From:	Bell, Essie (FAA)
To:	Mackall, Lisa (FAA)
Cc:	Dunne, Vicky (FAA); Gordon, Bud (FAA); Iddrisu, Yasmine CTR (FAA); Hall, Barbara L (FAA)
Subject:	RE: Information Collection Request (ICR) - Coordination with the Privacy Office
Date:	Monday, May 18, 2020 11:27:27 AM

Lisa,

The ICR is not associated with a FAA Form or system, therefor no privacy documentation is required.

Essie L. Bell
Acting, Chief Privacy Officer
Work 202-267-6034
Cell 202-379-6826
Information Security & Privacy
DOT Privacy Program

From: Mackall, Lisa (FAA) <Lisa.Mackall@faa.gov>
Sent: Wednesday, May 13, 2020 11:04 AM
To: Bell, Essie (FAA) <Essie.Bell@faa.gov>
Cc: Dunne, Vicky (FAA) <vicky.dunne@faa.gov>; Gordon, Bud (FAA) <bud.gordon@faa.gov>; Iddrisu, Yasmine CTR (FAA) <Yasmine.CTR.Iddrisu@faa.gov>; Hall, Barbara L (FAA) <Barbara.L.Hall@faa.gov>; Mackall, Lisa (FAA) <Lisa.Mackall@faa.gov>
Subject: RE: Information Collection Request (ICR) - Coordination with the Privacy Office

Essie,

I apologize for any confusion. The PIA is not part of this ICR and will be updated by the project manager. If you have any further questions, you may contact Margie Rustin (Branch Manager - Program Administration Branch) at 202-267-8906 or Heath Hohensee (Business Analyst) at 202-267-8566.

Thank you

Lisa Mackall
Aviation Safety
Program Analyst, Program Policy Branch
Drug Abatement Division
202-267-4290

From: Bell, Essie (FAA) <Essie.Bell@faa.gov>
Sent: Wednesday, May 13, 2020 10:54 AM
To: Mackall, Lisa (FAA) <Lisa.Mackall@faa.gov>
Cc: Dunne, Vicky (FAA) <vicky.dunne@faa.gov>; Gordon, Bud (FAA) <bud.gordon@faa.gov>; Iddrisu, Yasmine CTR (FAA) <Yasmine.CTR.Iddrisu@faa.gov>; Hall, Barbara L (FAA) <Barbara.L.Hall@faa.gov>
Subject: RE: Information Collection Request (ICR) - Coordination with the Privacy Office

Lisa,

I am looping in Barbara Hall from PRA. I think she may have directed you to our office to ensure that you have the appropriate compliance documents such as Privacy Act Statement if forms or used or PIA for information system. However in order to assist, I need specific details otherwise I cannot assist you properly. So let me speak with her to see if I can fine-tune this process.

Essie L. Bell
Acting, Chief Privacy Officer
Work 202-267-6034
Cell 202-379-6826
Information Security & Privacy
DOT Privacy Program

From: Mackall, Lisa (FAA) <Lisa.Mackall@faa.gov>
Sent: Wednesday, May 13, 2020 10:42 AM
To: Bell, Essie (FAA) <Essie.Bell@faa.gov>
Cc: Dunne, Vicky (FAA) <vicky.dunne@faa.gov>; Gordon, Bud (FAA) <bud.gordon@faa.gov>; Iddrisu, Yasmine CTR (FAA) <Yasmine.CTR.Iddrisu@faa.gov>; Mackall, Lisa (FAA) <Lisa.Mackall@faa.gov>
Subject: RE: Information Collection Request (ICR) - Coordination with the Privacy Office

Essie,

The DOT and FAA allows for electronic reporting of annual MIS data using the Drug and Alcohol Management Information System (DAMIS), not CETS. The MIS data (e.g., employer name, DOT Agency, number of covered employees, and drug and alcohol testing data) received from the respondents is entered through DAMIS. More information about DAMIS is listed in Items # 3 and #14 on the supporting statement. No PII is included in the MIS reports.

Does this help to clarify?

Thank you

Lisa Mackall
Aviation Safety
Program Analyst, Program Policy Branch
Drug Abatement Division
202-267-4290

From: Bell, Essie (FAA) <Essie.Bell@faa.gov>
Sent: Wednesday, May 13, 2020 8:49 AM

To: Mackall, Lisa (FAA) <Lisa.Mackall@faa.gov>
Cc: Dunne, Vicky (FAA) <vicky.dunne@faa.gov>; Gordon, Bud (FAA) <bud.gordon@faa.gov>; Iddrisu, Yasmine CTR (FAA) <Yasmine.CTR.Iddrisu@faa.gov>
Subject: RE: Information Collection Request (ICR) - Coordination with the Privacy Office

Lisa,

The system associated with this collection is CETS. The PIA for that system is located at https://www.transportation.gov/individuals/privacy/pia-compliance-and-enforcement-tracking-system-cets. I will like to know that the PIA requires updating but that function fall under AIS-230 and POC is Bart Bateman.

Essie L. Bell
Acting, Chief Privacy Officer
Work 202-267-6034
Cell 202-379-6826
Information Security & Privacy
DOT Privacy Program

From: Mackall, Lisa (FAA) <Lisa.Mackall@faa.gov>
Sent: Wednesday, May 13, 2020 8:15 AM
To: Bell, Essie (FAA) <Essie.Bell@faa.gov>
Cc: Dunne, Vicky (FAA) <vicky.dunne@faa.gov>; Gordon, Bud (FAA) <bud.gordon@faa.gov>; Iddrisu, Yasmine CTR (FAA) <Yasmine.CTR.Iddrisu@faa.gov>; Mackall, Lisa (FAA) <Lisa.Mackall@faa.gov>
Subject: RE: Information Collection Request (ICR) - Coordination with the Privacy Office

Essie,

Our ICR does not include any FAA forms.

Thank you

Lisa Mackall
Aviation Safety
Program Analyst, Program Policy Branch
Drug Abatement Division
202-267-4290

From: Bell, Essie (FAA) <Essie.Bell@faa.gov>
Sent: Wednesday, May 13, 2020 8:06 AM
To: Mackall, Lisa (FAA) <Lisa.Mackall@faa.gov>
Cc: Dunne, Vicky (FAA) <vicky.dunne@faa.gov>; Gordon, Bud (FAA) <bud.gordon@faa.gov>; Iddrisu, Yasmine CTR (FAA) <Yasmine.CTR.Iddrisu@faa.gov>
Subject: RE: Information Collection Request (ICR) - Coordination with the Privacy Office

Lisa,

Is there a FAA Form that is used and if so can you please provide a copy of the form number?

Essie L. Bell
Acting, Chief Privacy Officer
Work 202-267-6034
Cell 202-379-6826
Information Security & Privacy
DOT Privacy Program

From: Mackall, Lisa (FAA) <Lisa.Mackall@faa.gov>
Sent: Wednesday, May 13, 2020 6:54 AM
To: Bell, Essie (FAA) <Essie.Bell@faa.gov>
Cc: Mackall, Lisa (FAA) <Lisa.Mackall@faa.gov>; Dunne, Vicky (FAA) <vicky.dunne@faa.gov>
Subject: Information Collection Request (ICR) - Coordination with the Privacy Office

Good morning,

This email is a follow-up to the voicemail message that I left for you yesterday. Our ICR (Anti-Drug Program for Personnel Engaged in Specific Aviation Activities, OMB Control # 2120-0535) expires on January 31, 2021 and we are in the process of renewing it. As background, the information collected is used to determine program compliance or non-compliance of regulated aviation employers, conduct oversight planning, determine employers required to provide annual Management Information System testing information, and communicate with entities subject to the program regulations. Our office has finalized the Supporting Statement A (see attached). As part of the coordination process, I am providing you with a copy of the supporting statement for your review.

Please let me know if you have any questions.

Thank you

Lisa Mackall
Aviation Safety
Program Analyst, Program Policy Branch
Drug Abatement Division
202-267-4290