

BGFRS—13

System name. FRB—Federal Reserve System Bank Supervision Staff Qualifications

System location.

Board of Governors of the Federal Reserve System
20th Street and Constitution Avenue, NW
Washington, DC 20551

Some information is collected and maintained, on behalf of the Board, by the twelve Federal Reserve Banks.

Categories of individuals covered by the system. Past and present bank supervision staff (including bank examiners) employed by the Federal Reserve System.

Categories of records in the system. Information relating to the skills, qualifications, training, and experience of bank supervision staff, and information regarding past and present assignments and current availability of individual bank supervision staff employees.

Authority for maintenance of the system. Sections 10, 11, and 21 of the Federal Reserve Act (12 USC 244, 248, and 483).

Purpose(s). These records are collected and maintained to assist the Board in performing its statutory duty to examine state member banks, bank holding companies, financial holding companies and affiliates of such institutions. The information is used to assist in career development of examiners and other bank supervision staff. The information also aids the Board and the Reserve Banks in selecting qualified bank supervision staff for particular assignments.

Routine uses of records maintained in the system, including categories of users and the purposes of such uses. General Routine uses A, B, C, D, E, F, G, H, I, and J apply to this system. Records may also be used to disclose information to Federal Reserve Banks in connection with work performed on behalf of the Board or training provided by the Federal Reserve System.

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

Storage. Records are stored in paper and electronic form.

Retrievability. Records can be retrieved by the name or a unique assigned identification number for the individual on whom they are maintained.

Access Controls. Access to records is limited to those whose official duties require it. Paper records are secured by lock and key and electronic records are password protected.

Retention and disposal. All records are made inactive when the employee leaves the Federal Reserve System and are retained for five years after the record becomes inactive.

System managers and address.

Division Director, Banking Supervision and Regulation, and
Division Director, Consumer and Community Affairs
Board of Governors of the Federal Reserve System
20th Street and Constitution Avenue, NW
Washington, DC 20551

Notification procedures. An individual desiring to learn of the existence of, or to gain access to, his or her record in this system of records shall submit a request in writing to the Secretary of the Board, Board of Governors of the Federal Reserve System, 20th Street and Constitution Avenue, NW, Washington, DC 20551. The request should contain: (1) a statement that it is made pursuant to the Privacy Act of 1974, (2) the name of the system of records expected to contain the record requested or a concise description of such system of records, (3) necessary information to verify the identity of the requester, and (4) any other information that may assist in the rapid identification of the record for which access is being requested.

Record access procedures. Same as “Notification procedures” above.

Contesting record procedures. Same as “Notification procedures” above except that the envelope should be clearly marked “Privacy Act Amendment Request.” The request for amendment of a record should: (1) identify the system of records containing the record for which amendment is requested, (2) specify the portion of that record requested to be amended, and (3) describe the nature of and reasons for each requested amendment.

Record source categories. Information is provided by the individual to whom the record pertains and personnel and training records regarding the individual that are maintained by the Board and Federal Reserve Banks.

Exemptions claimed for the system. Certain portions of this system of records may be exempt from 5 USC 552a(c)(3), (d), (e)(1), (e)(4)(G), (H), and (I), and (f) of the Privacy Act pursuant to 5 USC 552a(k)(5).