



Tennessee Valley Authority Privacy Impact Assessment (PIA)

Enterprise Shift Operations Management System (eSOMS)

This PIA is a tool used by the TVA Privacy Office to identify privacy risks at the planning/initiation phase of the system development lifecycle (SDLC) or early stages of project/program development. The PIA should be reviewed and updated on an annual basis, or sooner, if the system undergoes a major change. Questions regarding this document should be directed to privacy@tva.gov.

PIA should be submitted to:

TVA Privacy Office

privacy@tva.gov

Version 3.0
September 2018



PROGRAM MANAGEMENT

Author Name

[Redacted]

Date of Submission

03/03/2023

Responsible TVA Business Unit

Power OPS/Generation Services

Name of System

Enterprise Shift Operations Management System (eSOMS)

System Owner Details

Reason for Completing PIA

Name

[Redacted]

Title

Phone

Email

- New system
- Significant modification to an existing system
- To update existing PIA for a security authorization

PRIVACY DETERMINATION

(To be completed by the TVA Privacy Program)

Privacy Office Comments

[Empty box for comments]

The signatures below certify that the information in this document has been reviewed and approved:

	Name	Signature	Date
System Owner	[Redacted]	[Redacted]	03/10/2023
Senior Privacy Program Manager	Chris Marsalis	Chris Marsalis (E-Signature)	03/03/2023



SYSTEM OVERVIEW

1. Please describe the purpose of the system/collection:

eSOMS is the clearance and narrative logs application that handles safety network as well as information for tagouts and day-to-day operations of sites. Limited condition of operations (service status) is tracked. Daily and monthly inspection information is recorded in eSOMS.

2. About whom does the system collect, maintain, use and/or disseminate information? Check all that apply:

- TVA employees
- TVA contractor
- Members of the public

3. Is the information collected directly from the individual?

- Yes No How is the information collected? Information is collected by Site Admin

4. What type of personally identifiable information (PII) can be/is collected, maintained, used, and/or disseminated?

Check all that apply: (Per the Office of Management and Budget (OMB) Circular A-130, *Managing Information as a Strategic Resource*, personally identifiable information (PII) means information that can be used to distinguish or trace an individual's identity, either alone or when combined with other information that is linked or linkable to a specific individual.)

- | | | |
|--|--|---|
| <input checked="" type="checkbox"/> Home Phone | <input type="checkbox"/> Financial Information | <input type="checkbox"/> Biometric Information |
| <input type="checkbox"/> Home Address | <input type="checkbox"/> Clearance Information | <input type="checkbox"/> Citizenship |
| <input type="checkbox"/> Home Email | <input type="checkbox"/> Mother's Maiden Name | <input type="checkbox"/> Driver's License Number |
| <input checked="" type="checkbox"/> Employment Information | <input type="checkbox"/> Date of Birth | <input checked="" type="checkbox"/> Username/Password |
| <input type="checkbox"/> Work Address | <input type="checkbox"/> Place of Birth | <input type="checkbox"/> Passport Number |
| <input checked="" type="checkbox"/> Work Phone | <input type="checkbox"/> Criminal History | <input checked="" type="checkbox"/> Other: |
| <input checked="" type="checkbox"/> Work Email | <input type="checkbox"/> Social Security number (SSN) | EIN |
| <input checked="" type="checkbox"/> Name | <input type="checkbox"/> Medical or Health Information | |

If none of the above data elements are checked, stop and submit this PTA as-is to TVA Privacy Office at privacy@tva.gov. Otherwise, please continue completing the remaining questions in the document.

Privacy Notice and Transparency

5. Legal authority to collect, use, maintain, and share data in the system:

<Please include the legal authority that permits the collection, use, maintenance, and sharing of information in this system. If SSNs are collected, please call-out that legal authority specifically.>

Tennessee Valley Authority Act of 1933, 16 U.S.C. 831-831ee; Executive Order 10577; Executive Order 10450; Executive Order 11478; Executive Order 11222; Equal Employment Opportunity Act of 1972, Public Law 92-261, 86 Stat. 103; Veterans' Preference Act of 1944, 58 Stat. 387, as amended; various sections of title 5 of the United States Code related to employment by TVA.

6. Does the system have a SORN? (If PII in the system is retrieved using one or more of the identifiers listed in Question 4, a System of Records Notice (SORN) is required.)

- Yes No

List name(s) of applicable SORN(s): TVA-2- Personnel Files

7. How are individuals notified as to how their information will be collected, maintained, used, and/or disseminated within this system?

<Please identify all transparency mechanisms in place for the system, including privacy notices, PIAs, Privacy Act Statements, and SORNs, and the means of which they are provided (i.e., posted on the public facing website, displayed on a login screen, etc.)>

Individuals are not permitted access to system without giving information to Site Admin; PIA, Privacy Act Statements, and SORN's are in place.

8. What consent options do individuals have regarding specific uses or sharing of their information?

<Please describe any choices around use of PII. For example, are individuals able to "opt-out" of the collection of information? If so, are there any impacts/consequences of not providing the requested information?>

If information is not provided to site/system admin; no access is given.

DATA MINIMIZATION

9. Are only the minimum PII elements that are relevant and necessary to accomplish the legally authorized purpose collected, used and retained?

- Yes No

10. What are the retention periods for the information in the system?

<Please provide the retention period and TVA records disposition schedules (RDS) published by National Archives and Records Administration. If your system does not have a RDS, please work with Records Management to complete and submit the Standard Form (SF) 115 to obtain a job number and include details here regarding the proposed records schedule.>

Until Termination; Job Change; otherwise information is kept in the eSOMS system indefinitely.

DATA QUALITY

11. How is data quality (i.e., accuracy, relevance, timeliness, and completeness) ensured throughout the data lifecycle and business processes associated with the use of the information? Check all that apply.

Information is collected directly from individuals (preferred method of collection, whenever possible)

If collected via a form, please list form(s) name and number here:

Cross referencing information enties with other systems Third party information verification

Character limits on text submissions Numerical restrictions in text boxes

Other: Personal data is collected by site/system admin

12. How is inaccurate or outdated information checked for and corrected?

<Please describe processes and procedures to check for inaccurate information and how information is corrected, as necessary.>

User gets in touch with Site/System Admin for changes.

Access and Redress

13. How can an individual access their information and have it corrected, amended, or deleted?

User gets in touch with Site/System Admin for changes.

Internal and External Sharing

14. Explain how the information in the system is limited to the uses specified in the notices discussed above.

<Please provide details on how the information in the system is used and how it helps fulfill TVA's mission. Ensure consistency with the "Routine Uses" section of the SORN referenced, if appropriate.>

Information in the system is limited to the users given access by the site admin.

15. With which (if any) internal TVA systems is the information shared?

LMS

16. With which (if any) organizations external to TVA is information shared?

None.

17. Does the system have any associated websites/applications including an external TVA website or third-party owned or managed website or application (e.g., Facebook, YouTube, Twitter, Flickr, etc.)?

Yes No

SECURITY

18. What privacy orientation or training is provided to authorized users of the system or individuals with access to the system?

[Redacted]

19. Has a FIPS 199 determination been made?

[Redacted]

20. What is the FIPS 199 determination? Check one for each.

[Redacted]



21. What types of technical safeguards are in place to protect the information?

[Redacted]

22. What types of physical safeguards exist to protect the information?

[Redacted]

23. What types of administrative safeguards exist to protect the information?

[Redacted]

24. What monitoring, recording, and auditing safeguards are in place to prevent or detect unauthorized access or inappropriate usage?

<Please describe any automated and manual methods employed to monitor for confidentiality of information.>

TVA Cybersecurity provides all monitoring, recording, and auditing of safeguards; These are listed in the System's Security Plan.

25. Discuss any other potential privacy risks to the information within the system and safeguards that are in place to mitigate those risks.

None.

Please submit completed form to: TVA Privacy Office
privacy@tva.gov