

ATTACHMENT B

HSPD-12 REPORTING TEMPLATE

I. General Information	
Submission Date:	
Agency/Department Name:	
Agency HSPD-12 Point of Contact:	
Phone Number:	Email:

II. Timeline			
1) Planned date for compliance with Part 1, Personal Identity Verification (PIV) I:			
2) Agency is undergoing a full migration (e.g. has no existing electronic personal identity verification system)	Yes	No	Comments:
3) Agency is migrating a legacy system (e.g. has a deployed/or is in the process of deploying electronic identity credentials i.e. smart cards)	Yes	No	Comments:
4) Planned Date to implement Part 2, PIV II (i.e. starting to issue compliant cards):			
5) Date for full compliance with HSPD-12 (All employees/contractors using a compliant card):			

III. Agency Implementation of FIPS 201 Part 1: PIV I						
Scale: 1 – Not started 2 – Planning in progress 3 – Planning complete 4 – Implementation in progress 5 – Implementation complete						
Instructions: Place an “x” in the column that corresponds to your agency’s current environment.	1	2	3	4	5	Planned completion date
1) Identification Issued based on sound criteria for verifying an individual's identity						
a) Approved credential issuance and maintenance process, as defined in FIPS 201 section 2.0.						
b) National Agency Check with Inquiries (NACI) or equivalent is initiated prior to credential issuance.						
c) National Agency Check (NAC) or equivalent is completed within 60 days of before credential issuance.						
d) Controls are in place to ensure all individuals to whom your agency ID is issued are the same intended applicants/recipients, approved by the appropriate authority.						
e) Training is provided for all roles associated with your approved identity proofing and issuance processes.						
Comments:						

IV. Agency Implementation FIPS 201 Part 2: PIV II		
Scale: 1 – Not started 2 – Planning in progress 3 – Planning complete 4 – Implementation in progress 5 – Implementation complete		
1) Do you have an implementation plan developed to meet the FIPS 201 PIV II technology card specification?	Yes	No
		If no, when?

a) If yes, describe your high level milestones.

	1	2	3	4	5	Planned completion date
2) Identification that is issued only by providers whose reliability has been established by an official accreditation process						
a) PIV credentials are issued through systems and providers whose reliability has been established by the Agency, and documented and approved in writing, i.e., accredited.						
b) Providers (services and/or systems) of components in the credentialing system comply with all applicable Federal Acquisition regulations or other applicable purchasing authority.						
Comments						

	1	2	3	4	5	Planned completion date
3) Identification that is strongly resistant to identity fraud, tampering, counterfeiting, and terrorist exploitation						
a) All agency ID's issued with FIPS 201 visible external security features.						
Comments:						

	1	2	3	4	5	Planned completion date
4) Identification that can be rapidly authenticated electronically						
a) All agency ID's are issued with FIPS 201 electronic security features.						
b) Agency employees and contractors routinely use these electronic security features to gain access to facilities and/or systems (or "to authenticate identity").						
Comments:						

	1	2	3	4	5	Planned completion date
5) Using PIV credential for physical and logical access to Federally controlled facilities and information systems						

a) All credentials issued by your agency contain a biometric and can be electronically authenticated to the holder using a biometric match.						
b) All credentials issued by your agency have the capability to be electronically verified to determine the employee/contractor is in good standing (i.e., the credential has not been revoked).						
c) My agency will authenticate another agency's FIPS 201 compliant credentials for access to my facility.						
d) My agency will authenticate another agency's FIPS 201 compliant credentials for logical access to an information system (where necessary).						
Comments:						

V. Security and Privacy

**Scale: 1 – Not started 2 – Planning in progress 3 – Planning complete
4 – Implementation in progress 5 – Implementation complete**

1) Provide the name of the individual responsible for privacy matters in implementing HSPD-12.

Name:						
Title:						
	1	2	3	4	5	Anticipated completion date
2) Agency meets all security and privacy control objectives						
a) Ensures personal information contained in Privacy Act systems of records related to HSPD-12 are handled in a manner consistent with the Privacy Act of 1974.						
b) Has completed a comprehensive privacy impact assessment the IT systems used to implement HSPD-12.						
c) Has updated agency system of records notice (related to HSPD-12) to reflect any changes in the disclosure of information to other Federal agencies (i.e. routine uses).						
d) Is collecting information to conduct background checks with OMB approval under the Paperwork Reduction Act (where appropriate).						
e) Identification privacy policy is developed, implemented and posted in appropriate locations (e.g., agency intranet site, human resource offices, regional offices, etc.).						
Comments:						

VI. Special Security Risk Provision

1) Agency is planning to issue credentials under the special security risk provision.

Yes	No	If yes, how many?
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VII. Status

	Complete		If No, when?
	Yes	No	
1) On October 27, 2005 my agency will be compliant with Part 1 of the Standard. (i.e. will implement a FIPS 201 compliant enrollment and issuance process)			
2) On October 27, 2006 my agency will be compliant with Part 2 of the Standard. (i.e. will begin issuing and utilizing FIPS 201 compliant credentials)	Yes	No	
Name:			
Title:			