

BGFRS/OIG—1

System name. FRB—OIG Investigative Records

System location.

Office of Inspector General

Board of Governors of the Federal Reserve System

1709 New York Avenue NW, Suite 3000

Washington, DC 20006

Categories of individuals covered by the system. Officers or employees of the Board or other persons involved in the Board's programs or operations who are or have been under investigation by the Board's Office of Inspector General in order to determine whether such officers, employees or other persons have been or are engaging in fraud and abuse with respect to the Board's programs or operations; and complainants and witnesses where necessary for future retrieval.

Categories of records in the system. Individual investigations, including investigative reports and related documents generated during the course of or subsequent to an investigation; electronic and hard-copy case-tracking systems; databases containing investigatory information; "Hotline" telephone logs and investigator work papers; and memoranda and letter referrals to management or others.

Authority for maintenance of the system. Sections 4 and 6 of the Inspector General Act of 1978 (5 U.S.C. App. 4(a)(1) and 6(a)(2)).

Purpose(s). These records are collected and maintained by the OIG in its inquiries and investigations and reports relating to the administration of the Board's programs and operations and to manage the investigatory program.

Routine uses of records maintained in the system, including categories of users and the purposes of such uses. General routine uses A, B, C, D, E, F, G, I and J apply to this system. Records may also be used:

1. to disclose information to other federal entities, such as other federal Offices of Inspector General or the General Accounting Office, or to a private party with which the OIG or the Board has contracted for the purpose of auditing or reviewing the performance or internal management of the OIG's investigatory program, provided the record will not be transferred in a form that is individually identifiable, and provided further that the entity acknowledges in writing that it is required to maintain Privacy Act safeguards for the information;
2. to disclose information to officials charged with the responsibility to conduct qualitative assessment reviews of internal safeguards and management procedures employed in investigative operations. This disclosure category consists of members of the Executive Council on Integrity and Efficiency (ECIE), the President's Council on Integrity and Efficiency (PCIE), and officials and administrative staff within their investigative chain of command authorized by the ECIE or PCIE to conduct or participate in such qualitative assessment reviews;and

3. to disclose information to any source, including a federal, state, or local agency maintaining civil, criminal, or other relevant enforcement information or other pertinent information, but only to the extent necessary for the OIG to obtain information relevant to an OIG investigation.

Policies and practices for storing, retrieving, accessing, retaining, and disposing of records in the system.

Storage. Records are stored in paper and electronic form.

Retrievability. Records can be retrieved by numerous identifiers, including the name of the individual under investigation, investigation number, referral number, or investigative subject matter.

Access Controls. Access to records is limited to those whose official duties require it. Paper records are secured by lock and key and electronic records are password protected.

Retention and disposal. All files are cut off annually and destroyed 10 years after cut off.

System manager and address.

Inspector General

Board of Governors of the Federal Reserve System

20th Street and Constitution Avenue, NW

Washington, DC 20551

Notification procedures. An individual desiring to learn the existence of, or to gain access to, his or her record in this system of records shall submit a request in writing to the Inspector General, Board of Governors of the Federal Reserve System, 20th Street and Constitution Avenue, NW, Washington, DC 20551. The request should contain: (1) a statement that it is made pursuant to the Privacy Act of 1974, (2) the name of the system of records expected to contain the record requested or a concise description of such system of records, (3) necessary information to verify the identity of the requester, and (4) any other information that may assist in the rapid identification of the record for which access is being requested.

Record access procedures. Same as “Notification procedures” above.

Contesting record procedures. Same as “Notification procedures” above except that the envelope should be clearly marked “Privacy Act Amendment Request.” The request for amendment of a record should: (1) identify the system of records containing the record for which amendment is requested, (2) specify the portion of that record requested to be amended, and (3) describe the nature of and reasons for each requested amendment.

Record source categories. Information is provided by the individual to whom the record pertains, employees of the Board and the Federal Reserve System, other government employees, witnesses and informants, and nongovernmental sources.

Exemptions claimed for the system. This system is exempt from any part of the Privacy Act, 5 USC 552a, except 5 USC 552a(b), (c)(1) and (2), (e)(4)(A) through (F), (e)(6), (7), (9), (10), and (11), and (i) pursuant to 5 USC 552a(j)(2). Additionally, certain portions of this system of records may be exempt from 5 USC 552a(c)(3), (d), (e)(1), (e)(4)(G), (H), and (I), and (f) of the Privacy Act pursuant to 5 USC 552a(k)(2) and (k)(5).