

Record source categories:

Information is provided by applicants, nominees for, and members of advisory committees, the National Academy of Science, and by Commission staff.

SYSTEM NAME

CPSC-3, Claims

System location:

Office of the General Counsel, Consumer Product Safety Commission, 4330 East West Highway, Bethesda, MD 20814.

Categories of individuals covered by the system:

CPSC employees sustaining personal property damage or loss incident to service; CPSC employees involved in situations where personal injury or property damage to others results from wrongful or negligent acts or omissions of employee acting within scope of employment; claimants sustaining injury or property damage due to activities of CPSC or its employees.

Categories of records in the system:

These records contain claims for money damages, accident and investigative reports, and correspondence and other documents concerning claims or potential claims.

Authority for maintenance of the system:

31 U.S.C. 3721; 28 U.S.C. 1346(b), 2672.

Purpose(s):

(a) For processing claims and litigation under the Federal Tort Claims Act or the Military Personnel and Civilian Employee's Claims Act; (b) for preparation of reports.

Routine uses of records maintained in the system, including categories of users and the purposes of such uses:

1. Disclosure may be made to a congressional office from the record of an individual in response to an inquiry from the congressional office made at the request of that individual.

2. Information from a record in this system of records may be disclosed to a person or entity having a legal interest in the claim.
3. Information may be disclosed to federal, state, or local law authorities, court authorities, administrative authorities, for use in connection with civil, criminal, administrative, and regulatory proceedings and actions relating to the claim.
4. Disclosure may be made to appropriate agencies, entities, and persons when: (1) CPSC suspects or has confirmed that the security or confidentiality of information in the system of records has been compromised; (2) CPSC has determined that as a result of the suspected or confirmed compromise, there is a risk of harm to the security or integrity of this system or other systems or programs (whether maintained by CPSC or another agency or entity) that rely upon the compromised information; and (3) the disclosure made to such agencies, entities, and persons is reasonably necessary to assist in connection with the CPSC's efforts to respond to the suspected or confirmed compromise and prevent, minimize, or remedy such harm.

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

Storage:

Records are maintained in hard copy.

Retrievability:

Records are indexed alphabetically by name of individual claimant.

Safeguards:

Records are maintained in a file cabinet in a secured area. Access to such area is limited to persons whose official duties require such access.

Retention and disposal:

Records are retained permanently.

System manager(s) and address:

General Counsel, Consumer Product Safety Commission, 4330 East West Highway, Bethesda, MD 20814.

Notification procedure:

Freedom of Information/Privacy Act Officer, Office of the Secretariat, Consumer Product Safety Commission, 4330 East West Highway, Bethesda, MD 20814.

Record access procedures:

Same as notification.

Contesting record procedures:

Same as notification.

Record source categories:

Information is provided by: (1) The individual to whom the record pertains; (2) CPSC and/or its employees; (3) affidavits, statements, or testimony of witnesses; (4) official documents relating to the claim; (5) correspondence from organizations or persons involved.

SYSTEM NAME

CPSC-4, Hotline Database

System location:

Systems Integration Incorporated, 8201 Corporate Drive, Suite 300, Landover, MD 20785.

Categories of individuals covered by the system:

Persons who contact the Consumer Product Safety Commission to report a consumer product associated injury, illness, death, incident, or perceived hazard associated with consumer products and other persons identified by the reporting persons as victims of consumer product associated incidents.

Categories of records in the system:

Information about accidents, injuries, illnesses, deaths, and suspected safety hazards associated with consumer products. The records contain free-form narratives, and a variety of fields dedicated to specific data about different types of products or incidents. Records contain personal information, such as the name, address, and telephone number of the person submitting the information, and in some cases, the name of the victim, if different.