



U.S. Department of Transportation

ITS 4 US

The logo for ITS 4 US. The letters 'ITS' and 'US' are in a dark grey, bold, sans-serif font. The number '4' is in a blue, bold, sans-serif font and is stylized with a dashed orange line running through it from the top-left to the bottom-right. There are two red location pin icons: one at the top of the '4' and one at the bottom of the '4'. A solid orange horizontal line is positioned below the 'ITS 4 US' text.

IT'S TRANSPORTATION FOR ALL OF US

Task 2-C:

Data Privacy and Data Management Plan



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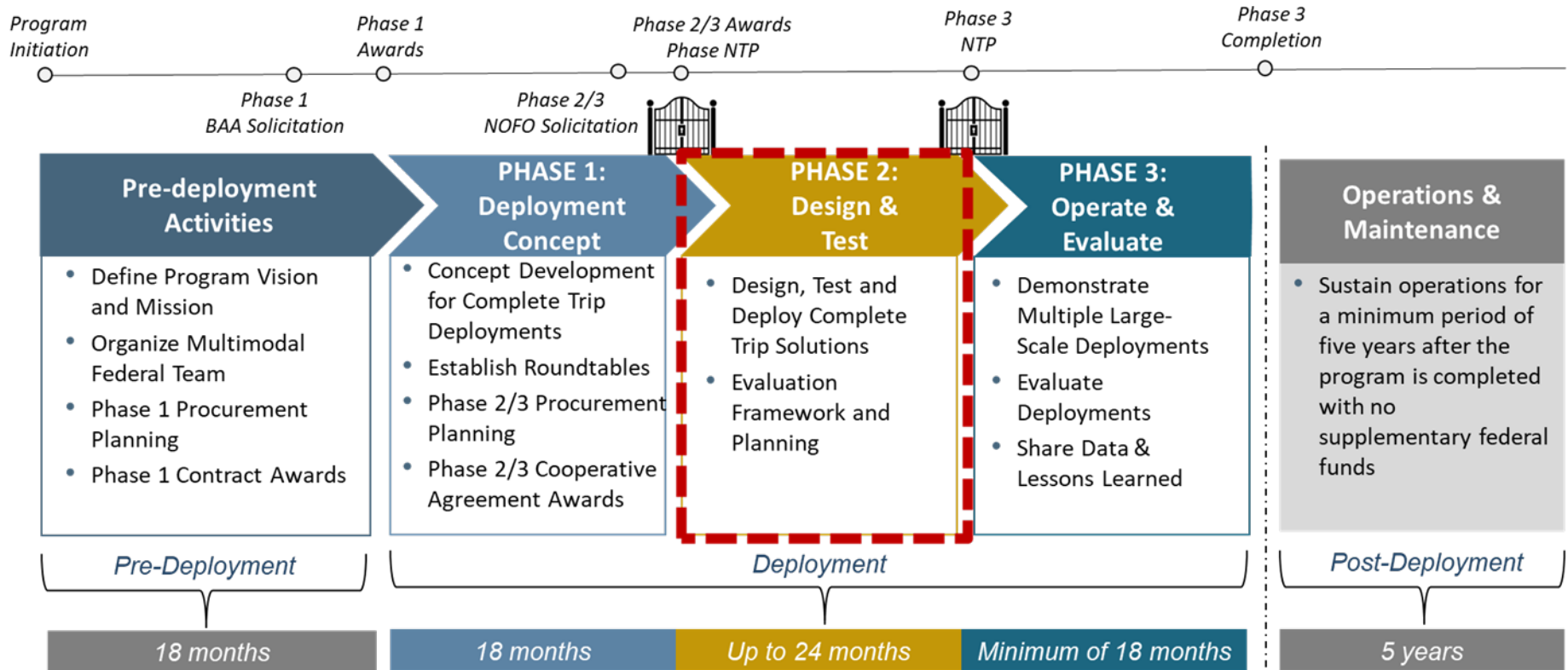
ITS4US Program Overview

- A USDOT Multimodal Deployment effort, led by ITS JPO and supported by OST, FHWA and FTA
- Supports multiple large-scale replicable deployments to address the challenges of planning and executing all segments of a complete trip

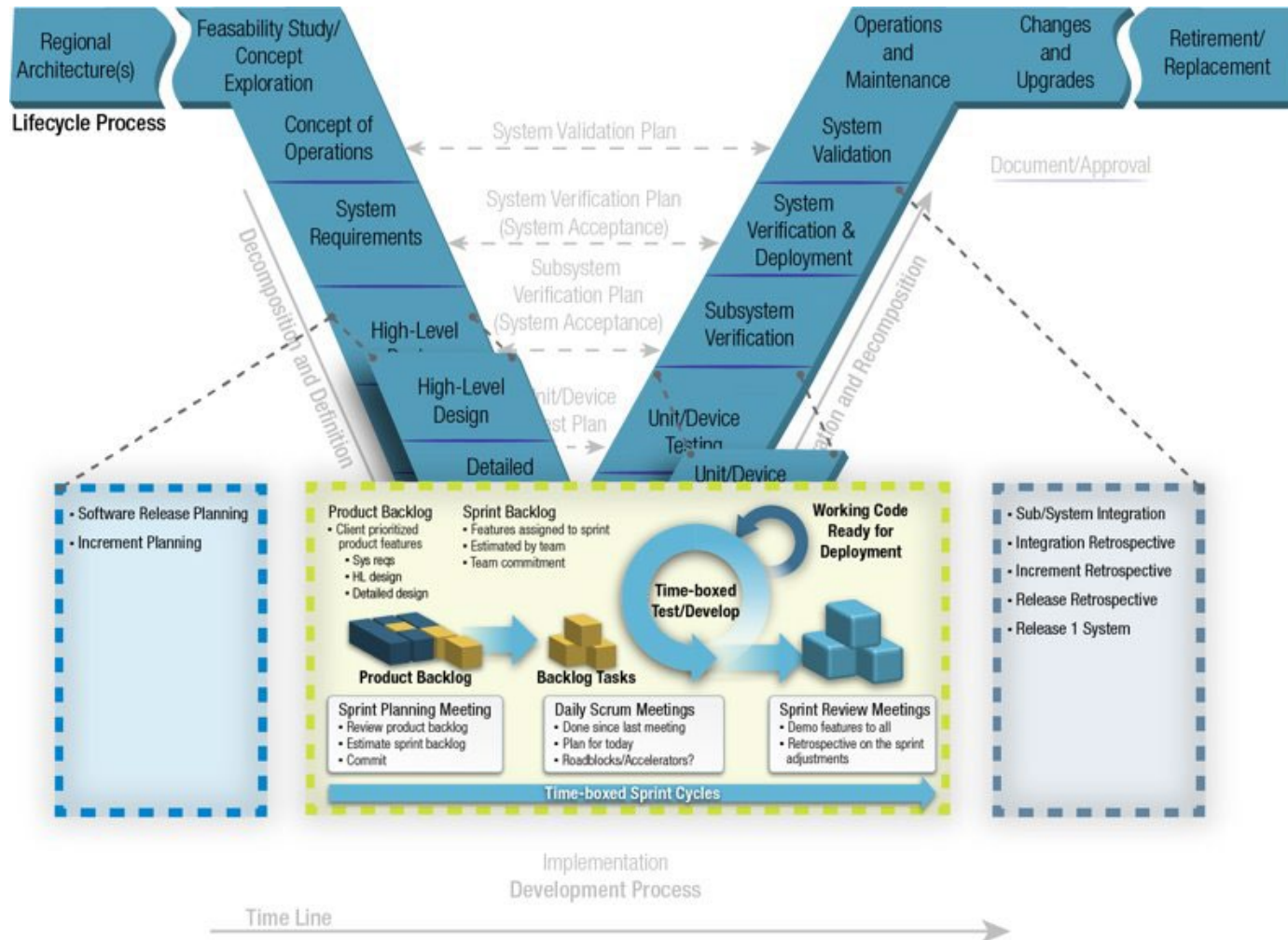


Vision: Innovative and integrated complete trip deployments to support seamless travel for all users across all modes, regardless of location, income, or disability

Deployment Phases



Systems Engineering “Vee” Diagram



(Source: FHWA 2007 and modified by Noblis 2017)

Task 2-C: Data Privacy and Data Management Planning



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Task 2-C: Data Management Planning

Task 2-C extends from Month 1 to Month 7. This task plans document how data will be collected, integrated, managed, protected, and disseminated during Phase 2 and Phase 3. This includes real-time and archived data (specifically identifying data to be publicly shared) in systems managed by the Recipient and its partners.

Deliverables

- 1. Data Privacy Plan (DPP)***
- 2. Phase 2 Data Management Plan (DMP)***
- 3. Notice of Privacy Management Consistency***



Task 2-C Deliverables*

1. Data Privacy Plan

- Draft. - Award + 2.5 months
- Comments - Award + 3.5 months
- Final - Award + 4 months

2. Phase 2 Data Management Plan (DMP)

- Draft. - Award + 5 months
- Comments - Award + 6 months
- Final - Award + 7 months

3. Notice of Privacy Management Consistency (Signed letter to USDOT only)

- Final - Award + 4 months

*All dates are based on proposed schedule in the NOFO

Deployment Phases and Document Development



Data Management Details

Rough

Defined

- Initial assessment of internal and external data format and sources
- Potential PII is determined
- Data management process should be clear
- Data agreements may not be confirmed
- IRB requirements may not be known

- Sample Data is collected and provided to USDOT
- Data schema and Metadata are defined
- Data Agreements are confirmed
- IRB, USDOT, and state requirements are addressed
- Systems are fully defined
- Baseline data maybe collected

- Live Data is collected
- Public Data and Metadata provided to USDOT
- DMP is finalized

Relationship between the Phase 1 DMP and Phase 2 DPP and DMP

Phase 1

Data Management Plan (DMP)

Covered Rough Details on Data Management, Privacy and Security Information

Phase 2

Data Privacy Plan (DPP)

- Access Requirements
- Security Assessment Threat Assessment
- Data Sharing/IRB
- Technical Security Controls
- Policy Security Controls
- Subcontractor Compliance

Data Management Plan (DMP)

- Management Plan
- Schedule
- Data Structure
- Stewardship and Owners
- Standards
- Performance Measure/Baseline
- Metadata

Phase 2 DMP and DPP

- Data Privacy Plan (DPP)
 - New Document using parts of the Phase 1 DMP and is consistent with PMESP, HUAS, and ConOps
 - Focuses on privacy and security including information from IRB and USDOT
 - DPP should NOT address state and local laws

- Phase 2 Data Management Plan (DMP)
 - Builds off Phase 1 DMP but provides more details
 - Adds sections on quality control and performance measure data

- Crosscutting (both DPP and DMP)
 - Data system description
 - Context Diagram
 - Re-Use/Sharing

Notice of Privacy Management Consistency

- **Privacy Management Plan**

- NOT a deliverable to USDOT under this agreement
- Privacy Management Plan can and should reference the material in the Data Privacy Plan (DPP).
- Privacy Management Plan includes details on state and local considerations and includes the plan to adhere to these state and local laws not covered in the DPP.

- **Notice of Privacy Management Consistency** - The Recipient is **responsible only for submitting a Notice of Privacy Management Consistency** (a one-page letter) to DOT. This informs DOT that a Privacy Management Plan has been completed prior to the finalization of the Data Privacy Plan.

Lessons Learned – CV Pilots

- Assess data collection needs and requirements.
- Have a plan for how the data will be handled both during and post-deployment.
- Implement data collection procedures and techniques that reduce the burden on the communications network and account for the limitations of backhaul bandwidth.
- Plan accordingly for data storage requirements.
- Adopt a metadata standard that all data providers agree to and comply with.

Source: https://www.its.dot.gov/pilots/cvp_design_test.htm

Tools and Support

USDOT Tools and Support

- DMP guidance <http://ntl.bts.gov/publicaccess/creatingaDMP.html>
- DOT Privacy Policy <https://www.transportation.gov/individuals/privacy/dot-privacy-policy>
- DOT Public Access Plan <https://www.transportation.gov/mission/open/official-dot-public-access-plan-v11>
- ITS Reference Architecture https://www.its.dot.gov/research_archives/arch/index.htm
- Connected Vehicles (CV) Pilots Lessons Learned <https://www.its.dot.gov/pilots/success.htm>
- ITS CodeHub <https://its.dot.gov/code/>
- ITS DataHub <https://its.dot.gov/data/>

Other Sources of Support

- NIST Federal Information Processing Standards (FIPS) classification <https://www.nist.gov/standardsgov/compliance-faqs-federal-information-processing-standards-fips>
- General Transit Feed Specification (GTFS) - <https://gtfs.org>

ITS4US Contact Information

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Visit the ITS4US Deployment Program Website:

<https://its.dot.gov/its4us/>

ITS4US Deployment Program Video

<https://youtu.be/pztl1lRyXAc>

