



**Privacy Impact Assessment Update
for the
Enterprise Security System**

DHS/FLETC/PIA-001(b)

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Abstract

The Federal Law Enforcement Training Center (FLETC) uses the Enterprise Security System (ESS) to standardize the process for students, contractors, visitors, and personnel to obtain access to FLETC facilities. This PIA update is being conducted because additional data elements will be collected and maintained on students, visitors, and personnel.

Overview

FLETC provides basic and advanced law enforcement training to more than 90 federal, state, local, and international law enforcement organizations (generally referred to as Partner Organizations). More than 60,000 students are trained annually at FLETC sites, requiring secured access to both FLETC sites and registration information. To control access to FLETC facilities and information, individuals must wear identification issued by the Security and Emergency Management (SEM) Division at all times. The information in ESS is used to issue photo identification badges and credentials, parking permits, and visitor badges.

The PII pertains to students, contractors, visitors, and personnel of FLETC. Students who train at FLETC may return many times throughout their law enforcement careers. Visitors may be friends or family members of students or personnel who attend student events or visitors seeking information from or consultation with FLETC personnel. Information will only be collected from students, contractors, visitors, and personnel of FLETC.

Reason for the PIA Update

The PIA is being updated to identify additional personally identifiable information (PII) maintained in the system that was not identified in the original PIA. FLETC ESS collects student registration number, physical description, automobile tag numbers, and automobile insurance information from individuals seeking access to FLETC facilities.

Privacy Impact Analysis

Authorities and Other Requirements

No change.



Characterization of the Information

FLETC collects PII directly from individuals seeking access to FLETC. In addition to the data elements specified in paragraph 1.1 of the original PIA, ESS also collects, uses, and maintains student registration number and vehicle description, tag number, and insurance information.¹ There are no other changes.

Uses of the Information

There are no changes to the uses of information from the original PIA published January 25, 2010. FLETC continues to use the information collected to conduct background checks to ensure safety and security of FLETC sites and personnel; create an identification badge to be worn at all times while on a FLETC site; contact family and employer in case of emergency; establish eligibility for driver-related training and driving privileges while at the FLETC; and perform investigative or law enforcement activities as required, such as vehicle accidents, injury accidents, and alleged misconduct.

Notice

There are no changes to notice from the original PIA published January 25, 2010. FLETC continues to provide notice to individuals regarding the collection and use of their information through the Privacy Act Statement on the registration form, the DHS/ALL-024 Facility and Perimeter Access Control and Visitor Management System of Records Notice,² and this PIA.

Data Retention by the project

There are no changes to data retention from the original PIA published January 25, 2010. FLETC destroys information in the system no later than five years after the expiration of the relationship with the individual requesting access or upon notification of death. Identification credentials including cards, badges, parking permits, photographs, agency permits, and visitor passes are destroyed three months after return to the issuing office.

Information Sharing

There are no changes to information sharing from the original PIA published January 25, 2010. DHS continues to share information pursuant to DHS/ALL-024 Facility and Perimeter Access Control and Visitor Management System of Records Notice.

Redress

There are no changes to redress from the original PIA published January 25, 2010. Individuals seeking to access or amend their records should submit a request in writing to:

¹ See 31 CFR § 700.10(d); FLETC Directive 70-09.I Traffic Regulations on FLETC Facilities (Dec. 28, 2012).

² DHS/ALL-024 Department of Homeland Security Facility and Perimeter Access Control and Visitor Management, 75 FR 5609 (February 3, 2010).



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Auditing and Accountability

There are no changes to access and accountability from the original PIA published January 25, 2010. FLETC implements role-based access controls for access to ESS.

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Approval Signature

Original, signed copy on file with the DHS Privacy Office

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