

CHARTER  
U.S. DEPARTMENT OF EDUCATION  
DATA INTEGRITY BOARD

AUTHORITY

The U. S. Department of Education's (Department's) Data Integrity Board (the Board) is established in accordance with the provisions of P.L. 100-503, the Computer Matching and Privacy Protection Act of 1988 (the Act) and Office of Management and Budget (OMB) guidance thereon entitled "Final Guidance Interpreting the Provisions of Public Law 100-503, the Computer Matching and Privacy Protection Act of 1988," 54 FR 25818 (June 19, 1989).

PURPOSE AND FUNCTION

The Board shall: (1) review, approve, and maintain all Departmental computer matching agreements, (2) review annually agreements in which the Department has received or provided records for matching programs in order to ensure compliance with relevant laws, regulations, and guidelines, assess the costs and benefits of those programs, and determine if the matching programs should be continued, (3) review the Department's record-keeping and disposal policies and practices for matching programs, (4) provide interpretation and guidance to Department staff on the requirements of the Privacy Act of 1974, as amended (Privacy Act) for matching programs, (5) serve as the Department's clearinghouse for receiving and giving information on the accuracy, completeness, and reliability of records used in matching programs, (6) report computer matching agreements to Congress and to OMB, and (7) submit an annual report on the Department's matching activities to the Secretary and to OMB, and make the report available to the public upon request. The Board may also review and report on any Department matching activities that are not defined as matching programs under the Act.

STRUCTURE

The Board shall consist of six Department senior officials, as designated by the Secretary of Education (Secretary) in this Charter. The Board's Chairperson is the Senior Agency Official for Privacy (SAOP) as the SAOP oversees and is responsible for the implementation of the Department's Privacy Act functions. The Deputy Chief Operating Officer of Federal Student Aid, the Inspector General, and the Chief Information Officer also serve on the Board. The remaining two members of the Board are the Principal Officers or designated senior officials who report directly to the Principal Officers from the Office of the General Counsel and the Office of Postsecondary Education. Mandatory board members and Non-Presidential appointees are not authorized to redelegate their authority to approve or deny computer matching agreements. An appointment, other than one required by the Act, may be terminated by the Secretary at any time.

The Board's chairperson may assign to one or more Board members tasks in connection with the Board's responsibilities for implementation of the Act.

Information, staff, and other assistance shall be made available to the Board as deemed appropriate by the SAOP. With the exception of the approval and denial of computer matching agreements, which may not be delegated by the Board, the Board may direct staff to carry out Board actions such as compiling reports, advising program officials, and maintaining and disseminating information on the accuracy and reliability of data used in matching programs. Staff will also assist the Board by providing planning, monitoring, and assessment functions necessary to develop, implement, and operate a comprehensive data integrity program for the Department.

### MEETINGS

The Board shall meet at the call of the Chairperson, after reasonable notice to all of the Board's members.

The Board may conduct its business through meetings of its members, provided that a quorum of four members is present to vote. Alternatively, the Board may conduct business by voting on proposals circulated for approval to members, provided that at least four members respond to the proposed action. Any action by the Board requires a majority of the members taking the action.

### REPORTS

The Board reports matching agreements to Congress and to OMB and submits an annual report on the Department's matching activities to the Secretary and to OMB. Other status reports may be submitted as needed.

### AMENDMENTS

This charter may be amended from time to time as deemed appropriate by the Secretary.

Approved:

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Date

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Betsy DeVos,  
Secretary of Education