USAID Info

PRIVACY IMPACT ASSESSMENT (PIA) SUMMARY

System Name: USAID Info

Managing Office: Office of Afghanistan and Pakistan Affairs (OAPA)

Date PIA Completed: June 22, 2018

OVERVIEW

USAID programs in agriculture, democracy and governance, economic growth, education, energy, health, and infrastructure provide Afghans and Pakistanis with the tools, technical support, capacity building and institutions for stability, economic development, and security in the region. USAID's Office of Afghanistan and Pakistan Affairs (OAPA) provides technical support, analysis, and resource management in effectively and efficiently implementing these programs. The Program Office (OAPA/PO) provides leadership in strategic planning, budget formulation and execution, program oversight and accountability, and communications, in addition to corresponding technical support to USAID Missions in Afghanistan and Pakistan.

USAID Info was developed to support OAPA by providing a stable, secure environment to input, store, and retrieve project and award data, implementation-level information, and performance indicator and budget data. The system improves workflow efficiencies in managing Program portfolios. Key functionality of USAID Info includes:

- Address the Missions' need for efficient aggregate data collection, Mission-wide analysis, and easy data querying and reporting across time periods;
- Support on-demand reporting requirements at the Missions and USAID/W via standardized and customizable reports at the Mission-, Development Objective-, Office-, project-, and award-levels;
- Promote standardization and completeness in type and content of performance level and geospatial data;
- Maintain a centralized repository for current and historical documentation of our programs in Afghanistan and Pakistan for adaptive management and accountability of USAID programming; and,
- Enable tracking and easy reporting of budget and spending data at the implementing mechanism, program element, account, and FY level, and combine this information with obligations, disbursements and accruals imported from the Agency's accounting system.

USAID Info collects data from internal agency and implementing partner users. The system facilitates internal agency users in workflow management, performance

monitoring, evaluations, and portfolio management and reporting requirements. USAID Info also supports Power Africa by providing data management for Program, partner, and donor data as part of, and in addition to, the functionality mentioned above.

AUTHORITY FOR COLLECTION OF PERSONALLY IDENTIFIABLE INFORMATION (PII)

- 22 U.S.C 3201 et. seq, The Foreign Assistance Act of 1961 as amended
- 22 U.S.C. 2361, Completion of Plans and Cost Estimates (Section 611(a) of the Foreign Assistance Act of 1961
- E.O. 13279, Equal Protection of the Laws for Faith-Based and Community Organizations,   as amended.

INFORMATION COLLECTION (WHAT)

The following data elements are collected: Name, personal email address, work phone number, and work email address.

INFORMATION COLLECTION (WHY)

PII data is primarily used to manage system access and audit system activity. Email, name, and passwords are established for system access and are used for authentication. This data is also used to manage and track system use. User input, changes and output are captured in the event logs. User IDs are used for identifiers for each transaction and user IDs are not available thru the application.

Geotagging (latitude and longitude), photos and contact lists, are collected for project monitoring and evaluation purposes. The site module captures latitude and longitude up to five decimal places, but the default latitude and longitude, which are most often used, are provided using four digit decimal coordinates that represent the village center. Photos are often captured and input at the award level. There are cases where photos are uploaded with geotags depending on the technology used to take the photo. The application does not ask for, require, capture, beyond what is included in the photo, or use geotagging. If users download the photo, all of the properties of the photo are included. Videos are not captured but the application currently includes one help video, which does not contain PII.

AGENCY INTENDED USE

The objective of USAID Info is to fill an agency gap by providing a basic tool to manage projects and meet reporting requirements in accordance with agency policy as described in ADS 201. Currently, no other system provides the means to collect data that builds a comprehensive picture of project and award level data in accordance with agency policy as described in ADS 201.

INFORMATION SHARING

Implementing partners have access to geo data of sites and photos. Access to this data is limited through access controls to the project and office of each user. Implementing partners have limited access to the system based on user group and office assignments and they only have access to photos and documents that they have uploaded.

USAID/Power Africa implementing partners have limited access to the system based on user group and office assignments and they only have access to photos and documents that they have uploaded.

NOTICE OF OPPORTUNITIES FOR CONSENT

Individuals are not contacted as there is no PII collected directly from an individual; however, by accessing the system, USAID Info users are consenting to the collection of their usage information. All users access the system via the login page, which includes a Notice and Consent Banner.

Individual users are not contacted as part of the system monitoring process, which is performed by Mission USAID Info Administrators and System Administrators.

SYSTEM OF RECORDS NOTICE (SORN)

USAID – 01 Foreign Service Personnel Records and OPM Govt/1 General Personnel Records cover this system.