



Tennessee Valley Authority Privacy Impact Assessment (PIA)

Telemetry Talent Management 1.0

This PIA is a tool used by the TVA Privacy Office to identify system privacy risks at the planning/initiation phase of the system development lifecycle (SDLC). The PIA should be reviewed and updated every three years in conjunction with the anniversary of the Authority to Operate (ATO) or sooner, if the system undergoes a major change. For additional guidance on how to complete this PIA, please refer to the *TVA Privacy Documentation Completion Guide*. Questions regarding this document should be directed to camarsalis@tva.gov.

PIA should be submitted to:
Christopher Marsalis
TVA Senior Privacy Program Manager
(865) 632-2467
camarsalis@tva.gov

Version 2.0
February 2016





PROGRAM MANAGEMENT

Name of PIA Author Date of Submission
 Chris Marsalis 12/19/2016

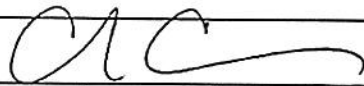

Responsible TVA Business Unit Name of System/Collection
 Human Resources Telemetry Platform

<p style="text-align: center;">System Owner Details</p> <p>Name <input type="text" value="Christopher Carlson"/></p> <p>Title <input type="text" value="Director, Talent Acquisition & Diversity"/></p> <p>Phone <input type="text" value="423-751-3418"/></p> <p>Email <input type="text" value="crcarlson@tva.gov"/></p>	<p style="text-align: center;">Reason for Completing PIA</p> <p><input checked="" type="radio"/> New system</p> <p><input type="radio"/> Significant modification to an existing system</p> <p><input type="radio"/> To update existing PIA for a triennial security reauthorization</p>
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PRIVACY DETERMINATION
 (To be completed by the TVA Privacy Program)

Privacy Office Comments

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

	Name	Signature	Date
System Owner	Chris Carlson		12/20/2016
Senior Privacy Program Manager	Chris Marsalis		12/20/2016
Senior Agency Official for Privacy			



SYSTEM OVERVIEW

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

Talemetry will act as a SaaS extension to our current in-house Talent Acquisition Management tool in PLUS HCM to provide job opportunity information to external job web sites and to collect information of individuals who may be interested in working at TVA as well as actual external job applicants.

2. What type of information can be collected, maintained, used, and/or disseminated?

Check all that apply:

- Checkboxes for Name, Home Phone, Home Address, Social Security number (SSN), Medical or Health Information, Financial Information, Clearance Information, Mother's Maiden Name, Date of Birth, Place of Birth, Employment Information, Criminal History, Biometric Information, and Other.

Education Information, Federal Employment Status, Veteran Status, Licenses, Certifications, Personal email address

AUTHORITY AND PURPOSE

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

TVA- 13, Employment Applicant Files - Tennessee Valley Authority Act of 1933, 16 U.S.C. 831-831ee; 5 U.S.C. 3101.

4. For each box checked above in Question 2, please provide the business need for the collection:

The data fields in question 2 are required for completion of the application to evaluate the candidates qualifications for TVA positions.

5. Will the data in the system be retrieved using one or more of the identifiers listed in Question 2? Yes No

ACCOUNTABILITY, AUDIT, AND RISK MANAGEMENT

6. What TVA employees and business units are responsible for the privacy governance and administration of this system?

TVA's Office of the Chief Information Officer is the responsible program owner for TVA's Information Security and Privacy Programs, ensuring compliance with TVA-SPP-12.02, TVA Information Management Policy. TVA-SPP-12.02 implements the various privacy laws based on the Privacy Act of 1974 (the Privacy Act), the E-Government At of 2002 (Public Law 107-347), the Federal Information Security Management Act (FISMA), Office of Management and Budget (OMB) mandates, and other applicable North American Electric Reliability Corporation (NERC) and TVA Records Management procedures and guidance. In addition to these practices, additional policies and procedures will be consistently applied, especially as they relate to protection, retention and destruction of federal records. Federal and contract employees are given clear guidance in their duties as they relate to the collection, use, processing and security of privacy data. Guidance is provided in the form of mandatory annual security and privacy awareness training, including "TVA Information Security Training". (See: TVA-SPP-12.01 §3.2.10.) The TVA Privacy Office will conduct period privacy compliance reviews of the Talemetry Talent Management in accordance with the requirements of the Office of Management and Budget (OMB) Circular A-130.



7. What privacy orientation or training is provided to authorized users of the system?

Annual training

DATA QUALITY AND INTEGRITY

8. How is data quality ensured throughout the data lifecycle and business processes associated with the use of the data? Check all that apply.

Check all that apply:

Cross referencing data entries with other systems Character limits on text submissions

Third party data verification Numerical restrictions in text boxes

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

Other: []

[]

Data taken directly from individuals

DATA MINIMIZATION AND RETENTION

9. What are the retention periods for the data in the system?

Required to keep data for at least one year after transaction is complete.

INDIVIDUAL PARTICIPATION AND REDRESS

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

Subject to the limitations of the Privacy Act, individuals may request access to information about themselves contained in a TVA system of records through TVA's Privacy Act/Freedom of Information Act (FOIA) procedures. TVA will review all Privacy Act requests on an individual basis and may as appropriate, waive applicable exemptions if the release of information to the individual would not detrimentally impact the law enforcement or national security purposes for which the information was originally collected or is subsequently being used. Submitting a Privacy Act Request is accomplished by sending a letter to the system manager listed on the cover of this PIA. The request should include the following:

- Name
Mailing address
Phone number or email address
A description of the records sought, and if possible, the location of the records

Contesting record procedures: Individuals wanting to contest information that is contained in this system should make their requests in writing, detailing the reasons for why the records should be corrected. Requests should be submitted to the attention of the TVA Privacy Office at the address below:

Tennessee Valley Authority
Privacy Office
400 W. Summit Hill Dr.
Knoxville, TN 37902-1499

Individuals with concerns about privacy may also email the TVA Privacy Officer via the contact information provided in the privacy policy on the TVA's web site (http://www.tva.gov/abouttva/privacy.htm).

This information is provided in the Privacy Policy, posted visibly on the TVA Web site.



USE LIMITATION

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

Data will be used to evaluate the applicant's qualifications for TVA positions.

19. With which (if any) internal TVA systems/collections is the information shared?

PLUS, Talent Acquisition Management. Two way between PLUS and tool Applicant data pulled into PLUS from tool.

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

None

Please submit completed form to: Christopher Marsalis
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