

Date of Approval: 02/19/2025
Questionnaire Number: 1936

Basic Information/Executive Summary

What is the name of your project (system, database, pilot, product, survey, social media site, etc.)?

Federal Bureau of Prisons RPA Auto Research

Business Unit

Small Business and Self Employed

Preparer

For Official Use Only

Subject Matter Expert

For Official Use Only

Program Manager

For Official Use Only

Designated Executive Representative

For Official Use Only

Executive Sponsor

For Official Use Only

Executive Summary: Provide a clear and concise description of your project and how it will allow the IRS to achieve its mission.

Revenue Officer and Criminal Investigation (CI) Conditions of Probation (COP) Coordinator use the Bureau of Prisons website (www.bop.gov) to get the release date, location, and probation officer information for prisoners. The process takes 30 to 45 minutes per case and each division runs similar information for prisoners. That is a redundant effort conducted by different divisions, and research could be used on collection and compliance and delay due to under-staffing causing untimely assessment & collection of restitution and compliance delay. The Federal Bureau of Prisons Research automation will provide different options of querying prisoners information using BOP website which provides flexibility for the users. The report output will be distributed to the appropriate divisions using their email group. The automation benefits are as follows.

- Reduce or eliminate research time from different IRS divisions.
- Expedite the assessment and collection of restitution.
- Accelerate compliance of conditions of probation investigation.
- Free up resources to work on high priority cases.
- Allow to research BOP data as often as necessary instead of once a year.
- Minimize input

errors, more accuracy in recording payment data. The business unit is SBSE, and divisions are Collection Advisory and Criminal Investigation-Financial Crimes.

Personally Identifiable Information (PII)

Will this project use, collect, receive, display, store, maintain, or disseminate any type of Sensitive but Unclassified (SBU), Personally Identifiable Information (PII), or Federal Tax Information (FTI)?

Yes

Please explain in detail how this project uses sensitive data from inception to destruction (data lifecycle).

The Revenue Officer and Criminal Investigation (CI) Conditions of Probation (COP) Coordinator will create a spreadsheet with prisoners' full name and date of birth which will be used to get prisoners' release date, BOP register number, full name, location, probation officer name, and probation officer phone number using Federal Bureau of Prisons (www.bop.gov) website.

Please select all types of Sensitive but Unclassified data (SBU)/Personally Identifiable Information (PII)/Federal Tax Information (FTI) that this project uses.

Other

Please explain the other type(s) of PII that this project uses.

Date of birth

Cite the authority for collecting SBU/PII/FTI (including SSN if relevant).

PII for personnel administration - 5 USC

SSN for tax returns and return information - IRC section 6109

Product Information (Questions)

1 Is this PCLIA a result of the Inflation Reduction Act (IRA)?

Yes

1.1 What is the IRA Initiative Number?

4.3

2 Describe in detail, the Robotic Process Automation (RPA) process; be sure to identify the project title and business unit owner; state what IRS Strategy or initiative it supports; identify the system or process it supports and if PII will be required for the RPA to run; identify activities and workflow controls with the type and capabilities that will be incorporated; lastly indicate how the service benefits from the use of this RPA. (Process, Library, Test Automation, Template.)

RPA process title is Federal Bureau of Prisons Research. The Business unit is Small Business/Self-Employ (SB/SE). The initiative is the IRS Digitization and Modernization Effort (DME) program. The Federal Bureau of Prisons Research automation process allows to the Revenue Officer and CI COP Coordinator to get the prisoners release date and associated information for Collection and Criminal Investigation divisions. The report output will be distributed by email using the provided email group. The automation will reduce or eliminate research time from 3 different IRS divisions, expedite the assessment and collection of restitution, accelerate compliance of conditions of probation investigation, and minimize input errors, more accuracy in recording payment data.

3 Is this a new Robotic Process Automation (RPA) project?

Yes

4 Identify the IRS IT systems, applications, projects, and/or databases this RPA is applied to; include the associated system name.

The automation is using the Federal Bureau of Prison (www.bop.gov) website which is a public site.

5 Identify why the use of SBU/PII/FTI is required; include any type of Sensitive But Unclassified (SBU), Personally Identifiable Information (PII), or Federal Tax Information (FTI) that this project will create, collect, receive, use, process, maintain, access, inspect, display, store, disclose, disseminate, or dispose of.

The prisoners date of birth has been used by the 2 IRS divisions to search the prisoner's information using the Federal Bureau of Prison website and the automation will continue to perform the same process.

6 Is your RPA Attended/Unattended?

Attended Automation

7 Is this RPA process converting from paper to electronic format or automating a process currently performed by a human?

Yes

7.1 Explain the process being replaced/automated.

It is automating the getting the prisoners' release date and associated information based on the selected input values.

8 Indicate what level of complexity the RPA is classified as and if you were required to register with One Solution Delivery Lifecycle (OneSDLC) or not, or indicate if Information Technology's (ITs) Technical Insertion process was used for approval of this RPA.

Medium complexity project and is registered with OneSDLC.

9 Will connections or interdependencies be established for this RPA?

No

10 Indicate who has or will have permission to access the data and how users are authenticated.

Collection Advisory and Criminal Investigation-Financial Crimes

11 Indicate if BEARS entitlements are required for access and if PUMAS (Privileged User Management Access System) control management is applied for granting access to the system(s)? If BEARS/PUMAS are not applied, indicate what access controls are in place.

There is no need for BEARS request since BOP is a public website.

12 Identify the maintenance tasks or updates performed; state whether or not the maintenance tasks are inherited from the host (UiPath Platform), or you are using customized maintenance activities.

It is using UiPath Platform.

13 Indicate if this product or system shares data outside of the United States or its territories.

No

14 Indicate if this system or Robotic Process Automation (RPA) is trained through the use algorithms; indicate if the algorithm used contains data with a sensitivity classification. (Sensitive but unclassified data might include algorithms, methods, system data, or PII/FTI that could be used to re-identify a person.)

No

15 Describe this system's (RPAs) audit trail process in detail; include location of supporting documents (SPLUNK). Note: Upload of this document is required.

UiPath provides the audit trails at the organization/tenant level and these logs are stored in Microsoft Structured Query Language (mssql) database. UiPath also provides an integration to external log products like SPLUNK. And managed service uses SPLUNK as the log aggregator, and all the UiPath logs are fed into Integrated Enterprise Portal (IEP) SPLUNK and IEP SPLUNK is connected to IRS SPLUNK. Any logs going to IEP SPLUNK will be forwarded to IRS SPLUNK. Location for Integrated Enterprise Portal (IEP) SPLUNK is as follows: Integrated Enterprise Portal (IEP) Splunk hostname: <https://laco-irs.mgt.afsiep.net/> Index: service_fabric_prod Source: rancher:uipath:audit. The

BOP website is a public website and once retrieving the data, we are not storing the data in any database.

Systems of Records Notices (SORNs)

SORN Number & Name

IRS 21.001 - Tax Administration Advisory Services Resources Records

Describe the IRS use and relevance of this SORN.

IRS 34.037 - Audit Trail and Security Records

Records Retention

What is the Record Schedule System?

Record Control Schedule (RCS)

What is the retention series title?

Criminal Investigation Connections System (CI CONNECTIONS)
- Formerly, Criminal Investigating Commun

What is the GRS/RCS Item Number?

GRS/RCS 30 Item 76

What type of Records is this for?

Both (Paper and Electronic)

Please provide a brief description of the chosen GRS or RCS item.

Input onto CI Connections SharePoint site containing data from BOP.gov related to IRS Condition of Probation's inmate prison release date. Series title: Criminal Investigation Connections System (CI CONNECTIONS) - Formerly, Criminal Investigating Communities Accessing and Sharing Expertise System (CI CASE).

What is the disposition schedule?

Delete/Destroy after 5 years or when no longer needed for operational purposes, whichever is later.