



PRIVACY THRESHOLD ANALYSIS (PTA)

This form serves as the official determination by the DHS Privacy Office to identify the privacy compliance requirements for all Departmental uses of personally identifiable information (PII).

A Privacy Threshold Analysis (PTA) serves as the document used to identify information technology (IT) systems, information collections/forms, technologies, rulemakings, programs, information sharing arrangements, or pilot projects that involve PII and other activities that otherwise impact the privacy of individuals as determined by the Chief Privacy Officer, pursuant to Section 222 of the Homeland Security Act, and to assess whether there is a need for additional Privacy Compliance Documentation. A PTA includes a general description of the IT system, information collection, form, technology, rulemaking, program, pilot project, information sharing arrangement, or other Department activity and describes what PII is collected (and from whom) and how that information is used and managed.

Please complete the attached Privacy Threshold Analysis and submit it to your component Privacy Office. After review by your component Privacy Officer the PTA is sent to the Department's Senior Director for Privacy Compliance for action. If you do not have a component Privacy Office, please send the PTA to the DHS Privacy Office:

Senior Director, Privacy Compliance
The Privacy Office
U.S. Department of Homeland Security
Washington, DC 20528
Tel: 202-343-1717

PIA@hq.dhs.gov

Upon receipt from your component Privacy Office, the DHS Privacy Office will review this form and assess whether any privacy compliance documentation is required. If compliance documentation is required – such as Privacy Impact Assessment (PIA), System of Records Notice (SORN), Privacy Act Statement, or Computer Matching Agreement (CMA) – the DHS Privacy Office or component Privacy Office will send you a copy of the relevant compliance template to complete and return.



Privacy Threshold Analysis (PTA)

Specialized Template for Information Collections (IC) and Forms

The Forms-PTA is a specialized template for Information Collections and Forms. This specialized PTA must accompany all Information Collections submitted as part of the Paperwork Reduction Act process (any instrument for collection (form, survey, questionnaire, etc.) from ten or more members of the public). Components may use this PTA to assess internal, component-specific forms as well.

Form Number:	Form I-129F, Petition for Alien Fiancé(e)		
Form Title:	Click here to enter text.		
Component:	U.S. Citizenship and Immigration Services (USCIS)	Office:	Service Center Operations Directorate (SCOPS)

IF COVERED BY THE PAPERWORK REDUCTION ACT:

Collection Title:	Form I-129F, Petition for Alien Fiancé(e)		
OMB Control Number:	1615-0001	OMB Expiration	July 31, 2022
Collection status:	Extension	Date of last PTA (if applicable):	November 23, 2018

PROJECT OR PROGRAM MANAGER

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COMPONENT INFORMATION COLLECTION/FORMS CONTACT

Name:	Emily Ballas
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Office:	Office of Policy and Strategy	Title:	Policy Analyst
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SPECIFIC IC/Forms PTA QUESTIONS

1. Purpose of the Information Collection or Form

- a. Describe the purpose of the information collection or form. *Please provide a general description of the project and its purpose, including how it supports the DHS mission, in a way a non-technical person could understand (you may use information from the Supporting Statement).*
If this is an updated PTA, please specifically describe what changes or upgrades are triggering the update to this PTA.

September 2021 PTA Update:

USCIS is submitting this PTA update due to the forthcoming expiration of the previous PTA and an extension request pertaining to its OMB Control Number and Paperwork Reduction Act (PRA) requirements. There are no substantive changes to the form or the information collection.

The purpose of the Form I-129F, Petition for Alien Fiancé(e), is for U.S. citizens wishing to bring their fiancé(e) (K-1 visa) and that person's children (K-2 visa) to the U.S. for marriage to the petitioner or to bring their spouse and that person's children (K-3 and K4 visas, respectively) to the United States to complete processing for permanent resident status. Generally, to file the petition, the U.S. citizen and fiancé(e) must establish that they have met in person within the past two years, be legally free to marry, have filed or are filing a Form I-130, and intend to marry within 90 days of the beneficiary's entry.

The Form I-129F is also used by the Department of State (DOS). The U.S. citizen sponsor files the Form I-129F with the USCIS office that serves the area where they live and after USCIS approves the petition, it is sent to the National Visa Center. The National Visa Center will assign a case number and send the petition to the U.S. Embassy or Consulate where the fiancé(e) lives. The Embassy or Consulate will interview the fiancé(e) and any eligible children for the appropriate K visa. The Form I-129F petition is valid for four months from the date of approval by USCIS. A DOS consular officer can extend the validity of the petition if it expires before visa processing is completed.



No changes are being requested for this revision.

Relevant IT system

Form I-129F is adjudicated in CLAIMS 3 and is stored in the beneficiary's A-File.

- b. List the DHS (or component) authorities to collect, store, and use this information. *If this information will be stored and used by a specific DHS component, list the component-specific authorities.*

The authority to collect, store, and use the information requested on this petition, and the associated evidence, is set forth in the Immigration and Nationality Act (INA) Section 214(d) and 8 CFR 214.2(k). The information is collected in a manner consistent with the guidelines in 5 CFR 1320.5(d)(2).

2. Describe the IC/Form	
a. Does this form collect any Personally Identifiable Information" (PII ¹)?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
b. From which type(s) of individuals does this form collect information? <i>(Check all that apply.)</i>	<input checked="" type="checkbox"/> Members of the public <ul style="list-style-type: none"> <input checked="" type="checkbox"/> U.S. citizens or lawful permanent residents <input checked="" type="checkbox"/> Non-U.S. Persons. <input type="checkbox"/> DHS Employees <input type="checkbox"/> DHS Contractors <input type="checkbox"/> Other federal employees or contractors.
c. Who will complete and submit this form? <i>(Check all that apply.)</i>	<input checked="" type="checkbox"/> The record subject of the form (e.g., the individual applicant). <input checked="" type="checkbox"/> Legal Representative (preparer, attorney, etc.). <input type="checkbox"/> Business entity. <p style="margin-left: 40px;">If a business entity, is the only information collected business contact information?</p>

¹ Personally identifiable information means any information that permits the identity of an individual to be directly or indirectly inferred, including any other information which is linked or linkable to that individual regardless of whether the individual is a U.S. citizen, lawful permanent resident, visitor to the U.S., or employee or contractor to the Department.



	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Law enforcement. <input type="checkbox"/> DHS employee or contractor. <input checked="" type="checkbox"/> Other individual/entity/organization that is NOT the record subject. <i>Please describe.</i> An interpreter may complete the form on behalf of the petitioner.
d. How do individuals complete the form? <i>Check all that apply.</i>	<input checked="" type="checkbox"/> Paper. <input checked="" type="checkbox"/> Electronic. (ex: fillable PDF) <input type="checkbox"/> Online web form. (available and submitted via the internet) <i>Provide link:</i>
e. What information will DHS collect on the form? <i>List all PII data elements on the form. If the form will collect information from more than one type of individual, please break down list of data elements collected by type of individual.</i>	
<p>There are no new data elements being collected as a result of this 2021 extension. The list below contains a full inventory of PII collected by type of individual.</p> <p><u>Information about the Petitioner:</u></p> <ul style="list-style-type: none"> • A-Number • USCIS Online Account Number • Social Security number • Full name • Other names used • Mailing address • Physical addresses for the last 5 years (U.S. and foreign) • Employment history (name of employer, mailing address, occupation, start date, end date) • Gender • Date of birth • Marital status • City, state, and country of birth 	



- Information about parents (parent's name, date of birth, gender, country of birth, city and country of residence)
- Names of prior spouse(s) and date(s) of prior marriage(s)
- Means of acquiring U.S. citizenship
- Naturalization or Certificate number, place of issuance, and issuance date
- Names, A-Number, and filing dates for any spouse or fiancé(e) for whom a the petitioner has filed and the result of any filings
- Ages of all children under 18 years of age
- U.S. State and foreign counties of residence since 18th birthday
- Criminal history
- Daytime phone number
- Mobile phone number
- Email
- Signature
- Ethnicity
- Race
- Height
- Weight
- Eye color
- Hair color

Information about the Beneficiary:

- Full name
- A-Number
- Social Security number
- Date of birth
- Gender
- Marital status
- City and country of birth
- Country of citizenship or nationality
- Other names used
- Mailing address
- Physical addresses for the last 5 years (U.S. and foreign)
- Employment history (name of employer, mailing address, occupation, start date, end date)



- Information about parents (parent's name, date of birth, gender, country of birth, city and country of residence)
- Names of prior spouse(s) and date(s) of prior marriage(s)
- I-94 Record Number
- Prior arrivals/departure dates in U.S.
- I-94 or I-95 expiration date
- Passport number
- Travel document number
- Country of issuance for Passport or Travel Document
- Passport or Travel Document expiration dates
- Information about children (full name, country of birth, date of birth, physical address)
- U.S. address where the beneficiary will live
- Physical foreign address
- Daytime phone number
- Name and address in native alphabet
- City or town and country of U.S. Embassy or Consulate

Information about both the Petitioner and Beneficiary:

- Relationship
- The degree of their familial relatedness
- The circumstances of their meeting
- Information about International Marriage Broker (name, organization name, website, mailing address, daytime phone number)
- Location of the interviewing consulate

Information about the Preparer:

- Full name
- Business name
- Mailing address
- Daytime phone number
- Mobile phone number
- Email
- Signature
- G-28 ID number



Information about the Interpreter:

- Full name
- Organization name
- Mailing address
- Daytime phone
- Mobile phone number
- Email
- Certification of fluency
- Signature

f. Does this form collect Social Security number (SSN) or other element that is stand-alone Sensitive Personally Identifiable Information (SPII)? *Check all that apply.*

- | | |
|--|--|
| <input checked="" type="checkbox"/> Social Security number | <input type="checkbox"/> DHS Electronic Data Interchange Personal Identifier (EDIPI) |
| <input checked="" type="checkbox"/> Alien Number (A-Number) | <input type="checkbox"/> Social Media Handle/ID |
| <input type="checkbox"/> Tax Identification Number | <input type="checkbox"/> Known Traveler Number |
| <input type="checkbox"/> Visa Number | <input type="checkbox"/> Trusted Traveler Number (Global Entry, Pre-Check, etc.) |
| <input checked="" type="checkbox"/> Passport Number | <input type="checkbox"/> Driver's License Number |
| <input type="checkbox"/> Bank Account, Credit Card, or other financial account number | <input type="checkbox"/> Biometrics |
| <input checked="" type="checkbox"/> Other. <i>Please list:</i> USCIS Online Account Number | |

g. List the **specific authority** to collect SSN or these other SPII elements.

INA 264(f) (8 U.S.C. 1304(f)) provides the Secretary of Homeland Security with the specific authority to collect SSNs of those applying for immigration benefits. USCIS collects the SSN to facilitate and expedite the adjudication of the application. The SSN is used to establish and corroborate the petitioner's and beneficiary's identities.

h. How will this information be used? What is the purpose of the collection? Describe **why** this collection of SPII is the minimum amount of information necessary to accomplish the purpose of the program.

USCIS collects the SSN to facilitate and expedite the adjudication of the petitioner's request for a Form I-129F, *Petition for Alien Fiancé(e)*. The SSN is requested in order to expedite the adjudication by verifying true identities of the petitioner and beneficiary,



validating the related immigration history, and ensuring security by assisting to accurately match criminal information to petitioners.

<p>i. Are individuals provided notice at the time of collection by DHS (<i>Does the records subject have notice of the collection or is form filled out by third party</i>)?</p>	<p><input checked="" type="checkbox"/> Yes. Please describe how notice is provided. Individuals completing the form are notified via a Privacy Notice in the instructions for the Form I-129F.</p> <p><input type="checkbox"/> No.</p>
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3. How will DHS store the IC/form responses?

<p>a. How will DHS store the original, completed IC/forms?</p>	<p><input checked="" type="checkbox"/> Paper. Please describe. Approved Forms I-129F are sent to the National Visa Center, while denied Forms I-129F are sent to the National Records Center where they are archived in the applicant's A-File.</p> <p><input type="checkbox"/> Electronic. Please describe the IT system that will store the data from the form. Click here to enter text.</p> <p><input checked="" type="checkbox"/> Scanned forms (completed forms are scanned into an electronic repository). Please describe the electronic repository. The form is filed through the Lockbox and is scanned as part of the intake process. The form is then stored in CLAIMS 3.</p>
<p>b. If electronic, how does DHS input the responses into the IT system?</p>	<p><input checked="" type="checkbox"/> Manually (data elements manually entered). Please describe. The data elements are entered manually into CLAIMS 3 by contract staff.</p> <p><input type="checkbox"/> Automatically. Please describe. Click here to enter text.</p>



<p>c. How would a user search the information submitted on the forms, <i>i.e.</i>, how is the information retrieved?</p>	<p><input checked="" type="checkbox"/> By a unique identifier.² <i>Please describe.</i> If information is retrieved by personal identifier, please submit a Privacy Act Statement with this PTA. Information can be retrieved by name, date of birth, A-Number, Receipt number, or combination of the above data elements.</p> <p><input type="checkbox"/> By a non-personal identifier. <i>Please describe.</i> Click here to enter text.</p>
<p>d. What is the records retention schedule(s)? <i>Include the records schedule number.</i></p>	<p>The Form I-129F is maintained in accordance with USCIS Family Based Adjustment of Status (AOS) schedule, DAA-0566-2016-0018. Transfer data to the National Archives 100 years after the individual's Date of Birth (DOB). Paper records are destroyed 100 years after the individual's date of birth. The information entered into CLAIMS 3 is deleted after 50 years of the last completed action.</p>
<p>e. How do you ensure that records are disposed of or deleted in accordance with the retention schedule?</p>	<p>SCOPS personnel review the record holdings annual to assess when data may be transmitted to National Archives.</p>
<p>f. Is any of this information shared outside of the original program/office? <i>If yes, describe where (other offices or DHS components or external entities) and why. What are the authorities of the receiving party?</i></p>	
<p><input checked="" type="checkbox"/> Yes, information is shared with other DHS components or offices. Please describe. Data from Form I-129F is entered in USCIS systems. When the information is loaded into CLAIMS 3, it can be accessed by any USCIS office, as well as CBP. Such access allows USCIS and CBP to verify non-immigrant status in the performance of their duties.</p> <p>While the information can be accessed by other DHS components via CLAIMS 3, the form itself is not routinely shared with other DHS components. It is shared when a valid “need to know” exists.</p>	

² Generally, a unique identifier is considered any type of “personally identifiable information,” meaning any information that permits the identity of an individual to be directly or indirectly inferred, including any other information which is linked or linkable to that individual regardless of whether the individual is a U.S. citizen, lawful permanent resident, visitor to the U.S., or employee or contractor to the Department.



Yes, information is shared *external* to DHS with other federal agencies, state/local partners, international partners, or non-governmental entities. Please describe.

Information from the I-129F is shared with the DOS. If the I-129F is approved, the petition is sent to the National Visa Center, who forwards the petition to the Embassy or Consulate who will conduct the interview for the appropriate K visa.

No. Information on this form is not shared outside of the collecting office.



Please include a copy of the referenced form and Privacy Act Statement (if applicable) with this PTA upon submission.



PRIVACY THRESHOLD REVIEW

(TO BE COMPLETED BY COMPONENT PRIVACY OFFICE)

Component Privacy Office Reviewer:	Anthony Johnson
Date submitted to component Privacy Office:	July 22, 2021
Date submitted to DHS Privacy Office:	September 29, 2021
Have you approved a Privacy Act Statement for this form? <i>(Only applicable if you have received a waiver from the DHS Chief Privacy Officer to approve component Privacy Act Statements.)</i>	<input checked="" type="checkbox"/> Yes. Please include it with this PTA submission. <input type="checkbox"/> No. Please describe why not. Click here to enter text.
Component Privacy Office Recommendation: <i>Please include recommendation below, including what existing privacy compliance documentation is available or new privacy compliance documentation is needed.</i>	
<p>USCIS Office of Privacy is submitting this PTA update due to the forthcoming expiration of the previous PTA and an extension request pertaining to its OMB Control Number and Paperwork Reduction Act (PRA) requirements. There are no substantive changes to the form or the information collection.</p> <p>The purpose of the Form I-129F, Petition for Alien Fiancé(e), is for U.S. citizens wishing to bring their fiancé(e) (K-1 visa) and that person's children (K-2 visa) to the U.S. for marriage to the petitioner or to bring their spouse and that person's children (K-3 and K4 visas, respectively) to the United States to complete processing for permanent resident status. Generally, to file the petition, the U.S. citizen and fiancé(e) must establish that they have met in person within the past two years, be legally free to marry, have filed or are filing a Form I-130, and intend to marry within 90 days of the beneficiary's entry.</p> <p>USCIS Office of Privacy recommends designating Form I-129F as a privacy sensitive form with coverage under the following:</p> <p>PIA</p>	



- DHS/USCIS/PIA-016(a) Computer Linked Application Information Management System and Associated Systems, which covers the processing and adjudication of Form I-129F.

SORNs

- DHS/USCIS/ICE/CBP-001 Alien File, Index, and National File Tracking System, which covers the physical and electronic immigration files, including A-Files and Receipt Files.
- DHS/USCIS-007 Benefits Information System, which covers the collection, use, and storage of data elements USCIS collects about benefit requestors, beneficiaries, legal representatives, interpreters, and preparers.
- DHS/USCIS-018 Immigration Biometric and Background Check System of Records, which covers the collection, use, and maintenance of biometric information.



PRIVACY THRESHOLD ADJUDICATION

(TO BE COMPLETED BY THE DHS PRIVACY OFFICE)

DHS Privacy Office Reviewer:	Sean McGuinness
PRIVCATS Workflow Number:	0020533
Date approved by DHS Privacy Office:	September 29, 2021
PTA Expiration Date	September 29, 2024

DESIGNATION

Privacy Sensitive IC or Form:	Yes If "no" PTA adjudication is complete.
Determination:	<input type="checkbox"/> PTA sufficient at this time. <input type="checkbox"/> Privacy compliance documentation determination in progress. <input type="checkbox"/> New information sharing arrangement is required. <input type="checkbox"/> DHS Policy for Computer-Readable Extracts Containing SPII applies. <input checked="" type="checkbox"/> Privacy Act Statement required. <input checked="" type="checkbox"/> Privacy Impact Assessment (PIA) required. <input checked="" type="checkbox"/> System of Records Notice (SORN) required. <input type="checkbox"/> Specialized training required. <input type="checkbox"/> Other. Click here to enter text.
Privacy Act Statement:	Choose an item. A Privacy Act Statement has been submitted and approved with this PTA.
PTA:	Choose an item. Click here to enter text.
PIA:	System covered by existing PIA If covered by existing PIA, please list: DHS/USCIS/PIA-016(a) Computer Linked Application Information Management System and Associated Systems If a PIA update is required, please list: Click here to enter text.
SORN:	System covered by existing SORN



If covered by existing SORN, please list:

- **DHS/USCIS/ICE/CBP-001 Alien File, Index, and National File Tracking System of Records, September 18, 2017, 82 FR 43556;**
- **DHS/USCIS-007 Benefits Information System, October 19, 2016 81 FR 72069; and**
- **DHS/USCIS-018 Immigration Biometric and Background Check (IBBC) System of Records, July 31, 2018, 83 FR 36950.**

If a SORN update is required, please list: [Click here to enter text.](#)

DHS Privacy Office Comments:

Please describe rationale for privacy compliance determination above.

USCIS is submitting this PTA update due to the forthcoming expiration of the previous PTA and an extension request pertaining to its OMB Control Number and Paperwork Reduction Act (PRA) requirements. There are no substantive changes to the form or the information collection.

The DHS Privacy Office (PRIV) finds that Form I-129F is privacy sensitive as it collects PII from members of the public.

PRIV agrees with USCIS Privacy that PIA coverage is provided by DHS/USCIS/PIA-016(a) Computer Linked Application Information Management System and Associated Systems, which covers the processing and adjudication of Form I-129F.

PRIV finds that SORN coverage is required as information is retrieved by personal identifier. PRIV agrees with USCIS Privacy that SORN coverage is provided by DHS/USCIS/ICE/CBP-001 Alien File, which covers the collection of information for the purpose of administering benefits through an applicant’s immigration process; DHS/USCIS-007 BIS, which covers the processing and adjudicative data collected in CLAIMS 3 that may not be contained in an applicant’s A-File; and DHS/USCIS-018 Immigration Biometric and Background Check, which covers the collection, use, and maintenance of biometric information.

A Privacy Act Statement has been submitted and approved with this PTA.