



Privacy Act of 1974  
System of Records Notice  
U.S. Railroad Retirement Board

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Name	<b>RRB-19: Transit Benefit Program Records System</b> .....
Federal Register	<a href="#">79 FR 58886</a>
Effective Date	December 1, 2014
System Location	U.S. Railroad Retirement Board, 844 North Rush Street, Chicago, Illinois 60611-2092.
Security Classification	None.
Categories of Individuals Covered by the System	Supporting documentation relating to participation in the agency's transit benefit program.
Categories of Records in the System	Supporting documentation relating to participation in the agency's transit benefit program.
Authority for Maintenance of the System	<a href="#">5 U.S.C. § 301</a> , <a href="#">5 U.S.C. § 1302</a> ; <a href="#">26 U.S.C. § 132(f)</a> ; and <a href="#">Executive Order 9397</a>
Purpose(s)	The purpose of this system is to maintain employee data related to eligibility and participation in the agency's transit benefit program.
Routine Uses of Records Maintained in the System, Including Categories of Users and Purposes of Such Uses	Transit benefit program documentation may be furnished to the Internal Revenue Service for tax administration purposes.
Disclosure to Consumer Reporting Agencies	None.
Policies and Practices for Storing, Retrieving, Accessing, Retaining, and Disposing of Records in the System	
Storage	Magnetic tape and Magnetic disk*.  * Change from RRB-19 published on Dec 1, 2014 from paper to electronic.
Retrievability	Name of Individual.
Safeguards	Magnetic tape and disks: Computer and computer storage rooms are restricted to authorized personnel; on-line query safeguards include a lock/unlock password system, a terminal oriented transaction matrix, role based access controls and audit trail. For computerized records electronically transmitted between headquarters and field office locations, system securities are established in accordance with National Institute of Standards and Technology (NIST) guidelines, including network monitoring,



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Name	<b>RRB-19: Transit Benefit Program Records System</b> ..... defenses in-depth, incident response and forensics.
Retention and Disposal	Retained for three years and then securely purged in accordance with NIST guidelines.
System Manager(s) and Address	Chief Financial Officer, U.S. Railroad Retirement Board, 844 North Rush Street, Chicago, Illinois. 60611- 2092.
Notification Procedure	Requests for information regarding an individual's record should be in writing addressed to the System Manager identified above, including the full name and social security number of the individual. Before information about any record will be released, the System Manager may require the individual to provide proof of identity or require the requester to furnish an authorization from the individual to permit release of information.
Record Access Procedure	See Notification section above.
Contesting Record Procedure	See Notification section above.
Record Source Categories	Form G-409 Railroad Retirement Board Request for Reimbursement of Commuting Expenses and Form G-410, Railroad Retirement Board Transportation Benefit Program Application.
Exemptions Claimed for the System	None.