

DOE 1130.8A

5-18-92

THIS PAGE MUST BE KEPT WITH DOE 1130.8A. DATA INTEGRITY BOARD.

DOE 1130.8A. DATA INTEGRITY BOARD HAS REVISED DOE  
1130.8 TO REFLECT ORGANIZATIONAL TITLE AND ROUTING  
SYMBOL EDITORIAL REVISIONS REQUIRED BY SEN-6. NO  
SUBSTANTIATIVE CHANGES HAVE BEEN MADE. DUE TO THE  
NUMBER OF PAGES AFFECTED BY THE REVISIONS. THE  
ORDER HAS BEEN ISSUED AS A REVISION.

CANCELED

# U.S. Department of Energy

Washington, D.C.

## ORDER

DOE 1130.8A

5-18-92

SUBJECT: DATA INTEGRITY BOARD

1. PURPOSE. To establish a Data Integrity Board (Board) in accordance with the "Computer Matching and Privacy Protection Act of 1988" in the Department of Energy (DOE).
2. CANCELLATION. DOE 1130.8, DATA INTEGRITY BOARD, of 12-5-89.
3. REFERENCES.
  - a. Privacy Act of 1974 (Public Law 93-579, 88 Stat. 1896 (Title 5 United States Code (U.S.C.), 552a)) as amended, which establishes the guidelines and regulations to the Privacy Act.
  - b. DOE Privacy Act Regulations, Title 10, Code of Federal Regulations (CFR), 1008, "Records Maintained on Individuals," of 10-16-80, which established the procedures to implement the Privacy Act of 1974 within the DOE.
  - c. Public Law 100-503, "Computer Matching and Privacy Protection Act of 1988," which amended Title 5 to ensure privacy, integrity, and verification of data disclosed for computer matching and to establish Data Integrity Boards within Federal agencies.
4. POLICY AND OBJECTIVES.
  - a. It is DOE's policy to comply fully with the letter and intent of Public Law 100-503, which states that:
    - (1) Every agency conducting or participating in a matching program shall establish a Board to oversee and coordinate, among the various components of such agency, the agency's implementation of section 552a of Title 5 U.S.C., as amended.
    - (2) The Board shall consist of senior officials designated by the Head of the agency and shall include any senior official designated by the Head of the Agency as responsible for implementation of this section, and the Inspector General of DOE (Inspector General).
    - (3) The Inspector General shall not serve as chairman of the Board.
  - b. The Board for the DOE shall be:
    - (1) The Director of Administration and Human Resource Management, who will act as Chairperson.

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(2) The Inspector General.

(3) The General Counsel.

5. RESPONSIBILITIES. The DOE Data Integrity Board shall:

- a. Review, approve, and maintain all written agreements for receipt or disclosure of DOE records for matching programs to ensure compliance with subsection (o) of the Privacy Act of 1974, as amended, and all relevant statutes, regulations, guidelines, and affected collective bargaining agreements.
- b. Annually review all matching programs in which DOE has participated during the year either as a source agency or recipient agency, determine compliance with applicable laws, regulations, guidelines, and agency agreements, and assess the costs and benefits of such programs.
- c. Annually review all recurring matching programs in which DOE has participated during the year, either as a source agency or recipient agency, for continued justification for such disclosures.
- d. Submit an annual report to the Secretary of Energy and the Office of Management and Budget (OMB), to be made available to the public on request, describing the matching activities of the agency, including:
  - (1) Matching programs in which DOE has participated either as a source agency or recipient agency;
  - (2) Matching agreements proposed under subsection (o) of the Privacy Act of 1974, as amended, that were disapproved by the Board;
  - (3) Any changes in membership or structure of the Board in the preceding year;
  - (4) The reasons for any waiver of the requirement of subsection (u) of the Privacy Act of 1974, as amended, for completion and submission of a cost-benefit analysis prior to the approval of a written agreement for a matching program;
  - (5) Any violations of matching agreements that have been alleged or identified and any corrective action taken; and,
  - (6) Any other information required by the Director of the OMB to be included in such report.

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- e. Serve as a clearinghouse for receiving and providing information on the accuracy, completeness, and reliability of records used in matching programs.
- f. Provide interpretation and guidance to DOE components and personnel on the requirements of this section for matching programs.
- g. Review agency recordkeeping and disposal policies and practices for matching programs to assure compliance with this section.
- h. Review and report on any DOE matching activities that are not matching programs.

6. APPROVAL/DISAPPROVAL OF MATCHING AGREEMENTS.

- a. The Board shall not approve any written agreement for a matching program unless DOE has completed and submitted to the Board a cost-benefit analysis of the proposed program and such analysis demonstrates that the program is likely to be cost effective, except as provided below:
  - (1) If the Board determines in writing, in accordance with guidelines prescribed by the Director of the OMB, that a cost-benefit analysis is not required.
  - (2) A cost-benefit analysis shall not be required prior to the initial approval of a written agreement for a matching program that is specifically required by statute. Any subsequent written agreement for such a program shall not be approved by the Board unless DOE has submitted a cost-benefit analysis of the program as conducted under the preceding approval of such agreement.
- b. If a matching agreement is disapproved by the Board, any party to such agreement may appeal the disapproval to the Director of the OMB. Timely notice of the filing of such an appeal shall be provided by the Director of the OMB to the Committee on Governmental Affairs of the Senate and the Committee of Government Operations of the House of Representatives.
- c. The Director of the OMB may approve a matching agreement, although the Board has previously disapproved, if the Director determines that:
  - (1) The matching program will be consistent with all applicable legal, regulatory, and policy requirements;
  - (2) There is adequate evidence that the matching agreement will be cost-effective; and,

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- (3) The matching program is in the public interest.
- d. The decision of the Director of the OMB to approve a matching agreement shall not take effect until 30 days after it is reported to the committees listed in paragraph 6b above.
- e. **If** the Board and the Director of the OMB disapprove a matching program proposed by the Inspector General, the Inspector General may report the disapproval to the Secretary of Energy and to the Congress.

BY ORDER OF THE SECRETARY OF ENERGY:



DONALD W. PEARMAN, JR.  
Acting Director  
Administration and Human  
Resource Management