

**From:** [9-AVS-Forms-Program \(FAA\)](#)  
**To:** [9-AWA-AIRForms \(FAA\)](#); [Williams, Kevin V \(FAA\)](#); [Loveday, Rex A \(FAA\)](#)  
**Cc:** [Higginson, Kip \(FAA\)](#); [Houser-Jackson, Celeste A-CTR \(FAA\)](#); [DePaepe, Kathy \(FAA\)](#); [Bell, Essie \(FAA\)](#)  
**Subject:** RE: AVS ACIMS/CPN - PTA  
**Date:** Tuesday, September 10, 2024 2:16:23 PM

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Good afternoon Kevin,

Please see email below from privacy office ask OPR to remove the Privacy Act Statement (PAS) the FAA Form [8110-12](#). Once complete, please send the package up for approval before posting.  
Thanks

Thank you ☺

Kim Chau  
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We value and appreciate your feedback. To provide feedback, [Click this link to send feedback](#)

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**From:** Bell, Essie (FAA) <Essie.Bell@faa.gov>  
**Sent:** Tuesday, September 10, 2024 3:12 PM  
**To:** 9-AVS-Forms-Program (FAA) <9-AVS-Forms-Program@faa.gov>  
**Cc:** Chau, Kim (FAA) <Kim.Chau@faa.gov>; Higginson, Kip (FAA) <Kip.Higginson@faa.gov>; Houser-Jackson, Celeste A-CTR (FAA) <Celeste.A-CTR.Houser-Jackson@faa.gov>; DePaepe, Kathy (FAA) <kathy.depaepe@faa.gov>  
**Subject:** FW: AVS ACIMS/CPN - PTA

Can someone please assist with the removal of the Privacy Act Statement (PAS) the FAA Form [8110-12](#). It has been determined that the information collected by this form is not subject to the Privacy Act and the PAS need to be removed. There is a POAM assigned to this task so please remove the PAS soonest. Can you please let us know once this task is complete.

Thanks in advance.

**Essie L. Bell**  
**Privacy Lead**  
**Work 202-267-6034**  
**Cell 202-379-6826**  
[FAA Privacy Program](#)  
[DOT Privacy Program](#)

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**From:** Houser-Jackson, Celeste A-CTR (FAA) <[Celeste.A-CTR.Houser-Jackson@faa.gov](mailto:Celeste.A-CTR.Houser-Jackson@faa.gov)>  
**Sent:** Tuesday, September 10, 2024 2:28 PM  
**To:** Higginson, Kip (FAA) <[Kip.Higginson@faa.gov](mailto:Kip.Higginson@faa.gov)>  
**Cc:** Bell, Essie (FAA) <[Essie.Bell@faa.gov](mailto:Essie.Bell@faa.gov)>  
**Subject:** AVS ACIMS/CPN - PTA

Kip – For your records, attached is the recently adjudicated AVS ACIMS/CPN PTA. The DOT CPO has assigned two privacy-related POA&Ms for AVS ACIMS/CPN. They are:

1. **121917**, AP-1 control POA&M - **Issue:** ICR (Information Collection Request) authorizing collection of information from the public does not currently specify any means of collection of information other than FAA form 8110-12. **Requirement:** Program and AIR-600 must coordinate with FAA’s PRA (Paperwork Reduction Act) program to evaluate whether the ICR should be revised to specify existing alternative ways of collecting information. **Timeline:** 180 days. **Note:** Information is not to be collected without proper PRA coverage as this could result in a violation of the PRA.
2. **121918**, TR-2 control POA&M - **Issue:** Form 8110-12 has a Privacy Act Statement citing DOT/FAA 801, however previously adjudicated PTA states “Information maintained for the primary purpose of this system are retrieved by company name; however records are about an aircraft and not an individual and SORN coverage is not required.” **Requirement:** Determine if PAS applies and system is subject to PA, or remove PAS as it is misleading. **Timeline:** POAM to stay open until PAS is removed. **Note:** SORN coverage is not required. The program has been notified that the PAS will need to be removed from FAA Form 8110- 12.

In conjunction with AIR-600, we urge you to contact Barbara Hall of the PRA Office soonest to schedule a time to discuss the issues connected with the AP-1 POA&M. The TR-2 POAM could be resolved by contacting your Forms Officer and requesting that the PAS be removed from form 8110-12.

Please let us know if you have questions.

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