

## **The USAID University Learning Management System**

### **PRIVACY IMPACT ASSESSMENT SUMMARY**

**System Name:** Learning Management System

**Managing Office:** Office of Personnel Management (OPM)/Enterprise Human Resources Information (EHRI)

**SUMMARY:** The United States Agency for International Development (USAID) gives notice that it has prepared a Privacy Impact Assessment (PIA) summary for its Learning Management System (LMS). LMS is a learning and workforce planning and development system that enables USAID to create, assess, deliver and measure enterprise learning and development activities and report these activities to OPM's Government-wide Electronic Data Collection System.

**What elements of PII are being collected?** Based upon the Information Collection Checklist submitted by the System Owner, name, social security number, date of birth and educational records are collected. The SSN is encrypted.

**Why is the PII being collected?** To track employee learning and development activities.

**What opportunities are provided to individuals to consent to the use of this information collection?** No opportunity for consent is required as the use is specific for the system.

**What is the Agency's intended use of the information?** The information is collected for login purposes only.

**Who has access to the information?** Instructors, supervisors, and system administrators have access to LMS.

**Information Security** Access is limited to the instructors, supervisors and system administrators.

**Does this collection require a System of Record Notice?** GOV-1 covers this system.