

Department of the Interior Departmental Manual

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Series: Information Resources Management

Part 383: Public Access to Records

Chapter 13: Data Integrity Board

Originating Office: Office of Information Resources Management

This chapter has been given a new release number.* No text changes were made.

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13.1 Purpose. This chapter provides for the establishment of a Departmental Data Integrity Board. Section 4 of the Computer Matching and Privacy Protection Act of 1988 (Public Law 100-503) requires agencies that conduct or participate in computer matching programs to establish Data Integrity Boards.

13.2 Membership. The Department's Data Integrity Board is composed of the following members:

- A. Director, Office of Management Improvement, Chairman
- B. Inspector General
- C. Associate Solicitor - General Law
- D. Director, Office of Financial Management
- E. Director, Office of Information Resources Management
- F. Director, Office of Personnel

13.3 Functions. The Board will oversee and coordinate the Department's implementation of Public Law 100-503, including:

A. The review, approval, and maintenance of all written agreements for the receipt or disclosure by Departmental components of Privacy Act records for computer matching programs, including pilot matches, to ensure compliance with the Act's requirements and relevant statutes, regulations, and guidelines.

B. The annual review for continued justification of all matching programs in which Departmental components have participated as either a source or recipient agency, and

recordkeeping and disposal policies and practices.

C. Compilation of an annual report to the Secretary and the Office of Management and Budget on the Department=s matching activities.

D. Serving as a clearinghouse for receiving and providing information on the accuracy, completeness, and reliability of Departmental records used in matching programs.

E. Providing interpretation and guidance to Departmental components and personnel on computer matching programs, and reviewing related recordkeeping and disposal policies and practices.

13.4 Operating Structure. The Chairman will convene the Board as required to consider matching proposals or to conduct required annual reviews. The Inspector General may not serve as Chairman. The Privacy Act Officer, Office of Management Improvement, serves as Secretary to the Board. The Secretary provides advice and guidance to Departmental components on the preparation of documents and reports for the Board=s consideration, prepares agenda and related review materials for meetings of the Board, and maintains the records of the Board.

13.5 Board Decisions. Decisions of the Department=s Data Integrity Board on proposed computer matching activities are final for the Department. P.L. 100-503 permits any party to a disapproved matching agreement to file an appeal with the Office of Management and Budget. Any such appeals by Departmental components will be filed only by the Inspector General or the Secretary. P.L. 100-503 further provides that if the Data Integrity Board and the Office of Management and Budget disapprove a matching program proposed by the Inspector General, the Inspector General may report the disapproval to the Secretary and the Congress.

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