

EZ PIA

This form should only be used for systems that do not qualify as a major information system. It is designed for small projects, databases, Web 2.0 applications, etc. For questions about the form you should contact NGC.

I. System identification

- a. **System name:** Twitter
- b. **System owner:** Pamela Wright, Social Media Team
- c. **Office system is located in:** NPOL
- d. **PIA author name:** Kelly Osborn and Hannah Bergman **Phone:** 301-837-0870
- e. **Date of PIA:** September 17, 2010.
- f. **One paragraph description of the system:**

NARA has several Twitter feeds pages managed by program offices in locations at NARA's Washington, D.C. offices, its regional archives, and the presidential libraries. These feeds increase NARA's online presence and are another way for the public to interact with NARA.

II. Privacy Assessment

- a. **What information is being (or will be collected)? For databases, list fields**
NARA does not collect, maintain or disseminate PII from individuals who interact with NARA on any of our Twitter feeds. Twitter may collect PII from individuals but this information is not shared with NARA.

When individuals tweet at a NARA feed, only their tweet and screen name are captured and visible on NARA's feed. This information may be collected through standard federal records management practices.

- b. **Why is the information being collected?**

No PII is collected through Twitter. There is the possibility that an individual would tweet such information to a NARA Twitter feed and thus it would be collected as the records are managed.

- c. **How do you intend to use this information?** Any information collected is done through the management of federal records.
- d. **With whom will the information be shared?** All of the information captured through the management of NARA's Twitter feeds is information that is or was

publicly accessible. These records have not yet been scheduled but when a schedule is approved they will be managed in accordance with it.

- e. **How is the information stored?** Electronically and in paper form
 - i. **What records schedule applies?** The records are unscheduled.
 - ii. **For how long will the information be kept?** Unscheduled records are retained as permanent until they are scheduled.
- f. **What notice or opportunities for consent is provided to individuals when their information is collected?** All information collected through the capture of NARA's Twitter feeds is information voluntarily shared by individuals with NARA on a public web site.
 - i. **If there is a privacy policy in place, please provide the text of it and describe how it is made available to users.** Unlike NARA's presence on other social media web sites, there is not privacy notice directly on the Twitter site. Because of the space constraints of a Twitter page, NARA has not found a place where a privacy notice can be posted. Instead NARA is working to include the web address where privacy information can be found as part of the background image on Twitter pages. As NARA's Twitter feeds are more consistently branded, the background images will be updated.
 - ii. **Is this system a Privacy Act system of records? No**

If yes, then what SORN is the system covered by?

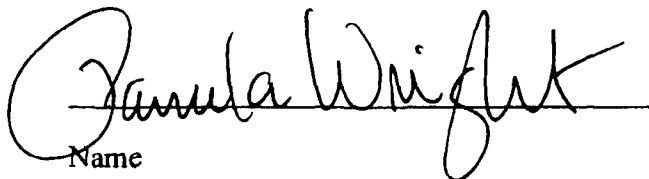
N/A

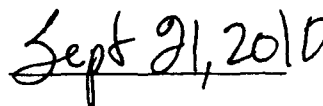
- g. **How is the information secured?**

All PII is secured in accordance with NARA's internal directive on PII. As no PII is collected through NARA's Twitter feeds, the records are not specially handled.

III. Approval of PIA

- a. **System owner**

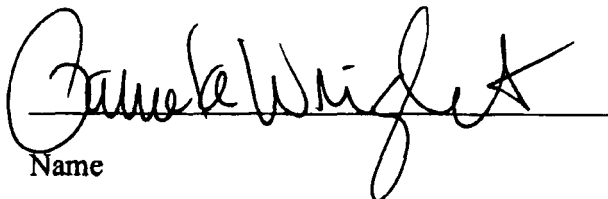

Name

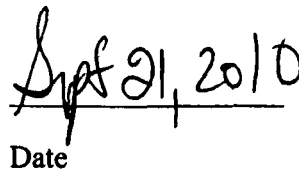

Date

policy is stored electronically in a password protected file. This information is not kept by the office which manages the wiki.

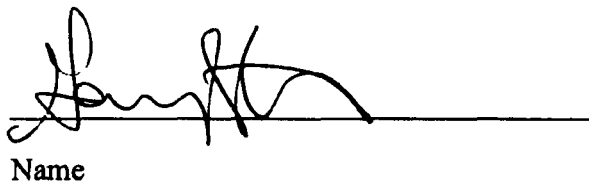
III. Approval of PIA

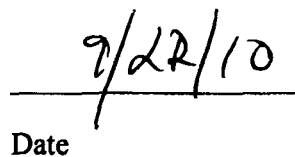
a. System owner


Name

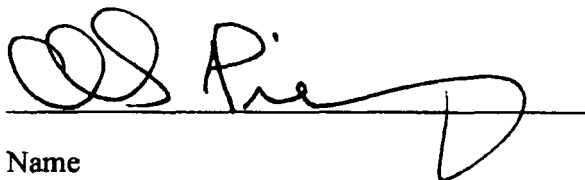

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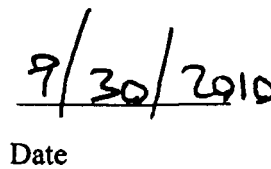
b. Senior agency Official for Privacy


Name


Date

c. Chief Information Officer


Name


Date