

EZ PIA

This form should only be used for systems that do not qualify as a major information system. It is designed for small projects, databases, Web 2.0 applications, etc. For questions about the form you should contact NGC.

I. System identification

- a. **System name: Foursquare**
- b. **System owner: Pamela Wright, Open Government Division**
- c. **Office system is located in: IO**
- d. **PIA author name:** Jill James and Hannah Bergman. **Phone:** 301-837-0760
- e. **Date of PIA:** August 29, 2011.
- f. **One paragraph description of the system:**

NARA has two foursquare pages (one for NARA in general and one for the Presidential Libraries) and 21 claimed location venues for NARA facilities foursquare. These foursquare pages and claimed location venues increase NARA's online presence and are another way for the public to interact with NARA.

II. Privacy Assessment

- a. **What information is being (or will be collected)? For databases, list fields**
NARA does not collect, maintain or disseminate PII from individuals who interact with NARA on any of our foursquare pages or claimed location venues. Foursquare may collect PII from individuals but this information is not shared with NARA.

NARA does not browse individuals' foursquare pages to collect PII about them.

Individuals may leave tips at claimed NARA locations. The individual's name and profile picture, which are visible to the public and have been voluntarily shared with NARA, are captured and saved through NARA's records management processes.

If individuals check in through the foursquare application, that information is not used by NARA to track individual behavior. Statistical information may be used to enhance researcher and museum visitor experiences. NARA collects information through the archiving of records on its foursquare pages and claimed location venues.

b. **Why is the information being collected?**

Any PII that is collected is done so through the management of federal records. NARA does not collect PII beyond that identifying information which is shared through tips and check-ins for a claimed foursquare location and similar features.

c. **How do you intend to use this information?** Information gathered through the management of federal records is used to document the development of federal policies and managed with a federal records schedule.

d. **With whom will the information be shared?** All of the information captured through the management of NARA's foursquare pages and claimed location venues is information that is or was publicly accessible.

e. **How is the information stored?** Electronically and in paper form

i. **What records schedule applies?** The records are unscheduled.

ii. **For how long will the information be kept?** Unscheduled records are retained as permanent until they are scheduled.

f. **What notice or opportunities for consent is provided to individuals when their information is collected?** All information collected through the capture of NARA's foursquare pages and claimed location venues is information voluntarily shared by individuals with NARA on a public web site. On each foursquare page maintained by NARA, the description information contains NARA's privacy notice and links to NARA's privacy statement.

i. **If there is a privacy policy in place, please provide the text of it and describe how it is made available to users.** On each foursquare page maintained by NARA, description box contains some language and a link to the privacy statement on NARA's web site. The language is:

About Privacy: Read more about the [National Archives privacy policy for social media platforms](#). Foursquare's terms and privacy information and policy are linked at the bottom of all Foursquare pages.

ii. **Is this system a Privacy Act system of records? No**

If yes, then what SORN is the system covered by?

Click here to enter text.

g. **How is the information secured?**

All PII is secured in accordance with NARA's internal directive on PII. This information is not regularly shared with other offices in an effort to mitigate security concerns.

III. Approval of PIA

a. System owner

Camela Weigert

Name

8/30/11

Date

b. Senior agency Official for Privacy

[Signature]

Name

8/31/11

Date

c. Chief Information Officer

[Signature]

Name

9/3/11

Date