



**Homeland
Security**

The Privacy Office
U.S. Department of Homeland Security
Washington, DC 20528
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www.dhs.gov/privacy

Privacy Threshold Analysis
Version date: February 2, 2007
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PRIVACY THRESHOLD ANALYSIS (PTA)

**This form is used to determine whether
a Privacy Impact Assessment is required.**

Please use the attached form to determine whether a Privacy Impact Assessment (PIA) is required under the E-Government Act of 2002 and the Homeland Security Act of 2002.

Please complete this form and send it to the DHS Privacy Office:

Rebecca J. Richards
Director of Privacy Compliance
The Privacy Office
U.S. Department of Homeland Security
Washington, DC 20528
Tel: 571-227-3813
Fax: 571-227-4171

PIA@dhs.gov

Upon receipt, the DHS Privacy Office will review this form. If a PIA is required, the DHS Privacy Office will send you a copy of the Official Privacy Impact Assessment Guide and accompanying Template to complete and return.

A copy of the Guide and Template is available on the DHS Privacy Office website, www.dhs.gov/privacy, on DHSOnline and directly from the DHS Privacy Office via email: pia@dhs.gov, phone: 571-227-3813, and fax: 571-227-4717.



PRIVACY THRESHOLD ANALYSIS (PTA)

Please complete this form and send it to the DHS Privacy Office.
Upon receipt, the DHS Privacy Office will review this form
and may request additional information.

SUMMARY INFORMATION

DATE submitted for review: February 5, 2008

NAME of Project: Chemical Stockpile Emergency Preparedness Program (CSEPP) Evaluation and Customer Satisfaction Survey

Name of Component: Federal Emergency Management Agency

Name of Project Manager: Joe Herring

Email for Project Manager: joe.herring@dhs.gov

Phone number for Project Manger: 703-605-1378

TYPE of Project:

- Information Technology and/or System[□]**
- A Notice of Proposed Rule Making or a Final Rule.**
- Other: <Please label the type of project.>**

[□] The E-Government Act of 2002 defines these terms by reference to the definition sections of Titles 40 and 44 of the United States Code. The following is a summary of those definitions:

- “Information Technology” means any equipment or interconnected system or subsystem of equipment, used in the automatic acquisition, storage, manipulation, management, movement, control, display, switching, interchange, transmission, or reception of data or information. See 40 U.S.C. § 11101(6).

- “Information System” means a discrete set of information resources organized for the collection, processing, maintenance, use, sharing, dissemination, or disposition of information. See: 44. U.S.C. § 3502(8).

Note, for purposes of this form, there is no distinction made between national security systems or technologies/systems managed by contractors. All technologies/systems should be initially reviewed for potential privacy impact.



SPECIFIC QUESTIONS

1. Describe the project and its purpose:

The Chemical Stockpile Emergency Preparedness Program (CSEPP) is one facet of the multi-hazard readiness program dealing with the potential of chemical spills or releases into the communities surrounding the seven U.S. chemical stockpiles (known as CSEPP sites). The program's goal is to improve preparedness to protect the people of these communities in the unlikely event of an accident involving this country's stockpiles of obsolete chemical munitions. CSEPP, a cooperative effort between FEMA and the U.S. Army, provides funding (grants), training, guidance and technical support and expertise to State, local, and tribal governments to improve their capabilities to prepare for and respond to this type of disaster.

In 2000, FEMA and the U.S. Army established the CSEPP Public Affairs Integrated Process Team (PA IPT) to develop an outreach strategy that could be shared with all CSEPP sites. The PA IPT members determine public outreach performance measures for all CSEPP sites and make recommendations to the PA IPT.

This information collection constitutes the assessment tool that measures public knowledge of emergency preparedness and response actions in the event of a chemical emergency affecting any of the seven CSEPP sites and surrounding communities. Program managers will use data findings specifically to: 1) assess outreach programs' effectiveness using five national performance indicators unique to the CSEPP program, 2) measure and monitor customer satisfaction with CSEPP products and services, and 3) identify weaknesses and strengths in individual sites and program components.

Results from this information collection will be shared with state, local, and other FEMA officials for subsequent action plans addressing program-wide and stockpile site-specific issues. Results will also be shared with other federal agencies that lend their expertise in specific areas of the program.

2. Status of Project:

- This is a new development effort.
- This an existing project.

Date first developed: January 1, 2000

Date last updated: February 1, 2007

The information is collected with the aid of telephone surveys. The questions are aimed at assessing public knowledge of emergency preparedness and response actions in the event of a chemical emergency affecting any of the seven CSEPP sites and surrounding



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communities. There are some questions that are specific to the sites and are sometimes modified to meet the requirements of the site.

3. If this project is a technology/system, does it relate solely to infrastructure? [For example, is the system a Local Area Network (LAN) or Wide Area Network (WAN)]?

No. Please continue to the next question.

Yes. Is there a log kept of communication traffic?

No. Please continue to the next question.

Yes. What type of data is recorded in the log? (Please choose all that apply.)

Header

Payload Please describe the data that is logged.

<Please list the data elements in the log.>



4. Could the project relate in any way to an individual?[□]

- No. Please skip ahead to question 6.
 Yes. Please provide a general description, below.

This collection consists of telephone surveying. To achieve a representative sample of adults living in the emergency planning zone (EPZ) of the CSEPP sites, respondents are randomly selected to participate in the survey.

5. What information about individuals could be collected, generated or retained?

For the purposes of data collection, a database of the telephone numbers are purchased in order to make the calls to reach individuals living in the EPZ. The telephone numbers are generated randomly using RDD (Random Digit Dialing). In order to get the required number of completed surveys, the RDD sample at times is supplemented by LHH (Listed Household) numbers. When using LHH samples, the names and addresses of the individuals are generated along with their telephone numbers. However, these informations are not used in anyway and are neither reported at any instance.

6. Is there a Certification & Accreditation record within OCIO's FISMA tracking system?

- Unknown.
 No.
 Yes. Please indicate the determinations for each of the following:

Confidentiality: Low Moderate High Undefined

Integrity: Low Moderate High Undefined

Availability: Low Moderate High Undefined

[□] Projects can relate to individuals in a number of ways. For example, a project may include a camera for the purpose of watching a physical location. Individuals may walk past the camera and images of those individuals may be recorded. Projects could also relate to individuals in more subtle ways. For example, a project that is focused on detecting radioactivity levels may be sensitive enough to detect whether an individual received chemotherapy.



PRIVACY THRESHOLD REVIEW

(To be Completed by the DHS Privacy Office)

DATE reviewed by the DHS Privacy Office:

NAME of the DHS Privacy Office Reviewer: <Please enter name of reviewer.>

DESIGNATION:

- This is NOT a Privacy Sensitive System** - the system contains no Personally Identifiable Information.
- This IS a Privacy Sensitive System**
 - PTA sufficient at this time
 - A PIA is required
 - National Security System
 - Legacy System
 - HR System

DHS PRIVACY OFFICE COMMENTS