

CORPORATION-19

SYSTEM NAME:

USA Freedom Corps Record of Service.

SYSTEM LOCATION:

Corporation for National and Community Service, Office of Public Affairs, 1201 New York Avenue, NW., Washington, DC 20525.

CATEGORIES OF INDIVIDUALS COVERED BY THE SYSTEM:

Individuals who have recorded information on their community service participation.

CATEGORIES OF RECORDS IN THE SYSTEM:

Participant's e-mail address, participant's length of service, and Start Printed Page 48617 information about the volunteer's history of service.

AUTHORITY FOR MAINTENANCE OF THE SYSTEM:

National and Community Service Act of 1990, as amended.

PURPOSE(S):

To provide citizens a way to track their service time and record their service hours.

ROUTINE USES OF RECORDS MAINTAINED IN THE SYSTEM, INCLUDING CATEGORIES OF USERS AND THE PURPOSE OF SUCH USES:

See General Routine Uses contained in Preliminary Statement.

POLICIES AND PRACTICES FOR STORING, RETRIEVING, ACCESSING, RETAINING AND DISPOSING OF RECORDS IN THE SYSTEM:

STORAGE:

Records are stored in a database maintained by a Corporation contractor.

RETRIEVABILITY:

The participant's e-mail address retrieves records.

SAFEGUARDS:

The information is available only to Corporation and USA Freedom Corps staff. It is not available to anyone else without the express written consent from the individual to release his/her information.

RETENTION AND DISPOSAL:

These records are maintained permanently.

SYSTEM MANAGER(S) AND ADDRESS:

Webmaster, Corporation for National and Community Service, 1201 New York Avenue, NW., Washington, DC 20525.

NOTIFICATION PROCEDURE:

To determine whether there is a record in the system about an individual, a participant should contact the Corporation for National and Community Service, Attn: Webmaster, 1201 New York Avenue, NW., Washington, DC 20525, and provide his/her e-mail address.

RECORDS ACCESS PROCEDURES

See Notification procedures.

CONTESTING RECORDS PROCEDURES:

Anyone desiring to contest or amend information maintained in his/her electronic record may do so by addressing such request to the Corporation for National and Community Service, Attn: Privacy Act Officer, 1201 New York Avenue, NW., Washington, DC 20525.

RECORD SOURCE CATEGORIES:

Data is obtained from the electronic entries made by the participant into our registration system.

EXEMPTION CLAIMED FOR THE SYSTEM:

None.