

*Name:* Board of Visitors for the National Fire Academy.

*Dates of Meeting:* October 10–12, 1996.

*Place:* Building G Conference Room, National Emergency Training Center, Emmitsburg, Maryland.

*Time:*

October 10, 1996, 8:30 a.m.–5:00 p.m.

October 11, 1996, 8:30 a.m.–9:00 p.m.

October 12, 1996, 8:30 a.m.–5:00 p.m.

*Proposed Agenda:* October 10–12: Prepare the 1996 Annual Report and Review National Fire Academy Program Activities.

**SUPPLEMENTARY INFORMATION:** The meeting will be open to the public with seating available on a first-come, first-served basis. Members of the general public who plan to attend the meeting should contact the Office of the Superintendent, National Fire Academy, U.S. Fire Administration, 16825 South Seton Avenue, Emmitsburg, MD 21727, (301) 447-1117, on or before October 1, 1996.

Minutes of the meeting will be prepared and will be available for public viewing in the Office of the Administrator, U.S. Fire Administration, Federal Emergency Management Agency, Emmitsburg, MD 21727. Copies of the minutes will be available upon request 30 days after the meeting.

Dated: September 11, 1996.

Carrye B. Brown,

*U.S. Fire Administrator.*

[FR Doc. 96-24321 Filed 9-20-96; 8:45 am]

BILLING CODE 6718-01-P-M

### **Privacy Act of 1974; Proposed Amended Routine Use; Disaster Recovery Assistance Files**

**AGENCY:** Federal Emergency Management Agency (FEMA).

**ACTION:** Notice of proposed amended routine use.

**SUMMARY:** The Federal Emergency Management Agency gives notice of a proposed amended routine use to be added to an existing system of records entitled, FEMA/REG-2, Disaster Recovery Assistance Files.

**DATES:** We invite comments on this proposed amended routine use. Please submit written comments by October 23, 1996. The proposed amended routine use and other modifications to this system, as stated, shall become effective 45 days from the date of this publication, without further notice, unless comments necessitate otherwise.

**ADDRESSES:** Please address comments to the Rules Docket Clerk, Office of the General Counsel, Federal Emergency Management Agency, room 840, 500 C Street SW., Washington, DC 20472.

Comments received will be available for public inspection at the address above from 9 a.m. to 4 p.m., Monday through Friday (except legal holidays).

**FOR FURTHER INFORMATION CONTACT:**

Sandra Jackson, FOIA/Privacy Specialist, Federal Emergency Management Agency, 500 C Street SW., Washington, DC 20472, (202) 646-3840.

**SUPPLEMENTARY INFORMATION:** The Federal Emergency Management Agency (FEMA) published notices of systems of records on January 5, 1987, 52 FR 324; February 3, 1987, 52 FR 3344; March 5, 1987, 52 FR 6875, and September 7, 1990, 55 FR 37182.

By this notice we amend a routine use to permit disclosure of a record from the Disaster Recovery Assistance Files to agencies or organizations that are responsible for administering or obtaining information relevant to the implementation of floodplain management and other hazard mitigation programs. The agencies or organizations include Federal, State, and local government agencies, and volunteer organizations. The programs include property acquisition, relocation programs, elevation programs, or any other hazard mitigation activities.

Since the 1993 Midwest Flooding, there has been a substantial increase in the number of requests to FEMA for information on applicants for disaster recovery; such information is covered by the Privacy Act. Almost all requests are from State and local agencies to evaluate disaster damages and their impacts on communities, and to implement floodplain management ordinances and hazard mitigation measures. There is no clear routine use to release Privacy Act information for these purposes. Each request requires review and analysis on a case-by-case basis by the Office of the General Counsel and by the Human Services Division of the Response & Recovery Directorate.

The Robert T. Stafford Disaster Relief and Emergency Assistance Act, 42 U.S.C. 5121 *et seq.* (Stafford Act), encourages floodplain management and other hazard mitigation measures to reduce losses from disasters, including development of land use and construction regulations. Section 404, Hazard Mitigation, of the Stafford Act authorizes funding for such projects.

The proposed amended routine use would enhance timely and efficient delivery of FEMA's all-hazards management because obtaining applicant assistance information, crucial to the implementation of floodplain management ordinances and hazard mitigation projects will be more easily

obtainable than now by those entrusted with those responsibilities.

In addition, minor modifications are being made to this system to change the name of the Disaster Relief Act to the Robert T. Stafford Disaster Relief and Emergency Assistance Act; the System Location to the FEMA National Processing Service Centers under the purview of FEMA regional offices listed in Appendix AA; and to update the mailing addresses of FEMA Regional Offices listed in Appendix AA.

Accordingly, we revise FEMA/REG-2, Appendix A, and Appendix AA of the FEMA Privacy Act systems of records to read as follows:

#### **FEMA/REG-2**

##### **SYSTEM NAME:**

Disaster Recovery Assistance Files.

##### **SECURITY CLASSIFICATION:**

Unclassified.

##### **SYSTEM LOCATION:**

FEMA National Processing Service Centers.

##### **CATEGORIES OF INDIVIDUALS COVERED BY THE SYSTEM:**

Individuals who apply for disaster recovery assistance following Presidentially declared major disasters or emergencies.

##### **CATEGORIES OF RECORDS IN THE SYSTEM:**

a. Records of registration for assistance (FEMA Form 90-69, Disaster Assistance Registration/Application includes names, addresses, telephone numbers, social security numbers, insurance coverage information, household size and composition, type of damage incurred, income information, programs to which referred for assistance, flood zones, and preliminary determinations of eligibility for disaster assistance).

b. Inspection reports (FEMA Form 90-56, Inspection Report) contain identification information, and results of survey of damaged property and goods.

c. Temporary housing assistance eligibility determinations (FEMA Forms 90-11 through 90-13, 90-16, 90-22, 90-24 through 90-28, 90-31, 90-33, 90-41, 90-48, 90-57, 90-68 through 90-70, 90-71, 90-75 through 90-78, 90-82, 90-86, 90-87, 90-94 through 90-97, 90-99, and 90-101). These determinations pertain to approval and disapproval of temporary housing assistance: General correspondence, complaints, appeals, and resolutions, requests for disbursement of payments, inquiries from tenants and landlords, general administrative and fiscal information,

payment schedules and forms, termination notices, and information shared with the temporary housing program staff from other agencies to prevent duplication of benefits, leases, contracts, specifications for repair of disaster damaged residences, reasons for eviction or denial of aid, sales information after tenant purchase of housing units, and status of disposition of applications of housing.

d. Eligibility decisions from other agencies (for example, the disaster loan program administered by the Small Business Administration, and decisions of the State-administered Individual and Family Grant program) as they relate to determinations of eligibility for disaster assistance programs.

e. State files containing related, but independently kept, records of persons who request Individual and Family Grants, and administrative files and reports required by FEMA. As to individuals, the same type of information as described above under registration, inspection, and temporary housing assistance records are kept. As to administrative and reporting requirements, FEMA Forms 76-27, 76-28, 76-30, 76-32, 76-34, 76-35, 76-38 are used. State administrative planning formats are also used.

#### **AUTHORITY FOR MAINTENANCE OF THE SYSTEM:**

The Robert T. Stafford Disaster Relief and Emergency Assistance Act, 42 U.S.C. 5121 *et seq.*; Reorganization Plan No. 3 of 1978, 43 FR 41943, 3 CFR, 1978 Comp., p. 329, 5 U.S.C. App.1.

#### **PURPOSE(S):**

To register applicants needing disaster assistance, to inspect damaged homes, to verify information provided by the applicant, and to make eligibility determinations for that assistance.

#### **ROUTINE USES OF RECORDS MAINTAINED IN THE SYSTEM, INCLUDING CATEGORIES OF USERS AND THE PURPOSES OF SUCH USES:**

Other Federal agencies, State governments, local governments, and volunteer agencies charged with administering disaster relief programs, both under the Stafford Act and other disaster legislation of charters may have read-only access to information relevant to their particular assistance program to determine eligibility for assistance programs. They will not be able to change FEMA records. To the extent that eligibility for a program depends on eligibility for assistance from another program (section 312 of the Act prohibits duplication of benefits among disaster organizations), the information must be shared between and among these agencies and organizations.

For Property Acquisition and Relocation, a record from this system of records may be disclosed, in response to a written request, to Federal, State, or local government agencies, or to volunteer or private organizations charged with administering or obtaining information relevant to decisions concerning the implementation of floodplain management and other hazard mitigation measures, including property acquisition, relocation programs, elevation of buildings, and enforcement of floodplain management ordinances.

Additional routine uses may include those identified at Nos. 1, 2, 3, 5, 6, and 8 of Appendix A.

#### **DISCLOSURE TO CONSUMER REPORTING AGENCIES:**

*Disclosures pursuant to 5 U.S.C. 552a(b)(12):* Disclosures may be made from this system to "consumer reporting agencies" as defined in the Fair Credit Reporting Act, 15 U.S.C. 1681a(f) or the Debt Collection Act of 1982, 31 U.S.C. 3701(a)(3).

#### **POLICIES AND PRACTICES FOR STORING, RETRIEVING, ACCESSING, RETAINING, AND DISPOSING OF RECORDS IN THE SYSTEM:**

##### **STORAGE:**

Computer discs, records in file folders.

##### **RETRIEVABILITY:**

By name, address, social security number, case file numbers.

##### **SAFEGUARDS:**

Hardware and software computer security measures; paper files in locked file cabinets or rooms; buildings are secured during non-business hours by building guards.

##### **RETENTION AND DISPOSAL:**

We have broken down the paragraphs under the categories of records section for easy reference. Records covered by paragraphs a.-d. are covered by FEMA Records Schedule N1-311-86-1, Item 8b(1) and are destroyed 6 years and 3 months after the files are consolidated. Records covered by paragraph e. are covered by FEMA Records Schedule N1-311-86-1, Item 7 and are destroyed 3 years after the disaster contract is terminated.

##### **SYSTEM MANAGER(S) AND ADDRESS:**

Regional Directors of FEMA, addresses are listed in Appendix AA; the Director, Human Services Division, Response and Recovery Directorate, 500 C Street SW., room 326, Washington DC 20472.

#### **NOTIFICATION PROCEDURES:**

Inquiries should be addressed to the appropriate system manager. Written requests should be clearly marked, "Privacy Act Request" on the envelope and letter. Include full name of the individual, some type of appropriate personal identification, and current address.

For personal visits, the individual should be able to provide some acceptable identification, that is, driver's license, employing office's identification card, or other identification data.

#### **RECORDS ACCESS PROCEDURES:**

Same as notification procedure above.

#### **CONTESTING RECORDS PROCEDURE:**

Same as notification procedure above. The letter should state clearly and concisely what information is being contested, the reasons for contesting it, and the proposed amendment to the information sought. FEMA Privacy Act regulations are at 44 CFR part 6.

#### **RECORD SOURCE CATEGORIES:**

Applicants for disaster recovery assistance; credit rating bureaus, financial institutions, insurance companies and agencies providing disaster relief.

#### **SYSTEMS EXEMPTED FROM CERTAIN PROVISIONS OF THE ACT:**

None.

#### **Appendix A**

*Introduction to Routine Uses:* Certain routine uses have been identified as being applicable to many of the FEMA systems of record notices. The specific routine uses applicable to an individual system of record notice will be listed under the "Routine Use" section of the notice itself and will correspond to the numbering of the routine uses published below. These uses are published only once in the interest of simplicity, economy and to avoid redundancy, rather than repeating them in every individual system notice.

1. *Routine Use—Law Enforcement:* A record from any FEMA system of records, which indicates either by itself or in combination with other information within FEMA's possession, a violation or potential violation of law, whether civil, criminal or regulatory in nature, and whether arising by general statute, or by regulation, rule or order issued pursuant thereto, may be disclosed, as a routine use, to the appropriate agency whether Federal, State, territorial, local or foreign, or foreign agency or professional organization charged with the responsibility of enforcing, or implementing, or investigating, or prosecuting such violation or charged with implementing the statute, rule, regulation or order issued pursuant thereto.

2. *Routine Use—Disclosure When Requesting Information:* A record from a

FEMA system of records may be disclosed as a routine use to a Federal, State, or local agency maintaining civil, criminal, regulatory, licensing or other enforcement information or other pertinent information, such as current licenses, if necessary, to obtain information relevant to an agency decision concerning hiring or retention of an employee, issuance of a security clearance, letting of a contract, or issuance of a license, grant, or other benefit.

**3. Routine Use—Disclosure of Requested Information:** A record from a FEMA system of records may be disclosed to a Federal agency, in response to a written request in connection with hiring or retention of an employee, issuance of an investigation of an employee, letting of a contract, or issuance of a license, grant, or other benefit by the requesting agency, to the extent that the information is relevant and necessary to the requesting agency's decision on the matter.

**4. Routine Use—Grievance, Complaint, Appeal:** A record from a FEMA system of records may be disclosed to an authorized appeal or grievance examiner, formal complaints examiner, equal employment opportunity investigator, arbitrator, or other duly authorized official engaged in investigation or settlement of a grievance, complaint, or appeal filed by an employee. A record from this system of records may be disclosed to the Office of Personnel Management in accordance with that agency's responsibility for evaluation of Federal personnel management.

To the extent that official personnel records in the custody of FEMA are covered within systems of records published by the Office of Personnel Management as governmentwide records, those records will be considered as a part of that governmentwide system. Other official personnel records covered by notices published by FEMA and considered to be separate systems of records may be transferred to the Office of Personnel Management in accordance with official personnel programs and activities as a routine use.

**5. Routine Use—Congressional Inquiries:** A record from a FEMA system of records may be disclosed as a routine use to a Member of Congress or to a Congressional staff member in response to an inquiry of the Congressional office made at the direct, written request of the individual about whom the record is maintained.

**6. Routine Use—Private Relief Legislation:** The information contained in a FEMA system of records may be disclosed as a routine use to the Office of Management and Budget in connection with the review of private relief legislation as set forth in OMB Circular No. A-19 at any stage of the legislative coordination and clearance process as set forth in that circular.

**7. Routine Use—Disclosure to the Office of Personnel Management:** A record from a FEMA system of records may be disclosed to the Office of Personnel Management concerning information on pay and leave benefits, retirement deductions, and any other information concerning personnel actions.

**8. Routine Use—Disclosure to National Archives and Records Administration:** A

record from a FEMA system of records may be disclosed as a routine use to the National Archives and Records Administration in records management inspections conducted under authority of 44 U.S.C. 2904 and 2906.

**9. Routine Use—Grand Jury:** A record from any system of records may be disclosed, as a routine use, to a grand jury agent pursuant to a Federal or State grand jury subpoena or to a prosecution request that such record be released for the purpose of its introduction to a grand jury.

#### Appendix AA

##### Addresses for FEMA Regional Offices:

**Region I—Regional Director, Federal Emergency Management Agency, room 442, J.W. McCormack Post Office and Courthouse Building, Boston, MA 02109–4595;**

**Region II—Regional Director, Federal Emergency Management Agency, 26 Federal Plaza, room 1338, New York, NY 10278–0002;**

**Region III—Regional Director, Federal Emergency Management Agency, Liberty Square Building (Second Floor), 105 South Seventh Street, Philadelphia, PA 19106–3316;**

**Region IV—Regional Director, Federal Emergency Management Agency, 1371 Peachtree Street, NE., suite 700, Atlanta, GA 30309–3108;**

**Region V—Regional Director, Federal Emergency Management Agency, 175 West Jackson Blvd., 4th Floor, Chicago, IL 60604–2698;**

**Region VI—Regional Director, Federal Emergency Management Agency, Federal Regional Center, 800 North Loop 288, Denton, TX 76201–3698;**

**Region VII—Regional Director, Federal Emergency Management Agency, 2323 Grand Boulevard, room 900, Kansas City, MO 64108–2670;**

**Region VIII—Regional Director, Federal Emergency Management Agency, Denver Federal Center, Building 710, Box 25267, Denver, CO 80225–0267;**

**Region IX—Regional Director, Federal Emergency Management Agency, Building 105, Presidio of San Francisco, CA 94129–1250;**

**Region X—Regional Director, Federal Emergency Management Agency, Federal Regional Center, 130 228th Street SW., Bothell, WA 98021–9796.**

Dated: September 10, 1996.

John P. Carey,

General Counsel.

[FR Doc. 96–24320 Filed 9–20–96; 8:45 am]

BILLING CODE 6718–01–P

## FEDERAL MARITIME COMMISSION

### Notice of Agreement(s) Filed

The Federal Maritime Commission hereby gives notice of the filing of the following agreement(s) pursuant to section 5 of the Shipping Act of 1984.

Interested parties may inspect and obtain a copy of each agreement at the

Washington, D.C. Office of the Federal Maritime Commission, 800 North Capitol Street, N.W., 9th Floor. Interested parties may submit comments on each agreement to the Secretary, Federal Maritime Commission, Washington, D.C. 20573, within 10 days after the date of the Federal Register in which this notice appears. The requirements for comments are found in § 572.603 of Title 46 of the Code of Federal Regulations. Interested persons should consult this section before communicating with the Commission regarding a pending agreement.

**Agreement No.:** 224–200005–007, 008, 009 & 010.

**Title:** Port Authority of New York & New Jersey/Maher Terminals Lease Agreement.

**Parties:** Port Authority of New York & New Jersey Maher Terminals, Inc.

**Synopsis:** The modifications provide for the substitution of certain open areas for Maher's Fleet Street Terminal, the change of definitions regarding certain "qualified containers", the construction of certain berth areas, and the change of definitions regarding certain charges and disposal costs.

Dated: September 17, 1996.

By Order of the Federal Maritime Commission.

Joseph C. Polking,

Secretary.

[FR Doc. 96–24260 Filed 9–20–96; 8:45 am]

BILLING CODE 6730–01–M

## DEPARTMENT OF HEALTH AND HUMAN SERVICES

### Administration for Children and Families

#### Proposed Information Collection Activity; Comment Request Proposed Projects

**Title:** Runaway and Homeless Youth Management Information System.

**OMB No.:** 0970–0123.

**Description:** In the runaway and homeless Youth Act (42 U.S.C. 5701 *et seq.*) Congress mandated that the Department of Health and Human Services (HHS) report regularly on the status of HHS-funded programs serving runaway and homeless youth. In the Anti-Drug Abuse Act of 1988 (42 U.S.C. 11801 *et seq.*) Congress mandated that HHS report regularly on the status of HHS-funded Drug Abuse and Prevention Programs (DAPP) serving runaway and homeless youth. Organizations funded under the Runaway and Homeless Youth Program and/or Drug Abuse and Prevention Program are required by statute (42 U.S.C. 5712, 42 U.S.C. 5714–2 and/or 42