

# Teammate System

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## PRIVACY IMPACT ASSESSMENT SUMMARY

**System Name:** Teammate

**Managing Office:** USAID/OIG

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**SUMMARY:** The United States Agency for International Development (USAID) gives notice that it has conducted a Privacy Impact Assessment (PIA) of the Teammate system. Teammate data is maintained on one Windows 2000 server with individual applications installed on workstations. Workstations applications connect to the server via the OIG GSS.

**What elements of PII are being collected?**

OIG collects Name, address, SSN, telephone number, Financial Account Information and/or Numbers (checking or saving account numbers and/or PINs), Education Records, Military Status and/or Records, Employment Status and/or Records, Foreign Activities and/or Interests, Race, Sex, Date of Birth, Place of Birth.

**Why is the PII being collected?**

OIG uses Teammate to manage its audit projects and documents.

**What opportunities are provided to individuals to consent to the use of this information collection?**

No opportunity to consent is provided, as this information is authorized for collection.

**What is the Agency's intended use of the information?**

OIG uses this information to manage it's audit projects and documents.

**Who has access to the information?**

OIG Auditors have access to the information contained in Teammate. The Teammate server has access controls that limit the users to those that have a need to access the data.

**Information Security**

The information is not stored in database fields, but may be present in the supporting documentation. Information is stored on the Teammate server with access controls restricting the data to users whom require access.

**Does this collection require a System of Record Notice?**

No. The information is not indexed or referenced based on the PII. The PII may be present in the supporting audit documentation, but is not the primary data in the system.