

Privacy Impact Assessment (PIA) SAO MicroObservatory Guest Portal

I. System Identification

1. **IT System Name:** MicroObservatory Online Telescopes, Guest Observer Portal
mo-www.cfa.harvard.edu/OWN
2. **IT System Sponsor:** Dr. Roy Gould, Science Education Department
3. **System Sponsor Unit:** SAO
4. **IT System Manager:** Van McGlasson
5. **PIA Author:** Freeman Deutsch
6. **SI Unit Director or Designee:** Charles Alcock
7. **Date:** September 2009
8. **Brief (one paragraph) description of the system:**

The system allows members of the public to use remote robotic telescopes to take images of the sky.

II. Privacy Assessment

1. What information is being (or will be) collected.

The user's email address, age range, and state are collected via a web form. The information is displayed and the user confirms it by submitting.

2. Why the information is being collected.

The age range and home state information is collected purely for demographic purposes. The email address is needed to contact the user when the image of the sky is ready.

3. The intended use of the information.

The age range and home state information is stored in a database and used to generate demographic reports for the system sponsors. The reports do not identify individual users.

The email address is used to inform the Guest Observers that their requested image of the sky is available and to provide them with a link to the image.

4. With whom the information will be shared.

Database access is controlled by user name and password. The project manager and one member of the IT staff have access. The demographic reports, which do not identify individual users, are shared with project sponsors at NASA and NSF. The individual email addresses are never shared.

There are no interfaces with other systems.

5. What notice or opportunities for consent would be provided to individuals regarding what information is collected and how that information is shared.

Personal data is not shared outside the SAO. Individuals enter their own contact information to our web forms voluntarily, and confirm its accuracy by submitting.

Questions or requests from users can be sent to:
MicroobservatorySupport@cfa.harvard.edu

6. How the information will be secured.

The servers are physically protected in a secure computer room, where access is limited to authorized personnel. Intrusion detection software is deployed. OS patches are installed as required. All servers have up-to-date antivirus software. Backup tapes are kept in a locked area, with limited access. They are periodically rewritten and are destroyed when no longer usable.