Framework of Considerations for Streamlining the Terrorism-Related Information Sharing and Access Agreement Development Process and Incorporating Privacy, Civil Rights, and Civil Liberties Best Practices

## APPENDIX A
## THE FAIR INFORMATION PRACTICE PRINCIPLES (FIPPS)

| FIPPs Incorporated in the Privacy Act[1] | |
|---|---|
| **Notice** | Requires agencies to post public notices explaining the manner in which personally identifiable information (PII) contained in a system of records is collected, used, protected, shared, and disposed. |
| **Right of Access and Correction** | Generally affords individuals the right to view information federal agencies collect about them and to request correction of information they believe is not accurate, relevant, timely, or complete. |
| **Collection Limitations** | Places limits on the PII that an agency may collect by requiring that it be relevant to authorized agency purposes and that, to the extent possible, it be collected directly from the individual who is the subject of the information. |
| **Data Quality** | Requires federal agencies to maintain records with the degree of accuracy, relevance, timeliness, and completeness as is necessary for their intended use. |
| **Consent to Sharing** | Requires that agencies share information about individuals only with the consent of the individual or, absent consent, only as specifically provided by the statute. |
| **Security** | Requires federal agencies to implement administrative, technical, and physical controls as needed to protect information collected and maintained in agency systems against loss, unauthorized access, disclosure, modification, use, or destruction. |
| **Accountability** | Prescribes civil and criminal penalties that may be imposed on federal agencies and employees and contractors of federal agencies for failing to comply with the statute's requirements. |

[1] For further information about the FIPPs, see Section II.B.