



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY  
WASHINGTON, D.C. 20460

OFFICE OF  
INSPECTOR GENERAL

November 18, 2009

**SUBJECT:** Evaluation of U. S. Chemical Safety and Hazard Investigation Board's  
Compliance with the Federal Information Security Management Act  
(Fiscal Year 2009)

**FROM:**

Rudolph M. Brevard  
Director, Information Resources Management Assessment

A handwritten signature in purple ink that reads "Rudolph M. Brevard".

**TO:**

The Honorable John. S. Bresland  
Chairperson  
U.S. Chemical Safety and Hazard Investigation Board

Attached is the completed Fiscal Year 2009 Federal Information Security Management Act Reporting Template, as prescribed by the Office of Management and Budget (OMB). The template synthesizes the results of information technology security work performed by KPMG, LLP under the direction of the U.S. Environmental Protection Agency's Office of Inspector General (OIG).

In accordance with OMB reporting instructions, the OIG is forwarding this report to you for submission, along with your Agency's required information, to the Director of OMB.

If you or your staff has any questions regarding this report, please contact me at (202) 566-0893 or [brevard.rudy@epa.gov](mailto:brevard.rudy@epa.gov), or Gina Ross, Project Manager, (202) 566-1041 or [ross.gina@epa.gov](mailto:ross.gina@epa.gov).

Attachment

Microagency Reporting Template for FY 2009 FISMA and Information Privacy Management																
<b>Agency Name:</b> U. S. Chemical Safety and Hazard Investigation Board																
<b>Agency Point of Contact:</b> Anna Johnson																
Microagencies are defined as agencies employing 100 or fewer Full Time Equivalent positions (FTEs). Microagencies must report to OMB annually on FISMA and Information Privacy Management. While quarterly reports/updates are not required, microagencies should be prepared to provide information or to begin submitting quarterly reports to OMB upon request.																
1. Information Systems Security																
a. Total Number of agency and contractor systems	1															
b. Number of agency and contractor systems certified and accredited	1															
c. Number of agency and contractor systems for which security controls have been tested and reviewed in the past year	1															
d. Was an independent assessment conducted in the last year?	Yes															
e. Number of employees	37															
f. Number of contractors	3															
g. Number of employees and contractors who received IT security awareness training in the last year	40															
2. Information Privacy																
<p><b>a. Breach Notification</b> Agencies are required by OMB memorandum (M-07-16) of May 22, 2007, "Safeguarding Against and Responding to the Breach of Personally Identifiable Information" to develop and implement a breach notification policy within 120 days.</p> <p>Please certify whether your agency has completed the requirements of M-07-16 by answering "Yes" or "No" to questions (1) through (4) in the table below.</p> <table border="1"> <thead> <tr> <th colspan="3">I certify the agency has completed:</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td>A breach notification policy (Attachment 3 of M-07-16)</td> <td>Yes</td> </tr> <tr> <td>2.</td> <td>An implementation plan to eliminate unnecessary use of Social Security Numbers (SSN) (Attachment 1 of M-07-16)</td> <td>Yes</td> </tr> <tr> <td>3.</td> <td>An implementation plan and progress update on review and reduction of holdings of personally identifiable information (PII) (Attachment 1 of M-07-16)</td> <td>Yes</td> </tr> <tr> <td>4.</td> <td>Policy outlining rules of behavior and identifying consequences and corrective actions available for failure to follow these rules (Attachment 4 of M-07-16)</td> <td>Yes</td> </tr> </tbody> </table> <p><b>Note:</b> Micro agencies must maintain all documentation supporting this certification, and make it available in a timely manner upon request by OMB or other oversight authorities. <b>Micro Agencies are not required to provide the actual documentation with the annual report.</b></p>		I certify the agency has completed:			1.	A breach notification policy (Attachment 3 of M-07-16)	Yes	2.	An implementation plan to eliminate unnecessary use of Social Security Numbers (SSN) (Attachment 1 of M-07-16)	Yes	3.	An implementation plan and progress update on review and reduction of holdings of personally identifiable information (PII) (Attachment 1 of M-07-16)	Yes	4.	Policy outlining rules of behavior and identifying consequences and corrective actions available for failure to follow these rules (Attachment 4 of M-07-16)	Yes
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4.	Policy outlining rules of behavior and identifying consequences and corrective actions available for failure to follow these rules (Attachment 4 of M-07-16)	Yes														
<p><b>b. Privacy Impact Assessments (PIAs) and Systems of Record Notices (SORNs)</b> Please provide the URL to a centrally located web page on the agency web site on which the agency lists working links to all of its PIAs and working links to all of its SORNs published in the Federal Register. Agencies must maintain all documentation supporting this certification and make it available in a timely manner upon request by OMB or other oversight authorities. By submitting the template the agency certifies that to the best of agency's knowledge the quarterly report accounts for all of the agency's systems to which the privacy requirements of the E-Government Act and Privacy Act are applicable. If the agency does not have any PIAs or SORNs, enter "NA."</p>																
b.1. Provide the URL of the centrally located page on the agency web site listing working links to agency PIAs: (Hyperlink not required)	<a href="http://www.csb.gov/index.cfm?folder=contact_information&amp;page=index">http://www.csb.gov/index.cfm?folder=contact_information&amp;page=index</a>															
b.2. Provide the URL of the centrally located page on the agency web site listing working links to the published SORNs: (Hyperlink not required)	<a href="http://www.csb.gov/index.cfm?folder=contact_information&amp;page=index">http://www.csb.gov/index.cfm?folder=contact_information&amp;page=index</a>															