

Letter of Credit- DHHS Payment Management System (LOC)

PRIVACY IMPACT ASSESSMENT SUMMARY

System Name: Letter of Credit (LOC)

Managing Office: Department of Health and Human Services

SUMMARY: : The United States Agency for International Development (USAID) gives notice that it has conducted a Privacy Impact Assessment (PIA) on the LOC System. The LOC system utilizes the Payment Management System (PMS) as its primary grants payment and cash management system. The DHHS PMS is the system used to generate payments under the LOC payment provision. The process of obligating funds for the LOC awards takes place in the Agency's accounting system of record (Phoenix).

The PMS maintains automated interfaces to the agency financial systems that utilize its services. The HHS standard financial record is exchanged to identify new grants and modification to existing grants. The PMS provides output to the agencies with regard to disbursement data, synchronization data, SF224 data, and daily payment information to agencies that request it. All information exchanged between the PMS and the agencies are intended to synchronize the two systems with current financial information. In addition, DPM requires the grant recipients to provide hard copy of the 1199 direct deposit form for proper routing of banking information.

What elements of PII are being collected?

LOC collects name, SSN, e-mail addresses and financial records. This information is collected from organizations only. No data is collected from individuals.

Why is the PII being collected?

To accurately provide payment with regards to grant payment services.

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?

The information is used to make payments under grants awarded by USAID to the organizations.

Who has access to the information?

Data exchange is between the agencies, Department of the Treasury, and the Federal Reserve Bank.

Information Security

LOC uses administrative, technical and physical controls to protect the data and the system.

Does this collection require a System of Record Notice?

Yes. DHHS 09-90-0024 covers this system.