U.S. Department of the Interior
PRIVACY THRESHOLD ANALYSIS

The DI-4012 Privacy Threshold Analysis (PTA) form helps Department of the Interior (DOI) Privacy Officials determine whether a new or revised Privacy Impact Assessment (PIA) is required in accordance with the E-Government Act, OMB policy, and the DOI PIA Guide, and identify other related compliance requirements for the collection, maintenance, storage, use, processing, sharing or disposal of personally identifiable information (PII) and any activities that may have privacy implications or otherwise impact individual privacy. See the DOI PTA Guide for guidance on completing the PTA. PTAs must be completed and submitted to the appropriate Bureau/Office Associate Privacy Officer for review and compliance determination. Bureau/Office Associate Privacy Officers are responsible for overseeing and managing PTAs for their organizations.

Section 1. General Information

Question	Response
A. Project, Program or System Name: *Provide the name for the project, program or system for the PTA, which may be an IT system, a project title, program area, information collection, or other technology.*	Regional Watercraft Inspection Decontamination Data Sharing System – NPS
B. Bureau or Office: *Enter the bureau or office for the project, program or system.*	National Park Service
C. Program or Office: *Provide the name of the program or office within the bureau/office.*	Natural Resource Stewardship and Science
D. Project/Program Manager or System Owner: *Name: John Wullschleger* *Title: Fish Program and AIS Lead* *Phone: 970.225.3572* *E-mail: john_wullschleger@nps.gov*	POC National Park Service Name: John Wullschleger Title: Fish Program Lead Water Resources Division Natural Resources Stewardship and Science Phone: 970.225.3572 E-mail: john_wullschleger@nps.gov POC State of Colorado Name: Elizabeth Brown Title: Aquatic Invasive Species Coordinator Phone: 303.291.7362 E-mail: elizabeth.brown@state.co.us
E. Routing Information: *Indicate whether this is a new or updated PTA and enter the date the PTA was completed and submitted to the APO for privacy determination.*	_X_ New PTA ___ Updated PTA Date of Submission: 4/17/2019

Question	Response

Section 2. Project, Program or System Summary

Question	Response
A. General description of the project, program or system. *Please provide a description of the project or program, including any background information to help understand the project, program or system. If this is an updated PTA, please describe the changes that triggered the update to this PTA. Please also indicate if the PTA is being updated as part of its annual review.*	The Regional Watercraft Inspection Decontamination Data Sharing System is a database that was developed by the State of Colorado and has been made available to partners in the western United States who are conducting watercraft inspection / decontamination programs. The database was designed to share information on the origins and destinations of trailered watercraft, the presence of aquatic invasive species (AIS) and AIS risk factors, and decontamination measures and results. Information entered by watercraft inspection / decontamination (WID) crews at in one location is quickly available to WID crews in other locations allowing them to assess the risk associated with watercraft and treat them accordingly. The database was developed in response to quagga and zebra mussels but the actions taken to address these two species are effective for other AIS as well. Information is entered into and extracted from the database via a mobile application on a smartphone or tablet. The mobile application was developed by the Colorado for Colorado and it is the owner of the information collected by the users of the application. The mobile application is only uploaded and utilized on government issued mobile devices (cellphone, tablets, etc.) These devices meet DOI requirements for IT security protection.
B. What is the technology or format used for the Project, Program or System? *Select all types of technology or sources that apply for the PII that will be collected from or maintained on individuals, including methods such as a paper or electronic form or survey, website collection, social media, or interviews over the phone or in person.*	___ IT System ___ New Project or Program ___ Website _X_ Web Form, Survey or Information Collection ___ Third-Party Website ___ Social Media Application ___ SharePoint _X_ Mobile Application

	___ Closed Circuit Television (CCTV) ___ Paper-based Collection ___ Other: *Describe.*
C. Does this project, program or system involve a form, survey or information collection? *If this project, program or system uses a form, survey, or other information collection, select "Yes" and describe the specific method or format used. Include titles and numbers or other identifying information.*	_X_ Yes: *Please describe.* NPS collects information by asking four questions of boat owners, which vary depending on whether they are entering or leaving a water; other information is the result of the observations of NPS boat ramp staff as they inspect and/or decontaminate a boat. No information is stored in any NPS database. Two of the questions vary depending on whether a boater is entering or leaving an NPS area; two of the questions remain the same whether the boater is entering or leaving. Fields for all boats: 1) Does the boater have any live aquatic bait? 2) What compartments or containers on the boat, including ballast tanks, hold water Fields for incoming boats: 1) Has the boat been out of the state in the last 30 days (and where)? 2) Has the boat been in any other waters in the last 30 days (and if so, in which waters)? Fields for departing boats: 1) What is the destination for the boat? 2) Where and when will the boat be launched next? ___ No
D. Is Office of Management and Budget (OMB) approval required for the collection? *OMB approval is required for certain collections of information from ten or more members of the public under the Paperwork Reduction Act.*	_X_ Yes: *Please provide the status of any information collection clearance request related to this project, program or system, and include all OMB Control Numbers and Expiration Dates that are applicable.* NPS is seeking OMB approval to ask four questions of boaters and enter the answers into the database. ___ No

Section 3. Personally Identifiable Information

Question	Response
A. What categories of individuals does the Project, Program or System collect, maintain, store, use, process, disseminate or dispose of PII? Please select all that apply. *Indicate whether the project, program or system collects, contains, uses or disseminates PII information about members of the general public, Federal employees, contractors, or volunteers; or if the system does not contain any information that is identifiable to individuals (e.g., statistical, geographic, financial).*	___ Federal employees ___ Contractors _X_ Members of the public _X_ Other: *Describe.* Commercial boat haulers. ___ This project, program or system does not collect, maintain or process PII. The system links information about specific watercraft to a boat registration number or boat trailer license plate number. The boat registration number or boat trailer license plate number may be linkable to and individual or a corporation and other business entities, which are not subject to the Privacy Act. However, records pertaining to individuals acting on behalf of corporations and other business entities may reflect personal information.
B. What specific information about individuals will be created, collected, used, processed, maintained or disseminated? *Describe all the types of information about individuals that will be created, collected, used, processed, maintained, or disseminated. Include any new information that may be created, such as an analysis or report. Describe the purpose of that collection or use of information.*	The only information that is collected that may be linkable to an individual or a corporation and other business entities is the boat registration number or boat trailer license plate number. NPS is a system user but not the system manager or the system owner. In addition, the NPS will not be distributing or processing the information. The database is owed by the State of Colorado and is maintained by a contractor to the State of Colorado.
C. Is information retrieved by a unique identifier assigned to the individual? *Describe how information is retrieved for the project, program or system.*	X Yes: Please describe. The system links information about specific watercraft to boat registration number or boat trailer license plate number. When a boat is inspected and decontaminated, and leaves a particular inspection station, that information is entered into the database. This makes possible for another inspection station, somewhere else, to enter the registration number at that station and see where the boat came from and how it was handled. ___ No

Question	Response
D. Is the information covered by a System of Records Notice (SORN)? *The Privacy Act requires that agencies publish a SORN in the Federal Register upon the establishment of a new, or modification of an existing, system of records. For new SORNS being developed, select "Yes" and provide a detailed explanation. For existing systems of records, identify the applicable government-wide, DOI, or bureau SORN(s) that covers the system of records with the SORN identifier and Federal Register citation.*	___ Yes: *Please provide the title, date, and Federal Register citation.* _X_ No
E. Does the Project, Program or System collect or use Social Security Numbers (SSNs)? *List the statutory and regulatory authority and Executive Orders that authorizes the collection or use of SSNs to meet an official program mission or goal.*	___ Yes: *Please provide the legal authority for the collection of SSNs and describe the uses of the SSNs within the Project, Program or System.* _X_ No
Does this Project, Program or System receive or share PII with any other internal DOI programs or systems? *Indicate whether PII will be shared with or from internal organizations within DOI.*	___ Yes: *Please describe the PII shared and purpose of the sharing.* _X_ No
G. Does this Project, Program or System receive or share PII with any external (non-DOI) partners or systems? *Indicate whether PII will be shared with agencies or organizations external to DOI. This could be other federal, state and local government agencies, private sector entities, contractors or other external third parties. For Privacy Act systems, identify the applicable SORN and describe how an accounting of the disclosure is maintained.*	__ Yes: *Please describe the PII shared and purpose of the sharing.* _X__ No

Question	Response
H. Is this external sharing pursuant to new or existing information sharing agreement (Memorandum of Understanding, Memorandum of Agreement, Letters of Intent, etc.)? *Information sharing agreements are generally documented in Memorandums of Understanding, Memorandums of Agreement, Letters of Intent, or other documents, and outline the purpose, roles of the parties, data ownership, authorized uses, policy, scope, standards, procedures, practices, limitations on re-dissemination, and safeguard requirements for the transfer, maintenance and disposal of PII to ensure all parties understand and adhere to the mutually established terms of the agreement.*	___ Yes: *Please describe applicable information sharing agreement(s) in place.* _X_ No

Section 4. PTA Review and Recommendation

Question	Response
Privacy Compliance Determination: *This determination is to be completed by the Associate Privacy Officer (APO). See DOI PTA Guide, DOI PIA Guide, related Federal laws and policies, and Departmental guidance on privacy requirements.*	_X_ PTA is sufficient at this time ___ Privacy Impact Assessment (PIA) required ___ Adapted PIA required ___ System of Records Notice (SORN) required ___ Notice of Proposed Rulemaking/Final Rule required ___ Computer Matching Notice required ___ Computer Matching Agreement required ___ Privacy Act Statement required ___ Privacy Notice required ___ Specialized role-based training required ___ Information sharing agreement required ___ Further privacy compliance review is required ___ Refer for Security Compliance Assessment _X_ Refer for Information Collection Clearance Review ___ Refer for Records Review ___ Other: *Describe.*
Bureau Associate Privacy Officer Comments: *Provide comments or additional guidance on privacy compliance requirements.*	PTA is sufficient at this time. NPS is a system user but not the system manager or the system owner. In addition, the NPS will not be distributing or processing the information. The State of Colorado owns the database and maintained by a contractor to the State of Colorado.

	The State of Colorado is the owner of the Mobile application used to enter the information is not a DOI Mobile Application. It was not developed by, on behalf of, or in coordination with DOI or NPS. The mobile application should only be installed and utilized on government issued smartphones. These devices meet DOI requirements for IT security and privacy protection. The state is the owner of the information collected. The mobile application should only be installed and utilized on government issued mobile devices (cellphone, tablets, etc.) These devices meet DOI requirements for IT security and privacy protection.
Associate Privacy Officer Name:	FELIX URIBE
Bureau/Office:	NATIONAL PARK SERVICE
Date:	9-13-19

DOI Privacy Office Comments
N/A