnel and automated capabilities of the Federal agencies and U.S. Government-sponsored entities to verify and audit individuals' security clearances and access approvals. *See also* General Routine Uses Applicable to More Than One ODNI Privacy Act System of Records, Subpart C of ODNI's Privacy Act Regulation published at 32 CFR part 1701 (73 FR 16531, 16541) and incorporated by reference (see also <http://www.dni.gov>).

Disclosure to consumer reporting agencies:

None.

Policies and Practice for Storing, Retrieving, Accessing, Retaining, and Disposing of Records in the System:

Storage:

Electronic records are stored in secure file-servers located within ODNI facilities. Paper records and other media are stored in secured areas within such facilities.

Retrievability:

By name, social security number, or other unique identifier. Information may be retrieved from this system of records by automated search based on indices and automated capabilities utilized in the normal course of business. All searches of the system are conducted by authorized staff of Federal government agencies or U.S. Government-sponsored entities.

Safeguards:

Information in this system is safeguarded in accordance with recommended and/or prescribed administrative, physical, and technical safeguards. Records are maintained in a secure facility with access to the facility limited to authorized personnel only and authorized and escorted visitors. Physical security protections include guards and locked facilities requiring badges and passwords for access. Records are accessed and provided to authorized personnel who require such information in the performance of their official duties and responsibilities. Communications are encrypted where required and other safeguards are in place to monitor and audit access and to detect intrusions. System backup is maintained separately.

Retention and Disposal:

Pursuant to 44 U.S.C. 3303a and 36 CFR Chapter 12 Subchapter B, Part 1228-Disposition of Federal Records, records will not be disposed of until such time as the National Archives and Records Administration (NARA) approves an applicable ODNI Records Control Schedule.

System Manager(s) and Address(es):

Personnel Security Databases Program Manager, c/o Director, Information Management, Office of the Director of National Intelligence, Washington, DC 20511.

Notification Procedure:

As specified below, records in this system are exempt from certain notification, access, and amendment procedures. Individuals seeking to learn whether this system contains non-exempt information about them should address inquiries to the ODNI at the address and according to the requirements set forth below under the heading "Record Access Procedures."

Record Access Procedures:

As specified below, records in this system have been exempted from certain notification, access, and amendment procedures. A request for access to non-exempt records shall be made in writing with the envelope and letter clearly marked "Privacy Act Request." Each request must provide the requester's full name and complete address. The requester must sign the request and have it verified by a notary public. Alternately, the request may be submitted under 28 U.S.C. 1746, certifying the requester's identity and acknowledging that obtaining records under false pretenses constitutes a criminal offense. Requests for access to information must be addressed to the Director, Information Management, Office of the Director of National Intelligence, Washington, DC 20511. Regulations governing access to one's records or for appealing an initial determination concerning access to records are contained in the ODNI regulation implementing the Privacy Act.

Contesting Record Procedures:

As specified below, records in this system are exempt from certain notification, access, and amendment procedures. Individuals seeking to correct or amend non-exempt records should address their requests to the ODNI at the address and according to the requirements set forth above under the heading "Record Access Procedures." Regulations governing access to and amendment of one's records or for appealing an initial determination concerning access or

amendment of records are contained in the ODNI regulation implementing the Privacy Act.

Record Source Categories:

Records in this system derive from background investigations conducted or maintained by government agencies and U.S. Government-sponsored organizations, and from mission-based identity and attribute management sources.

Exemptions Claimed for the System:

Records contained in this System of Records may be exempted from the requirements of subsections (c)(3); (d)(1), (2), (3), (4); (e)(1); (e)(4)(G), (H), (I); (f) and (h) of the Privacy Act pursuant to 5 U.S.C. 552a(k)(1), (2) and (5). Additionally, records may be exempted from the requirements of subsections (c)(4); (e)(2), (3), (5), (8), (12); and (g) of the Privacy Act consistent with any exemptions claimed under 5 U.S.C. 552a(j) or (k) by the originator of the record, provided the reason for the exemption remains valid and necessary.

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ODNI -13

System Name:

Security Clearance Reform Research and Oversight Records (ODNI-13).

Security Classification:

The classification of records in this system can range from UNCLASSIFIED to TOP SECRET.

System Location(s):

Office of the Director of National Intelligence (ODNI), Washington, D.C. 20511.

Categories of Individuals Covered by the System:

Present and former U.S. Government civilian employees, military members, contractor employees, experts, consultants, licensees, grantees, and applicants to any of the foregoing roles, or any other category of person who possesses or has sought eligibility for a security clearance, or eligibility for a sensitive position; individuals whose names, exclusive of other information, are captured in publicly available data sets (including those obtained through subscription or fee).

Categories of Records in the System:

Investigation packages including but not limited to completed Standard Forms 85, 85P, 86, and 86C, or their successor forms, and associated authorization and consent forms; position designation records; financial disclosure forms; records of polygraph examinations (including reports, charts, tapes, and polygraph interviews notes); name-data sets obtained from publicly available sources, including those obtained for fee or by subscription; records from credit, criminal history, and any other records from databases and sources checked in the conduct of suitability determinations, or background investigations, reinvestigations, and continuous evaluations of persons under consideration for or retention in sensitive national security positions, including positions requiring eligibility for access to classified information under Executive Order 12968 or any successor order; background investigation reports and responses from personnel security-related interviews and questionnaires; non-disclosure agreements; adjudicative records including but not limited to adjudicative decisions, summaries of adjudicative decisions, supporting information, and adjudicative processes.

Authority for Maintenance of the System:

The National Security Act of 1947, as amended, 50 U.S.C. 3002, et seq.; 5 U.S.C. 9101: Executive Order 12968, as amended (73 FR 38103); Executive Order 9397, as amended (73 FR 70239); Executive Order 10450, as amended (44 FR 1055); Executive Order 10865, as amended (68 FR 4075); Executive Order 12333, as amended (73 FR 45325); Executive Order 13526, as amended (75 FR 707); Executive Order 13467 (73 FR 38103).

Purpose(s):

Revise current paragraph to read as follows:

To conduct oversight, research, development, and analyses for: (1) evaluating and improving U.S. Government personnel security programs, policies, and procedures; (2) assisting in providing training, instruction, and advice on personnel security vetting of subjects for U.S. Government elements; (3) encouraging cooperative research within and among U.S. Government elements on personnel security issues that have broad programmatic or policy implications and sharing best practices identified through these cooperative personnel security research initiatives; (4) identifying efficiencies, best practices, and cost saving opportunities for the conduct of personnel security programs across the Government; (5) evaluating the uniformity, quality, and efficiency of the conduct of personnel security investigations and adjudications, including analyses of reciprocal acceptance of such determinations; and (6) conducting pilot test projects regarding personnel security and related research in support of the mission of the Security Executive Agent.

Routine Uses of Records Maintained in the System, Including Categories of Users and the Purposes of such Uses:

See General Routine Uses Applicable to More Than One ODNI Privacy Act System of Records, Subpart C of the ODNI's Privacy Act Regulation published at 32 CFR part 1701 (73 FR 16531, 16541) and incorporated by reference (see also <http://www.dni.gov>).

Disclosure to consumer reporting agencies: None.

Policies and Practice for Storing, Retrieving, Accessing, Retaining, and Disposing of Records in the System:

Storage:

Paper and other hard-copy records (computer output products, disks, etc.) are stored in secured areas maintained by the ODNI. Electronic records are stored in secure file servers located within secure facilities under the control of the ODNI.

Retrievability:

Records are retrieved by name, social security number, or other unique identifier. Information may be retrieved from this system of records by automated or hand search.

Safeguards:

Information in this system is safeguarded in accordance with recommended and/or prescribed administrative, physical, and technical safeguards. Records are maintained in a secure government or contractor facility with access to the facility limited to authorized personnel only, and authorized and escorted visitors. Physical security protections include guards and locked facilities requiring badges and passwords for access. Records are accessed only by authorized personnel holding appropriate security clearances and whose official duties require access to the records. Communications are encrypted when required and other safeguards are in place to monitor and audit access and to detect intrusions. System backup is maintained separately.

Retention and Disposal:

Pursuant to 44 U.S.C. 3303a(d) and 36 CFR chapter 12, subchapter B, part 1228-Disposition of Federal Records, records will not be disposed of until such time as the National Archives and Records Administration (NARA) approves an applicable ODNI Records Control Schedule.

System Manager(s) and Address(es):

Revise current paragraph to read as follows:

Security Research or Oversight Program Manager, or their successor titles, c/o Director, Information Management Division, Office of the Director of National Intelligence, Washington, D.C. 20511.

Notification Procedure:

As specified below, records in this system are exempt from certain notification, access, and amendment procedures. Individuals seeking to learn whether this system contains non-exempt information about them should address inquiries to the ODNI at the address and according to the requirements set forth below under the heading "Record Access Procedures."

Record Access Procedures:

Revise current paragraph to read as follows:

As specified below, records in this system have been exempted from certain notification, access, and amendment procedures. A request for access to non-exempt records shall be made in writing with the envelope and letter clearly marked "Privacy Act Request." Each request must provide the requester's full name and complete address. The requester must sign the request and have it verified by a notary public. Alternatively, the request may be submitted under 28 U.S.C. 1746, certifying the requester's identity and acknowledging that obtaining records under false pretenses constitutes a criminal offense. Requests for access to information must be addressed to the Director, Information Management Division, Office of the Director of National Intelligence, Washington, D.C. 20511. Regulations governing access to one's records or for appealing an initial determination concerning access to records are contained in the ODNI regulation implementing the Privacy Act, 73 FR 16531 (March 28, 2008).

Contesting Record Procedures:

As specified below, records in this system are exempt from certain notification, access, and amendment procedures. Individuals seeking to correct or amend non-exempt records should address their requests to the ODNI at the address and according to the requirements set forth above under the heading "Record Access Procedures." Regulations governing access to and amendment of one's records or for appealing an initial determination concerning access or amendment of records are contained in the ODNI regulation implementing the Privacy Act, 73 FR 16531 (March 28, 2008).

Record Source Categories:

Records are obtained from the human resources, insider threat, and personnel security records of the departments and agencies of the Federal Government performing personnel security investigations or adjudications of persons under consideration for, or retention in, sensitive national security positions, including positions requiring eligibility for access to classified information under Executive Order 12968; other government data sources and publicly available commercial data sets; interviews with and questionnaires completed by covered individuals, references, and developed references; and information publicly available on the World Wide Web.

Exemptions Claimed for the System:

Records contained in this System of Records may be exempted from the requirements of subsections (c)(3); (d)(1), (2), (3), (4); (e)(1) and (e)(4)(G), (H), (I); and (f) of the Privacy Act pursuant to 5 U.S.C. 552a(k)(1), (k)(2), and (k)(5). Records may be exempted from these subsections or additionally from the requirements of subsections (c)(4); (e)(2), (3), (5), (8), (12); and (g) of the Privacy Act consistent with any exemptions claimed under 5 U.S.C. 552a(j) or (k) by the originator of the record, provided the reason for the exemption remains valid and necessary.

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ODNI -14

System Name:

Civil Liberties and Privacy Office Complaint Records.

Security Classification:

The classification of records in this system can range from UNCLASSIFIED to TOP SECRET.

System Location(s):

Office of the Director of National Intelligence, Washington, DC 20511.

Categories of Individuals Covered by the System:

Current and former Office of the Director of National Intelligence (ODNI) staff and staff of the Intelligence Community (IC) elements, including military and civilian personnel detailed to the ODNI or IC elements; contract employees, including personal services independent contractors and industrial contractors; and members of the public.

Categories of Records in the System:

Records alleging violations of civil liberties or privacy arising from the programs and activities of the ODNI or any of the IC elements; and records of review, investigation, acknowledgment or disposition of allegations received.

Authority for Maintenance of the System:

The National Security Act of 1947, as amended, 50 U.S.C. 401-442; Executive Order 12333, as amended (73 FR 45325); Executive Order 12958, as amended (68 FR 15315); and Executive Order 12968, as amended (73 FR 38103).

Purpose(s):

Records in this system are used by authorized personnel of the Civil Liberties and Privacy Office (CLPO) to track, review, and, as appropriate, investigate complaints of civil liberties or privacy violations in the conduct of programs and activities by the ODNI or IC elements.

Routine Uses of Records Maintained in the System, Including Categories of Users and the Purposes of such Uses:

See General Routine Uses Applicable to More Than One ODNI Privacy Act System of Records, Subpart C of ODNI's Privacy Act Regulation published at 73 FR 16531, 16541 and incorporated by reference (*see also* <http://www.dni.gov>).

Disclosure to consumer reporting agencies:

None.

Policies and Practice for Storing, Retrieving, Accessing, Retaining, and Disposing of Records in the System:

Storage:

Paper and other hard-copy records are stored in secured areas within the CLPO. Electronic records are stored in secure file-servers located within the ODNI.

Retrievability:

By name or case number. Information may be retrieved from this system of records by automated or hand search based on existing indices and automated capabilities utilized in the normal course of business. All searches of this system of records will be performed in ODNI offices by CLPO personnel.

Safeguards:

Information in this system is safeguarded in accordance with recommended and/or prescribed administrative, physical, and technical safeguards. Records are maintained in a secure government facility with access to the facility limited to authorized personnel only and authorized and escorted visitors. Physical security protections include guards and locked facilities requiring badges and passwords for access. Records are accessed only by authorized government personnel holding appropriate security clearances and whose official duties require access to the records. Communications are encrypted where required and other safeguards are in place to monitor and audit access and to detect intrusions. System backup is maintained separately.

Retention and Disposal:

Pursuant to 44 U.S.C. 3303a(d) and 36 CFR chapter 12, subchapter B, part 1228--Disposition of Federal Records, records will not be disposed of until such time as the National Archives and Records Administration (NARA) approves an applicable ODNI Records Control Schedule.

System Manager(s) and Address(es):

Civil Liberties Protection Officer c/o Director, Information Management, Office of the Director of National Intelligence, Washington, DC 20511.

Notification Procedure:

As specified below, records in this system are exempt from certain notification, access, and amendment procedures. Individuals seeking to learn whether this system contains non-exempt information about them should address inquiries to the ODNI at the address and according to the requirements set forth below under the heading "Record Access Procedures."

Record Access Procedures:

As specified below, records in this system have been exempted from certain notification, access, and amendment procedures. A request for access to non-exempt records shall be made in writing with the envelope and letter clearly marked "Privacy Act Request." Each request must provide the requester's full name and complete address. The

requester must sign the request and have it verified by a notary public. Alternately, the request may be submitted under 28 U.S.C. 1746, certifying the requester's identity and acknowledging that obtaining records under false pretenses constitutes a criminal offense. Requests for access to information must be addressed to the Director, Information Management, Office of the Director of National Intelligence, Washington, DC 20511. Regulations governing access to one's records or for appealing an initial determination concerning access to records are contained in the ODNI regulation implementing the Privacy Act.

Contesting Record Procedures:

As specified below, records in this system are exempt from certain notification, access, and amendment procedures. Individuals seeking to correct or amend non-exempt records should address their requests to the ODNI at the address and according to the requirements set forth above under the heading "Record Access Procedures." Regulations governing access to and amendment of one's records or for appealing an initial determination concerning access or amendment of records are contained in the ODNI regulation implementing the Privacy Act.

Record Source Categories:

Individuals covered by this system; records generated by ODNI CLPO personnel in reviewing and addressing complaints.

Exemptions Claimed for the System:

Records contained in this System of Records may be exempted from the requirements of subsections (c)(3); (d)(1), (2), (3), (4); (e)(1) and (e)(4)(G), (H), (I); and (f) of the Privacy Act pursuant to 5 U.S.C. 552a(k)(1), (k)(2), and (k)(5). Records may be exempted from these subsections or additionally, from the requirements of subsections (c)(4); (e)(2), (3), (5), (8), (12); and (g) of the Privacy Act consistent with any exemptions claimed under 5 U.S.C. 552a(j) or (k) by the originator of the record, provided the reason for the exemption remains valid and necessary.

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ODNI -15

System Name:

Mission Outreach and Collaboration Records.

Security Classification:

The classification of records in this system can range from UNCLASSIFIED to TOP SECRET.

System Location(s):

Office of the Director of National Intelligence, Washington, DC 20511.

Categories of Individuals Covered by the System:

U.S. Government personnel, personal services independent contractors, industrial contractors, or others who serve in liaison or contractual relationships with the ODNI or with Intelligence Community (IC) elements; and individuals in academia and the private sector with expertise on matters of intelligence interest.

Categories of Records in the System:

Records in this system include biographic, administrative, and contact information for individuals covered by the system; records about intelligence products and activities in which covered individuals collaborated or participated.

Authority for Maintenance of the System:

The National Security Act of 1947, as amended, 50 U.S.C. 401-442; Executive Order 12333, as amended (73 FR 45325); Executive Order 12968, as amended (73 FR 38103); and Executive Order 13526 (75 FR 707).

Purpose(s):

Records in this system enable the ODNI and IC analysts to enlist the expertise of and collaborate with subject matter experts from outside of the IC in government, non-profit organizations, academia, and the private sector in producing strategic intelligence products.

Routine Uses of Records Maintained in the System, Including Categories of Users and the Purposes of such Uses:

See General Routine Uses Applicable to More than One ODNI Privacy Act System of Records, Subpart C of ODNI's Privacy Act Regulation published at 32 CFR part 1701 (73 FR 16531, 16541) and incorporated by reference (see also <http://www.dni.gov>).

Disclosure to consumer reporting agencies:

None.

Policies and Practice for Storing, Retrieving, Accessing, Retaining, and Disposing of Records in the System:

Storage:

Paper records are stored in secured areas within ODNI facilities. Electronic records are stored in secure file-servers located within ODNI facilities.

Retrievability:

By name or other key word. Information may be retrieved from this system of records by automated or hand search based on indices and automated capabilities utilized in the normal course of business.

Safeguards:

Information in this system is safeguarded in accordance with recommended and/or prescribed administrative, physical, and technical safeguards. Records are maintained in a secure government and government-sponsored facilities with access to the facility limited to authorized personnel only and authorized and escorted visitors. Physical security protections include guards and locked facilities requiring badges and passwords for access. Records are accessed only by authorized government personnel and contractors holding appropriate security clearances and whose official duties require access to the records. Communications are encrypted where required and other safeguards are in place to monitor and audit access and to detect intrusions. System backup is maintained separately.

Retention and Disposal:

Pursuant to 44 U.S.C. 3303a(d) and 36 CFR chapter 12, subchapter B, part 1228-Disposition of Federal Records, records will not be disposed of until such time as the National Archives and Records Administration (NARA) approves an applicable ODNI Records Control Schedule.

System Manager(s) and Address(es):

Senior Advisor for Analytic Outreach, Mission Integration Division, and Director, Plans and Production, National Intelligence Council, c/o Director, Information Management, Office of the Director of National Intelligence, Washington, DC 20511.

Notification Procedure:

As specified below, records in this system are exempt from certain notification, access, and amendment procedures. Individuals seeking to learn whether this system contains non-exempt information about them should address inquiries to the ODNI at the address and according to the requirements set forth below under the heading "Record Access Procedures."

Record Access Procedures:

As specified below, records in this system have been exempted from certain notification, access, and amendment procedures. A request for access shall be made in writing with the envelope and letter clearly marked "Privacy Act Request." Requesters shall provide their full name and complete address. The requester must sign the request; and have it verified by a notary public. Alternately, the request may be submitted under 28 U.S.C. 1746, certifying the requester's identity and understanding that obtaining a record under false pretenses constitutes a criminal offense. Requests for access to information must be addressed to the Director, Information Management, Office of the Director of National Intelligence, Washington, DC 20511. Regulations governing access to one's records or for appealing an initial determination concerning access to records are contained in the ODNI regulation implementing the Privacy Act.

Contesting Record Procedures:

As specified below, records in this system are exempt from certain notification, access, and amendment procedures. Individuals seeking to correct or amend non-exempt records should address their requests to the ODNI at the address and according to the requirements set forth above under the heading "Record Access Procedures." Regulations governing access to and amendment of one's records or for appealing an initial determination concerning access or amendment of records are contained in the ODNI regulation implementing the Privacy Act.

Record Source Categories:

Individuals covered by this system; U.S. Government employees, agencies and organizations; private sector entities, academia, media, libraries and commercial databases.

Exemptions Claimed for the System:

Records contained in this System of Records may be exempted from the requirements of subsections (c)(3); (d)(1), (2), (3), (4); (e)(1); (e)(4)(G), (H), (I); (f) and (h) of the Privacy Act pursuant to 5 U.S.C. 552a(k)(1). Additionally, records may be exempted from the requirements of subsections (c)(4); (e)(2), (3), (5), (8), (12); and (g) of the Privacy Act consistent with any exemptions claimed under 5 U.S.C. 552a(j) or (k) by the originator of the record, provided the reason for the exemption remains valid and necessary.

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System Name:

Office of the Director of National Intelligence (ODNI) Human Resource Records (ODNI-16)

Security Classification:

The classification of records in this system can range from UNCLASSIFIED to TOP SECRET.

System Location(s):

Office of the Director of National Intelligence, Washington, DC 20511.

Categories of Individuals Covered by the System:

Current and former staff of the Office of the Director of National Intelligence (ODNI), to include ODNI employees, and military and civilian personnel detailed or assigned to the ODNI from other U.S. government departments and agencies; applicants for employment with the ODNI; and participants or beneficiaries designated by ODNI employees as part of a Federal benefit program.

Categories of Records in the System:

Biographic information and employment history including military service; education, to include certifications and special qualifications; and emergency point of contacts. Application materials such as interview reports; test results; resumes; Knowledge, Skills and Abilities (KSAs); performance reviews; and qualifications and skills assessment data. ODNI assignments and positions descriptions, to include memorandums of agreement; security clearance information; time and attendance records; leave records; fitness for duty and performance appraisal reports; awards and commendations; personnel actions; travel records; training records; joint duty credit; employee grievances; records documenting disabilities or job-related injuries; and general in processing and out processing records. Financial information and entitlements including payroll; authorized or required deductions or contributions for Federal, state and local taxes; financial institution data; financial disclosure forms; medical leave bank claims; worker's compensation record; medical and life insurance records, including dependent and beneficiary designations; records regarding retirement status, eligibility, benefits and retirement savings accounts. This system also contains the Official Personnel Files of current and former ODNI staff, containing identifying and biographic data (name(s), date of birth, place of birth, citizenship, social security number, and contact information); records of military service; employment history (applications for Federal employment, personnel actions, performance appraisals, and other personnel documents); documentation of awards and training; investigative notices; and records relating to Federal benefit program participation, to include insurance, savings, and retirement programs.

Authority for Maintenance of the System:

The National Security Act of 1947, as amended, 50 U.S.C. 401-442; the Central Intelligence Agency Retirement Act, 50 U.S.C. 2001 *et seq.*; The Federal Records Act of 1950, as amended, 44 U.S.C. 3101 *et seq.*; Executive Order 9397, as amended (73 FR 70239); Executive Order 12333, as amended (73 FR 45325); Executive Order 12968, as amended (73 FR 38103); and Executive Order 13526 (75 FR 707).

Purpose(s):

To serve as the central human resources management system for the ODNI. Records in this system are used to provide a comprehensive and continuing record of each staff member's service, status, skills and personnel history; to perform centralized personnel functions to include hiring, performance management, time and attendance, leave earnings,

Federal benefits, retirement programs, and separation; to maintain applicant and employee biographic and demographic data; to generate reports for workforce analysis and manpower requirements; and to support personnel training and career development programs.

Routine Uses of Records Maintained in the System, Including Categories of Users and the Purposes of such Uses:

See General Routine Uses Applicable to More than One ODNI Privacy Act System of Records, Subpart C of ODNI's Privacy Act Regulation published at 32 CFR part 1701 (73 FR 16531, 16541), and incorporated by reference (see also <http://www.dni.gov>).

Disclosure to consumer reporting agencies:

None.

Policies and Practice for Storing, Retrieving, Accessing, Retaining, and Disposing of Records in the System:

Storage:

Electronic records are stored in secure file-servers located within ODNI facilities. Paper records and other media are stored in secured areas within such facilities.

Retrievability:

By name, social security number, or other unique employee identifier. Information may be retrieved from this system of records by automated or hand search based on indices and automated capabilities utilized in the normal course of business.

Safeguards:

Information in this system is safeguarded in accordance with recommended and/or prescribed administrative, physical, and technical safeguards. Records are maintained in a secure government facility with access to the facility limited to authorized personnel only and authorized and escorted visitors. Physical security protections include guards and locked facilities requiring badges and passwords for access. Records are accessed only by authorized government personnel and contractors holding appropriate security clearances and whose official duties require access to the records. Communications are encrypted where required and other safeguards are in place to monitor and audit access and to detect intrusions. System backup is maintained separately.

Retention and Disposal:

Pursuant to 44 U.S.C. 3303a and 36 CFR chapter 12, subchapter b, part 1228--Disposition of Federal Records, records will not be disposed of until such time as the National Archives and Records Administration (NARA) approves an applicable ODNI Records Control Schedule, or unless such records are covered by NARA's General Records Schedule.

System Manager(s) and Address(es):

Director, Human Resources, c/o Director, Information Management Office, Office of the Director of National Intelligence, Washington, DC 20511.

Notification Procedure:

As specified below, records in this system are exempt from certain notification, access, and amendment procedures. Individuals seeking to learn whether this system contains non-exempt information about them should address inquiries to the ODNI at the address and according to the requirements set forth below under the heading "Record Access Procedures."

Record Access Procedures:

As specified below, records in this system have been exempted from certain notification, access, and amendment procedures. A request for access shall be made in writing with the envelope and letter clearly marked "Privacy Act Request." Requesters shall provide their full name and complete address. The requester must sign the request; and have it verified by a notary public. Alternately, the request may be submitted under 28 U.S.C. 1746, certifying the requester's identity and understanding that obtaining a record under false pretenses constitutes a criminal offense. Requests for access to information must be addressed to the Director, Information Management, Office of the Director of National Intelligence, Washington, DC 20511. Regulations governing access to one's records or for appealing an initial determination concerning access to records are contained in the ODNI regulation implementing the Privacy Act.

Contesting Record Procedures:

As specified below, records in this system are exempt from certain notification, access, and amendment procedures. Individuals seeking to correct or amend non-exempt records should address their requests to the ODNI at the address and according to the requirements set forth above under the heading "Record Access Procedures." Regulations governing access to and amendment of one's records or for appealing an initial determination concerning access or amendment of records are contained in the ODNI regulation implementing the Privacy Act.

Record Source Categories:

Individuals covered by this system; educational institutions; medical practitioners; private organizations; and other U.S. government departments and agencies.

Exemptions Claimed for the System:

Records contained in this System of Records may be exempted from the requirements of subsections (c)(3); (d)(1),(2), (3),(4); (e)(1); (e)(4)(G),(H),(I); (f) and (h) of the Privacy Act pursuant to 5 U.S.C. 552a(k)(1). Additionally, records may be exempted from the requirements of subsections (c)(4); (e)(2),(3),(5),(8),(12); and (g) of the Privacy Act consistent with any exemptions claimed under 5 U.S.C. 552a(j) or (k) by the originator of the record,

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ODNI -17

System Name:

Office of the Director of National Intelligence (ODNI) Personnel Security Records.

Security Classification:

The classification of records in this system can range from UNCLASSIFIED to TOP SECRET.

System Location(s):

Office of the Director of National Intelligence, Washington, DC 20511.

Categories of Individuals Covered by the System:

ODNI staff; civilian and military personnel detailed or assigned to the ODNI; applicants who have been presented with and accepted offers of employment with the ODNI; government contractors; and other personnel nominated or investigated for security clearances and facility or program accesses.

Categories of Records in the System:

Biographic data to include Social Security Numbers; employment history; personnel security forms; information documenting an individual's security eligibility for access to classified information, projects, or facilities, and suitability for ODNI assignment or affiliation; documentation of initial and final actions relating to the granting, denial, suspension, or revocation of security clearance or access approvals; and non-disclosure and other agreements executed by individuals covered by this system.

Authority for Maintenance of the System:

The National Security Act of 1947, as amended, 50 U.S.C. 401-442; The Federal Records Act of 1950, as amended, 44 U.S.C. 3101 *et seq.*; Executive Order 9397, as amended (73 FR 70239); Executive Order 10450, as amended (44 FR 1055); Executive Order 12333, as amended (73 FR 45325); Executive Order 12968, as amended (73 FR 38103); and Executive Order 13526 (75 FR 707).

Purpose:

Records in this system are used to document personnel suitability, eligibility and qualification decisions; initial and continued access approvals to classified information and facilities; and other personnel security actions and determinations.

Routine Uses of Records Maintained in the System, Including Categories of Users and the Purposes of such Uses:

See General Routine Uses Applicable to More than One ODNI Privacy Act System of Records, Subpart C of ODNI's Privacy Act Regulation published at 32 CFR Part 1701 (73 FR 16531, 16541), and incorporated by reference (see also <http://www.dni.gov>).

Disclosure to consumer reporting agencies:

None.

Policies and Practice for Storing, Retrieving, Accessing, Retaining, and Disposing of Records in the System:

Storage:

Electronic records are stored in secure file-servers located within ODNI facilities. Paper records and other media are stored in secured areas within such facilities.

Retrievability:

By name, social security number, or other personal identifier. Information may be retrieved from this system of records by automated or hand search based on indices and automated capabilities utilized in the normal course of business.

Safeguards:

Information in this system is safeguarded in accordance with recommended and/or prescribed administrative, physical, and technical safeguards. Records are maintained in a secure government facility with access to the facility limited to authorized personnel only and authorized and escorted visitors. Physical security protections include guards and locked facilities requiring badges and passwords for access. Records are accessed only by authorized government personnel and contractors holding appropriate security clearances and whose official duties require access to the records. Communications are encrypted where required and other safeguards are in place to monitor and audit access and to detect intrusions. System backup is maintained separately.

Retention and Disposal:

Pursuant to 44 U.S.C. 3303a and 36 CFR Chapter 12, Subchapter B, Part 1228--Disposition of Federal Records, records will not be disposed of until such time as the National Archives and Records Administration (NARA) approves an applicable ODNI Records Control Schedule, or unless such records are covered by NARA's General Records Schedule.

System Manager(s) and Address(es):

Mission Support Directorate/Security, c/o Director, Information Management Office, Office of the Director of National Intelligence, Washington, DC 20511.

Notification Procedure:

As specified below, records in this system are exempt from certain notification, access, and amendment procedures. Individuals seeking to learn whether this system contains non-exempt information about them should address inquiries to the ODNI at the address and according to the requirements set forth below under the heading "Record Access Procedures."

Record Access Procedures:

As specified below, records in this system have been exempted from certain notification, access, and amendment procedures. A request for access shall be made in writing with the envelope and letter clearly marked "Privacy Act Request." Requesters shall provide their full name and complete address. The requester must sign the request; and have it verified by a notary public. Alternately, the request may be submitted under 28 U.S.C. 1746, certifying the requester's identity and understanding that obtaining a record under false pretenses constitutes a criminal offense. Requests for access to information must be addressed to the Director, Information Management, Office of the Director of National Intelligence, Washington, DC 20511. Regulations governing access to one's records or for appealing an initial determination concerning access to records are contained in the ODNI regulation implementing the Privacy Act.

Contesting Record Procedures:

As specified below, records in this system are exempt from certain notification, access, and amendment procedures. Individuals seeking to correct or amend non-exempt records should address their requests to the ODNI at the address and according to the requirements set forth above under the heading "Record Access Procedures." Regulations governing access to and amendment of one's records or for appealing an initial determination concerning access or amendment of records are contained in the ODNI regulation implementing the Privacy Act.

Record Source Categories:

Individuals covered by this system of records and any sponsoring entities.

Exemptions Claimed for the System:

Records contained in this System of Records may be exempted from the requirements of subsections (c)(3); (d)(1), (2), (3), (4); (e)(1); (e)(4)(G), (H), (I); (f) and (h) of the Privacy Act pursuant to 5 U.S.C. 552a(k)(1), (k)(2) and (k)(5). Additionally, records may be exempted from the requirements of subsections (c)(4); (e)(2), (3), (5), (8), (12); and (g) of the Privacy Act consistent with any exemptions claimed under 5 U.S.C. 552a(j) or (k) by the originator of the record, provided the reason for the exemption remains valid and necessary.

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ODNI 18

System Name:

Office of the Director of National Intelligence (ODNI) Freedom of Information Act, Privacy Act, and Mandatory Declassification Review Request Records.

Security Classification:

The classification of records in this system can range from UNCLASSIFIED to TOP SECRET.

System Location(s):

Office of the Director of National Intelligence, Washington, DC 20511.

Categories of Individuals Covered by the System:

Individuals who submit Freedom of Information Act (FOIA), Privacy Act (PA), and Mandatory Declassification Review (MDR) requests and administrative appeals to the Office of the Director of National Intelligence (ODNI); individuals whose requests and/or appeals have been referred to the ODNI by other Federal agencies; and individuals requesting assistance in connection with the filing of a FOIA/PA/MDR request or appeal on behalf of another.

Categories of Records in the System:

Records created or compiled in response to FOIA/PA/MDR requests and administrative appeals, to include the requester's name, mailing address, and any other information voluntarily submitted by the requester such as telephone numbers and e-mail addresses; subject of the request; case numbers; responses to such requests and appeals; all related or supporting memoranda, correspondence, and notes; and copies of responsive records.

Authority for Maintenance of the System:

The National Security Act of 1947, as amended, 50 U.S.C. 401-442; The Federal Records Act of 1950, as amended, 44 U.S.C. 3101 *et seq.*; The Freedom of Information Act, as amended, 5 U.S.C. 552; The Privacy Act, as amended, 5 U.S.C. 552a; Executive Order 12333, as amended (73 FR 45325); and Executive Order 13526 (75 CFR 707).

Purpose(s):

To process requests for information and administrative appeals under the FOIA; for access, amendment, and administrative appeals under the Privacy Act; for requests and administrative appeals for MDR pursuant to applicable Executive Orders governing classified national security information; and to assist the ODNI in carrying out any other responsibilities relating to the FOIA, Privacy Act, and applicable Executive Orders, including production of program data in response to Congressional requests.

Routine Uses of Records Maintained in the System, Including Categories of Users and the Purposes of such Uses:

See General Routine Uses Applicable to More than One ODNI Privacy Act System of Records, Subpart C of ODNI's Privacy Act Regulation published at 32 CFR part 1701 (73 FR 16531, 16541), and incorporated by reference (see also <http://www.dni.gov>). In addition, a record from this system of records maintained by ODNI may be disclosed as follows:

- a. To a Federal, state, local, or private entity for the purpose of consulting with that entity to enable ODNI to make a determination as to the propriety of access to or correction of information, or for the purpose of verifying the identity of an individual or the accuracy of information submitted by an individual who has requested access to or amendment of information.
- b. To a Federal agency or entity that furnished the record or information for the purpose of permitting that agency or entity to make a decision as to access to or correction of the record or information, or to a Federal agency or entity for purposes of providing guidance or advice regarding the handling of particular requests.
- c. To a submitter or subject of a record or information in order that ODNI may obtain assistance in making a determination as to access or amendment.

Disclosure to consumer reporting agencies:

None.

Policies and Practice for Storing, Retrieving, Accessing, Retaining, and Disposing of Records in the System:

Storage:

Electronic records are stored in secure file-servers located within ODNI facilities. Paper records and other media are stored in secured areas within such facilities.

Retrievability:

By name and case number. Information may be retrieved from this system of records by automated or hand search based on indices and automated capabilities utilized in the normal course of business. All searches of this system of records will be performed in ODNI offices by authorized staff.

Safeguards:

Information in this system is safeguarded in accordance with recommended and/or prescribed administrative, physical, and technical safeguards. Records are maintained in a secure government or contractor facility with access to the facility limited to authorized personnel only and authorized and escorted visitors. Physical security protections include guards and locked facilities requiring badges and passwords for access. Records are accessed only by authorized government personnel and contractors holding appropriate security clearances and whose official duties require access to the records. Communications are encrypted where required and other safeguards are in place to monitor and audit access and to detect intrusions. System backup is maintained separately.

Retention and Disposal:

Pursuant to 44 U.S.C. 3303a and 36 CFR chapter 12, subchapter B, part 1228--Disposition of Federal Records, records will not be disposed of until such time as the National Archives and Records Administration (NARA) approves an applicable ODNI Records Control Schedule, or unless such records are covered by NARA's General Records Schedule.

System Manager(s) and Address(es):

Director, Information Management Office, Office of the Director of National Intelligence, Washington, DC 20511.

Notification Procedure:

As specified below, records in this system are exempt from certain notification, access, and amendment procedures. Individuals seeking to learn whether this system contains non-exempt information about them should address inquiries to the ODNI at the address and according to the requirements set forth below under the heading "Record Access Procedures."

Record Access Procedures:

As specified below, records in this system have been exempted from certain notification, access, and amendment procedures. A request for access shall be made in writing with the envelope and letter clearly marked "Privacy Act Request." Requesters shall provide their full name and complete address. The requester must sign the request; and have it verified by a notary public. Alternately, the request may be submitted under 28 U.S.C. 1746, certifying the requester's identity and understanding that obtaining a record under false pretenses constitutes a criminal offense. Requests for access to information must be addressed to the Director, Information Management Office, Office of the Director of National Intelligence, Washington, DC 20511. Regulations governing access to one's records, or for appealing an initial determination concerning access to records, are contained in the ODNI regulation implementing the Privacy Act.

Contesting Record Procedures:

As specified below, records in this system are exempt from certain notification, access, and amendment procedures. Individuals seeking to correct or amend non-exempt records should address their requests to the ODNI at the address and according to the requirements set forth above under the heading "Records Access Procedures." Regulations governing access to and amendment of one's records or for appealing an initial determination concerning access to or amendment of records are contained in the ODNI regulation implementing the Privacy Act.

Record Source Categories:

Individuals who have submitted requests and administrative appeals pursuant to the FOIA, the Privacy Act, or applicable executive orders governing classification of national security information; ODNI records searched in the process of responding to such requests and appeals; ODNI personnel assigned to handle such requests and appeals; other Federal agencies or entities that have referred requests to the ODNI concerning ODNI records or that have consulted with the ODNI regarding the handling of particular requests and administrative appeals; and third parties entitled by law to assert privileges that bear upon access or amendment determinations.

Exemptions Claimed for the System:

Records pertaining to requests under the Privacy Act contained in this System of Records may be exempted from the requirements of subsections (c)(3); (d)(1), (2), (3), (4); (e)(1); (e)(4)(G), (H), (I); (f) and (h) of the Privacy Act pursuant to 5 U.S.C. 552a(k)(1), (2) and (5). Additionally, records may be exempted from the requirements of subsections (c)(4); (e)(2), (3), (5), (8), (12); and (g) of the Privacy Act consistent with any exemptions claimed under 5 U.S.C. 552a(j) or (k) by the originator of the record, provided the reason for the exemption remains valid and necessary.

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System Name:

Office of the Director of National Intelligence (ODNI) Information Technology Systems Activity and Access Records (ODNI-19).

Security Classification:

The classification of records in this system can range from UNCLASSIFIED to TOP SECRET.

System Location(s):

Office of the Director of National Intelligence, Washington, D.C. 20511.

Categories of Individuals Covered by the System:

Individuals who are authorized to use ODNI and Intelligence Community (IC) enterprise information technology resources.

Categories of Records in the System:

Records in this system include data on the use and attempted use of enterprise information technology resources by all individuals with access to these resources to include full content of audited events.

Authority for Maintenance of the System:

The National Security Act of 1947, as amended, 50 USC 401-442; the Counterintelligence Enhancement Act of 2002, as amended, 50 USC 402b; the Federal Records Act of 1950, as amended, 44 USC 3101 et seq.; the Computer Security Act of 1987, 40 USC 1441 note; Executive Order 12333, as amended (73 FR 45325); Executive Order 12968, as amended (73 FR 38103); and Executive Order 13526 (75 FR 707).

Purpose(s):

Data in this system will be used for evaluating the operational status, security, and performance of the information environment in support of business analytics, information security, counterintelligence, and law enforcement requirements (to include civil, criminal, and administrative investigative requirements).

Routine Uses of Records Maintained in the System, Including Categories of Users and the Purposes of such Uses:

See General Routine Uses Applicable to More than One ODNI Privacy Act System of Records, Subpart C of ODNI's Privacy Act Regulation published at 32 CFR Part 1701 (73 FR 16531, 16541) and incorporated by reference (see also <http://www.dni.gov>). In addition, records from this system of records may be disclosed to Executive Branch departments or agencies for the purpose of evaluating usage trends, capabilities, misuse of, or threats to the ODNI and IC enterprise information resources.

Disclosure to consumer reporting agencies:

None.

Policies and Practice for Storing, Retrieving, Accessing, Retaining, and Disposing of Records in the System:

Storage:

Electronic records are stored in secure file-servers located within the ODNI's facilities. Paper records and other media are stored in secured areas within such facilities.

Retrievability:

By name, user ID, e-mail address, or other unique identifying search term.

Safeguards:

Information in this system is safeguarded in accordance with recommended and/or prescribed administrative, physical, and technical safeguards. Records are maintained in a secure government facility with access to the facility limited to authorized personnel only and authorized and escorted visitors. Physical security protections include guards and locked facilities requiring badges and passwords for access. Records are accessed only by authorized government personnel and contractors holding appropriate security clearances and whose official duties require access to the records. Communications are encrypted where required and other safeguards are in place to monitor and audit access and to detect intrusions. System backup is maintained separately.

Retention and Disposal:

Pursuant to 44 U.S.C. 3303a and 36 CFR Chapter 12, Subchapter B, Part 1228– Disposition of Federal Records, records will not be disposed of until such time as the National Archives and Records Administration (NARA) approves an applicable ODNI Records Control Schedule, or when applicable, GRS 24 and 27.

System Manager(s) and Address(es):

Revise current paragraph to read as follows:

Assistant Director of National Intelligence and IC Chief Information Officer; and Director of Information Technology, Mission Support Directorate; c/o Director, Information Management Division, Office of the Director of National Intelligence, Washington, D.C. 20511.

Notification Procedure:

As specified below, records in this system are exempt from certain notification, access, and amendment procedures. Individuals seeking to learn whether this system contains non-exempt information about them should address inquiries to the ODNI at the address and according to the requirements set forth below under the heading "Record Access Procedures."

Record Access Procedures:

As specified below, records in this system have been exempted from certain notification, access, and amendment procedures. A request for access to non-exempt records shall be made in writing with the envelope and letter clearly marked "Privacy Act Request." Pursuant to ODNI's Privacy Act Regulation at 32 CFR 1701.7(d), requesters shall provide their full name and complete address, date and place of birth, citizenship status, alien registration number (if applicable), and date that status was acquired. Additional or clarifying information may be sought to ascertain identity. Requesters also must provide sufficient details to facilitate locating the record. The requester must sign the request and have it verified by a notary public. Alternatively, the request may be submitted under 28 U.S.C. 1746, certifying the requester's identity and understanding that obtaining a record under false pretenses constitutes a criminal offense. Requests for access to information must be addressed to the Director, Information Management Division, Office of the Director of National Intelligence, Washington, D.C. 20511. Regulations governing access to one's records or for

appealing an initial determination concerning access to records are contained in the ODNI regulation implementing the Privacy Act, 73 FR 16531 (March 28, 2008).

Contesting Record Procedures:

As specified below, records in this system are exempt from certain notification, access, and amendment procedures. Individuals seeking to correct or amend non-exempt records should address their requests to the ODNI at the address and according to the requirements set forth above under the heading "Record Access Procedures." Regulations governing access to and amendment of one's records or for appealing an initial determination concerning access or amendment of records are contained in the ODNI regulation implementing the Privacy Act, 73 FR 16531 (March 28, 2008).

Record Source Categories:

ODNI and IC enterprise audit data.

Exemptions Claimed for the System:

Records contained in this System of Records may be exempted from the requirements of subsections (c)(3); (d)(1),(2), (3),(4); (e)(1); (e)(4)(G),(H),(I); (f) and (h) of the Privacy Act pursuant to 5 U.S.C. 552a(k)(1), (k)(2) and (k)(5). Additionally, records may be exempted from the requirements of subsections (c)(4); (e)(2), (3), (5), (8), (12); and (g) of the Privacy Act consistent with any exemptions claimed under 5 U.S.C. 552a(j) or (k) by the originator of the record, provided the reason for the exemption remains valid and necessary.

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ODNI -20

System Name:

Office of the Director of National Intelligence (ODNI) Security Clearance Reciprocity Hotline Records.

Security Classification:

The classification of records in this system can range from UNCLASSIFIED to TOP SECRET.

System Location(s):

Office of the Director of National Intelligence, Washington, DC 20511.

Categories of Individuals Covered by the System:

Individuals who hold a security clearance granted by a U.S. government agency, to include U.S. Government officials; employees of private sector organizations; members of the academic community; members of scientific and other professional organizations; and other individuals with a current security clearance.

Categories of Records in the System:

Biographic information including name; social security number; date of birth; place of birth; status as civilian, contractor or consultant; current clearance level to include special accesses; and sponsoring/gaining agency.

Authority for Maintenance of the System:

The National Security Act of 1947, as amended, 50 U.S.C. 401-442; The Federal Records Act, as amended, 44 U.S.C. 3101 *et seq.*; Executive Order 9397, as amended (73 FR 70239); Executive Order 10450, as amended (44 FR 1055); Executive Order 12333, as amended (73 FR 45325); Executive Order 12968, as amended (73 FR 38103); and Executive Order 13526 (75 FR 707).

Purpose(s):

The records in this system are used by authorized ODNI security personnel to facilitate and document resolution of issues relating to the transfer or recognition of individual clearances between U.S. Government entities and/or between the U.S. Government and the private, academic, and scientific sectors.

Routine Uses of Records Maintained in the System, Including Categories of Users and the Purposes of such Uses:

See General Routine Uses Applicable to More than One ODNI Privacy Act System of Records, Subpart C of ODNI's Privacy Act Regulation published at 32 CFR part 1701 (73 FR 16531, 16541), and incorporated by reference (see also <http://www.dni.gov>).

Disclosure to consumer reporting agencies:

None.

Policies and Practice for Storing, Retrieving, Accessing, Retaining, and Disposing of Records in the System:

Storage:

Electronic records are stored in secure file-servers located within ODNI facilities. Paper records and other media are stored in secured areas within such facilities.

Retrievability:

By name or uniquely assigned case number. Information may be retrieved from this system of records by automated or hand search based on indices and automated capabilities utilized in the normal course of business.

Safeguards:

Information in this system is safeguarded in accordance with recommended and/or prescribed administrative, physical, and technical safeguards. Records are maintained in a secure government or contractor facility with access to the facility limited to authorized personnel only and authorized and escorted visitors. Physical security protections include guards and locked facilities requiring badges and passwords for access. Records are accessed only by authorized government personnel and contractors holding appropriate security clearances and whose official duties require access to the records. Communications are encrypted where required and other safeguards are in place to monitor and audit access and to detect intrusions. System backup is maintained separately.

Retention and Disposal:

Pursuant to 44 U.S.C. 3303a and 36 CFR chapter 12, subchapter B, part 1228--Disposition of Federal Records, records will not be disposed of until such time as the National Archives and Records Administration (NARA) approves an applicable ODNI Records Control Schedule, or unless such records are covered by NARA's General Records Schedule.

System Manager(s) and Address(es):

Community Services Group c/o Director, Information Management Office, Office of the Director of National Intelligence, Washington, DC 20511.

Notification Procedure:

As specified below, records in this system are exempt from certain notification, access, and amendment procedures. Individuals seeking to learn whether this system contains non-exempt information about them should address inquiries to the ODNI at the address and according to the requirements set forth below under the heading "Record Access Procedures."

Record Access Procedures:

As specified below, records in this system have been exempted from certain notification, access, and amendment procedures. A request for access shall be made in writing with the envelope and letter clearly marked "Privacy Act Request." Requesters shall provide their full name and complete address. The requester must sign the request; and have it verified by a notary public. Alternately, the request may be submitted under 28 U.S.C. 1746, certifying the requester's identity and understanding that obtaining a record under false pretenses constitutes a criminal offense. Requests for access to information must be addressed to the Director, Information Management Office, Office of the Director of National Intelligence, Washington, DC 20511. Regulations governing access to one's records or for appealing an initial determination concerning access to records are contained in the ODNI regulation implementing the Privacy Act.

Contesting Record Procedures:

As specified below, records in this system are exempt from certain notification, access, and amendment procedures. Individuals seeking to correct or amend non-exempt records should address their requests to the ODNI at the address and according to the requirements set forth above under the heading "Record Access Procedures." Regulations governing access to and amendment of one's records or for appealing an initial determination concerning access or amendment of records are contained in the ODNI regulation implementing the Privacy Act.

Record Source Categories:

Individual complainants who are the subject of records in this system; U.S. Government and private sector security offices; and ODNI security personnel engaged in facilitating reciprocity on behalf of complainants.

Exemptions Claimed for the System:

Records contained in this System of Records may be exempted from the requirements of subsections (c)(3); (d)(1), (2), (3), (4); (e)(1); (e)(4)(G), (H), (I); (f) and (h) of the Privacy Act pursuant to 5 U.S.C. 552a(k)(1) and (k)(5). Additionally, records may be exempted from the requirements of subsections (c)(4); (e)(2), (3), (5), (8), (12); and (g) of the Privacy Act consistent with any exemptions claimed under 5 U.S.C. 552a(j) or (k) by the originator of the record, provided the reason for the exemption remains valid and necessary.

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ODNI -21

System Name:

Office of the Director of National Intelligence (ODNI) Information Technology Network Support, Administration and Analysis Records.

Security Classification:

The classification of records in this system can range from UNCLASSIFIED to TOP SECRET.

System Location(s):

Office of the Director of National Intelligence, Washington, DC 20511.

Categories of Individuals Covered by the System:

All persons possessing appropriate security clearances and holding accounts/access authorizations for ODNI and/or IC information technology resources and, when records are provided to ODNI for strategic integration purposes, for persons holding accounts/access authorizations for other government networks, systems and applications.

Categories of Records in the System:

Biographic and job-related data to support user account authorization, including combinations of the following data elements: name, Social Security Number, date of birth, citizenship, home address, personal phone/cell numbers, employing entity and location, job title and phone number, role-based accesses and permissions, and supervisory point of contact.

Authority for Maintenance of the System:

The National Security Act of 1947, as amended, 50 U.S.C. 401-442; the Federal Records Act of 1950, as amended; 44 U.S.C. 3101 *et seq.*; Executive Order 9397, as amended (73 FR 70239); Executive Order 12333, as amended (73 FR 45325); and Executive Order 13388 (70 FR 62023).

Purpose(s):

Records in this system are used to administer user accounts and accesses for ODNI and IC information systems, applications, databases, Web sites, and networks, and for strategic resource management, to include analysis to deconflict redundancies and achieve interoperability and efficiencies with respect to government networks and systems.

Routine Uses of Records Maintained in the System, Including Categories of Users and the Purposes of such Uses:

See General Routine Uses Applicable to More than One ODNI Privacy Act System of Records, Subpart C of ODNI's Privacy Act Regulation published at 32 CFR Part 1701 (73 FR 16531, 16541), and incorporated by reference (see also <http://www.dni.gov>).

Disclosure to consumer reporting agencies:

None

Policies and Practice for Storing, Retrieving, Accessing, Retaining, and Disposing of Records in the System:

Storage:

Electronic records are stored in secure file-servers located within ODNI facilities. Paper records and other media are stored in secured areas within such facilities.

Retrievability:

By name, social security number, or other identifier. Information may be retrieved by automated searches based on capabilities utilized in the normal course of business. Only authorized personnel may search this system.

Safeguards:

Information in this system is safeguarded in accordance with recommended and/or prescribed administrative, physical, and technical safeguards. Records are maintained in a secure government or contractor facility with access to the facility limited to authorized personnel only and authorized and escorted visitors. Physical security protections include guards and locked facilities requiring badges and passwords for access. Records are accessed only by authorized government personnel and contractors holding appropriate security clearances and who have a valid business reason to access the records. Communications are encrypted where required and other safeguards are in place to monitor and audit access and to detect intrusions. Backup tapes are maintained in a secure, off-site location.

Retention and Disposal:

Pursuant to 44 U.S.C. 3303a and 36 CFR Chapter 12, Subchapter B, Part 128--Disposition of Federal Records, records will not be disposed of until such time as the National Archives and Records Administration (NARA) approves an applicable ODNI Records Control Schedule, or unless such records are covered by NARA's General Records Schedule.

System Manager(s) and Address(es):

Assistant Director of National Intelligence and IC Chief Information Officer; and Director of Information Technology, Mission Support Division, c/o Director, Information Management Office, Office of the Director of National Intelligence, Washington, DC 20511.

Notification Procedure:

As specified below, records in this system are exempt from certain notification, access, and amendment procedures. Individuals seeking to learn whether this system contains non-exempt information about them ("notification") should address inquiries to the ODNI at the address and according to the requirements set forth below under the heading "Record Access Procedures."

Record Access Procedures:

As specified below, records in this system have been exempted from certain notification, access, and amendment procedures. A request for access to non-exempt records shall be made in writing with the envelope and letter clearly marked "Privacy Act Request." Each request must provide the requester's full name and complete address. The requester must sign the request and have it verified by a notary public. Alternately, the request may be submitted under 28 U.S.C. 1746, certifying the requester's identity and acknowledging that obtaining records under false pretenses constitutes a criminal offense. Requests for access to information must be addressed to the Director, Information Management Office, Office of the Director of National Intelligence, Washington, DC 20511. Regulations governing access to one's records or for appealing an initial determination concerning access to records are contained in the ODNI regulation implementing the Privacy Act.

Contesting Record Procedures:

As specified below, records in this system are exempt from certain notification, access, and amendment procedures. Individuals seeking to correct or amend non-exempt records should address their requests to the ODNI at the address and according to the requirements set forth above under the heading "Record Access Procedures." Regulations governing access to and amendment of one's records or for appealing an initial determination concerning access or amendment of records are contained in the ODNI regulation implementing the Privacy Act.

Record Source Categories:

Sponsoring and approving government agencies; and private sector entities.

Exemptions Claimed for the System:

Records contained within this System of Records may be exempted from the requirements of subsections (c)(3); (d)(1), (2), (3), (4); (e)(1); (e)(4)(G), (H), (I); (f) and (h) of the Privacy Act pursuant to 5 U.S.C. 552a(k)(1). Additionally, records may be exempted from the requirements of subsections (c)(4); (e)(2), (3), (5), (8), (12); and (g) of the Privacy Act consistent with any exemptions claimed under 5 U.S.C. 552a(j) or (k) by the originator of the record, provided the reason for the exemption remains valid and necessary.

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ODNI /ODNI-22

System Name:

Insider Threat Program Records.

Security Classification:

The classification of records in this system can range from UNCLASSIFIED to TOP SECRET.

System Location(s):

Office of the Director of National Intelligence (ODNI), Washington, D.C. 20511.

Categories of Individuals Covered by the System:

Present and former U.S. Government civilian employees, military members, contractor employees, experts, consultants, licensees, grantees or any other category of person who holds or has held a security clearance; who serves or has served in a sensitive position.

Categories of Records in the System:

Records, including reports and analyses, pertaining to matters, behaviors, or conduct arising in the Counterintelligence, Personnel Security, Physical Security, IT Systems Security, Information Assurance, Human Resources, Law Enforcement, or Background/Suitability contexts that are consistent with the possible existence of a counterintelligence or security threat or that bear on the individual's eligibility to hold a security clearance or serve in a sensitive position.

Authority for Maintenance of the System:

The National Security Act of 1947, as amended, 50 U.S.C. 3341, et seq.; 5 U.S.C. 9101; Executive Order 12968, as

amended (73 FR 38103); Executive Order 9397, as amended (73 FR 70239); Executive Order 10450, as amended (44 FR 1055); Executive Order 10865, as amended (68 FR 4075); Executive Order 12333, as amended (73 FR 45325); Executive Order 13526, as amended (75 FR 707); Executive Order 13467 (73 FR 38103); Executive Order 13587 (76 FR 63811); Presidential Memorandum, November 21, 2012, National Insider Threat Policy and Minimum Standards for Executive Branch Insider Threat Programs.

Purpose(s):

To enhance awareness of potential national security vulnerabilities arising from: inadvertent as well as intentional misuse of authorizations and accesses; violation of established protocols and codes of conduct; disregard for law, regulation, or policy; or from encounters, relationships, or exchanges with persons who may pose a counterintelligence or security risk.

Routine Uses of Records Maintained in the System, Including Categories of Users and the Purposes of such Uses:

See General Routine Uses Applicable to More Than One ODNI Privacy Act System of Records, Subpart C of the ODNI's Privacy Act Regulation published at 32 CFR part 1701 (73 FR 16531, 16541) and incorporated by reference (see also <http://www.dni.gov>).

Disclosure to consumer reporting agencies:

None.

Policies and Practice for Storing, Retrieving, Accessing, Retaining, and Disposing of Records in the System:

Storage:

Electronic records are stored in secure file-servers located within secure government facilities. Paper records are stored in secured areas within the control of the ODNI.

Retrievability:

By name, social security number, or other unique employee identifier; other key terms, including the names of individuals with whom covered individuals have interacted.

Safeguards:

Information in this system is safeguarded in accordance with recommended and/or prescribed administrative, physical, and technical safeguards. Records are maintained in a secure government facility with access to the facility limited to authorized personnel only, and authorized and escorted visitors. Physical security protections include guards and locked facilities requiring badges and passwords for access. Records are accessed only by authorized personnel holding appropriate security clearances and whose official duties require access to the records. Communications are encrypted where required and other safeguards are in place to monitor and audit access, and to detect intrusions. System backup is maintained separately.

Retention and Disposal:

Pursuant to 44 U.S.C. 3303a(d) and 36 CFR chapter 12, subchapter B, part 1228-Disposition of Federal Records, records will not be disposed of until such time as the National Archives and Records Administration (NARA) approves an applicable ODNI Records Control Schedule.

System Manager(s) and Address(es):

Director, Mission Support Directorate/Counterintelligence, c/o Director, Information Management Division, Office of the Director of National Intelligence, Washington, D.C. 20511.

Notification Procedure:

As specified below, records in this system are exempt from certain notification, access, and amendment procedures. Individuals seeking to learn whether this system contains non-exempt information about them should address inquiries to the ODNI at the address and according to the requirements set forth below under the heading "Record Access Procedures."

Record Access Procedures:

As specified below, records in this system have been exempted from certain notification, access, and amendment procedures. A request for access to non-exempt records shall be made in writing with the envelope and letter clearly marked "Privacy Act Request." Each request must provide the requester's full name and complete address. The requester must sign the request and have it verified by a notary public. Alternatively, the request may be submitted under 28 U.S.C. 1746, certifying the requester's identity and acknowledging that obtaining records under false pretenses constitutes a criminal offense. Requests for access to information must be addressed to the Director, Information Management Division, Office of the Director of National Intelligence, Washington, D.C. 20511. Regulations governing access to one's records or for appealing an initial determination concerning access to records are contained in the ODNI regulation implementing the Privacy Act, 73 FR 16531 (March 28, 2008).

Contesting Record Procedures:

As specified below, records in this system are exempt from certain notification, access, and amendment procedures. Individuals seeking to correct or amend non-exempt records should address their requests to the ODNI at the address and according to the requirements set forth above under the heading "Record Access Procedures." Regulations governing access to and amendment of one's records or for appealing an initial determination concerning access or amendment of records are contained in the ODNI regulation implementing the Privacy Act, 73 FR 16531 (March 28, 2008).

Record Source Categories:

Records are obtained from self-reports, third party reports, systems activity monitoring activities, and electronic notifications triggered by interrelated U. S. Government systems, which may contain information from U. S. Government, public, and commercial data sources.

Exemptions Claimed for the System:

Records contained in this System of Records may be exempted from the requirements of subsections (c)(3); (d)(1), (2), (3), (4); (e)(1) and (e)(4)(G), (H), (I); and (f) of the Privacy Act pursuant to 5 U.S.C. 552a(k)(1), (k)(2) and (k)(5). Records may be exempted from these subsections or additionally, from the requirements of subsections (c)(4); (e)(2), (3), (5), (8), (12); and (g) of the Privacy Act consistent with any exemptions claimed under 5 U.S.C. 552a(j) or (k) by the originator of the record, provided the reason for the exemption remains valid and necessary.

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ODNI -002

System Name:

National Counterterrorism Center Access Authorization Records (ODNI/NCTC-002).

Security Classification:

The classification of records in this system can range from UNCLASSIFIED to SECRET.

System Location(s):

National Counterterrorism Center (NCTC), Office of the Director of National Intelligence (ODNI), Washington, DC 20511.

Categories of Individuals Covered by the System:

Current and former NCTC staff (NCTC employees, detailees, assignees, employees of NCTC industrial contractors, and independent contractors to NCTC) and other individuals given access to NCTC facilities and systems.

Categories of Records in the System:

NCTC personnel biographic and job-related data including name, social security number, employing entity, job title and phone number, role-based accesses and permissions, emergency contact information, and supervisory point of contact.

Authority for Maintenance of the System:

The Intelligence Reform and Terrorism Prevention Act of 2004, Pub. L. No. 108-458, 118 Stat. 3638 (Dec. 17, 2004); The National Security Act of 1947, as amended, 50 U.S.C. 401-442; Exec. Order No. 13,354, 69 Fed. Reg. 53,589 (2004); Exec. Order No. 12,333, as amended, 46 Fed. Reg. 59,941 (1981).

Purpose(s):

NCTC Access Authorization Records provide data regarding eligible users' access to NCTC facilities and internal and external systems and databases; access authorization records enable NCTC to monitor compliance with NCTC's access policies and to provide metrics/statistics regarding levels of access as related to official duties.

Routine Uses of Records Maintained in the System, Including Categories of Users and the Purposes of such Uses:

See General Routine Uses Applicable to More Than One ODNI Privacy Act System of Records, Subpart C of ODNI's Privacy Act Regulation published concurrently with this notice and incorporated by reference (see also <http://www.dni.gov>).

Disclosure to consumer reporting agencies:

None.

Policies and Practice for Storing, Retrieving, Accessing, Retaining, and Disposing of Records in the System:

Storage:

Electronic records are stored in secure file-servers located within secure facilities under the control of NCTC. Paper and

other hard-copy records are stored in secured areas within the control of NCTC.

Retrievability:

By name, social security number, or other identifier. Information may be retrieved from this System of Records by automated or hand searches based on existing indices and automated capabilities utilized in the normal course of business. Only authorized personnel may search this system.

Safeguards:

Information in this system is safeguarded in accordance with recommended and/or prescribed administrative, physical, and technical safeguards. Records are maintained in a secure government or contractor facility with access to the facility limited to authorized personnel only and authorized and escorted visitors. Physical security protections include guards and locked facilities requiring badges and passwords for access. Records are accessed only by authorized government personnel and contractors holding appropriate security clearances and who have a valid business reason to access the records. Communications are encrypted where required and other safeguards are in place to monitor and audit access and to detect intrusions. Backup tapes are maintained in a secure, off-site location.

Retention and Disposal:

Pursuant to 44 U.S.C. 3303a(d) and 36 CFR Chapter 12, Subchapter B, Part 1228--Disposition of Federal Records, access authorization records will be maintained and disposed of in accordance with the National Archives and Records Administration (NARA) General Records Schedule (GRS) Nos. 18 (facility access) and 24 (computer access).

System Manager(s) and Address(es):

NCTC Information Management Officer, c/o Director, Information Management Office, Office of the Director of National Intelligence, Washington, DC 20511.

Notification Procedure:

As specified below, records in this system have been exempted from certain notification, access, and amendment procedures. Individuals seeking to learn whether this system contains non-exempt information about them ("notification") should address inquiries to the ODNI at the address and according to the requirements set forth below under the heading "Record Access Procedures."

Record Access Procedures:

As specified below, records in this system have been exempted from certain notification, access, and amendment procedures. A request for access to non-exempt records shall be made in writing with the envelope and letter clearly marked "Privacy Act Request." Each request must provide the requester's full name and complete address. The requester must sign the request and have it verified by a notary public. Alternately, the request may be submitted under 28 U.S.C. 1746, certifying the requester's identity and acknowledging that obtaining records under false pretenses constitutes a criminal offense. Requests for access to information must be addressed to the Director, Information Management Office, Office of the Director of National Intelligence, Washington, DC 20511. Regulations governing access to one's records or for appealing an initial determination concerning access to records are contained in the ODNI regulation implementing the Privacy Act.

Contesting Record Procedures:

As specified below, records in this system are exempt from certain notification, access, and amendment procedures.

Individuals seeking to correct or amend non-exempt records should address their requests to the ODNI at the address and according to the requirements set forth above under the heading "Record Access Procedures." Regulations governing access to and amendment of one's records or for appealing an initial determination concerning access or amendment of records are contained in the ODNI regulation implementing the Privacy Act.

Record Source Categories:

NCTC staff, other individuals seeking access, and their employing entities provide personnel-related information upon entrance on duty and/or as part of access authorization requirements. Authorized NCTC officials provide information about specific grants of access to eligible systems users.

Exemptions Claimed for the System:

Records contained within this System of Records may be exempted from the requirements of subsections (c)(3); (d)(1), (2), (3), (4); (e)(1) and (e)(4)(G), (H), (I); and (f) of the Privacy Act pursuant to 5 U.S.C. 552a(k)(1). Records may be exempted from these subsections or, additionally, from the requirements of subsections (c)(4); (e)(2), (3), (5), (8), (12); and (g) of the Privacy Act consistent with any exemptions claimed under 5 U.S.C. 552a(j) or (k) by the originator of the record, provided the reason for the exemption remains valid and necessary.

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ODNI /NCSC-002

System Name:

Counterintelligence Trends Analyses Records (ODNI/NCSC-002)

Security Classification:

The classification of records in this system can range from UNCLASSIFIED to TOP SECRET.

System Location(s):

National Counterintelligence and Security Center (NCSC), Office of the Director of National Intelligence (ODNI), Washington, D.C. 20505.

Categories of Individuals Covered by the System:

Individuals convicted of or the subject of a criminal complaint, or indicted for espionage or other crime(s) relating to U.S. national security; individuals conspiring with or working on behalf of foreign criminal organizations and convicted of or charged with criminal activity including, but not limited to, corruption and theft of government records for the benefit of a foreign entity or activity; individuals linked to foreign or transnational criminal organizations, foreign intelligence organizations, or international terrorist organizations and subject to administrative processes or penalties for such activity or association; individuals interviewed by U.S. Government personnel or mentioned in such interviews who have been identified in connection with or who have provided relevant information in relation to espionage, crimes related to U.S. national security, foreign criminal organizations, international terrorist organizations, or unauthorized disclosures of sensitive or classified information.

Categories of Records in the System:

Records include law enforcement records (e.g., convictions, subpoenas, rap sheets, investigatory or administrative files),

court documents (e.g., indictments, criminal complaints, plea agreements), NCSC debriefings and interviews with record subjects or their associates and related damage assessments, intelligence or law enforcement reporting on above individuals; and biographical profiles of and personally identifiable information belonging to individuals covered by the system.

Authority for Maintenance of the System:

The Intelligence Reform and Terrorism Prevention Act of 2004, Pub. L. 108–458, 118 Stat. 3638 (Dec. 17, 2004); the Counterintelligence Enhancement Act of 2002, as amended, 50 U.S.C. 3031, et seq.; the National Security Act of 1947, as amended, 50 U.S.C. 3001, et seq.; Executive Order 12333, 46 FR 59,941 (1981); Executive Order 13354, 69 FR 53,589 (2004).

Purpose(s):

To facilitate development of counterintelligence trend analyses that can be applied to: (1) improving U.S. Government personnel security, counterintelligence, and insider threat programs, policies, and procedures; (2) developing training and instruction to identify threats and mitigate associated risks; (3) promoting cooperative research and analyses within and among U.S. Government elements on counterintelligence, insider threat, and personnel security issues that have policy implications; and (4) identifying best practices.

Routine Uses of Records Maintained in the System, Including Categories of Users and the Purposes of such Uses:

Records in this system are shared with U.S. Government personnel conducting the analyses described herein. Records or findings may be disclosed as set forth in the General Routine Uses Applicable to More Than One ODNI Privacy Act System of Records, Subpart C of ODNI's Privacy Act Regulation published at 32 CFR part 1701 (73 FR 16531, 16541) and incorporated by reference.

Disclosure to consumer reporting agencies: None.

Policies and Practice for Storing, Retrieving, Accessing, Retaining, and Disposing of Records in the System:

Storage:

Electronic records are stored in secure file servers within U.S. Government facilities. Paper and other hard copy records are stored in secured areas within the control of NCSC.

Retrievability:

The records in this system are retrieved by name, personal identifier, or subject matter. Only authorized personnel may search this system.

Safeguards:

Information in this system is safeguarded in accordance with recommended and/or prescribed administrative, physical, and technical safeguards. Records are maintained in a secure government facility with access to the facility limited to only authorized personnel or authorized and escorted visitors. Physical security protections include guards and locked facilities requiring badges and passwords for access. Records are accessed only by authorized U.S. Government personnel and contractors holding an appropriate security clearance and who have a "need to know." Software controls are in place to limit access, and other safeguards exist to monitor and audit access and to detect intrusions. System backup is maintained separately.

Retention and Disposal:

Pursuant to 44 U.S.C. 3303a(d) and 36 CFR Chapter 12, Subchapter B, Part 1228–Disposition of Federal Records, records will not be disposed of until such time as the National Archives and Records Administration (NARA) approves an applicable ODNI Records Control Schedule.

System Manager(s) and Address(es):

NCSC CI Trends System Manager, c/o Director, Information Management Division, Office of the Director of National Intelligence, Washington D.C. 20511.

Notification Procedure:

As specified below, records in this system have been exempted from certain notification, access, and amendment procedures. Individuals seeking to learn if this system contains information about them should address inquiries to the NCSC at the system manager address above and according to the requirements set forth below under the heading "Record Access Procedures."

Record Access Procedures:

As specified below, records in this system have been exempted from certain notification, access, and amendment procedures. A request for access to non-exempt records shall be made in writing with the envelope and letter clearly marked "Privacy Act Request." Pursuant to ODNI's Privacy Act Regulation at 32 CFR 1701.7(d), requesters shall provide their full name and complete address, date and place of birth, citizenship status, alien registration number (if applicable), and date that status was acquired. Additional or clarifying information may be sought to ascertain identity. Requesters also must provide sufficient details to facilitate locating the record. The requester must sign the request and have it verified by a notary public. Alternatively, the request may be submitted under 28 U.S.C. 1746, certifying the requester's identity and understanding that obtaining a record under false pretenses constitutes a criminal offense. Requests for access to information must be addressed to the Director, Information Management Division, Office of the Director of National Intelligence, Washington, D.C. 20511. Regulations governing access to one's records or for appealing an initial determination concerning access to records are contained in the ODNI regulation implementing the Privacy Act, 73 FR 16531 (March 28, 2008).

Contesting Record Procedures:

As specified below, records in this system have been exempted from certain notification, access, and amendment procedures. Individuals seeking to correct or amend non-exempt records should direct their requests to the NCSC at the system manager address and according to the requirements set forth above under the heading "Record Access Procedures." Regulations regarding requests to amend, for disputing the contents of one's record, or for appealing initial determinations concerning these matters are contained in the ODNI Privacy Act regulation, 73 FR 16531 (March 28, 2008).

Record Source Categories:

Records derived from human and record sources consulted in the course of investigating disclosure of sensitive or classified information.

Exemptions Claimed for the System:

Records contained within this System of Records may be exempted from the requirements of subsections (c)(3); (d)(1), (2),(3),(4); (e)(1) and (e)(4),(G),(H),(I); and (f) of the Privacy Act pursuant to 5 U.S.C. 552a(k)(1) and (k)(2). Records

may be exempted from these subsections or, additionally, from the requirements of subsections (c)(4); (e)(2),(3),(5),(8) and (12); and (g) of the Privacy Act consistent with any exemptions claimed under 5 U.S.C. 552a(j) or (k) by the originator of the record, provided the reason for protecting the record from disclosure remains valid and necessary.

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ODNI /NCTC-003

System Name:

National Counterterrorism Center Telephone Directory (ODNI/NCTC-003).

Security Classification:

The classification of records in this system can range from UNCLASSIFIED to SECRET.

System Location(s):

National Counterterrorism Center (NCTC), Office of the Director of National intelligence (ODNI), Washington, DC 20511.

Categories of Individuals Covered by the System:

Current NCTC staff (NCTC employees, detailees, assignees, employees of NCTC industrial contractors, and independent contractors to NCTC).

Categories of Records in the System:

Biographic data, including name, employer, job title, address, phone numbers, and emergency contact information.

Authority for Maintenance of the System:

The Intelligence Reform and Terrorism Prevention Act of 2004, Pub. L. No. 108-458, 118 Stat. 3638 (Dec. 17, 2004); The National Security Act of 1947, as amended, 50 U.S.C. 401-442; Exec. Order No. 13,354, 69 Fed. Reg. 53,589 (2004); Exec. Order No. 12,333, as amended, 46 Fed. Reg. 59,941 (1981).

Purpose(s):

The NCTC Telephone Directory serves as the central personnel directory for NCTC.

Routine Uses of Records Maintained in the System, Including Categories of Users and the Purposes of such Uses:

See General Routine Uses Applicable to More Than One ODNI Privacy Act System of Records, Subpart C of ODNI's Privacy Act Regulation published concurrently with this notice and incorporated by reference (see also <http://www.dni.gov>).

Disclosure to consumer reporting agencies:

None.

Policies and Practice for Storing, Retrieving, Accessing, Retaining, and Disposing of Records in the System:

Storage:

Electronic records are stored in secure file-servers located within secure facilities under the control of NCTC. Paper and other hard-copy records are stored in secured areas within the control of NCTC.

Retrievability:

By name, social security number, or other identifier. Information may be retrieved from this System of Records by automated or hand searches based on existing indices and automated capabilities utilized in the normal course of business. Only authorized personnel may search this system.

Safeguards:

Information in this system is safeguarded in accordance with recommended and/or prescribed administrative, physical, and technical safeguards. Records are maintained in a secure government or contractor facility with access to the facility limited to authorized personnel only and authorized and escorted visitors. Physical security protections include guards and locked facilities requiring badges and passwords for access. Records are accessed only by authorized government personnel and contractors holding appropriate security clearances and who have a valid business reason to access the records. Communications are encrypted where required and other safeguards are in place to monitor and audit access and to detect intrusions. Backup tapes are maintained in a secure, off-site location.

Retention and Disposal:

Pursuant to 44 U.S.C. 3303a(d) and 36 CFR Chapter 12, Subchapter B, Part 1228-Disposition of Federal Records, the NCTC Telephone Directory will be maintained and disposed of in accordance with the National Archives and Records Administration (NARA) General Records Schedule (GRS) No. 23.

System Manager(s) and Address(es):

NCTC Information Management Officer, c/o Director, Information Management Office, Office of the Director of National Intelligence, Washington, DC 20511.

Notification Procedure:

As specified below, records in this system have been exempted from certain notification, access, and amendment procedures. Individuals seeking to learn whether this system contains non-exempt information about them ("notification") should address inquiries to the ODNI at the address and according to the requirements set forth below under the heading "Record Access Procedures."

Record Access Procedures:

As specified below, records in this system have been exempted from certain notification, access, and amendment procedures. A request for access to non-exempt records shall be made in writing with the envelope and letter clearly marked "Privacy Act Request." Each request must provide the requester's full name and complete address. The requester must sign the request and have it verified by a notary public. Alternately, the request may be submitted under 28 U.S.C. 1746, certifying the requester's identity and acknowledging that obtaining records under false pretenses constitutes a criminal offense. Requests for access to information must be addressed to the Director, Information Management Office, Office of the Director of National Intelligence, Washington, DC 20511. Regulations governing

access to one's records or for appealing an initial determination concerning access to records are contained in the ODNI regulation implementing the Privacy Act.

Contesting Record Procedures:

As specified below, records in this system are exempt from certain notification, access, and amendment procedures.

Individuals seeking to correct or amend non-exempt records should address their requests to the ODNI at the address and according to the requirements set forth above under the heading "Record Access Procedures." Regulations governing access to and amendment of one's records or for appealing an initial determination concerning access or amendment of records are contained in the ODNI regulation implementing the Privacy Act.

Record Source Categories:

NCTC staff (NCTC employees, detailees, assignees, employees of NCTC industrial contractors, and independent contractors to NCTC) provide this information upon entrance on duty at NCTC.

Exemptions Claimed for the System:

Records contained within this System of Records may be exempted from the requirements of subsections (c)(3); (d)(1), (2), (3), (4); (e)(1) and (e)(4)(G), (H), (I); and (f) of the Privacy Act pursuant to 5 U.S.C. 552a(k)(1). Records may be exempted from these subsections or, additionally, from the requirements of subsections (c)(4); (e)(2), (3), (5), (8), (12); and (g) of the Privacy Act consistent with any exemptions claimed under 5 U.S.C. 552a(j) or (k) by the originator of the record, provided the reason for the exemption remains valid and necessary.

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ODNI /NCTC-004

System Name:

National Counterterrorism Center Knowledge Repository (SANCTUM).

Security Classification:

The classification of records in this system can range from UNCLASSIFIED to TOP SECRET.

System Location(s):

National Counterterrorism Center (NCTC), Office of the Director of National Intelligence (ODNI), Washington, DC 20511.

Categories of Individuals Covered by the System:

Individuals known or suspected to be or have been engaged in conduct constituting, in preparation for, in aid of or related to terrorism, and individuals whose conduct will be assessed for such nexus to terrorism.

Categories of Records in the System:

Classified and unclassified information residing in diplomatic, financial, military, homeland security, intelligence, law

enforcement or other databases of potential counterterrorism value. Records include, but are not limited to, intelligence reports, message traffic, biographic data, biometrics, relationships and associations, travel data, or other information potentially relevant to counterterrorism efforts.

Authority for Maintenance of the System:

The National Security Act of 1947, as amended, 50 U.S.C. 401-442; The Federal Records Act of 1950, as amended, 44 U.S.C. 3101 *et seq.*; Executive Order 12333, as amended (73 FR 45325); Executive Order 12968, as amended (73 FR 38103); and Executive Order 13526 (75 FR 707).

Purpose(s):

The NCTC Knowledge Repository facilitates secure sharing and assessment of terrorism information and potential terrorism information using an integrated information technology architecture and knowledge base, and provides a centralized repository of information needed to fight terrorism to which is applied a set of common services to access, manage, enrich, and deliver this information to end users and mission-oriented applications.

Routine Uses of Records Maintained in the System, Including Categories of Users and the Purposes of such Uses:

See General Routine Uses Applicable to More Than One ODNI Privacy Act System of Records, Subpart C of ODNI's Privacy Act Regulation published concurrently with this notice and incorporated by reference (see also <http://www.dni.gov>).

Disclosure to consumer reporting agencies:

None.

Policies and Practice for Storing, Retrieving, Accessing, Retaining, and Disposing of Records in the System:

Storage:

Electronic records are stored in secure file-servers located within secure facilities under the control of NCTC. Paper records and other media are stored in secured areas within such facilities.

Retrievability:

By name or other identifier. Information will be retrieved from this System of Records by automated capabilities utilized in the normal course of business. All searches of this System of Records will be performed in ODNI/NCTC facilities by authorized staff.

Safeguards:

Information in this system is safeguarded in accordance with recommended and/or prescribed administrative, physical, and technical safeguards. Records are maintained in a secure government or contractor facility with access to the facility limited to authorized personnel only and authorized and escorted visitors. Physical security protections include guards and locked facilities requiring badges and passwords for access. Records are accessed only by authorized government personnel and contractors holding appropriate security clearances and who have a valid business reason to access the records. Communications are encrypted where required and other safeguards are in place to monitor and audit access and to detect intrusions. Backup tapes are maintained in a secure, off-site location.

Retention and Disposal:

Pursuant to 44 U.S.C. 3303a and 36 CFR Chapter 12, Subchapter B, Part 1228--Disposition of Federal Records, terrorism-related records owned and maintained by ODNI/NCTC will be disposed of in accordance with the applicable National Archives and Records Administration (NARA)-approved ODNI/NCTC Records Control Schedule. Records not reasonably believed to constitute terrorism information are temporary records and will be dispositioned consistent with specific agreements with data providers and in accordance with Attorney General-approved procedures implementing Section 2.3 of Executive Order 12333 for NCTC's access to, retention, and dissemination of information concerning United States persons. ODNI/NCTC will seek additional NARA approval, as necessary, consistent with Attorney General-approved procedures, to address the disposition of records related to non-terrorist identities.

System Manager(s) and Address(es):

NCTC Knowledge Repository System Manager, c/o Director, Information Management, Office of the Director of National Intelligence, Washington, DC 20511.

Notification Procedure:

As specified below, records in this system have been exempted from certain notification, access, and amendment procedures. Individuals seeking to learn whether this system contains non-exempt information about them ("notification") should address inquiries to the ODNI at the address and according to the requirements set forth below under the heading "Record Access Procedures."

Record Access Procedures:

As specified below, records in this system have been exempted from certain notification, access, and amendment procedures. A request for access to non-exempt records shall be made in writing with the envelope and letter clearly marked "Privacy Act Request." Each request must provide the requester's full name and complete address. The requester must sign the request and have it verified by a notary public. Alternately, the request may be submitted under 28 U.S.C. 1746, certifying the requester's identity and acknowledging that obtaining records under false pretenses constitutes a criminal offense. Requests for access to information must be addressed to the Director, Information Management Office, Office of the Director of National Intelligence, Washington, DC 20511. Regulations governing access to one's records or for appealing an initial determination concerning access to records are contained in the ODNI regulation implementing the Privacy Act.

Contesting Record Procedures:

As specified below, records in this system have been exempted from certain notification, access, and amendment procedures. Individuals seeking to correct or amend non-exempt records should address their requests to the ODNI at the address and according to the requirements set forth above under the heading "Record Access Procedures." Regulations governing access to and amendment of one's records or for appealing an initial determination concerning access or amendment of records are contained in the ODNI regulation implementing the Privacy Act.

Record Source Categories:

Federal, state, local, and foreign government entities; private sector entities; and commercial and public sources.

Exemptions Claimed for the System:

Records contained within this System of Records may be exempted from the requirements of subsections (c)(3); (d)(1), (2),(3),(4); (e)(1); (e)(4)(G),(H),(I); (f) and (h) of the Privacy Act pursuant to 5 U.S.C. 552a(k)(1) and (k)(2). Additionally, records may be exempted from the requirements of subsections (c)(4);(e)(2),(3),(5),(8),(12); and (g) of the

Privacy Act consistent with any exemptions claimed under 5 U.S.C. 552a(j) or (k) by the originator of the record, provided the reason for the exemption remains valid and necessary.

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ODNI /NTC-005

System Name:

National Counterterrorism Center Current (ODNI/NCTC-005)

Security Classification:

The classification of records in this system can range from UNCLASSIFIED to TOP SECRET.

System Location(s):

National Counterterrorism Center (NCTC), Office of the Director of National Intelligence (ODNI), Washington, D.C. 20511.

Categories of Individuals Covered by the System:

Individuals known or suspected to be or have been engaged in conduct constituting, in preparation for, in aid of, or related to terrorism or counterterrorism; and individuals who offer information pertaining to terrorism and counterterrorism. The system also contains information about individuals who have access to the system for counterterrorism purposes.

Categories of Records in the System:

Classified and unclassified intelligence possessed or acquired by the United States Government pertaining to terrorism and counterterrorism; message traffic (cables); finished intelligence products and results of intelligence analysis, and reporting (including law enforcement information); information gleaned through links to other systems, databases and collaborative features such as e-mail, communities of interest, and on-line chat rooms; information systems security analysis and reporting; publicly available information (including information contained in media reports and commercial databases); data concerning the providers of information; and information from other sources necessary to fulfill the mission of NCTC.

Authority for Maintenance of the System:

The Intelligence Reform and Terrorism Prevention Act of 2004, Pub. L. No. 108-458, 118 Stat. 3638 (Dec. 17, 2004); the National Security Act of 1947, as amended, 50 U.S.C. 401-442; Executive Order 13354, 69 FR 53,589 (2004); Executive Order 12333, as amended, 46 FR 59,941 (1981).

Purpose(s):

National Counterterrorism Center Current is maintained for the purpose of compiling, assessing, analyzing, integrating, and disseminating information relating to terrorism and counterterrorism.

Routine Uses of Records Maintained in the System, Including Categories of Users and the Purposes of such Uses:

See General Routine Uses Applicable to More Than One ODNI Privacy Act System of Records, Subpart C of ODNI's Privacy Act Regulation published in 32 CFR part 1701 (16531, 16541) and incorporated by reference (see also <http://www.dni.gov>)

Disclosure to consumer reporting agencies: None.

Policies and Practice for Storing, Retrieving, Accessing, Retaining, and Disposing of Records in the System:

Electronic records are stored in secure files-servers located within secure facilities under the control of NCTC. Paper and other hard-copy records are stored in secured areas within the control of NCTC.

Retrievability:

By name, social security number, or other identifier. Information may be retrieved from the System of Records by automated or hand searches based on existing indices and automated capabilities utilized in the normal course of business. Only authorized personnel with a need to know may search this system.

Safeguards:

Information in this system is safeguarded in accordance with recommended and/or prescribed administrative, physical, and technical safeguards. Records are maintained in a secure government or contractor facility with access to the facility limited to authorized personnel only and authorized and escorted visitors. Physical security protections include guards and locked facilities requiring badges and passwords for access. Records are accessed only by authorized government personnel and contractors holding appropriate security clearances and who have a valid business reason to access the records. Communications are encrypted where required and other safeguards are in place to monitor and audit access and to detect intrusions. Backup tapes are maintained in a secure, off-site location.

Retention and Disposal:

Revise current paragraph as follows:

Pursuant to 44 U.S.C. 3303a(d) and 36 CFR Chapter 12, Subchapter B, Part 1228 – Disposition of Federal Records, records in this system will be dispositioned in accordance with records controls schedules N1-576-08-1; CT-4; and CT-5.

System Manager(s) and Address(es):

NCTC Current System Manager, c/o Director, Information Management Division, Office of the Director of National Intelligence, Washington, D.C. 20511.

Notification Procedure:

As specified below, records in this system are exempt from certain notification, access, and amendment procedures. Individuals seeking to learn whether this system contains non-exempt information about them should address inquiries to the ODNI at the address and according to the requirements set forth below under the heading “Record Access Procedures.”

Record Access Procedures:

As specified below, records in this system have been exempted from certain notification, access, and amendment

procedures. A request for access to non-exempt records shall be made in writing with the envelope and letter clearly marked "Privacy Act Request." Pursuant to ODNI's Privacy Act Regulation at 32 CFR 1701.7(d), requesters shall provide their full name and complete address, date and place of birth, citizenship status, alien registration number (if applicable), and date that status was acquired. Additional or clarifying information may be sought to ascertain identity. Requesters also must provide sufficient details to facilitate locating the record. The requester must sign the request and have it verified by a notary public. Alternately, the request may be submitted under 28 U.S.C. 1746, certifying the requester's identity and understanding that obtaining a record under false pretenses constitutes a criminal offense. Requests for access to information must be addressed to the Director, Information Management Division, Office of the Director of National Intelligence, Washington, D.C. 20511. Regulations governing access to one's records or for appealing an initial determination concerning access to records are contained in the ODNI regulation implementing the Privacy Act, 73 FR 16531 (March 28, 2008).

Contesting Record Procedures:

Revise current paragraph to read as follows:

As specified below, records in this system are exempt from certain notification, access, and amendment procedures. Individuals seeking to correct or amend non-exempt records should address their requests to the ODNI at the address and according to the requirements set forth above under the heading "Records Access Procedures." Regulations governing access to and amendment of one's records or for appealing an initial determination concerning access to or amendment of records are contained in the ODNI regulation implementing the Privacy Act, 73 FR 16531 (March 28, 2008).

Record Source Categories:

Information may be obtained from diplomatic, financial, military, homeland security, intelligence or law enforcement activities relating to counterterrorism or from any federal, state, or local government; foreign government information; private sector or public source material; information from other sources necessary to fulfill the mission of NCTC.

Exemptions Claimed for the System:

Records contained in this System of Records may be exempted from the requirements of subsections (c)(3); (d)(1), (2), (3), (4); (e)(1) and (e)(4)(G), (H), (I); and (f) of the Privacy Act pursuant to 5 U.S.C. 552a(k)(1) and (k)(2). Records may be exempted from these subsections or, additionally, from the requirements of subsections (c)(4); (e)(2), (3), (5), (8), (12); and (g) of the Privacy Act consistent with any exemptions claimed under 5 U.S.C. 552a(j) or (k) by the originator of the record, provided the reason for the exemption remains valid and necessary.

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ODNI /NTC-006

System Name:

National Counterterrorism Center Partnership Management Records (ODNI/NCTC-006).

Security Classification:

The classification of records in this system can range from UNCLASSIFIED to TOP SECRET.

System Location(s):

National Counterterrorism Center (NCTC), Office of the Director of National Intelligence (ODNI), Washington, DC 20511.

Categories of Individuals Covered by the System:

Current NCTC staff (NCTC employees, detailees, assignees, employees of NCTC industrial contractors, and independent contractors to NCTC) and external participants in activities relating to intelligence matters.

Categories of Records in the System:

Information concerning the purpose or topic of the intelligence activity; the timing, location, or participants involved in each intelligence activity; and, the results of each intelligence activity.

Authority for Maintenance of the System:

The Intelligence Reform and Terrorism Prevention Act of 2004, Pub. L. No. 108-458, 118 Stat. 3638 (Dec. 17, 2004); The National Security Act of 1947, as amended, 50 U.S.C. 401-442; Exec. Order No. 13,354, 69 Fed. Reg. 53,589 (2004); Exec. Order No. 12,333, as amended, 46 Fed. Reg. 59,941 (1981).

Purpose:

NCTC Partnership Management Records are used to manage, track, and facilitate NCTC's relationships with other governmental entities, non-governmental entities, representatives of such entities, and individuals.

Routine Uses of Records Maintained in the System, Including Categories of Users and the Purposes of such Uses:

See General Routine Uses Applicable to More Than One ODNI Privacy Act System of Records, Subpart C of ODNI's Privacy Act Regulation published concurrently with this notice and incorporated by reference (see also <http://www.dni.gov>).

Disclosure to consumer reporting agencies:

None.

Policies and Practice for Storing, Retrieving, Accessing, Retaining, and Disposing of Records in the System:

Storage:

Electronic records are stored in secure file-servers located within secure facilities under the control of NCTC. Paper and other hard-copy records are stored in secured areas within the control of NCTC.

Retrievability:

By name, social security number, or other identifier. Information may be retrieved from this System of Records by automated or hand searches based on existing indices and automated capabilities utilized in the normal course of business. Only authorized personnel with a need to know may search this system.

Safeguards:

Information in this system is safeguarded in accordance with recommended and/or prescribed administrative, physical, and technical safeguards. Records are maintained in a secure government or contractor facility with access to the facility

limited to authorized personnel only and authorized and escorted visitors. Physical security protections include guards and locked facilities requiring badges and passwords for access. Records are accessed only by authorized government personnel and contractors holding appropriate security clearances and who have a valid business reason to access the records. Communications are encrypted where required and other safeguards are in place to monitor and audit access and to detect intrusions. Backup tapes are maintained in a secure, off-site location.

Retention and Disposal:

Pursuant to 44 U.S.C. 3303a(d) and 36 CFR Chapter 12, Subchapter B, Part 1228--Disposition of Federal Records, records in the system will not be disposed of until such time as the National Archives and Records Administration approves an applicable ODNI Records Control Schedule.

System Manager(s) and Address(es):

NCTC Partnership Management Database System Manager, c/o Director, Information Management Office, Office of the Director of National Intelligence, Washington, DC 20511.

Notification Procedure:

As specified below, records in this system have been exempted from certain notification, access, and amendment procedures. Individuals seeking to learn whether this system contains non-exempt information about them ("notification") should address inquiries to the ODNI at the address and according to the requirements set forth below under the heading "Record Access Procedures."

Record Access Procedures:

As specified below, records in this system have been exempted from certain notification, access, and amendment procedures. A request for access to non-exempt records shall be made in writing with the envelope and letter clearly marked "Privacy Act Request." Each request must provide the requester's full name and complete address. The requester must sign the request and have it verified by a notary public. Alternately, the request may be submitted under 28 U.S.C. 1746, certifying the requester's identity and acknowledging that obtaining records under false pretenses constitutes a criminal offense. Requests for access to information must be addressed to the Director, Information Management Office, Office of the Director of National Intelligence, Washington, DC 20511. Regulations governing access to one's records or for appealing an initial determination concerning access to records are contained in the ODNI regulation implementing the Privacy Act.

Contesting Record Procedures:

As specified below, records in this system have been exempted from certain notification, access, and amendment procedures. Individuals seeking to correct or amend non-exempt records should address their requests to the ODNI at the address and according to the requirements set forth above under the heading "Record Access Procedures." Regulations governing access to and amendment of one's records or for appealing an initial determination concerning access or amendment of records are contained in the ODNI regulation implementing the Privacy Act.

Record Source Categories:

Information concerning NCTC's external outreach and liaison efforts with governmental and non-governmental entities, their representatives, and associated individuals.

Exemptions Claimed for the System:

Records contained within this System of Records may be exempted from the requirements of subsections (c)(3); (d)(1), (2), (3), (4); (e)(1) and (e)(4)(G), (H), (I); and (f) of the Privacy Act pursuant to 5 U.S.C. 552a(k)(1). Records may be exempted from these subsections or, additionally, from the requirements of subsections (c)(4); (e)(2), (3), (5), (8), (12); and (g) of the Privacy Act consistent with any exemptions claimed under 5 U.S.C. 552a(j) or (k) by the originator of the record, provided the reason for the exemption remains valid and necessary.

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ODNI /NCTC-007

System Name:

National Counterterrorism Center Tacit Knowledge Management Records (ODNI/NCTC-007).

Security Classification:

The classification of records in this system can range from UNCLASSIFIED to TOP SECRET.

System Location(s):

National Counterterrorism Center (NCTC), Office Of The Director Of National Intelligence (ODNI), Washington, DC 20511.

Categories of Individuals Covered by the System:

Current and former NCTC staff (nctc employees, detailees, assignees, employees of NCTC industrial contractors, and independent contractors to NCTC).

Categories of Records in the System:

Documentation relating to the training, skills, and experience of NCTC staff in matters of intelligence analysis, including name, employing entity, job title, relevant employment history and specific expertise.

Authority for Maintenance of the System:

The Intelligence Reform And Terrorism Prevention Act Of 2004, Pub. L. No. 108-458, 118 Stat. 3638 (Dec. 17, 2004); The National Security Act Of 1947, As Amended, 50 U.S.C. 401-442; Exec. Order No. 13,354, 69 Fed. Reg. 53,589; Exec. Order No.12,333, As Amended, 46 Fed. Reg. 59,941 (1981).

Purpose(s):

NCTC Tacit Knowledge Management Records constitute a repository of pertinent knowledge and experience held by the NCTC workforce that NCTC can draw upon to modify, enhance, or otherwise inform its intelligence integration and analysis activities.

Routine Uses of Records Maintained in the System, Including Categories of Users and the Purposes of such Uses:

See General Routine Uses Applicable to more than one ODNI Privacy Act System of Records, Subpart C of ODNI's Privacy Act Regulation published concurrently with this notice and incorporated by reference (see also <http://www.dni.gov>).

Disclosure to consumer reporting agencies:

None.

Policies and Practice for Storing, Retrieving, Accessing, Retaining, and Disposing of Records in the System:

Storage:

Electronic records are stored in secure file-servers located within secure facilities under the control of NCTC. Paper and other hard-copy records are stored in secured areas within the control of NCTC.

Retrievability:

By name or other identifier, information may be retrieved from this system of records by automated or hand searches based on existing indices and automated capabilities utilized in the normal course of business. Only authorized personnel with a need to know may search this system.

Safeguards:

Information in this system is safeguarded in accordance with recommended and/or prescribed administrative, physical, and technical safeguards. Records are maintained in a secure government or contractor facility with access to the facility limited to authorized personnel only and authorized and escorted visitors. Physical security protections include guards and locked facilities requiring badges and passwords for access. Records are accessed only by authorized government personnel and contractors holding appropriate security clearances and who have a valid business reason to access the records. Communications are encrypted where required and other safeguards are in place to monitor and audit access and to detect intrusions. Backup tapes are maintained in a secure, off-site location.

Retention and Disposal:

Pursuant to 44 U.S.C. 3303a(D) and 36 Cfr Chapter 12, Subchapter B, Part 1228--Disposition Of Federal Records, Records will not be disposed of until such time as the National Archives And Records Administration (NARA) approves an applicable ODNI Records Control Schedule.

System Manager(s) and Address(es):

NCTC Information Management Officer, c/o Director Information Management Office, Office Of The Director Of National Intelligence, Washington, DC 20511.

Notification Procedure:

As specified below, records in this system have been exempted from certain notification, access, and amendment procedures. Individuals seeking to learn whether this system contains non-exempt information about them ("Notification") should address inquiries to the ODNI at the address and according to the requirements set forth below under the heading "Record Access Procedures."

Record Access Procedures:

As specified below, records in this system have been exempted from certain notification, access, and amendment procedures. A request for access to non-exempt records shall be made in writing with the envelope and letter clearly marked "Privacy Act Request." Each request must provide the requester's full name and complete address. The

requester must sign the request and have it verified by a notary public. Alternately, the request may be submitted under 28 U.S.C. 1746, certifying the requester's identity and acknowledging that obtaining records under false pretenses constitutes a criminal offense. Requests for access to information must be addressed to the Director, Information Management Office, Office Of The Director Of National Intelligence, Washington, DC 20511. Regulations governing access to one's records or for appealing an initial determination concerning access to records are contained in the ODNI regulation implementing the privacy act.

Contesting Record Procedures:

As specified below, records in this system have been exempted from certain notification, access, and amendment procedures. Individuals seeking to correct or amend non-exempt records should address their requests to the ODNI at the address and according to the requirements set forth above under the heading "Record Access Procedures." Regulations governing access to and amendment of one's records or for appealing an initial determination concerning access or amendment of records are contained in the ODNI regulation implementing the Privacy Act.

Record Source Categories:

Personal interviews with NCTC staff.

Exemptions Claimed for the System:

Records contained within this system of records may be exempted from the requirements of subsections (C)(3); (D)(1), (2), (3), (4); (E)(1) And (E)(4)(G), (H), (I); And (F) Of The Privacy Act Pursuant To 5 U.S.C. 552a(K)(1). Records may be exempted from these subsections or, additionally, from the requirements of subsections (C)(4);(E)(2),(3),(5),(8),(12); and (G) of the privacy act consistent with any exemptions claimed under 5 U.S.C. 552a(J) or (K) by the originator of the record, provided the reason for the exemption remains valid and necessary.

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ODNI /NCTC-008

System Name:

National Counterterrorism Center Terrorism Analysis Records (ODNI/NCTC-008).

Security Classification:

The classification of records in this system can range from unclassified to top secret.

System Location(s):

National Counterterrorism Center (NCTC), Office Of The Director Of National Intelligence (ODNI), Washington, DC 20511.

Categories of Individuals Covered by the System:

Individuals known or suspected to be or have been engaged in conduct constituting, in preparation for, in aid of, or related to terrorism or who have been linked in any manner to terrorism; individuals who offer information pertaining to terrorism and counterterrorism. This system will also contain information about individuals who have access to the system for counterterrorism purposes.

Categories of Records in the System:

Classified and unclassified information from diplomatic, financial, military, homeland security, intelligence, or law enforcement activities relating to counterterrorism, or from any Federal, State, or local government; foreign government information; public source material; or information from other sources necessary to fulfill the mission of NCTC. This includes information concerning known or suspected terrorists including, but not limited to, reports, message traffic, biographic data, biometrics, relationships or associations, or other information related to counterterrorism.

Authority for Maintenance of the System:

The Intelligence Reform and Terrorism Prevention Act of 2004, Pub. L. No. 108-458, 118 stat. 3638 (Dec. 17, 2004); the National Security Act of 1947, as amended, 50 U.S.C. 401-442; Exec. Order No. 13,354, 69 Fed. Reg. 53,589 (2004); Exec. Order No. 12,333, as amended, 46 Fed. Reg. 59,941 (1981).

Purpose(s):

NCTC Terrorism Analysis Records serve NCTC analysts in developing threat reports, threat matrices, analytic reports and advisories, situation reports, and other terrorism analytical products for distribution to intelligence consumers.

Routine Uses of Records Maintained in the System, Including Categories of Users and the Purposes of such Uses:

See General Routine Uses Applicable To More Than One Odni Privacy Act System Of Records, Subpart C Of Odni's Privacy Act Regulation Published Concurrently with this notice and incorporated by reference (See Also <http://www.dni.gov>).

Disclosure to consumer reporting agencies:

NONE.

Policies and Practice for Storing, Retrieving, Accessing, Retaining, and Disposing of Records in the System:

Storage:

Electronic records are stored in secure file-servers located within secure facilities within NCTC. Paper and Other Hard-Copy Records are stored in secured areas within the control of NCTC.

Retrievability:

By name or other identifier. Information may be retrieved from this system of records by automated or hand searches based on existing indices and automated capabilities utilized in the normal course of business. Only authorized personnel with a need to know may search this system.

Safeguards:

Information in this system is safeguarded in accordance with recommended and/or prescribed administrative, physical, and technical safeguards. Records are maintained in a secure government or contractor facility with access to the facility limited to authorized personnel only and authorized and escorted visitors. Physical security protections include guards and locked facilities requiring badges and passwords for access. Records are accessed only by authorized government personnel and contractors holding appropriate security clearances and who have a valid business reason to access the records. Communications are encrypted where required and other safeguards are in place to monitor and audit access

and to detect intrusions. Backup tapes are maintained in a secure, off-site location.

Retention and Disposal:

Pursuant To 44 U.S.C. 3303a(D) and 36 CFR Chapter 12, Subchapter B, Part 1228--Disposition of Federal Records, Records will not be disposed of until such time as the National Archives And Records Administration Approves an Applicable ODNI Records Control Schedule.

System Manager(s) and Address(es):

NCTC Information Management Officer, c/o Director, Information Management Office, Office Of The Director Of National Intelligence, Washington, DC 20511.

Notification Procedure:

As specified below, records in this system have been exempted from certain notification, access, and amendment procedures. Individuals seeking to learn whether this system contains non-exempt information about them ("notification") should address inquiries to the ODNI at the address and according to the requirements set forth below under the heading "record access procedures."

Record Access Procedures:

As specified below, records in this system have been exempted from certain notification, access, and amendment procedures. A request for access to non-exempt records shall be made in writing with the envelope and letter clearly marked "privacy act request." Each request must provide the requester's full name and complete address. The requester must sign the request and have it verified by a notary public. Alternately, the request may be submitted under 28 U.S.C. 1746, certifying the requester's identity and acknowledging that obtaining records under false pretenses constitutes a criminal offense. Requests for access to information must be addressed to the director, information management office, office of the director of national intelligence, Washington, DC 20511. Regulations governing access to one's records or for appealing an initial determination concerning access to records are contained in the ODNI regulation implementing the privacy act.

Contesting Record Procedures:

As specified below, records in this system have been exempted from certain notification, access, and amendment procedures. Individuals seeking to correct or amend non-exempt records should address their requests to the ODNI at the address and according to the requirements set forth above under the heading "record access procedures." Regulations governing access to and amendment of one's records or for appealing an initial determination concerning access or amendment of records are contained in the ODNI regulation implementing the Privacy Act.

Record Source Categories:

Information may be obtained from diplomatic, financial, military, homeland security, intelligence, or law enforcement activities relating to counterterrorism, or from any federal, state, or local government; foreign government information; private sector Or public source material; or information from other sources necessary to fulfill the mission of NCTC.

Exemptions Claimed for the System:

Records Contained Within This System Of Records May Be Exempted From The Requirements Of Subsections (C)(3); (D)(1),(2),(3),(4); (E)(1) And (E)(4)(G),(H),(I); And (F) Of The Privacy Act Pursuant To 5 U.S.C. 552a(K)(1) And (K) (2). Records May Be Exempted From These Subsections Or, Additionally, From The Requirements Of Subsections (C)

(4);(E)(2),(3),(5),(8),(12); And (G) Of The Privacy Act Consistent With Any Exemptions Claimed Under 5 U.S.C. 552a(J) Or (K) By The Originator Of The Record, Provided The Reason For The Exemption Remains Valid And Necessary.

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ODNI /NTC-009

System Name:

Terrorist identities records (ODNI/NCTC-009).

Security Classification:

The classification of records in this system can range from unclassified to top secret.

System Location(s):

National Counterterrorism Center (NCTC), Office of the Director of National Intelligence (ODNI), Washington, DC 20511.

Categories of Individuals Covered by the System:

Individuals known or suspected to be or have been engaged in conduct constituting, in preparation for, in aid of, or related to terrorism; information concerning individuals affiliated with terrorist groups; individuals possessing certain visas; and individuals who may have been misidentified in relation to one or more of the previous categories for purposes of avoiding future misidentification. The system will also contain information about individuals who have access to the system for counterterrorism purposes.

Categories of Records in the System:

Individuals known or suspected to be or have been engaged in conduct constituting, in preparation for, in aid of, or related to terrorism or counterterrorism, including names and aliases; dates of birth; places of birth, alien registration numbers, visa numbers, social security account numbers, or unique identifying numbers; passport information; countries of origin or nationalities; physical identifiers; known locations; photographs or renderings; fingerprints or biometrics; employment data; phone numbers or license plate numbers; and other information about such individuals. This system includes the Terrorist Identities Datamart Environment (TIDE), which maintains international terrorist watch list recommendations and distributes them to the Terrorist Screening Center for screening by U.S. government agencies.

Authority for Maintenance of the System:

The Intelligence Reform and Terrorism Prevention Act of 2004, Pub. L. No. 108-458, 118 Stat. 3638 (Dec. 17, 2004); The National Security Act of 1947, as amended, 50 U.S.C. 401-442; Exec. Order No. 13,388, 70 FR 62,023 (2005); Exec. Order No. 13,354, 69 Fed. Reg. 53,589 (2004); Exec. Order No. 12,333 as amended, 46 FR 59,941 (1981); Homeland Security Presidential Directive-6; Homeland Security Presidential Directive-11.

Purpose(s):

NCTC Terrorist Identities Records implement NCTC's mission to serve as the central and shared knowledge bank on known and suspected terrorists pursuant to Section 119 of the National Security Act of 1947, 50 U.S.C. 404o, as well as Homeland Security Presidential Directive-6, "Integration and Use of Screening Information" (September 16, 2003) and

Homeland Security Presidential Directive-11, "Comprehensive Terrorist--Related Screening Procedures" (Aug. 27, 2004).

Routine Uses of Records Maintained in the System, Including Categories of Users and the Purposes of such Uses:

See General Routine Uses Applicable to More Than One ODNI Privacy Act System of Records, Subpart C of ODNI's Privacy Act Regulation published concurrently with this notice and incorporated by reference (see also <http://www.dni.gov>).

Disclosure to consumer reporting agencies:

None.

Policies and Practice for Storing, Retrieving, Accessing, Retaining, and Disposing of Records in the System:

Storage:

Electronic records are stored in secure file-servers located within secure facilities under the control of NCTC. Paper and other hard-copy records are stored in secured areas within the control of NCTC.

Retrievability:

By name, social security number, or other identifier. Information may be retrieved from this System of Records by automated or hand searches based on existing indices and automated capabilities utilized in the normal course of business. Only authorized personnel with a need to know may search this system.

Safeguards:

Information in this system is safeguarded in accordance with recommended and/or prescribed administrative, physical, and technical safeguards. Records are maintained in a secure government or contractor facility with access to the facility limited to authorized personnel only and authorized and escorted visitors. Physical security protections include guards and locked facilities requiring badges and passwords for access. Records are accessed only by authorized government personnel and contractors holding appropriate security clearances and who have a valid business reason to access the records. Communications are encrypted where required and other safeguards are in place to monitor and audit access and to detect intrusions. Backup tapes are maintained in a secure, off-site location.

Retention and Disposal:

Pursuant to 44 U.S.C. 3303a(d) and 36 CFR Chapter 12, Subchapter B, Part 1228-Disposition of Federal Records, records will not be disposed of until such time as the National Archives and Records Administration (NARA) approves an applicable ODNI Records Control Schedule.

System Manager(s) and Address(es):

NCTC Terrorist Identities Records System Manager, c/o Director, Information Management Office, Office of the Director of National Intelligence, Washington, DC 20511.

Notification Procedure:

As specified below, records in this system have been exempted from certain notification, access, and amendment

procedures. Individuals seeking to learn whether this system contains non-exempt information about them ("notification") should address inquiries to the ODNI at the address and according to the requirements set forth below under the heading "Record Access Procedures."

Record Access Procedures:

As specified below, records in this system have been exempted from certain notification, access, and amendment procedures. A request for access to non-exempt records shall be made in writing with the envelope and letter clearly marked "Privacy Act Request." Each request must provide the requester's full name and complete address. The requester must sign the request and have it verified by a notary public. Alternately, the request may be submitted under 28 U.S.C. 1746, certifying the requester's identity and acknowledging that obtaining records under false pretenses constitutes a criminal offense. Requests for access to information must be addressed to the Director, Information Management Office, Office of the Director of National Intelligence, Washington, DC 20511. Regulations governing access to one's records or for appealing an initial determination concerning access to records are contained in the ODNI regulation implementing the Privacy Act.

Contesting Record Procedures:

As specified below, records in this system have been exempted from certain notification, access, and amendment procedures. Individuals seeking to correct or amend non-exempt records should address their requests to the ODNI at the address and according to the requirements set forth above under the heading "Record Access Procedures." Regulations governing access to and amendment of one's records or for appealing an initial determination concerning access or amendment of records are contained in the ODNI regulation implementing the Privacy Act.

Record Source Categories:

Information may be obtained from diplomatic, financial, military, homeland security, intelligence or law enforcement activities relating to counterterrorism, or from any Federal, State, or local government; foreign government information; private sector or public source material; information from other sources necessary to fulfill the mission of NCTC.

Exemptions Claimed for the System:

Records contained within this System of Records may be exempted from the requirements of subsections (c)(3); (d)(1), (2), (3), (4); (e)(1) and (e)(4)(G), (H), (I); and (f) of the Privacy Act pursuant to 5 U.S.C. 552a(k)(1) and (k)(2). Records may be exempted from these subsections or, additionally, from the requirements of subsections (c)(4); (e)(2), (3), (5), (8), (12); and (g) of the Privacy Act consistent with any exemptions claimed under 5 U.S.C. 552a(j) or (k) by the originator of the record, provided the reason for the exemption remains valid and necessary.

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ODNI /ONCIX-001

System Name:

Damage Assessment Records (ONCIX/ODNI-001).

Security Classification:

The classification of records in this system can range from UNCLASSIFIED to CLASSIFIED.

System Location(s):

Office of the National Counterintelligence Executive (ONCIX), Office of the Director of National Intelligence (ODNI), Washington, DC 20505.

Categories of Individuals Covered by the System:

Individuals convicted of or indicted for espionage or other intelligence-related crimes; individuals whose identities and government affiliation are known or believed to have been compromised as a result of unauthorized disclosures; individuals interviewed in response to significant and particular unauthorized disclosures of classified information or individuals mentioned in such interviews, including colleagues of individuals convicted of or indicted for espionage or intelligence-related crimes or individuals with any knowledge of the facts surrounding the unauthorized disclosure; individuals who may have knowledge of facts surrounding significant and particular unauthorized disclosures of classified information.

Categories of Records in the System:

Final damage assessments; records about unauthorized disclosures of classified material including law enforcement records (e.g., convictions, subpoenae, rap sheets) and records of investigations conducted by the FBI or other law enforcement elements; transcripts of ONCIX debriefings/interviews with individuals charged with or convicted of intelligence crimes, and with associates potentially knowledgeable of the disclosure or the resulting damage to national security; publicly available information about and psychological evaluations/profiles of the individuals charged/convicted of espionage or intelligence crimes; personal information and personally identifiable information (such as address, phone number, social security number (SSN), date of birth (DOB)) belonging to individuals charged or convicted or other individuals interviewed in connection with an investigation of the disclosure or assessment of the damage.

Authority for Maintenance of the System:

The Intelligence Reform and Terrorism Prevention Act of 2004, Pub. L. 108-458, 118 Stat. 3638 (Dec. 17, 2004); The Counterintelligence Enhancement Act of 2002, as amended, 50 U.S.C. 402b, 402c; The National Security Act of 1947, as amended, 50 U.S.C. 401-442; Exec. Order No. 12,333, 46 Fed. Reg. 59,941 (1981); Exec. Order No. 13,354, 69 Fed. Reg. 53,589 (2004).

Purpose(s):

The ONCIX Counterintelligence Damage Assessment Record System supports the ONCIX's statutory responsibility to evaluate the extent to which the national security or the nation's intelligence activities may have been compromised as a result of the record subject's unauthorized disclosure of classified material.

Routine Uses of Records Maintained in the System, Including Categories of Users and the Purposes of such Uses:

Final Damage Assessments may be disclosed as set forth in the General Routine Uses Applicable to More Than One ODNI Privacy Act System of Records, Subpart C of the ODNI's Privacy Act Regulation published concurrently with this notice and incorporated by reference (see also <http://www.dni.gov>).

Disclosure to consumer reporting agencies:

None.

Policies and Practice for Storing, Retrieving, Accessing, Retaining, and Disposing of Records in the System:

Storage:

Electronic records are stored in secure file-servers located within secure facilities under the control of the ODNI. Paper and other hard copy records are stored in secured areas within the control of ONCIX.

Retrievability:

The records in this system are retrieved by name, personal identifier, subject matter.

Safeguards:

Information in this system is safeguarded in accordance with recommended and/or prescribed administrative, physical, and technical safeguards. Records are maintained in a secure government facility with access to the facility limited to only authorized personnel or authorized and escorted visitors. Physical security protections include guards and locked facilities requiring badges and passwords for access. Records are accessed only by authorized government personnel and contractors holding an appropriate security clearance and who have a "need to know." Software controls are in place to limit access, and other safeguards exist to monitor and audit access and to detect intrusions. Communications are encrypted where required.

Retention and Disposal:

Pursuant to 44 U.S.C. 3303a(d) and 36 CFR Chapter 12, Subchapter B, Part 1228-Disposition of Federal Records, records will not be disposed of until such time as the National Archives and Records Administration (NARA) approves an applicable ODNI Records Control Schedule.

System Manager(s) and Address(es):

ONCIX Damage Assessment system Manager, c/o Director, Information Management Office, Office of the Director of National Intelligence, Washington DC 20511.

Notification Procedure:

As specified below, records in this system have been exempted from certain notification, access and amendment procedures. Individuals seeking to learn if this system contains information about them should address inquiries to the ONCIX at the address and according to the requirements set forth below under the heading "Record Access Procedures."

Record Access Procedures:

As specified below, records in this system have been exempted from certain notification, access, and amendment procedures. A request for access to non-exempt records shall be made in writing with the envelope and letter clearly marked "Privacy Act Request."

Requesters shall provide their full name and complete address. The requester must sign the request and have it verified by a notary public. Alternately, the request may be submitted under 28 U.S.C. 1746, certifying the requester's identity and acknowledging that obtaining a record under false pretenses constitutes a criminal offense. Requests for access to information must be addressed to the Director, Information Management Office, Office of the Director of National Intelligence, Washington, DC 20511. Regulations for obtaining access to records or for appealing an initial determination concerning access to records are contained in the ODNI Privacy Act regulation, published in this volume of the *Federal Register*.

Contesting Record Procedures:

As specified below, records in this system have been exempted from certain notification, access and amendment procedures. Individuals seeking to correct or amend non-exempt records should address their requests to the ONCIX at the address and according to the requirements set forth above under the heading "Record Access Procedures." Regulations regarding requests to amend, for disputing the contents of one's record or for appealing initial determinations concerning these matters are contained in the ODNI Privacy Act regulation, published in this volume of the *Federal Register*.

Record Source Categories:

Records derived from human and record sources consulted in the course of investigating disclosure of classified information.

Systems Exempted from Certain Provisions of the Act:

Records contained within this System of Records may be exempted from the requirements of subsections (c)(3); (d)(1), (2),(3),(4); (e)(1) and (e)(4),(G),(H),(I); and (f) of the Privacy Act pursuant to 5 U.S.C. 552a(k)(1) and (k)(2). Records may be exempted from these subsections or, additionally, from the requirements of subsections (c)(4); (e)(2),(3),(5),(8) and(12); and (g) of the Privacy Act consistent with any exemptions claimed under 5 U.S.C. 552a(j) or (k) by the originator of the record, provided the reason for protecting the record from disclosure remains valid and necessary.

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ODNI /OIG-001

System Name:

Office of the Inspector General (OIG) Human Resources Records (ODNI/OIG-001).

Security Classification:

The classification of records in this system can range from UNCLASSIFIED to TOP SECRET.

System Location(s):

Office of the Inspector General (OIG), Office of the Director of National Intelligence (ODNI), Washington, DC 20511.

Categories of Individuals Covered by the System:

Current and former OIG staff; military and civilian personnel detailed or assigned to the OIG; and current and former OIG contract employees.

Categories of Records in the System:

Biographic data including name, social security number, residence, emergency contacts, employing organization, employee identification, photographs, training records, skills information, travel records, financial claims information, leave requests and approvals, conduct records, performance records and awards, suitability-related records, medical information, grievance records, other records arising from routine administrative activities.

Authority for Maintenance of the System:

The Intelligence Reform and Terrorism Prevention Act of 2004, Pub. L. No. 108-458, 118 Stat. 3638 (Dec. 17, 2004); The National Security Act of 1947, as amended, 50 U.S.C. 401-442; Exec. Order No. 13,354, 69 Fed. Reg. 53,589 (2004); Exec. Order No.12,333, 46 Fed. Reg. 59,941 (1981); The Inspector General Act of 1978, as amended, 5 U.S.C. App. 1; ODNI Instruction 2005-10.

Purpose(s):

Records in this system enable the OIG to carry out its lawful and authorized responsibilities to administer its workforce; facilitate and expedite processing of employee transactions, including benefits elections and administrative actions; provide management with necessary data for statistical reports; and provide reference to monitor, record, and manage personnel with respect to performance, assignments, training, conduct, time and attendance, administrative claims, and other matters.

Routine Uses of Records Maintained in the System, Including Categories of Users and the Purposes of such Uses:

See General Routine Uses Applicable to More Than One ODNI Privacy Act System of Records, Subpart C of ODNI's Privacy Act Regulation published concurrently with this notice and incorporated by reference (see also: <http://www.dni.gov>). In addition, the following routine use(s) may apply: a. A record from this system of records maintained by the OIG may be disclosed as a routine use to appropriate personnel within the Office of Personnel Management who have a need to know for purposes relating to the administration of retirement benefits for individuals covered by this system.

Disclosure to consumer reporting agencies:

None.

Policies and Practice for Storing, Retrieving, Accessing, Retaining, and Disposing of Records in the System:

Storage:

Electronic records are stored in secure file-servers located within secure facilities under the control of the Central Intelligence Agency. Paper and other hard-copy records are stored in secured areas within the control of the OIG.

Retrievability:

By name, social security number, or other identifier. Information may be retrieved from this System of Records by automated or hand searches based on existing indices and automated capabilities utilized in the normal course of business. Only authorized personnel may search this system.

Safeguards:

Information in this system is safeguarded in accordance with recommended and/or prescribed administrative, physical, and technical safeguards. Records are stored in a secure government or contractor facility with access to the facility limited to authorized personnel only and authorized and escorted visitors. Physical security protections include guards and locked facilities requiring badges and passwords for access. Paper files are maintained in a locked drawer. Electronic files are maintained in secure, limited-access file-servers. Records are accessed only by authorized government personnel and contractors holding appropriate security clearances and who have a valid business reason to access the records. Communications are encrypted where required and other safeguards are in place to monitor and audit access and to detect intrusions. Backup tapes are maintained in a secure, off-site location.

Retention and Disposal:

Pursuant to 44 U.S.C. 3303a(d) and 36 CFR Chapter 12, Subchapter B, Part 1228--Disposition of Federal Records, records will not be disposed until such time as the National Archives and Records Administration (NARA) approves an applicable ODNI Records Control Schedule.

System Manager(s) and Address(es):

Executive Officer, Office of the Inspector General, Office of the Director of National Intelligence, Washington, DC 20511.

Notification Procedure:

As specified below, records in this system have been exempted from certain notification, access, and amendment procedures. Individuals seeking to learn whether this system contains information about them ("notification") should address inquiries to the ODNI at the address and according to the requirements set forth below under the heading "Record Access Procedures."

Record Access Procedures:

As specified below, records in this system have been exempted from certain notification, access, and amendment procedures. A request for access to non-exempt records shall be made in writing with the envelope and letter clearly marked "Privacy Act Request." Each request must provide the requester's full name and complete address. The requester must sign the request, and have it verified by a notary public. Alternately, the request may be submitted under 28 U.S.C. 1746, certifying the requester's identity and acknowledging that obtaining records under false pretenses constitutes a criminal offense. Requests for access to information must be addressed to the Director, Information Management Office, Office of the Director of National Intelligence, Washington, DC 20511. Regulations governing access to one's records or for appealing an initial determination concerning access to records are contained in the ODNI regulation implementing the Privacy Act published concurrently with this notice.

Contesting Record Procedures:

As specified below, records in this system have been exempted from certain notification, access, and amendment procedures. Individuals seeking to correct or amend non-exempt records should address their requests to the ODNI at the address and according to the requirements set forth above under the heading "Record Access Procedures." Regulations governing access to and amendment of one's records or for appealing an initial determination concerning access or amendment of records are contained in the ODNI regulation implementing the Privacy Act published concurrently with this notice.

Record Source Categories:

Human resources data originates from individuals covered by the system, educational institutions, private organizations, federal agencies and other ODNI staff.

Systems Exempted from Certain Provisions of the Act:

Records contained within this System of Records may be exempted from the requirements of subsections (c)(3); (d)(1), (2), (3), (4); (e)(1) and (e)(4)(G), (H), (I); and (f) of the Privacy Act, pursuant to 5 U.S.C. 552a (k)(1) and (k)(5). Records may be exempted from these subsections or, additionally, from the requirements of subsections (c)(4); (e)(2), (3), (5), (8), (12) and (g) of the Privacy Act consistent with any exemptions claimed under 5 U.S.C. 552a(j) or (k) by the originator of the record, provided the reason for the exemption remains valid and necessary.

ODNI /OIG-002

System Name:

Office of the Inspector General (OIG) Experts Contact Records (ODNI/OIG-002).

Security Classification:

The classification of records in this system can range from UNCLASSIFIED to TOP SECRET.

System Location(s):

Office of the Inspector General (OIG), Office of the Director of National Intelligence (ODNI), Washington, DC 20511.

Categories of Individuals Covered by the System:

Governmental and private sector experts, academics, business professionals and other individuals who have served as advisers, consultants or contractors to the ODNI or who are known to have expertise in, or access to information about subjects of interest to the ODNI or other elements of the Intelligence Community (IC), as defined by 401a(4) of the National Security Act, as amended.

Categories of Records in the System:

Biographic information, including contact information and areas of expertise or interest, professional credentials, history of involvement with IC activities, clearances, accesses.

Authority for Maintenance of the System:

The Intelligence Reform and Terrorism Prevention Act of 2004, Pub. L. 108-458, 118 Stat. 3638 (Dec. 17, 2004); The National Security Act of 1947, as amended, 50 U.S.C. 401-442; Exec. Order No. 13,354, 69 Fed. Reg. 53,589 (2004); Exec. Order No. 12,333, 46 Fed. Reg. 59,941 (1981), The Inspector General Act of 1978, as amended, 5 U.S.C. App.1; ODNI Instruction 2005-10.

Purpose(s):

Records in this system facilitate communication by authorized ODNI OIG personnel with governmental, academic or private sector experts who may serve as advisers, consultants or contractors to the ODNI OIG, assisting it to carry out authorized responsibilities overseeing ODNI functions, supporting ODNI's responsibilities with respect to activities of the IC as a whole, and leading collaborative projects involving the IC Inspectors General.

Routine Uses of Records Maintained in the System, Including Categories of Users and the Purposes of such Uses:

See General Routine Uses Applicable to More Than One ODNI Privacy Act System of Records, Subpart C of ODNI's Privacy Act Regulation published concurrently with this notice and incorporated by reference (see also <http://www.dni.gov>).

Disclosure to consumer reporting agencies:

None.

Policies and Practice for Storing, Retrieving, Accessing, Retaining, and Disposing of Records in the System:

Storage:

Electronic records are stored in secure file-servers located within secure facilities under the control of the Central Intelligence Agency. Paper and other hard-copy records are stored in secured areas within the control of the OIG.

Retrievability:

By name, social security number, or other identifier. Information may be retrieved from this System of Records by automated or hand searches based on existing indices and automated capabilities utilized in the normal course of business. Only authorized personnel with a need to know may search this system.

Safeguards:

Information in this system is safeguarded in accordance with recommended and/or prescribed administrative, physical, and technical safeguards. Records are stored in a secure government or contractor facility with access to the facility limited to authorized personnel only and authorized and escorted visitors. Physical security protections include guards and locked facilities requiring badges and passwords for access. Records are accessed only by authorized government personnel and contractors holding appropriate security clearances and who have a valid business reason to access the records. Communications are encrypted where required and other safeguards are in place to monitor and audit access and to detect intrusions. Backup tapes are maintained in a secure, off-site location.

Retention and Disposal:

Pursuant to 44 U.S.C. 3303a(d) and 36 CFR Chapter 12, Subchapter B, Part 1228-Disposition of Federal Records, records will not be disposed of until such time as the National Archives and Records Administration (NARA) approves an applicable ODNI Records Control Schedule.

System Manager(s) and Address(es):

Executive Officer, Office of the Inspector General, Office of the Director of National Intelligence, Washington, DC 20511.

Notification Procedure:

As specified below, records in this system have been exempted from certain notification, access, and amendment procedures. Individuals seeking to learn whether this system contains information about them ("notification") should address inquiries to the ODNI at the address and according to the requirements set forth below under the heading "Record Access Procedures."

Record Access Procedures:

As specified below, records in this system have been exempted from certain notification, access, and amendment procedures. A request for access to non-exempt records shall be made in writing with the envelope and letter clearly marked "Privacy Act Request." Each request must provide the requester's full name and complete address. The requester must sign the request, and have it verified by a notary public. Alternately, the request may be submitted under 28 U.S.C. 1746, certifying the requester's identity and acknowledging that obtaining records under false pretenses

constitutes a criminal offense. Requests for access to information must be addressed to the Director, Information Management Office, Office of the Director of National Intelligence, Washington, DC 20511. Regulations governing access to one's records or for appealing an initial determination concerning access to records are contained in the ODNI regulation implementing the Privacy Act published concurrently with this notice.

Contesting Record Procedures:

As specified below, records in this system have been exempted from certain notification, access, and amendment procedures. Individuals seeking to correct or amend non-exempt records should address their requests to the ODNI at the address and according to the requirements set forth above under the heading "Record Access Procedures." Regulations governing access to and amendment of one's records or for appealing an initial determination concerning access or amendment of records are contained in the ODNI regulation implementing the Privacy Act published concurrently with this notice.

Record Source Categories:

Information is obtained directly from subject individuals; from U.S. government personnel; and from the media, libraries, commercial databases and other public sources.

Exemptions Claimed for the System:

Records contained within this System of Records may be exempted from the requirements of subsections (c)(3); (d)(1), (2),(3),(4); (e)(1) and (e)(4)(G),(H),(I); and (f) of the Privacy Act, pursuant to 5 U.S.C. 552a (k)(1) and (k)(5). Records may be exempted from these subsections or, additionally, from the requirements of subsections (c)(4);(e)(2),(3),(5),(8), (12) and (g) of the Privacy Act consistent with any exemptions claimed under 5 U.S.C. 552a(j) or (k) by the originator of the record, provided the reason for the exemption remains valid and necessary.

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ODNI /OIG-003

System Name:

Office of Inspector General (OIG) Investigation and Interview Records.

Security Classification:

The classification of records in this system can range from UNCLASSIFIED to TOP SECRET.

System Location(s):

Office of the Inspector General (OIG), Office of the Director of National Intelligence (ODNI), Washington, DC 20511.

Categories of Individuals Covered by the System:

Persons who are interviewed by or provide information to the OIG; persons who are the subjects of OIG reviews, inquiries, or investigations; persons involved with matters under investigation by the OIG, and persons who have filed grievances with the OIG or with other elements of the Intelligence Community (IC), as defined by 401a(4) of the National Security Act of 1947, as amended.

Categories of Records in the System:

Reports of interviews, signed statements, correspondence, reports of investigations, forms, cables, internal memoranda of the ODNI and other IC elements, criminal records of individuals covered by the system, and materials relating to employee grievances and other matters of interest to or inspected by the OIG.

Authority for Maintenance of the System:

The National Security Act of 1947, as amended, 50 U.S.C. 401-442; The Inspector General Act of 1978, as amended, 5 U.S.C. App. 1; Executive Order 13354 (69 FR 53589); Executive Order 12333, as amended (73 FR 45325); Executive Order 12968, as amended (73 FR 38103); and Executive Order 13526 (75 FR 707).

Purpose(s):

Records in this system detail the OIG's conduct of personnel grievance and misconduct-related investigations.

Routine Uses of Records Maintained in the System, Including Categories of Users and the Purposes of such Uses:

See General Routine Uses Applicable to More Than One ODNI Privacy Act System of Records, Subpart C of ODNI's Privacy Act Regulation published concurrently with this notice and incorporated by reference (see also <http://www.dni.gov>). In addition, the following routine uses may apply:

- a. A record from this system of records maintained by the OIG may be disclosed as a routine use to officials within the IC where the investigation of a grievance, allegation of misconduct or other personnel issue is a matter within their administrative or supervisory responsibility and there is a need to know, or where the data is necessary to conduct management responsibilities including evaluation of current and proposed programs, policies and activities, selected assignments, and requests for awards or promotions.
- b. Unclassified records in the system, or unclassified portions thereof, including information identifying individuals covered by the system, may be disclosed as a routine use to the public or to the media for release to the public when the matter under investigation has become public knowledge or the Inspector General determines that such disclosure is necessary to preserve confidence in the integrity of the Inspector General process, or is necessary to publicly demonstrate the accountability of Intelligence Community employees, officers, or individuals covered by the system, unless it is determined that release of the specific information in the context of a particular case would constitute an unwarranted invasion of personal privacy.
- c. Records in the system may be disclosed to members of the President's Council on Integrity and Efficiency or the Executive Council on Integrity and Efficiency for peer reviews and the preparation of reports to the President and Congress on the activities of the Inspectors General.

Disclosure to consumer reporting agencies:

None.

Policies and Practice for Storing, Retrieving, Accessing, Retaining, and Disposing of Records in the System:

Storage:

Electronic records are stored in secure file-servers located within secure facilities under the control of the Central Intelligence Agency. Paper records and other hard-copy records are stored in secured areas within the control of the OIG and maintained in separate folders in a locked filing cabinet dedicated exclusively to OIG investigative files.

Retrievability:

By name, social security number, or other identifier. Information may be retrieved from this system of records by automated or hand searches based on existing indices, and by automated means utilized in the normal course of business. Only authorized personnel with a need to know may search this system.

Safeguards:

Information in this system is safeguarded in accordance with recommended and/or prescribed administrative, physical, and technical safeguards. Records are stored in a secure government or contractor facility with access to the facility limited to authorized personnel only and authorized and escorted visitors. Physical security protections include guards and locked facilities requiring badges and passwords for access. Paper files are maintained in a locked file cabinet. Electronic files are maintained in secure, limited-access file-servers. Records are accessed only by authorized government personnel and contractors holding appropriate security clearances and who have a valid investigative or business reason to access the records. Communications are encrypted where required and other safeguards are in place to monitor and audit access and to detect intrusions. Backup tapes are maintained in a secure, off-site location.

Retention and Disposal:

Pursuant to 44 U.S.C. 3303a(d) and 36 CFR chapter 12, subchapter B, part 1228--Disposition of Federal Records, records will not be disposed of until such time as the National Archives and Records Administration (NARA) approves an applicable ODNI Records Control Schedule.

System Manager(s) and Address(es):

Executive Officer, Office of the Inspector General, Office of the Director of National Intelligence, Washington, DC 20511.

Notification Procedure:

As specified below, records in this system have been exempted from certain notification, access, and amendment procedures. Individuals seeking to learn whether this system contains information about them ("notification") should address inquiries to the ODNI at the address and according to the requirements set forth below under the heading "Record Access Procedures."

Record Access Procedures:

As specified below, records in this system have been exempted from certain notification, access, and amendment procedures. A request for access to non-exempt records shall be made in writing with the envelope and letter clearly marked "Privacy Act Request." Each request must provide the requester's full name and complete address. The requester must sign the request, and have it verified by a notary public. Alternately, the request may be submitted under 28 U.S.C. 1746, certifying the requester's identity and acknowledging that obtaining records under false pretenses constitutes a criminal offense. Requests for access to information must be addressed to the Director, Information Management Office, Office of the Director of National Intelligence, Washington, DC 20511. Regulations governing access to one's records or for appealing an initial determination concerning access to records are contained in the ODNI regulation implementing the Privacy Act published concurrently with this notice.

Contesting Record Procedures:

As specified below, records in this system have been exempted from certain notification, access, and amendment procedures. Individuals seeking to correct or amend non-exempt records should address their requests to the ODNI at

the address and according to the requirements set forth above under the heading "Record Access Procedures." Regulations governing access to and amendment of one's records or for appealing an initial determination concerning access or amendment of records are contained in the ODNI regulation implementing the Privacy Act published concurrently with this notice.

Record Source Categories:

Information is obtained from Federal, state, local and foreign government entities, as well as from individuals, including U.S. citizens and foreign nationals, pursuant to the authorized activities of investigatory staff of the ODNI, of other IC elements and of Federal contractors performing investigatory functions.

Exemptions Claimed for the System:

Records in this System of Records pertaining to the enforcement of criminal laws may be exempted from the requirements of subsections (c)(3) and (4); (d)(1),(2),(3),(4); (e)(1),(2),(3),(5),(8); and (g) of the Privacy Act pursuant to 5 U.S.C. 552a(j)(2) as claimed by ODNI or by the originator of the record. Records constituting classified or non-criminal investigatory records may be exempted from the requirements of subsections (c)(3); (d)(1),(2),(3),(4); (e)(1); (e)(4)(G),(H),(I); (f) and (h) of the Privacy Act pursuant to 5 U.S.C. 552a(k)(1), (k)(2) and (k)(5) as claimed by ODNI or by the originator of the records, provided the reason for the exemption remains valid and necessary.

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Privacy Act Regulations

Title 32 — National Defense

Chapter XVII — Office of the Director of National Intelligence

Part 1701 — ADMINISTRATION OF RECORDS UNDER THE PRIVACY ACT OF 1974

Subpart A--Protection of Privacy and Access to Individual Records Under the Privacy Act of 1974

Sec.

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Subpart C--Routine Uses Applicable to More Than One ODNI System of Records

1701.30 Policy and applicability.

1701.31 General routine uses.

Authority: 50 U.S.C. 401-442; 5 U.S.C. 552a.

Source: 73 FR 16532, Mar. 28, 2008, unless otherwise noted.

Subpart A--Protection of Privacy and Access to Individual Records Under the Privacy Act of 1974

§ 1701.1 Purpose, scope, applicability.

(a) *Purpose.* This subpart establishes the policies and procedures the Office of the Director of National Intelligence (ODNI) will follow in implementing the requirements of the Privacy Act of 1974, 5 U.S.C. 552a, as amended. This subpart sets forth the procedures ODNI must follow in collecting and maintaining personal information from or about individuals, as well as procedures by which individuals may request to access or amend records about themselves and request an accounting of disclosures of those records by the ODNI. In addition, this subpart details parameters for disclosing personally identifiable information to persons other than the subject of a record.

(b) *Scope.* The provisions of this subpart apply to all records in systems of records maintained by ODNI directorates, centers, mission managers and other sub-organizations [hereinafter called "components"] that are retrieved by an individual's name or personal identifier.

(c) *Applicability.* This subpart governs the following individuals and entities:

(1) All ODNI staff and components must comply with this subpart. The terms "staff" and "component" are defined in §

1701.2.

(2) Unless specifically exempted, this subpart also applies to advisory committees and councils within the meaning of the Federal Advisory Committee Act (FACA) which provide advice to: Any official or component of ODNI; or the President, and for which ODNI has been delegated responsibility for providing service.

(d) *Relation to Freedom of Information Act.* The ODNI shall provide a subject individual under this subpart all records which are otherwise accessible to such individual under the provisions of the Freedom of Information Act, 5 U.S.C. 552.

§ 1701.2 Definitions.

For purposes of this subpart, the following terms have the meanings indicated:

Access means making a record available to a subject individual.

Act means the Privacy Act of 1974.

Agency means the ODNI or any of its components.

Component means any directorate, mission manager, or other sub-organization in the ODNI or reporting to the Director, that has been designated or established in the ODNI pursuant to Section 103 of the National Security Act of 1947, as amended, including the National Counterterrorism Center (NCTC), the National Counterproliferation Center (NCPC) and the Office of the National Counterintelligence Executive (ONCIX), or such other offices and officials as may be established by law or as the Director may establish or designate in the ODNI, for example, the Program Manager, Information Sharing Environment (ISE) and the Inspector General (IG).

Disclosure means making a record about an individual available to or releasing it to another party.

FOIA means the Freedom of Information Act.

Individual, when used in connection with the Privacy Act, means a living person who is a citizen of the United States or an alien lawfully admitted for permanent residence. It does not include sole proprietorships, partnerships, or corporations.

Information means information about an individual and includes, but is not limited to, vital statistics; race, sex, or other physical characteristics; earnings information; professional fees paid to an individual and other financial information; benefit data or claims information; the Social Security number, employer identification number, or other individual identifier; address; phone number; medical information; and information about marital, family or other personal relationships.

Maintain means to establish, collect, use, or disseminate when used in connection with the term record; and, to have control over or responsibility for a system of records, when used in connection with the term system of records.

Notification means communication to an individual whether he is a subject individual.

Office of the Director of National Intelligence means any and all of the components of the ODNI.

Record means any item, collection, or grouping of information about an individual that is maintained by the ODNI including, but not limited to, information such as an individual's education, financial transactions, medical history, and criminal or employment history that contains the individual's name, or an identifying number, symbol, or any other identifier assigned to an individual. When used in this subpart, record means only a record that is in a system of records.

Routine use means the disclosure of a record outside ODNI, without the consent of the subject individual, for a purpose which is compatible with the purpose for which the record was collected. It does not include disclosure which the Privacy Act otherwise permits pursuant to subsection (b) of the Act.

Staff means any current or former regular or special employee, detailee, assignee, employee of a contracting organization, or independent contractor of the ODNI or any of its components.

Subject individual means the person to whom a record pertains (or "record subject").

System of records means a group of records under ODNI's control from which information about an individual is retrieved by the name of the individual or by an identifying number, symbol, or other particular assigned to the individual. Single records or groups of records which are not retrieved by a personal identifier are not part of a system of records,

§ 1701.3 Contact for general information and requests.

Privacy Act requests and appeals and inquiries regarding this subpart or about ODNI's Privacy Act program must be submitted in writing to the Director, Information Management Office (D/IMO), Office of the Director of National Intelligence, Washington, DC 20511 (by mail or by facsimile at 703-482-2144) or to the contact designated in the specific Privacy Act System of Records Notice. Privacy Act requests with the required identification statement and signature pursuant to paragraphs (d) and (e) of § 1701.7 of this subpart must be filed in original form.

§ 1701.4 Privacy Act responsibilities/policy.

The ODNI will administer records about individuals consistent with statutory, administrative, and program responsibilities. Subject to exemptions authorized by the Act, ODNI will collect, maintain and disclose records as required and will honor subjects' rights to view and amend records and to obtain an accounting of disclosures.

§ 1701.5 Collection and maintenance of records.

(a) ODNI will not maintain a record unless:

- (1) It is relevant and necessary to accomplish an ODNI function required by statute or Executive Order;
- (2) It is acquired to the greatest extent practicable from the subject individual when ODNI may use the record to make any determination about the individual;
- (3) The individual providing the record is informed of the authority for providing the record (including whether providing the record is mandatory or voluntary), the principal purpose for maintaining the record, the routine uses for the record, and what effect refusing to provide the record may have;
- (4) It is maintained with such accuracy, relevance, timeliness and completeness as is reasonably necessary to ensure fairness to the individual in the determination;

(b) Except as to disclosures made to an agency or made under the FOIA, ODNI will make reasonable efforts prior to disseminating a record about an individual, to ensure that the record is accurate, relevant, timely, and complete;

(c) ODNI will not maintain or develop a system of records that is not the subject of a current or planned public notice;

(d) ODNI will not adopt a routine use of information in a system without notice and invitation to comment published in the *Federal Register* at least 30 days prior to final adoption of the routine use;

(e) To the extent ODNI participates with a non-Federal agency in matching activities covered by section (8) of the Act, ODNI will publish notice of the matching program in the *Federal Register*;

(f) ODNI will not maintain a record which describes how an individual exercises rights guaranteed by the First Amendment unless expressly authorized by statute or by the subject individual, or unless pertinent to and within the scope of an authorized law enforcement activity;

(g) When required by the Act, ODNI will maintain an accounting of all disclosures of records by the ODNI to persons,

organizations or agencies;

(h) Each ODNI component shall implement administrative, physical and technical controls to prevent unauthorized access to its systems of records, to prevent unauthorized disclosure of records, and to prevent physical damage to or destruction of records;

(i) ODNI will establish rules and instructions for complying with the requirements of the Privacy Act, including notice of the penalties for non-compliance, applicable to all persons involved in the design, development, operation or maintenance of any system of records.

§ 1701.6 Disclosure of records/policy.

Consistent with 5 U.S.C. 552a(b), ODNI will not disclose any record which is contained in a system of records by any means (written, oral or electronic) without the consent of the subject individual unless disclosure without consent is made for reasons permitted under applicable law, including:

(a) Internal agency use on a need-to-know basis;

(b) Release under the Freedom of Information Act (FOIA) if not subject to protection under the FOIA exemptions;

(c) A specific "routine use" as described in the ODNI's published compilation of Routine Uses Applicable to More Than One ODNI System of Records or in specific published Privacy Act Systems of Records Notices (available at <http://www.dni.gov>);

(d) Release to the Bureau of the Census, the National Archives and Records Administration, or the Government Accountability Office, for the performance of those entities' statutory duties;

(e) Release in non-identifiable form to a recipient who has provided written assurance that the record will be used solely for statistical research or reporting;

(f) Compelling circumstances in which the health or safety of an individual is at risk;

(g) Release pursuant to the order of a court of competent jurisdiction or to a governmental entity for a specifically documented civil or criminal law enforcement activity;

(h) Release to either House of Congress or to any committee, subcommittee or joint committee thereof to the extent of matter within its jurisdiction;

(i) Release to a consumer reporting agency in accordance with section 3711(e) of Title 31.

§ 1701.7 Requests for notification of and access to records.

(a) *How to request.* Unless records are not subject to access (see paragraph (b) of this section), individuals seeking access to records about themselves may submit a request in writing to the D/IMO, as directed in Sec. 1701.3 of this subpart, or to the contact designated in the specific Privacy Act System of Records Notice. To ensure proper routing and tracking, requesters should mark the envelope "Privacy Act Request."

(b) *Records not subject to access.* The following records are not subject to review by subject individuals:

(1) Records in ODNI systems of records that ODNI has exempted from access and correction under the Privacy Act, 5 U.S.C. 552a(j) or (k), by notice published in the *Federal Register*, or where those exemptions require that ODNI can neither confirm nor deny the existence or nonexistence of responsive records (see § 1701.10(c)(iii)).

(2) Records in ODNI systems of records that another agency has exempted from access and correction under the Privacy Act, 5 U.S.C. 552a(j) or (k), by notice published in the *Federal Register*, or where those exemptions require that ODNI can neither confirm nor deny the existence or nonexistence of responsive records (see § 1701.10(c)(iii)).

(c) *Description of records.* Individuals requesting access to records about themselves should, to the extent possible, describe the nature of the records, why and under what circumstances the requester believes ODNI maintains the records, the time period in which they may have been compiled and, ideally, the name or identifying number of each Privacy Act System of Records in which they might be included. The ODNI publishes notices in the *Federal Register* that describe its systems of records. The *Federal Register* compiles these notices biennially and makes them available in hard copy at large reference libraries and in electronic form at the Government Printing Office's World Wide Web site, <http://www.gpoaccess.gov>.

(d) *Verification of identity.* A written request for access to records about oneself must include full (legal) name, current address, date and place of birth, and citizenship status. Aliens lawfully admitted for permanent residence must provide their Alien Registration Number and the date that status was acquired. The D/IMO may request additional or clarifying information to ascertain identity. Access requests must be signed and the signature either notarized or submitted under 28 U.S.C. 1746, authorizing statements made under penalty of perjury as a substitute for notarization.

(e) *Verification of guardianship or representational relationship.* The parent or guardian of a minor, the guardian of an individual under judicial disability, or an attorney retained to represent an individual shall provide, in addition to establishing the identity of the minor or individual represented as required in paragraph (d) of this section, evidence of such representation by submitting a certified copy of the minor's birth certificate, court order, or representational agreement which establishes the relationship and the requester's identity.

(f) ODNI will permit access to or provide copies of records to individuals other than the record subject (or the subject's legal representative) only with the requester's written authorization.

§ 1701.8 Requests to amend or correct records.

(a) *How to request.* Unless the record is not subject to amendment or correction (see paragraph (b) of this section), individuals (or guardians or representatives acting on their behalf) may make a written amendment or correction request to the D/IMO, as directed in § 1701.3 of this subpart, or to the contact designated in a specific Privacy Act System of Records. Requesters seeking amendment or correction should identify the particular record or portion subject to the request, explain why an amendment or correction is necessary, and provide the desired replacement language. Requesters may submit documentation supporting the request to amend or correct. Requests for amendment or correction will lapse (but may be re-initiated with a new request) if all necessary information is not submitted within forty-five (45) days of the date of the original request. The identity verification procedures of paragraphs (d) and (e) of § 1701.7 of this subpart apply to amendment requests.

(b). (1) Records which are determinations of fact or evidence received (e.g., transcripts of testimony given under oath or written statements made under oath; transcripts of grand jury proceedings, judicial proceedings, or quasi-judicial proceedings, which are the official record of those proceedings; pre-sentence records that originated with the courts) and

(2) Records in ODNI systems of records that ODNI or another agency has exempted from amendment and correction under Privacy Act, 5 U.S.C. 552a(j) or (k) by notice published in the *Federal Register*.

§ 1701.9 Requests for an accounting of record disclosures.

(a) *How to request.* Except where accountings of disclosures are not required to be kept (see paragraph (b) of this section), record subjects (or their guardians or representatives) may request an accounting of disclosures that have been made to another person, organization, or agency as permitted by the Privacy Act at 5 U.S.C. 552a(b). This accounting contains the date, nature, and purpose of each disclosure, as well as the name and address of the person, organization, or agency to which the disclosure was made. Requests for accounting should identify each record in question and must be made in writing to the D/IMO, as indicated in § 1701.3 of this subpart, or to the contact designated in a specific Privacy Act System of Records.

(b) *Accounting not required.* The ODNI is not required to provide accounting of disclosure in the following circumstances:

(1) Disclosures for which the Privacy Act does not require accounting, i.e., disclosures to employees within the agency and disclosures made under the FOIA;

(2) Disclosures made to law enforcement agencies for authorized law enforcement activities in response to written requests from the respective head of the law enforcement agency specifying the law enforcement activities for which the disclosures are sought; or

(3) Disclosures from systems of records that have been exempted from accounting requirements under the Privacy Act, 5 U.S.C. 552a(j) or (k), by notice published in the *Federal Register*.

§ 1701.10 ODNI responsibility for responding to access requests.

(a) *Acknowledgement of requests.* Upon receipt of a request providing all necessary information, the D/IMO shall acknowledge receipt to the requester and provide an assigned request number for further reference.

(b) *Tasking to component.* Upon receipt of a proper access request, the D/IMO shall provide a copy of the request to the point of contact (POC) in the ODNI component with which the records sought reside. The POC within the component shall determine whether responsive records exist and, if so, recommend to the D/IMO:

(1) Whether access should be denied in whole or part (and the legal basis for denial under the Privacy Act); or

(2) Whether coordination with or referral to another component or federal agency is appropriate.

(c) *Coordination and referrals--(1) Examination of records.* If a component POC receiving a request for access determines that an originating agency or other agency that has a substantial interest in the record is best able to process the request (e.g., the record is governed by another agency's regulation, or another agency originally generated or classified the record), the POC shall forward to the D/IMO all records necessary for coordination with or referral to the other component or agency, as well as specific recommendations with respect to any denials.

(2) *Notice of referral.* Whenever the D/IMO refers all or any part of the responsibility for responding to a request to another agency, the D/IMO shall notify the requester of the referral.

(3) *Effect of certain exemptions.* (i) In processing a request, the ODNI shall decline to confirm or deny the existence or nonexistence of any responsive records whenever the fact of their existence or nonexistence:

(A) May reveal protected intelligence sources and collection methods (50 U.S.C. 403-1(i)); or

(B) Is classified and subject to an exemption appropriately invoked by ODNI or another agency under subsections (j) or (k) of the Privacy Act.

(ii) In such event, the ODNI will inform the requester in writing and advise the requestor of the right to file an administrative appeal of any adverse determination.

(d) *Time for response.* The D/IMO shall respond to a request for access promptly upon receipt of recommendations from the POC and determinations resulting from any necessary coordination with or referral to another agency. The D/IMO may determine to update a requester on the status of a request that remains outstanding longer than reasonably expected.

(e) *ODNI action on requests for access--(1) Grant of access.* Once the D/IMO determines to grant a request for access in whole or in part, the D/IMO shall notify the requester in writing and come to agreement with the requester about how to effect access, whether by on-site review or duplication of the records. If a requester is accompanied by another person, the requester shall be required to authorize in writing any discussion of the records in the presence of the other person.

(2) *Denial of access.* The D/IMO shall notify the requester in writing when an adverse determination is made denying a request for access in any respect. Adverse determinations, or denials, consist of a determination to withhold any

requested record in whole or in part; a determination that a requested record does not exist or cannot be located; a determination that what has been requested is not a record subject to the Privacy Act; or a determination that the existence of a record can neither be confirmed nor denied. The notification letter shall state:

- (i) The reason(s) for the denial; and
- (ii) The procedure for appeal of the denial under § 1701.14 of this subpart.

§ 1701.11 ODNI responsibility for responding to requests for amendment or correction.

- (a) *Acknowledgement of request.* The D/IMO shall acknowledge receipt of a request for amendment or correction of records in writing and provide an assigned request number for further reference.
- (b) *Tasking of component.* Upon receipt of a proper request to amend or correct a record, the D/IMO shall forward the request to the POC in the component maintaining the record. The POC shall promptly evaluate the proposed amendment or correction in light of any supporting justification and recommend that the D/IMO grant or deny the request or, if the request involves a record subject to correction by an originating agency, refer the request to the other agency.
- (c) *Action on request for amendment or correction.* (1) If the POC determines that the request for amendment or correction is justified, in whole or in part, the D/IMO shall promptly:
 - (i) Make the amendment, in whole or in part, as requested and provide the requester a written description of the amendment or correction made; and
 - (ii) Provide written notice of the amendment or correction to all persons, organizations or agencies to which the record has been disclosed (if an accounting of the disclosure was made);(2) Where the D/IMO has referred an amendment request to another agency, the D/IMO, upon confirmation from that agency that the amendment has been effected, shall provide written notice of the amendment or correction to all persons, organizations or agencies to which ODNI previously disclosed the record.
- (3) If the POC determines that the requester's records are accurate, relevant, timely and complete, and that no basis exists for amending or correcting the record, either in whole or in part, the D/IMO shall inform the requester in writing of:

- (i) The reason(s) for the denial; and
- (ii) The procedure for appeal of the denial under Sec. 1701.15 of this subpart.

§ 1701.12 ODNI responsibility for responding to requests for accounting.

- (a) *Acknowledgement of request.* Upon receipt of a request for accounting, the D/IMO shall acknowledge receipt of the request in writing and provide an assigned request number for further reference.
- (b) *Tasking of component.* Upon receipt of a request for accounting, the D/IMO shall forward the request to the POC in the component maintaining the record. The POC shall work with the component's information management officer and the systems administrator to generate the requested disclosure history.
- (c) *Action on request for accounting.* The D/IMO will notify the requester when the accounting is available for on-site review or transmission in paper or electronic medium.
- (d) *Notice of court-ordered disclosures.* The D/IMO shall make reasonable efforts to notify an individual whose record is disclosed pursuant to court order. Notice shall be made within a reasonable time after receipt of the order; however, when the order is not a matter of public record, the notice shall be made only after the order becomes public. Notice shall be sent to the individual's last known address and include a copy of the order and a description of the information disclosed. No notice shall be made regarding records disclosed from a criminal law enforcement system that has been

exempted from the notice requirement.

(e) *Notice of emergency disclosures.* ODNI shall notify an individual whose record it discloses under compelling circumstances affecting health or safety. This notice shall be mailed to the individual's last known address and shall state the nature of the information disclosed; the person, organization, or agency to which it was disclosed; the date of disclosure; and the compelling circumstances justifying the disclosure. This provision shall not apply in circumstances involving classified records that have been exempted from disclosure pursuant to subsection (j) or (k) of the Privacy Act.

§ 1701.13 Special procedures for medical/psychiatric/psychological records.

Current and former ODNI employees, including current and former employees of ODNI contractors, and unsuccessful applicants for employment may seek access to their medical, psychiatric or psychological testing records by writing to: Information and Privacy Coordinator, Central Intelligence Agency, Washington, DC 20505, and provide identifying information as required by paragraphs (d) and (e) of § 1701.7 of this subpart. The Central Intelligence Agency's Privacy Act Regulations will govern administration of these types of records, including appeals from adverse determinations.

§ 1701.14 Appeals.

(a) Individuals may appeal denials of requests for access, amendment, or accounting by submitting a written request for review to the Director, Information Management Office (D/IMO) at the Office of the Director of National Intelligence, Washington, DC 20511. The words "PRIVACY ACT APPEAL" should be written on the letter and the envelope. The appeal must be signed by the record subject or legal representative. No personal appearance or hearing on appeal will be allowed.

(b) The D/IMO must receive the appeal letter within 45 calendar days of the date the requester received the notice of denial. The postmark is conclusive as to timeliness. Copies of correspondence from ODNI denying the request to access or amend the record should be included with the appeal, if possible. At a minimum, the appeal letter should identify:

(1) The records involved;

(2) The date of the initial request for access to or amendment of the record;

(3) The date of ODNI's denial of that request; and

(4) A statement of the reasons supporting the request for reversal of the initial decision. The statement should focus on information not previously available or legal arguments demonstrating that the ODNI's decision is improper.

(c) Following receipt of the appeal, the Director of Intelligence Staff (DIS) shall, in consultation with the Office of General Counsel, make a final determination in writing on the appeal.

(d) Where ODNI reverses an initial denial, the following procedures apply:

(1) If ODNI reverses an initial denial of access, the procedures in paragraph (e)(1) of § 1701.10 of this subpart will apply.

(2) If ODNI reverses its initial denial of a request to amend a record, the POC will ensure that the record is corrected as requested, and the D/IMO will inform the individual of the correction, as well as all persons, organizations and agencies to which ODNI had disclosed the record.

(3) If ODNI reverses its initial denial of a request for accounting, the POC will notify the requester when the accounting is available for on-site review or transmission in paper or electronic medium.

(e) If ODNI upholds its initial denial or reverses in part (*i.e.*, only partially granting the request), ODNI's notice of final agency action will inform the requester of the following rights:

(1) Judicial review of the denial under 5 U.S.C. 552a(g)(1), as limited by 5 U.S.C. 552a(g)(5).

(2) Opportunity to file a statement of disagreement with the denial, citing the reasons for disagreeing with ODNI's final determination not to correct or amend a record. The requester's statement of disagreement should explain why he disputes the accuracy of the record.

(3) Inclusion in one's record of copies of the statement of disagreement and the final denial, which ODNI will provide to all subsequent recipients of the disputed record, as well as to all previous recipients of the record where an accounting was made of prior disclosures of the record.

§ 1701.15 Fees.

ODNI shall charge fees for duplication of records under the Privacy Act, 5 U.S.C. 552a, in the same way in which it will charge for duplication of records under § 1700.7(g), ODNI's regulation implementing the fee provision of the Freedom of Information Act, 5 U.S.C. 552.

§ 1701.16 Contractors.

(a) Any approved contract for the operation of a Privacy Act system of records to accomplish a function of the ODNI will contain the Privacy Act provisions prescribed by the Federal Acquisition Regulations (FAR) at 48 CFR part 24, requiring the contractor to comply with the Privacy Act and this subpart. The contracting component will be responsible for ensuring that the contractor complies with these contract requirements. This section does not apply to systems of records maintained by a contractor as a function of management discretion, e.g., the contractor's personnel records.

(b) Where the contract contains a provision requiring the contractor to comply with the Privacy Act and this subpart, the contractor and any employee of the contractor will be considered employees of the ODNI for purposes of the criminal penalties of the Act, 5 U.S.C. 552a(i).

§ 1701.17 Standards of conduct.

(a) *General.* ODNI will ensure that staff are aware of the provisions of the Privacy Act and of their responsibilities for protecting personal information that ODNI collects and maintains, consistent with Sec. 1701.5 and 1701.6 of this subpart.

(b) *Criminal penalties--(1) Unauthorized disclosure.* Criminal penalties may be imposed against any ODNI staff who, by virtue of employment, has possession or access to ODNI records which contain information identifiable with an individual, the disclosure of which is prohibited by the Privacy Act or by these rules, and who, knowing that disclosure of the specific material is prohibited, willfully discloses the material in any manner to any person or agency not entitled to receive it.

(2) *Unauthorized maintenance.* Criminal penalties may be imposed against any ODNI staff who willfully maintains a system of records without meeting the requirements of subsection (e)(4) of the Privacy Act, 5 U.S.C. 552a. The D/IMO, the Civil Liberties Protection Officer, the General Counsel, and the Inspector General are authorized independently to conduct such surveys and inspect such records as necessary from time to time to ensure that these requirements are met.

(3) *Unauthorized requests.* Criminal penalties may be imposed upon any person who knowingly and willfully requests or obtains any record concerning an individual from the ODNI under false pretenses.

Subpart B--Exemption of Record Systems Under the Privacy Act

§ 1701.20 Exemption policies.

(a) *General.* The DNI has determined that invoking exemptions under the Privacy Act and continuing exemptions previously asserted by agencies whose records ODNI receives is necessary: to ensure against the release of classified information essential to the national defense or foreign relations; to protect intelligence sources and methods; and to

maintain the integrity and effectiveness of intelligence, investigative and law enforcement processes. Accordingly, as authorized by the Privacy Act, 5 U.S.C. 552a, subsections (j) and (k), and in accordance with the rulemaking procedures of the Administrative Procedures Act, 5 U.S.C. 553, the ODNI shall:

(1) Exercise its authority pursuant to subsections (j) and (k) of the Privacy Act to exempt certain ODNI systems of records or portions of systems of records from various provisions of the Privacy Act; and

(2) Continue in effect and assert all exemptions claimed under Privacy Act subsections (j) and (k) by an originating agency from which the ODNI obtains records where the purposes underlying the original exemption remain valid and necessary to protect the contents of the record.

(b) *Related policies.* (1) The exemptions asserted apply to records only to the extent they meet the criteria of subsections (j) and (k) of the Privacy Act, whether claimed by the ODNI or the originator of the records.

(2) Discretion to supersede exemption: Where complying with a request for access or amendment would not appear to interfere with or adversely affect a counterterrorism or law enforcement interest, and unless prohibited by law, the D/IMO may exercise his discretion to waive the exemption. Discretionary waiver of an exemption with respect to a record will not obligate the ODNI to waive the exemption with respect to any other record in an exempted system of records. As a condition of such discretionary access, ODNI may impose any restrictions (*e.g.*, concerning the location of file reviews) deemed necessary or advisable to protect the security of agency operations, information, personnel, or facilities.

(3) Records in ODNI systems also are subject to protection under 50 U.S.C. 403-1(i), the provision of the National Security Act of 1947 which requires the DNI to protect intelligence sources and methods from unauthorized disclosure.

§ 1701.21 Exemption of National Counterterrorism Center (NCTC) systems of records.

(a) The ODNI exempts the following systems of records from the requirements of subsections (c)(3); (d)(1), (2), (3) and (4); (e)(1); (e)(4)(G), (H), (I); and (f) of the Privacy Act to the extent that information in the system is subject to exemption pursuant subsections (k)(1) and (k)(5) of the Act:

(1) NCTC Human Resources Management System (ODNI/NCTC-001).

(2) [Reserved]

(b) Exemptions from the particular subsections are justified for the following reasons:

(1) From subsection (c)(3) (accounting of disclosures) because an accounting of disclosures from records concerning the record subject would specifically reveal an investigative interest on the part of the ODNI or recipient agency and could result in release of properly classified national security or foreign policy information.

(2) From subsections (d)(1), (2), (3) and (4) (record subject's right to access and amend records) because affording access and amendment rights could alert the record subject to the investigative interest of intelligence or law enforcement agencies or compromise sensitive information classified in the interest of national security. In the absence of a national security basis for exemption, records in this system may be exempted from access and amendment to the extent necessary to honor promises of confidentiality to persons providing information concerning a candidate for position. Inability to maintain such confidentiality would restrict the free flow of information vital to a determination of a candidate's qualifications and suitability.

(3) From subsection (e)(1) (maintain only relevant and necessary records) because it is not always possible to establish relevance and necessity before all information is considered and evaluated in relation to an intelligence concern. In the absence of a national security basis for exemption under subsection (k)(1), records in this system may be exempted from the relevance requirement pursuant to subsection (k)(5) because it is not possible to determine in advance what exact information may assist in determining the qualifications and suitability of a candidate for position. Seemingly irrelevant details, when combined with other data, can provide a useful composite for determining whether a candidate should be

appointed.

(4) From subsections (e)(4)(G) and (H) (publication of procedures for notifying subjects of the existence of records about them and how they may access records and contest contents) because the system is exempted from subsection (d) provisions regarding access and amendment, and from the subsection (f) requirement to promulgate agency rules. Nevertheless, the ODNI has published notice concerning notification, access, and contest procedures because it may in certain circumstances determine it appropriate to provide subjects access to all or a portion of the records about them in a system of records.

(5) From subsection (e)(4)(I) (identifying sources of records in the system of records) because identifying sources could result in disclosure of properly classified national defense or foreign policy information, intelligence sources and methods, and investigatory techniques and procedures. Notwithstanding its proposed exemption from this requirement, ODNI identifies record sources in broad categories sufficient to provide general notice of the origins of the information it maintains in its systems of records.

(6) From subsection (f) (agency rules for notifying subjects to the existence of records about them, for accessing and amending records, and for assessing fees) because the system is exempt from subsection (d) provisions regarding access and amendment of records by record subjects. Nevertheless, the ODNI has published agency rules concerning notification of a subject in response to his request if any system of records named by the subject contains a record pertaining to him and procedures by which the subject may access or amend the records. Notwithstanding exemption, the ODNI may determine it appropriate to satisfy a record subject's access request.

(c) The ODNI exempts the following systems of records from the requirements of subsections (c)(3); (d)(1), (2), (3) and (4); (e)(1); (e)(4)(G), (H), (I); and (f) of the Privacy Act to the extent that information in the system is subject to exemption pursuant to subsection (k)(1) of the Act:

(1) NCTC Access Authorization Records (ODNI/NCTC-002).

(2) NCTC Telephone Directory (ODNI/NCTC-003).

(3) NCTC Partnership Management Records (ODNI/NCTC-006).

(4) NCTC Tacit Knowledge Management Records (ODNI/NCTC-007).

(d) Exemptions from the particular subsections are justified for the following reasons:

(1) From subsection (c)(3) (accounting of disclosures) because an accounting of disclosures from records concerning the record subject would specifically reveal an investigative interest on the part of the ODNI or recipient agency and could result in release of properly classified national security or foreign policy information.

(2) From subsections (d)(1), (2), (3) and (4) (record subject's right to access and amend records) because affording access and amendment rights could alert the record subject to the investigative interest of intelligence or law enforcement agencies or compromise sensitive information classified in the interest of national security.

(3) From subsection (e)(1) (maintain only relevant and necessary records) because it is not always possible to establish relevance and necessity before all information is considered and evaluated in relation to an intelligence concern.

(4) From subsections (e)(4)(G) and (H) (publication of procedures for notifying subjects of the existence of records about them and how they may access records and contest contents) because the system is exempted from subsection (d) provisions regarding access and amendment and from the subsection (f) requirement to promulgate agency rules. Nevertheless, the ODNI has published notice concerning notification, access, and contest procedures because it may in certain circumstances determine it appropriate to provide subjects access to all or a portion of the records about them in a system of records.

(5) From subsection (e)(4)(I) (identifying sources of records in the system of records) because identifying sources could

result in disclosure of properly classified national defense or foreign policy information, intelligence sources and methods, and investigatory techniques and procedures. Notwithstanding its proposed exemption from this requirement, ODNI identifies record sources in broad categories sufficient to provide general notice of the origins of the information it maintains in its systems of records.

(6) From subsection (f) (agency rules for notifying subjects to the existence of records about them, for accessing and amending records, and for assessing fees) because the system is exempt from subsection (d) provisions regarding access and amendment of records by record subjects. Nevertheless, the ODNI has published agency rules concerning notification of a subject in response to his request if any system of records named by the subject contains a record pertaining to him and procedures by which the subject may access or amend the records. Notwithstanding exemption, the ODNI may determine it appropriate to satisfy a record subject's access request.

(e) The ODNI exempts the following systems of records from the requirements of subsections (c)(3); (d)(1), (2), (3), (4); (e)(1); (e)(4)(G), (H), (I); and (f) of the Privacy Act, to the extent that information in the system is subject to exemption pursuant to subsections (k)(1) and (k)(2) of the Act:

(1) NCTC Knowledge Repository (SANCTUM) (ODNI/NCTC-004).

(2) NCTC Online (ODNI/NCTC-005).

(3) NCTC Terrorism Analysis Records (ODNI/NCTC-008).

(4) NCTC Terrorist Identities Records (ODNI/NCTC-009).

(f) Exemptions from the particular subsections are justified for the following reasons:

(1) From subsection (c)(3) (accounting of disclosures) because an accounting of disclosures from records concerning the record subject would specifically reveal an investigative interest on the part of the ODNI as well as the recipient agency and could: Result in release of properly classified national security or foreign policy information; compromise ongoing efforts to investigate a known or suspected terrorist; reveal sensitive investigative or surveillance techniques; or identify a confidential source. With this information, the record subject could frustrate counterintelligence measures; impede an investigation by destroying evidence or intimidating potential witnesses; endanger the physical safety of sources, witnesses, and law enforcement and intelligence personnel and their families; or evade apprehension or prosecution by law enforcement personnel.

(2) From subsections (d)(1), (2), (3) and (4) (record subject's right to access and amend records) because these provisions concern individual access to and amendment of counterterrorism, investigatory and intelligence records. Affording access and amendment rights could alert the record subject to the fact and nature of an investigation or the investigative interest of intelligence or law enforcement agencies; permit the subject to frustrate such investigation, surveillance or potential prosecution; compromise sensitive information classified in the interest of national security; identify a confidential source or disclose information which would reveal a sensitive investigative or intelligence technique; and endanger the health or safety of law enforcement personnel, confidential informants, and witnesses. In addition, affording subjects access and amendment rights would impose an impossible administrative burden to continuously reexamine investigations, analyses, and reports.

(3) From subsection (e)(1) (maintain only relevant and necessary records) because it is not always possible for intelligence or law enforcement agencies to know in advance what information about an encounter with a known or suspected terrorist will be relevant for the purpose of conducting an operational response. Relevance and necessity are questions of judgment and timing, and only after information is evaluated can relevance and necessity be established. In addition, information in the system of records may relate to matters under the investigative jurisdiction of another agency, and may not readily be segregated. Furthermore, information in these systems of records, over time, aid in establishing patterns of criminal activity that can provide leads for other law enforcement agencies.

(4) From subsections (e)(4)(G) and (H) (publication of procedures for notifying subjects of the existence of records about them and how they may access records and contest contents) because the system is exempted from subsection (d)

provisions regarding access and amendment and from the subsection (f) requirement to promulgate agency rules. Nevertheless, the ODNI has published notice concerning notification, access, and contest procedures because it may in certain circumstances determine it appropriate to provide subjects access to all or a portion of the records about them in a system of records.

(5) From subsection (e)(4)(I) (identifying sources of records in the system of records) because identifying sources could result in disclosure of properly classified national defense or foreign policy information. Additionally, exemption from this provision is necessary to protect the privacy and safety of witnesses and sources of information, including intelligence sources and methods and investigatory techniques and procedures. Notwithstanding its proposed exemption from this requirement, ODNI identifies record sources in broad categories sufficient to provide general notice of the origins of the information it maintains in its systems of records.

(6) From subsection (f) (agency rules for notifying subjects to the existence of records about them, for accessing and amending records and for assessing fees) because the system is exempt from subsection (d) provisions regarding access and amendment of records by record subjects. Nevertheless, the ODNI has published agency rules concerning notification of a subject in response to his request if any system of records named by the subject contains a record pertaining to him and procedures by which the subject may access or amend the records. Notwithstanding exemption, the ODNI may determine it appropriate to satisfy a record subject's access request.

§ 1701.22 Exemption of Office of the National Counterintelligence Executive (ONCIX) system of records.

(a) The ODNI exempts the following system of records from the requirements of subsections (c)(3); (d)(1), (2), (3), (4); (e)(1); (e)(4)(G), (H), (I); and (f) of the Privacy Act, to the extent that information in the system is subject to exemption pursuant to subsections (k)(1) and (k)(2) of the Act:

(1) ONCIX Counterintelligence Damage Assessment Records (ODNI/ONCIX-001).

(2) [Reserved]

(b) Exemptions from the particular subsections are justified for the following reasons:

(1) From subsection (c)(3) (accounting of disclosures) because an accounting of disclosures from records concerning the record subject would specifically reveal an investigative interest on the part of the ODNI as well as the recipient agency and could: result in release of properly classified national security or foreign policy information; compromise ongoing efforts to investigate a known or suspected terrorist; reveal sensitive investigative or surveillance techniques; or identify a confidential source. With this information, the record subject could frustrate counterintelligence measures; impede an investigation by destroying evidence or intimidating potential witnesses; endanger the physical safety of sources, witnesses, and law enforcement and intelligence personnel and their families; or evade apprehension or prosecution by law enforcement personnel.

(2) From subsections (d)(1), (2), (3) and (4) (record subject's right to access and amend records) because these provisions concern individual access to and amendment of counterterrorism, investigatory and intelligence records. Affording access and amendment rights could alert the record subject to the fact and nature of an investigation or the investigative interest of intelligence or law enforcement agencies; permit the subject to frustrate such investigation, surveillance or potential prosecution; compromise sensitive information classified in the interest of national security; identify a confidential source or disclose information which would reveal a sensitive investigative or intelligence technique; and endanger the health or safety of law enforcement personnel, confidential informants, and witnesses. In addition, affording subjects access and amendment rights would impose an impossible administrative burden to continuously reexamine investigations, analyses, and reports.

(3) From subsection (e)(1) (maintain only relevant and necessary records) because it is not always possible to know in advance what information will be relevant to evaluate and mitigate damage to the national security. Relevance and necessity are questions of judgment and timing, and only after information is evaluated can relevance and necessity be established. In addition, information in the system of records may relate to matters under the investigative jurisdiction of another agency, and may not readily be segregated. Furthermore, information in these systems of records, over time, aid

in establishing patterns of criminal activity that can provide leads for other law enforcement agencies.

(4) From subsections (e)(4)(G) and (H) (publication of procedures for notifying subjects to the existence of records about them and how they may access records and contest contents) because the system is exempted from subsection (d) provisions regarding access and amendment and from the subsection (f) requirement to promulgate agency rules. Nevertheless, the ODNI has published notice concerning notification, access, and contest procedures because it may in certain circumstances determine it appropriate to provide subjects access to all or a portion of the records about them in a system of records.

(5) From subsection (e)(4)(I) (identifying sources of records in the system of records) because identifying sources could result in disclosure of properly classified national defense or foreign policy information. Additionally, exemption from this provision is necessary to protect the privacy and safety of witnesses and sources of information, including intelligence sources and methods and investigatory techniques and procedures. Notwithstanding its proposed exemption from this requirement, ODNI identifies record sources in broad categories sufficient to provide general notice of the origins of the information it maintains in its systems of records.

(6) From subsection (f) (agency rules for notifying subjects to the existence of records about them, for accessing and amending records and for assessing fees) because the system is exempt from subsection (d) provisions regarding access and amendment of records by record subjects. Nevertheless, the ODNI has published agency rules concerning notification of a subject in response to his request if any system of records named by the subject contains a record pertaining to him and procedures by which the subject may access or amend the records. Notwithstanding exemption, the ODNI may determine it appropriate to satisfy a record subject's access request.

§ 1701.23 Exemption of Office of Inspector General (OIG) systems of records.

(a) The ODNI exempts the following systems of records from the requirements of subsections (c)(3); (d)(1), (2), (3) and (4); (e)(1); (e)(4)(G), (H), (I); and (f) of the Privacy Act to the extent that information in the system is subject to exemption pursuant subsections (k)(1) and (k)(5) of the Act:

(1) OIG Human Resources Records (ODNI/OIG-001).

(2) OIG Experts Contact Records (ODNI/OIG-002).

(b) Exemptions from the particular subsections are justified for the following reasons:

(1) From subsection (c)(3) (accounting of disclosures) because an accounting of disclosures from records concerning the record subject would specifically reveal an investigative interest on the part of the ODNI or recipient agency and could result in release of properly classified national security or foreign policy information.

(2) From subsections (d)(1), (2), (3) and (4) (record subject's right to access and amend records) because affording access and amendment rights could alert the record subject to the investigative interest of intelligence or law enforcement agencies or compromise sensitive information classified in the interest of national security. In the absence of a national security basis for exemption under subsection (k)(1), records in this system may be exempted from access and amendment pursuant to subsection (k)(5) to the extent necessary to honor promises of confidentiality to persons providing information concerning a candidate for position. Inability to maintain such confidentiality would restrict the free flow of information vital to a determination of a candidate's qualifications and suitability.

(3) From subsection (e)(1) (maintain only relevant and necessary records) because it is not always possible to establish relevance and necessity before all information is considered and evaluated in relation to an intelligence concern. In the absence of a national security basis for exemption under subsection (k)(1), records in this system may be exempted from the relevance requirement pursuant to subsection (k)(5) because it is not always possible to determine in advance what exact information may assist in determining the qualifications and suitability of a candidate for position. Seemingly irrelevant details, when combined with other data, can provide a useful composite for determining whether a candidate should be appointed.

(4) From subsections (e)(4)(G) and (H) (publication of procedures for notifying subjects of the existence of records about them and how they may access records and contest contents) because the system is exempted from subsection (d) provisions regarding access and amendment and from the subsection (f) requirement to promulgate agency rules. Nevertheless, the ODNI has published such a notice concerning notification, access, and contest procedures because it may in certain circumstances determine it appropriate to provide subjects access to all or a portion of the records about them in a system of records.

(5) From subsection (e)(4)(I) (identifying sources of records in the system of records) because identifying sources could result in disclosure of properly classified national defense or foreign policy information, intelligence sources and methods and investigatory techniques and procedures. Notwithstanding its proposed exemption from this requirement, ODNI identifies record sources in broad categories sufficient to provide general notice of the origins of the information it maintains in its systems of records.

(6) From subsection (f) (agency rules for notifying subjects to the existence of records about them, for accessing and amending records and for assessing fees) because the system is exempt from subsection (d) provisions regarding access and amendment of records by record subjects. Nevertheless, the ODNI has published agency rules concerning notification of a subject in response to his request if any system of records named by the subject contains a record pertaining to him and procedures by which the subject may access or amend the records. Notwithstanding exemption, the ODNI may determine it appropriate to satisfy a record subject's access request.

(c) The ODNI exempts the following system of records from the requirements of subsections (c)(3) and (4); (d)(1), (2), (3), (4); (e)(1), (2), (3), (5), (8) and (12); and (g) of the Privacy Act, to the extent that information in the system is subject to exemption pursuant to subsection (j)(2) of the Act. In addition, the following system of records is exempted from the requirements of subsections (c)(3); (d)(1), (2), (3) and (4); (e)(1); (e)(4)(G), (H) and (I); and (f) of the Privacy Act, to the extent that information in the system is subject to exemption pursuant to subsections (k)(1) and (k)(2) of the Act.

(1) OIG Investigation and Interview Records (ODNI/OIG-003).

(2) [Reserved]

(d) Exemptions from the particular subsections are justified for the following reasons:

(1) From subsection (c)(3) (accounting of disclosures) because an accounting of disclosures from records concerning the record subject would specifically reveal an investigative interest on the part of the ODNI as well as the recipient agency and could: result in release of properly classified national security or foreign policy information; compromise ongoing efforts to investigate a known or suspected terrorist; reveal sensitive investigative or surveillance techniques; or identify a confidential source. With this information, the record subject could frustrate counterintelligence measures; impede an investigation by destroying evidence or intimidating potential witnesses; endanger the physical safety of sources, witnesses, and law enforcement and intelligence personnel and their families; or evade apprehension or prosecution by law enforcement personnel.

(2) From subsection (c)(4) (notice of amendment to record recipients) because the system is exempted from the access and amendment provisions of subsection (d).

(3) From subsections (d)(1), (2), (3) and (4) (record subject's right to access and amend records) because these provisions concern individual access to and amendment of counterterrorism, investigatory and intelligence records. Affording access and amendment rights could alert the record subject to the fact and nature of an investigation or the investigative interest of intelligence or law enforcement agencies; permit the subject to frustrate such investigation, surveillance or potential prosecution; compromise sensitive information classified in the interest of national security; identify a confidential source or disclose information which would reveal a sensitive investigative or intelligence technique; and endanger the health or safety of law enforcement personnel, confidential informants, and witnesses. In addition, affording subjects access and amendment rights would impose an impossible administrative burden to continuously reexamine investigations, analyses, and reports.

(4) From subsection (e)(1) (maintain only relevant and necessary records) because it is not always possible to know in advance what information will be relevant for the purpose of conducting an investigation. Relevance and necessity are questions of judgment and timing, and only after information is evaluated can relevance and necessity be established. In addition, information in the system of records may relate to matters under the investigative jurisdiction of another agency, and may not readily be segregated. Furthermore, information in these systems of records, over time, aid in establishing patterns of criminal activity that can provide leads for other law enforcement agencies.

(5) From subsection (e)(2) (collection directly from the individual) because application of this provision would alert the subject of a counterterrorism investigation, study or analysis to that fact, permitting the subject to frustrate or impede the activity. Counterterrorism investigations necessarily rely on information obtained from third parties rather than information furnished by subjects themselves.

(6) From subsection (e)(3) (provide Privacy Act Statement to subjects furnishing information) because the system is exempted from the (e)(2) requirement to collect information directly from the subject.

(7) From subsections (e)(4)(G) and (H) (publication of procedures for notifying subjects of the existence of records about them and how they may access records and contest contents) because the system is exempted from subsection (d) provisions regarding access and amendment and from the subsection (f) requirement to promulgate agency rules. Nevertheless, the ODNI has published notice concerning notification, access, and contest procedures because it may in certain circumstances determine it appropriate to provide subjects access to all or a portion of the records about them in a system of records.

(8) From subsection (e)(4)(I) (identifying sources of records in the system of records) because identifying sources could result in disclosure of properly classified national defense or foreign policy information. Additionally, exemption from this provision is necessary to protect the privacy and safety of witnesses and sources of information, including intelligence sources and methods and investigatory techniques and procedures. Notwithstanding its proposed exemption from this requirement, ODNI identifies record sources in broad categories sufficient to provide general notice of the origins of the information it maintains in its systems of records.

(9) From subsection (e)(5) (maintain timely, accurate, complete and up-to-date records) because many of the records in the system are derived from other domestic and foreign agency record systems over which ODNI exercises no control. In addition, in collecting information for counterterrorism, intelligence, and law enforcement purposes, it is not possible to determine in advance what information is accurate, relevant, timely, and complete. With the passage of time and the development of additional facts and circumstances, seemingly irrelevant or dated information may acquire significance. The restrictions imposed by (e)(5) would limit the ability of intelligence analysts to exercise judgment in conducting investigations and impede development of intelligence necessary for effective counterterrorism and law enforcement efforts.

(10) From subsection (e)(8) (notice of compelled disclosures) because requiring individual notice of legally compelled disclosure poses an impossible administrative burden and could alert subjects of counterterrorism, law enforcement, or intelligence investigations to the previously unknown fact of those investigations.

(11) From subsection (e)(12) (public notice of matching activity) because, to the extent such activities are not otherwise excluded from the matching requirements of the Privacy Act, publishing advance notice in the *Federal Register* would frustrate the ability of intelligence analysts to act quickly in furtherance of analytical efforts.

(12) From subsection (f) (agency rules for notifying subjects to the existence of records about them, for accessing and amending records and for assessing fees) because the system is exempt from the subsection (d) provisions regarding access and amendment of records by record subjects. Nevertheless, the ODNI has published agency rules concerning notification of a subject in response to his request if any system of records named by the subject contains a record pertaining to him and procedures by which the subject may access or amend the records. Notwithstanding exemption, the ODNI may determine it appropriate to satisfy a record subject's access request.

(13) From subsection (g) (civil remedies) to the extent that the civil remedies relate to provisions of 5 U.S.C. 552a from which this rule exempts the system.

§ 1701.24 Exemption of Office of the Director of National Intelligence (ODNI) systems of records.

(a) The ODNI may invoke its authority to exempt systems of records from the requirements of subsections (c)(3); (d)(1), (2), (3) and (4); (e)(1); (e)(4)(G), (H), (I); and (f) of the Privacy Act to the extent that records covered by the systems are subject to exemption pursuant subsection (k) of the Act.

(b) Exemption of records in these systems from any or all of the enumerated requirements may be necessary for the following reasons:

(1) From subsection (c)(3) (accounting of disclosures) because an accounting of disclosures from records concerning the record subject would specifically reveal an intelligence or investigative interest on the part of the ODNI or recipient agency and could result in release of properly classified national security or foreign policy information.

(2) From subsections (d)(1), (2), (3) and (4) (record subject's right to access and amend records) because affording access and amendment rights could alert the record subject to the investigative interest of intelligence or law enforcement agencies or compromise sensitive information classified in the interest of national security. In the absence of a national security basis for exemption, records in this system may be exempted from access and amendment to the extent necessary to honor promises of confidentiality to persons providing information concerning a candidate for position. Inability to maintain such confidentiality would restrict the free flow of information vital to a determination of a candidate's qualifications and suitability.

(3) From subsection (e)(1) (maintain only relevant and necessary records) because it is not always possible to establish relevance and necessity before all information is considered and evaluated in relation to an intelligence concern. In the absence of a national security basis for exemption under subsection (k)(1), records in this system may be exempted from the relevance requirement pursuant to subsection (k)(5) because it is not possible to determine in advance what exact information may assist in determining the qualifications and suitability of a candidate for position. Seemingly irrelevant details, when combined with other data, can provide a useful composite for determining whether a candidate should be appointed.

(4) From subsections (e)(4)(G) and (H) (publication of procedures for notifying subjects of the existence of records about them and how they may access records and contest contents) because the system is exempted from subsection (d) provisions regarding access and amendment, and from the subsection (f) requirement to promulgate agency rules. Nevertheless, the ODNI has published notice concerning notification, access, and contest procedures because it may in certain circumstances determine it appropriate to provide subjects access to all or a portion of the records about them in a system of records.

(5) From subsection (e)(4)(I) (identifying sources of records in the system of records) because identifying sources could result in disclosure of properly classified national defense or foreign policy information, intelligence sources and methods, and investigatory techniques and procedures. Notwithstanding its proposed exemption from this requirement, ODNI identifies record sources in broad categories sufficient to provide general notice of the origins of the information it maintains in its systems of records.

(6) From subsection (f) (agency rules for notifying subjects to the existence of records about them, for accessing and amending records, and for assessing fees) because the system is exempt from subsection (d) provisions regarding access and amendment of records by record subjects. Nevertheless, the ODNI has published agency rules concerning notification of a subject in response to his request if any system of records named by the subject contains a record pertaining to him and procedures by which the subject may access or amend the records. Notwithstanding exemption, the ODNI may determine it appropriate to satisfy a record subject's access request.

(7) From subsection (c)(3) (accounting of disclosures) because an accounting of disclosures from records concerning the record subject would specifically reveal an intelligence or investigative interest on the part of the ODNI or recipient agency and could result in release of properly classified national security or foreign policy information.

(8) From subsections (d)(1), (2), (3) and (4) (record subject's right to access and amend records) because affording

access and amendment rights could alert the record subject to the investigative interest of intelligence or law enforcement agencies or compromise sensitive information classified in the interest of national security. In the absence of a national security basis for exemption, records in this system may be exempted from access and amendment to the extent necessary to honor promises of confidentiality to persons providing information concerning a candidate for position. Inability to maintain such confidentiality would restrict the free flow of information vital to a determination of a candidate's qualifications and suitability.

(9) From subsection (e) (1) (maintain only relevant and necessary records) because it is not always possible to establish relevance and necessity before all information is considered and evaluated in relation to an intelligence concern. In the absence of a national security basis for exemption under subsection (k)(1), records in this system may be exempted from the relevance requirement pursuant to subsection (k)(5) because it is not possible to determine in advance what exact information may assist in determining the qualifications and suitability of a candidate for position. Seemingly irrelevant details, when combined with other data, can provide a useful composite for determining whether a candidate should be appointed.

(10) From subsections (e)(4)(G) and (H) (publication of procedures for notifying subjects of the existence of records about them and how they may access records and contest contents) because the system is exempted from subsection (d) provisions regarding access and amendment, and from the subsection (f) requirement to promulgate agency rules. Nevertheless, the ODNI has published notice concerning notification, access, and contest procedures because it may in certain circumstances determine it appropriate to provide subjects access to all or a portion of the records about them in a system of records.

(11) From subsection (e)(4)(I) (identifying sources of records in the system of records) because identifying sources could result in disclosure of properly classified national defense or foreign policy information, intelligence sources and methods, and investigatory techniques and procedures. Notwithstanding its proposed exemption from this requirement, ODNI identifies record sources in broad categories sufficient to provide general notice of the origins of the information it maintains in its systems of records.

(12) From subsection (f) (agency rules for notifying subjects to the existence of records about them, for accessing and amending records, and for assessing fees) because the system is exempt from subsection (d) provisions regarding access and amendment of records by record subjects. Nevertheless, the ODNI has published agency rules concerning notification of a subject in response to his request if any system of records named by the subject contains a record pertaining to him and procedures by which the subject may access or amend the records. Notwithstanding exemption, the ODNI may determine it appropriate to satisfy a record subject's access request.

[75 FR 57166, Sept. 20, 2010, as amended at 76 FR 67600, Nov. 2, 2011; 80 FR 63428, Oct. 20, 2015]

Subpart C--Routine Uses Applicable to More Than One ODNI System of Records

§ 1701.30 Policy and applicability.

(a) ODNI proposes the following general routine uses to foster simplicity and economy and to avoid redundancy or error by duplication in multiple ODNI systems of records and in systems of records established hereafter by ODNI or by one of its components.

(b) These general routine uses may apply to every Privacy Act system of records maintained by ODNI and its components, unless specifically stated otherwise in the System of Records Notice for a particular system. Additional general routine uses may be identified as notices of systems of records are published.

(c) Routine uses specific to a particular System of Records are identified in the System of Records Notice for that system.

§ 1701.31 General routine uses.

(a) Except as noted on Standard Forms 85 and 86 and supplemental forms thereto (questionnaires for employment in,

respectively, "non-sensitive" and "national security" positions within the Federal government), a record that on its face or in conjunction with other information indicates or relates to a violation or potential violation of law, whether civil, criminal, administrative or regulatory in nature, and whether arising by general statute, particular program statute, regulation, rule or order issued pursuant thereto, may be disclosed as a routine use to an appropriate federal, state, territorial, tribal, local law enforcement authority, foreign government or international law enforcement authority, or to an appropriate regulatory body charged with investigating, enforcing, or prosecuting such violations.

(b) A record from a system of records maintained by the ODNI may be disclosed as a routine use, subject to appropriate protections for further disclosure, in the course of presenting information or evidence to a magistrate, special master, administrative law judge, or to the presiding official of an administrative board, panel or other administrative body.

(c) A record from a system of records maintained by the ODNI may be disclosed as a routine use to representatives of the Department of Justice or any other entity responsible for representing the interests of the ODNI in connection with potential or actual civil, criminal, administrative, judicial or legislative proceedings or hearings, for the purpose of representing or providing advice to: The ODNI; any staff of the ODNI in his or her official capacity; any staff of the ODNI in his or her individual capacity where the staff has submitted a request for representation by the United States or for reimbursement of expenses associated with retaining counsel; or the United States or another Federal agency, when the United States or the agency is a party to such proceeding and the record is relevant and necessary to such proceeding.

(d) A record from a system of records maintained by the ODNI may be disclosed as a routine use in a proceeding before a court or adjudicative body when any of the following is a party to litigation or has an interest in such litigation, and the ODNI, Office of General Counsel, determines that use of such records is relevant and necessary to the litigation: The ODNI; any staff of the ODNI in his or her official capacity; any staff of the ODNI in his or her individual capacity where the Department of Justice has agreed to represent the staff or has agreed to provide counsel at government expense; or the United States or another Federal agency, where the ODNI, Office of General Counsel, determines that litigation is likely to affect the ODNI.

(e) A record from a system of records maintained by the ODNI may be disclosed as a routine use to representatives of the Department of Justice and other U.S. Government entities, to the extent necessary to obtain advice on any matter within the official responsibilities of such representatives and the responsibilities of the ODNI.

(f) A record from a system of records maintained by the ODNI may be disclosed as a routine use to a Federal, state or local agency or other appropriate entities or individuals from which/whom information may be sought relevant to: A decision concerning the hiring or retention of an employee or other personnel action; the issuing or retention of a security clearance or special access, contract, grant, license, or other benefit; or the conduct of an authorized investigation or inquiry, to the extent necessary to identify the individual, inform the source of the nature and purpose of the inquiry, and identify the type of information requested.

(g) A record from a system of records maintained by the ODNI may be disclosed as a routine use to any Federal, state, local, tribal or other public authority, or to a legitimate agency of a foreign government or international authority to the extent the record is relevant and necessary to the other entity's decision regarding the hiring or retention of an employee or other personnel action; the issuing or retention of a security clearance or special access, contract, grant, license, or other benefit; or the conduct of an authorized inquiry or investigation.

(h) A record from a system of records maintained by the ODNI may be disclosed as a routine use to a Member of Congress or Congressional staffer in response to an inquiry from that Member of Congress or Congressional staffer made at the written request of the individual who is the subject of the record.

(i) A record from a system of records maintained by the ODNI may be disclosed to the Office of Management and Budget in connection with the review of private relief legislation, as set forth in Office of Management and Budget Circular No. A-19, at any stage of the legislative coordination and clearance process as set forth in the Circular.

(j) A record from a system of records maintained by the ODNI may be disclosed as a routine use to any agency, organization, or individual for authorized audit operations, and for meeting related reporting requirements, including

disclosure to the National Archives and Records Administration for records management inspections and such other purposes conducted under the authority of 44 U.S.C. 2904 and 2906, or successor provisions.

(k) A record from a system of records maintained by the ODNI may be disclosed as a routine use to individual members or staff of Congressional intelligence oversight committees in connection with the exercise of the committees' oversight and legislative functions.

(l) A record from a system of records maintained by the ODNI may be disclosed as a routine use pursuant to Executive Order to the President's Foreign Intelligence Advisory Board, the President's Intelligence Oversight Board, to any successor organizations, and to any intelligence oversight entity established by the President, when the Office of the General Counsel or the Office of the Inspector General determines that disclosure will assist such entities in performing their oversight functions and that such disclosure is otherwise lawful.

(m) A record from a system of records maintained by the ODNI may be disclosed as a routine use to contractors, grantees, experts, consultants, or others when access to the record is necessary to perform the function or service for which they have been engaged by the ODNI.

(n) A record from a system of records maintained by the ODNI may be disclosed as a routine use to a former staff of the ODNI for the purposes of responding to an official inquiry by a Federal, state, or local government entity or professional licensing authority or facilitating communications with a former staff of the ODNI that may be necessary for personnel-related or other official purposes when the ODNI requires information or consultation assistance, or both, from the former staff regarding a matter within that person's former area of responsibility.

(o) A record from a system of records maintained by the ODNI may be disclosed as a routine use to legitimate foreign, international or multinational security, investigatory, law enforcement or administrative authorities in order to comply with requirements imposed by, or to claim rights conferred in, formal agreements and arrangements to include those regulating the stationing and status in foreign countries of Department of Defense military and civilian personnel.

(p) A record from a system of records maintained by the ODNI may be disclosed as a routine use to any Federal agency when documents or other information obtained from that agency are used in compiling the record and the record is relevant to the official responsibilities of that agency, provided that disclosure of the recompiled or enhanced record to the source agency is otherwise authorized and lawful.

(q) A record from a system of records maintained by the ODNI may be disclosed as a routine use to appropriate agencies, entities, and persons when: The security or confidentiality of information in the system of records has or may have been compromised; and the compromise may result in economic or material harm to individuals (e.g., identity theft or fraud), or harm to the security or integrity of the affected information or information technology systems or programs (whether or not belonging to the ODNI) that rely upon the compromised information; and disclosure is necessary to enable ODNI to address the cause(s) of the compromise and to prevent, minimize, or remedy potential harm resulting from the compromise.

(r) A record from a system of records maintained by the ODNI may be disclosed as a routine use to a Federal, state, local, tribal, territorial, foreign, or multinational agency or entity or to any other appropriate entity or individual for any of the following purposes: to provide notification of a serious terrorist threat for the purpose of guarding against or responding to such threat; to assist in coordination of terrorist threat awareness, assessment, analysis, or response; or to assist the recipient in performing authorized responsibilities relating to terrorism or counterterrorism.

(s) A record from a system of records maintained by the ODNI may be disclosed as a routine use for the purpose of conducting or supporting authorized counterintelligence activities as defined by section 401a(3) of the National Security Act of 1947, as amended, to elements of the Intelligence Community, as defined by section 401a(4) of the National Security Act of 1947, as amended; to the head of any Federal agency or department; to selected counterintelligence officers within the Federal government.

(t) A record from a system of records maintained by the ODNI may be disclosed as a routine use to a Federal, state, local, tribal, territorial, foreign, or multinational government agency or entity, or to other authorized entities or

individuals, but only if such disclosure is undertaken in furtherance of responsibilities conferred by, and in a manner consistent with, the National Security Act of 1947, as amended; the Counterintelligence Enhancement Act of 2002, as amended; Executive Order 12333 or any successor order together with its implementing procedures approved by the Attorney General; and other provisions of law, Executive Order or directive relating to national intelligence or otherwise applicable to the ODNI. This routine use is not intended to supplant the other routine uses published by the ODNI.

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