



**DATE:** October 5, 2020

**TO:** Amy Williams  
Office of Advocacy Relations  
Office of the Director, National Cancer Institute (NCI)

**FROM:** NIH Privacy Act Officer

**SUBJECT:** Applicability of the Privacy Act: “A Generic Submission for Formative Research, Pre-testing, Stakeholder Measures and Advocate Forms at NCI”

I have reviewed the NCI submission to OMB entitled, “A Generic Submission for Formative Research, Pre-testing, Stakeholder Measures and Advocate Forms at NCI” to collect data from different stakeholder constituencies for the purpose of program development, monitoring and improvement.

I have determined that the Privacy Act will apply to this data collection which involves the collection of personally identifiable information such as gender, age, race/ethnicity, address, telephone number, email address, income, education, medical /health status, years at NCI and work focus (scientific or communications). Information provided by respondents will be kept confidential and private, and the presentation of data in reports will be in aggregate form, with no links to individuals preserved. Data will not be retrieved by personal identifiers unless the respondent voluntarily agrees to provide the information, so he/she can be contacted for follow-up.

This data collection is covered by NIH Privacy Act Systems of Record 09-25-0156, “Records of Participants in Programs and Respondents in Surveys Used to Evaluate Programs of the Public Health Service, HHS/PHS/NIH/OD.”

If you have any questions, please contact my office at (301) 402-6201.

*Celeste Dade-Vinson*

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cc: Diane Kreinbrink, NCI PRA Liaison