Management Information System Data Warehouse (MISDW) – Privacy Impact Assessment

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System Overview:
Management Information System Data Warehouse (MISDW) serves as a common shared service by collecting and storing point-in-time data from management information systems across the enterprise, allowing analysts, managers and executives to perform data analysis, trend identification, performance monitoring, planning and forecasting by providing the following capabilities: Data Collection; Data Transformation (ETL); Data Presentation (Reporting). MISDW uses enterprise solutions to capitalize on enterprise investments, such as SQL*Server 2005 to house the data warehouse, Informatica for ETL and BusinessObjects XI for the business intelligence presentation layer. Data is available to designated users on-line via the business intelligence front-end ensuring security, access control and access auditing, or available to accredited internal systems via data feed over Enterprise File Transfer Utility (EFTU).

Systems of Records Notice (SORN):
- IRS 22.054--Subsidiary Accounting Files
- IRS 22.060--Automated Non-Master File (ANMF)
- IRS 22.062--Electronic Filing Records
- IRS 24.030--CADE Individual Master File (IMF)
- IRS 24.046--CADE Business Master File (BMF)
- IRS 26.020--Taxpayer Delinquency Investigation (TDI) Files
- IRS 34.037--IRS Audit Trail and Security Records System
- IRS 42.008--Audit Information Management System (AIMS)
- IRS 42.021--Compliance Programs and Projects Files

Data in the System

1. Describe the information (data elements and fields) available in the system in the following categories:

A. Taxpayer – Information provided by existing IRS internal applications and/or subsystems to include taxpayer identification number (TIN) and state of residence.

B. Employee – Information provided by existing IRS internal applications and/ or subsystems to include employee identification number and workstation number.

C. Audit Trail – Information Auditing of the operating system and database occurs but is managed by MITS EOps. Auditing at the MISDW application level is configured to include a date/timestamp, the unique identifier of the user requesting the information, the action taken, the name of the object modified, the role of the user, and the success or failure of the event. Reports have been created which analyze the data in the auditing files and returns data on users and what reports those users access.

D. Other –The MIS Data Warehouse contains archived data from existing IRS legacy systems or other existing balanced measures and workload indicator MIS information. This information is neither taxpayer nor employee specific and cannot be considered PII.

2. Describe/identify which data elements are obtained from files, databases, individuals, or any other sources.

    A. IRS – The MIS Data Warehouse utilizes existing reports or data files generated from a number of existing Tier I, Tier II and Tier III systems. These include:
- Automated Information Management System – Computer Information System (A-CIS),
- Automated Substitute for Return (ASFR),
- Filing and Payment Compliance (F&PC),
- Field Assistance Management Information System (FAMIS),
- Collection Activity Reports (CAR), and
- Work Planning & Control System (WP&C).

        These applications collect the following data elements:

- A-CIS
  - TIN
- F&PC
  - TIN
  - Taxpayer State
- FAMIS
  - Employee ID
  - Workstation Number
    - Taxpayer Assistance Center (TAC)

    B. Employee:
- FAMIS
  - Employee ID
  - Workstation Number
  - Taxpayer Assistance Center (TAC)
  - Login ID from Q-Matic workstation (only first 20 characters are passed)

3. Is each data item required for the business purpose of the system? Explain.
Yes. The MIS Data Warehouse contains relevant data necessary for management information purposes.

4. How will each data item be verified for accuracy, timeliness, and completeness?
The MIS Data Warehouse will contain extracts from existing IRS legacy systems, each of which have their own internal validation and verification processes. This provides the ability to compare the actual data extract to the data contained in the MIS Data Warehouse for verification when required.

5. Is there another source for the data? Explain how that source is or is not used.
No. All sources have been identified in this document. There are no other sources for the information being warehoused.

6. Generally, how will data be retrieved by the user?
Data within MISDW is accessed via the BusinessObjects front-end which is accessible via the IRS intranet.

7. Is the data retrievable by a personal identifier such as name, SSN, or other unique identifier?
 No, data cannot be retrieved from MISDW via the use of any personal identifier.

Access to the Data

8. Who will have access to the data in the system (Users, Managers, System Administrators, Developers, Others)?

> **Role:** MISDW Standard Users
> **Permission:** Read, create, and store reports within public application folders (no write access to database)

> **Role:** MISDW Business Users
> **Permission:** Create and delete reports assigned to their accounts within the public application folders (no write access to database)

> **Role:** MISDW Power Users
> **Permission:** Edit any reports across all application folders (no write access to database)

> **Role:** MISDW Administrators
> **Permission:** Read; write; delete and modify the application parameters

> **Role:** Database Administrators
> **Permission:** Read, write, delete information within MISDW application databases

> **Role:** System Administrators
> **Permission:** Modify the operating system parameters on the servers supporting MISDW

Note: Contractors do not have access to the application.

9. How is access to the data by a user determined and by whom?
The IRS Online (OL) 5081 process is utilized to track requests for MISDW access and document the approvals. Two levels of manager approval are required to access MISDW via the web interface. The OL5081 process is also utilized to grant administrator access to the servers, database, and application code. These specialized permissions are only granted when a valid need-to-know is verified.

10. Do other IRS systems provide, receive, or share data in the system? If YES, list the system(s) and describe which data is shared.
Yes. Currently, the MIS Data Warehouse loads available data, using output files, from existing IRS and legacy systems.

- A-CIS
  - TIN
- F&PC
  - TIN

- o Taxpayer State
- FAMIS
  - o Employee ID
  - o Workstation Number
  - o TAC
  - o Login ID from Q-Matic workstation (only first 20 characters are passed)
- WP&C
  - o None

11. Have the IRS systems described in Item 10 received an approved Security Certification and Privacy Impact Assessment?
Yes. IRS systems that provide data to the MIS Data Warehouse are:

A-CIS
- Certification & Accreditation (C&A) received on March 21, 2007, expires on March 21, 2010
- Privacy Impact Assessment (PIA) received on February 6, 2007, expires on February 6, 2010

ASFR
- C&A received on, May 2, 2005, expires on May 2, 2008
- PIA received on March 7, 2008, expires on March 7, 2011

F&PC
- C&A received on May 21, 2007, expires on May 21, 2010
- PIA received on January 17, 2007, expires on January 17, 2010

FAMIS
- C&A received on May 10, 2006, expires on May 10, 2009 (currently undergoing (C&A)
- PIA received on March 21, 2005, expires on March 21, 2008 (currently conducting a PIA)

CAR – No prior C&A or PIA

WP&C – No prior C&A or PIA

12. Will other agencies provide, receive, or share data in any form with this system?
No. Other agencies will not share or have access to the MIS Data Warehouse.

Administrative Controls of Data

13. What are the procedures for eliminating the data at the end of the retention period?
MISDW does not own data; its function is to store the application source data in the data warehouse for data analysis and reporting. Each component follows the record retention guidelines as defined in each customer's specific Records Control Schedules as specified in the IRM. SBSE/Field Collection, 1.15.28 (Collection). W&I/Field Assistance 1.15.31 (Customer Service).

14. Will this system use technology in a new way?
No. The system is not using technologies in ways that the IRS has not previously employed. The MIS Data Warehouse accumulates and stores data from pre-existing IRS and legacy systems.

15. Will this system be used to identify or locate individuals or groups? If so, describe the business purpose for this capability.
No. This system does not have the capability to identify or locate individuals or groups of people.

16. Will this system provide the capability to monitor individuals or groups? If yes, describe the business purpose for this capability and the controls established to prevent unauthorized monitoring.
No. This system does not have the capability to monitor individuals or groups of people. The MIS Data Warehouse is a data repository.

17. Can use of the system allow IRS to treat taxpayers, employees, or others, differently?
No. This system does not allow IRS to treat taxpayers, employees or others differently. The MIS Data Warehouse will not affect the equitable treatment of taxpayers and employees.

18. Does the system ensure "due process" by allowing affected parties to respond to any negative determination, prior to final action?
No. The MIS Data Warehouse has no negative effects on the due process rights of taxpayers or employees. The MIS Data Warehouse is a data repository for MIS information, not a case processing or case management tool.

19. If the system is web-based, does it use persistent cookies or other tracking devices to identify web visitors?
No. The Web interface does not utilize persistent cookies or other tracking devices to identify web visitors. The MIS Data Warehouse is an internal (Intranet) resource available only within the Treasury Firewall for IRS employees. The Web Interface Business Objects (BO) has the capability to record and audit employee activity via their IRS network login. This information is currently not captured for the system.

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