



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:	Regional Watercraft Inspection Decontamination Data Sharing System
B. Bureau or Office:	National Park Service, Bureau of Reclamation, Bureau of Land Management, and U.S. Fish and Wildlife Services
C. Program or Office:	Office of the Secretary, Office of Policy Analysis
D. Project/Program Manager or System Owner:	Name: Hilary Smith Title: Senior Advisor for Invasive Species Phone: 202-208-4103 E-mail: Hilary_Smith@ios.doi.gov
E. Routing Information:	<input checked="" type="checkbox"/> New PTA <input type="checkbox"/> Updated PTA Date of Submission: April 20, 2021

Section 2. Project, Program or System Summary

Question	Response
<p>A. General description of the project, program or system.</p>	<p>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.</p> <p>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 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.</p> <p>Information is entered into the Colorado State database and the personnel query information from the database is accessed and entered via a mobile application on a government furnished smartphone or tablet. The mobile application was developed by the State of Colorado and they are the owner of the information collected by the users of the application.</p>
<p>B. What is the technology or format used for the Project, Program or System?</p>	<p><input type="checkbox"/> IT System</p> <p><input type="checkbox"/> New Project or Program</p> <p><input type="checkbox"/> Website</p> <p><input checked="" type="checkbox"/> Web Form, Survey or Information Collection</p>

	<p><input type="checkbox"/> Third-Party Website</p> <p><input type="checkbox"/> Social Media Application</p> <p><input type="checkbox"/> SharePoint</p> <p><input checked="" type="checkbox"/> Mobile Application</p> <p><input type="checkbox"/> Closed Circuit Television (CCTV)</p> <p><input type="checkbox"/> Paper-based Collection</p> <p><input type="checkbox"/> Other: <i>Describe.</i></p>
<p>C. Does this project, program or system involve a form, survey or information collection?</p>	<p><input checked="" type="checkbox"/> Yes:</p> <p>DOI bureaus collect 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 the WID crews as they inspect and/or decontaminate a boat.</p> <p>No information is stored in any DOI database. Two of the questions vary depending on whether a boater is entering or leaving a DOI managed area; two of the questions remain the same whether the boater is entering or leaving.</p> <p>Questions 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?</p> <p>Questions 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)?</p> <p>Questions for departing boats: 1) What is the destination for the boat? 2) Where and when will the boat be launched next?</p> <p><input type="checkbox"/> No</p>
<p>D. Is Office of Management and Budget (OMB) approval required for the collection?</p>	<p><input checked="" type="checkbox"/> Yes:</p> <p>Awaiting OMB approval to ask four questions of boaters and enter the answers into the State of Colorado database.</p> <p><input type="checkbox"/> No</p>

Section 3. Personally Identifiable Information

Question	Response
<p>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.</p>	<p><input type="checkbox"/> Federal employees</p> <p><input type="checkbox"/> Contractors</p> <p><input checked="" type="checkbox"/> Members of the public</p> <p><input checked="" type="checkbox"/> Other: <i>Describe.</i></p> <p><input type="checkbox"/> This project, program or system does not collect, maintain or process PII</p> <p>The data collected is owned and maintained by the State of Colorado.</p>
<p>B. What specific information about individuals will be created, collected, used, processed, maintained or disseminated?</p>	<p>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.</p> <p>The four bureaus are system users but not the system manager or the system owner. In addition, the bureaus will not be distributing or processing the information. The database is owned by the State of Colorado and is maintained by a contractor to the State of Colorado.</p>
<p>C. Is information retrieved by a unique identifier assigned to the individual?</p>	<p><input checked="" type="checkbox"/> Yes</p> <p>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 it 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.</p> <p><input type="checkbox"/> No</p>

Question	Response
D. Is the information covered by a System of Records Notice (SORN)?	<p><input type="checkbox"/> Yes:</p> <p><input checked="" type="checkbox"/> No: This system is not a DOI system. This system is owned and maintained by the State of Colorado.</p>
E. Does the Project, Program or System collect or use Social Security Numbers (SSNs)?	<p><input type="checkbox"/> Yes:</p> <p><input checked="" type="checkbox"/> No</p>
Does this Project, Program or System receive or share PII with any other internal DOI programs or systems?	<p><input type="checkbox"/> Yes:</p> <p><input checked="" type="checkbox"/> No</p>
G. Does this Project, Program or System receive or share PII with any external (non-DOI) partners or systems?	<p><input type="checkbox"/> Yes:</p> <p><input checked="" type="checkbox"/> No</p>

Question	Response
<p>H. Is this external sharing pursuant to new or existing information sharing agreement (Memorandum of Understanding, Memorandum of Agreement, Letters of Intent, etc.)?</p>	<p><input type="checkbox"/> Yes:</p> <p><input checked="" type="checkbox"/> No</p>

Section 4. PTA Review and Recommendation

Question	Response
<p>Privacy Compliance Determination:</p>	<p><input checked="" type="checkbox"/> PTA is sufficient at this time</p> <p><input type="checkbox"/> Privacy Impact Assessment (PIA) required</p> <p><input type="checkbox"/> Adapted PIA required</p> <p><input type="checkbox"/> System of Records Notice (SORN) required</p> <p><input type="checkbox"/> Notice of Proposed Rulemaking/Final Rule required</p> <p><input type="checkbox"/> Computer Matching Notice required</p> <p><input type="checkbox"/> Computer Matching Agreement required</p> <p><input type="checkbox"/> Privacy Act Statement required</p> <p><input type="checkbox"/> Privacy Notice required</p> <p><input type="checkbox"/> Specialized role-based training required</p> <p><input type="checkbox"/> Information sharing agreement required</p> <p><input type="checkbox"/> Further privacy compliance review is required</p> <p><input type="checkbox"/> Refer for Security Compliance Assessment</p> <p><input checked="" type="checkbox"/> Refer for Information Collection Clearance Review</p> <p><input type="checkbox"/> Refer for Records Review</p> <p><input type="checkbox"/> Other: <i>Describe.</i></p>
<p>Bureau Associate Privacy Officer Comments:</p>	<p>PTA is sufficient at this time. The four bureaus are system users but not the system managers or system owners. In addition, the four bureaus will not be distributing or processing the information. The State of</p>

	<p>Colorado owns the database and the information collected.</p> <p>The State of Colorado is the owner of the mobile application used to enter the information; it is not a DOI mobile application. It was not developed by, on behalf of, or in coordination with DOI. The mobile application should only be installed and utilized on government issued smartphones. These devices meet DOI requirements for IT security and privacy protection.</p>
Associate Privacy Officer Name:	Danna Mingo
Bureau/Office:	OS Departmental Offices
Date:	April 20, 2021

DOI Privacy Office Comments	