# Reusable Component Library System Security Plan

# NIST SP 800-53 Revision 4 Privacy

## DM: Data Minimization and Retention

### DM-1: MINIMIZATION OF PERSONALLY IDENTIFIABLE INFORMATION

"The organization:  
 a. Identifies the minimum personally identifiable information (PII) elements  
that are relevant  
 and necessary to accomplish the legally authorized purpose of collection;  
 b. Limits the collection and retention of PII to the minimum elements  
identified for the purposes  
 described in the notice and for which the individual has provided consent;  
and  
 c. Conducts an initial evaluation of PII holdings and establishes and  
follows a schedule for  
 regularly reviewing those holdings [Assignment: organization-defined  
frequency, at least  
 annually] to ensure that only PII identified in the notice is collected  
and retained, and that the  
 PII continues to be necessary to accomplish the legally authorized  
purpose."

##### Privacy

Project does not collect or maintain PII and therefore does not directly address this control though it may address it indirectly. The data collected (email address, first and last name) is demonstrably a minimum.

### DM-2: DATA RETENTION AND DISPOSAL

"The organization:  
 a. Retains each collection of personally identifiable information (PII)  
 for [Assignment: organization-defined time period] to fulfill the purpose(s) identified in the notice or as  
 required by law;  
 b. Disposes of, destroys, erases, and/or anonymizes the PII, regardless  
 of the method of storage, in accordance with a NARA-approved record retention  
 schedule and in a manner that prevents loss, theft, misuse, or unauthorized access; and  
 c. Uses [Assignment: organization-defined techniques or methods] to ensure  
 secure deletion or destruction of PII (including originals, copies, and   
 archived records)."

##### Privacy

Project does not collect or maintain PII and therefore does not directly address this control though it may address it indirectly.

### DM-3: MINIMIZATION OF PII USED IN TESTING, TRAINING, AND RESEARCH

"The organization:  
 a. Develops policies and procedures that minimize the use of personally identifiable information  
 (PII) for testing, training, and research; and  
 b. Implements controls to protect PII used for testing, training, and research."

##### Privacy

Project does not collect or maintain PII and therefore does not directly address this control though it may address it indirectly.