

Maximum Per Diem Rates for official travel in Alaska, Hawaii, the Commonwealths of Puerto Rico and the Northern Mariana Islands and Possessions of the United States by Federal government civilian employees.

LOCALITY	MAXIMUM		M&IE	MAXIMUM		EFFECTIVE
	LODGING			PER DIEM		
	AMOUNT	RATE	RATE	DATE		
	(A)	+	(B)	=	(C)	
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SAN JUAN US NAVAL RESERVE STATION						
05/01 -- 12/14	102		60		162	10/01/96
12/15 -- 04/30	130		63		193	10/01/96
[OTHER]	70		50		120	10/01/96
VIRGIN ISLANDS (U.S.):						
ST. CROIX	127		78		205	08/01/96
ST. JOHN						
04/16 -- 12/21	242		89		331	08/01/96
12/22 -- 04/15	391		100		491	08/01/96
ST. THOMAS						
04/12 -- 12/15	168		93		261	08/01/96
12/16 -- 04/11	268		103		371	08/01/96
WAKE ISLAND:						
WAKE ISLAND	40		35		75	10/01/96

Dated: March 13, 1997.

L.M. Bynum,

*Alternate OSD Federal Register Liaison
Officer, Department of Defense.*

[FR Doc. 97-6747 Filed 3-17-97; 8:45 am]

BILLING CODE 5000-04-C

Department of the Air Force

HQ USAF Scientific Advisory Board Meeting

The T&E Infrastructure Ad Hoc Study of the HQ USAF Scientific Advisory Board will meet on April 8-11, 1997 at Wright-Patterson AFB OH from 8 a.m. to 5 p.m.

The purpose is to receive briefings and gather information on the Test & Evaluation Study.

The meeting will be closed to the public in accordance with Section 552b of Title 5, United States Code, specifically subparagraphs (1) and (4) thereof.

For further information, contact the HQ USAF Scientific Advisory Board Secretariat at (703) 697-8404.

Carolyn A. Lunsford,

*Air Force Federal Register Liaison
Officer.*

[FR Doc. 97-6788 Filed 3-17-97; 8:45 am]

BILLING CODE 3910-01-P

Department of the Navy

Privacy Act of 1974; Systems of Records

AGENCY: Department of the Navy, DOD.

ACTION: Amend record systems.

SUMMARY: The Department of the Navy proposes to amend systems of records notices in its inventory of record systems subject to the Privacy Act of 1974 (5 U.S.C. 552a), as amended.

DATES: The amendments will be effective on April 17, 1997, unless comments are received that would result in a contrary determination.

ADDRESSES: Send comments to the Department of the Navy, PA/FOIA Policy Branch, Chief of Naval Operations (N09B30), 2000 Navy Pentagon, Washington, DC 20350-2000. **FOR FURTHER INFORMATION CONTACT:** Mrs. Doris Lama at (202) 685-6545 or DSN 325-6545.

SUPPLEMENTARY INFORMATION: The Department of the Navy's record system notices for records systems subject to the Privacy Act of 1974 (5 U.S.C. 552a), as amended, have been published in the Federal Register and are available from the address above.

The Department of the Navy proposes to amend systems of records notice in its inventory of record systems subject to the Privacy Act of 1974 (5 U.S.C.

552a), as amended. The changes to the system of records are not within the purview of subsection (r) of the Privacy Act of 1974 (5 U.S.C. 552a), as amended, which requires the submission of new or altered systems reports. The record systems being amended are set forth below as amended, published in their entirety.

Dated: March 12, 1997.

L. M. Bynum,

*Alternate OSD Federal Register Liaison
Officer, Department of Defense.*

N01070-10

SYSTEM NAME:

Aviation Training Jacket (*September 20, 1993, 58 FR 48853*).

CHANGES:

SYSTEM IDENTIFIER:

Delete entry and replace with 'N01542-1'.

* * * * *

N01542-1

SYSTEM NAME:

Aviation Training Jacket.

SYSTEM LOCATION:

The Aviation Training Jacket accompanies the individual student to each Naval Air Training Command

squadron as he progresses in the training program. Upon completion or termination of training, the Aviation Training Jacket is forwarded to the Chief of Naval Air Training, 250 Lexington Boulevard, Suite 102, Corpus Christi, TX 78419-5041.

CATEGORIES OF INDIVIDUALS COVERED BY THE SYSTEM:

All naval aviators, naval flight officers, naval flight surgeons, aviation warrant officers, and pre-commissioning training for aviation maintenance duty and aviation intelligence officers. This includes records in the above categories for individuals who do not complete prescribed training.

CATEGORIES OF RECORDS IN THE SYSTEM:

Aviation flight training, practical and academic grade scores, including pre-training aviation test battery scores.

AUTHORITY FOR MAINTENANCE OF THE SYSTEM:

5 U.S.C. 301, Departmental Regulations and E.O. 9397 (SSN).

PURPOSE(S):

To maintain an up-to-date student flight record and to evaluate the student's individual training progress and qualifications, including aircraft, medical and physiological qualifications.

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

In addition to those disclosures generally permitted under 5 U.S.C. 552a(b) of the Privacy Act, these records or information contained therein may specifically be disclosed outside the DoD as a routine use pursuant to 5 U.S.C. 552a(b)(3) as follows:

To educational institutions upon individual requests for academic transcripts.

The 'Blanket Routine Uses' that appear at the beginning of the Navy's compilation of systems of records notices apply to this system.

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

STORAGE:

File folders in metal filing cabinets and limited access word processing equipment.

RETRIEVABILITY:

Name and date of designation, completion or termination of training and Social Security Number/officer file number.

SAFEGUARDS:

Access is restricted to the individual or those who maintain training records

and those who are directly involved with the individual's training or evaluation. The file cabinets containing the jackets are in command areas under normal military 24 hour security measures.

RETENTION AND DISPOSAL:

Two years after completion of advanced training, files are retired to the Federal Records Center, Fort Worth, Texas for 50 years and then destroyed. An individual aviator who retires or is released from active/reserve duty may request custody of his/her file by writing to the Chief of Naval Air Training.

SYSTEM MANAGER(S) AND ADDRESS:

Chief of Naval Air Training, 250 Lexington Boulevard, Suite 102, Corpus Christi, TX 78419-5041.

NOTIFICATION PROCEDURE:

The individual is informed that the Aviation Training Jacket is being maintained and has ready access to it during training. After training, he can submit written request to the Chief of Naval Air Training, 250 Lexington Boulevard, Suite 102, Corpus Christi, TX 78419-5041.

Individual should provide name, Social Security Number or officer file number, and date of completion or termination of training. Personal visitors can provide proof of identity by military identification card, active or retired, or driver's license and some record of naval service.

RECORD ACCESS PROCEDURES:

Individuals seeking access to information about themselves contained in this system should address written inquiries to the Chief of Naval Air Training, 250 Lexington Boulevard, Suite 102, Corpus Christi, TX 78419-5041.

Individual should provide name, Social Security Number or officer file number, and date of completion or termination of training. Personal visitors can provide proof of identity by military identification card, active or retired, or driver's license and some record of naval service.

CONTESTING RECORD PROCEDURES:

The Navy's rules for accessing records, and for contesting contents and appealing initial agency determinations are published in Secretary of the Navy Instruction 5211.5; 32 CFR part 701; or may be obtained from the system manager.

RECORD SOURCE CATEGORIES:

Prior educational experience, flight grades, academic grades supporting

flight training, physical fitness/survival/swimming proficiency, aviation physiology training and qualifications, and birth certificate.

EXEMPTIONS CLAIMED FOR THE SYSTEM:

None.

N01070-11

SYSTEM NAME:

Flight Instruction Standardization and Training (FIST) Jacket (*September 20, 1993, 58 FR 48854*).

CHANGES:

SYSTEM IDENTIFIER:

Delete entry and replace with 'N03760-2'.

* * * * *

RETENTION AND DISPOSAL:

Delete entry and replace with 'Jacket is retained at the individual's command until detachment, at which time it is given to the individual.'

* * * * *

N03760-2

SYSTEM NAME:

Flight Instruction Standardization and Training (FIST) Jacket.

SYSTEM LOCATION:

The FIST jacket is located at the various Naval Air Training Commands where the individual may be assigned. Contact the Chief of Naval Air Training, 250 Lexington Boulevard, Suite 102, Corpus Christi, TX 78419-5041, to determine the location of any specific command.

CATEGORIES OF INDIVIDUALS COVERED BY THE SYSTEM:

All naval aviators and naval flight officers assigned to duty as instructors within the Naval Air Training Command.

CATEGORIES OF RECORDS IN THE SYSTEM:

A record of flight instruction standardization and training required of naval aviators and naval flight officers assigned duty as instructors.

AUTHORITY FOR MAINTENANCE OF THE SYSTEM:

5 U.S.C. 301, Departmental Regulations and E.O. 9397 (SSN).

PURPOSE(S):

To ensure that the flight instructor's qualifications are current to instruct in the designated naval aircraft, both academically and physiologically. The system is used to schedule training flights, qualify and designate flight instructors, etc. This system is used by Commanding Officers and training personnel of the command to which the individual is assigned.

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

In addition to those disclosures generally permitted under 5 U.S.C. 552a(b) of the Privacy Act, these records or information contained therein may specifically be disclosed outside the DoD as a routine use pursuant to 5 U.S.C. 552a(b)(3) as follows:

The 'Blanket Routine Uses' that appear at the beginning of the Navy's compilation of systems of records notices apply to this system.

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

STORAGE:

File folders in metal file cabinets.

RETRIEVABILITY:

Name, rank, and Social Security Number.

SAFEGUARDS:

Access is restricted to the individual, his commanding officer, or those involved in maintaining training records. The file cabinets containing the jackets are in command areas under normal military 24 hour security measures.

RETENTION AND DISPOSAL:

Jacket is retained at the individual's command until detachment, at which time it is given to the individual.

SYSTEM MANAGER(S) AND ADDRESS:

Chief of Naval Air Training, 250 Lexington Boulevard, Suite 102, Corpus Christi, TX 78419-5041.

NOTIFICATION PROCEDURE:

The individual is informed that the FIST jacket is being maintained, participates in its development and, additionally, is required to review the jacket with his instructor periodically.

Individuals seeking access to information about themselves contained in this system should address written inquiries to the activity where assigned or to the Chief of Naval Air Training, 250 Lexington Boulevard, Suite 102, Corpus Christi, TX 78419-5041.

Individual should provide their name, rank, and Social Security Number.

RECORD ACCESS PROCEDURES:

The individual is informed that the FIST jacket is being maintained, participates in its development and, additionally, is required to review the jacket with his instructor periodically. Any questions should be directed to the Chief of Naval Air Training, 250 Lexington Boulevard, Suite 102, Corpus Christi, TX 78419-5041.

CONTESTING RECORD PROCEDURES:

The Navy's rules for accessing records, and for contesting contents and appealing initial agency determinations are published in Secretary of the Navy Instruction 5211.5; 32 CFR part 701; or may be obtained from the system manager.

RECORD SOURCE CATEGORIES:

Academic tests, flight performance evaluation, check flight evaluation, instructor's evaluation, command determinations, and, personal input.

EXEMPTIONS CLAIMED FOR THE SYSTEM:

None.

N01850-2

SYSTEM NAME:

Physical Disability Evaluation System Proceedings (*September 20, 1993, 58 FR 48858*).

CHANGES:

* * * * *

STORAGE:

Delete entry and replace with 'Paper and automated records, microfiche, and cassette recordings.'

RETRIEVABILITY:

Delete entry and replace with 'Year of disability proceeding, name, record number, and Social Security Number within that year.'

SAFEGUARDS:

Delete entry and replace with 'Files are maintained in file cabinets or other storage devices under the control of authorized personnel during working hours. Computerized system is password protected. Access during working hours is controlled by Board personnel and the office space in which the file cabinets and storage devices are located is locked after official working hours. The building in which the office is located employs security guards.'

RETENTION AND DISPOSAL:

Delete entry and replace with 'Records are retained on-site at the Naval Council of Personnel Boards for one year. After that, they are retired to the Washington National Records Center, 4205 Suitland Road, Suitland, MD 20409 for retention. After a total of 75 years, records are destroyed.'

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N01850-2

SYSTEM NAME:

Physical Disability Evaluation System Proceedings.

SYSTEM LOCATION:

Physical Evaluation Board, Ballston Centre Tower 2, 801 North Randolph Street, Arlington, VA 22203-1989.

CATEGORIES OF INDIVIDUALS COVERED BY THE SYSTEM:

All Navy and Marine Corps personnel who have been considered by a Physical Evaluation Board for separation or retirement by reason of physical disability (including those found fit for duty by such boards).

CATEGORIES OF RECORDS IN THE SYSTEM:

File contains medical board reports; statements of findings of physical evaluation boards; medical reports from Department of Veterans Affairs and civilian medical facilities; copies of military health records; copies of JAG Manual investigations; copies of prior actions/appellate actions/review taken in the case; recordings of physical evaluation board hearings; rebuttals submitted by the member; intra and interagency correspondence concerning the case; correspondence from and to the member, members of Congress, attorneys, and other interested members; and documents concerning the appointment of trustees for mentally incompetent service members.

AUTHORITY FOR MAINTENANCE OF THE SYSTEM:

10 U.S.C. 1216 and E.O. 9397 (SSN).

PURPOSE(S):

To determine fitness for duty or eligibility for separation or retirement due to physical disability of Navy and Marine Corps personnel, by establishing the existence of disability, the degree of disability, and the circumstances under which the disability was incurred, and to respond to official inquiries concerning the disability evaluation proceedings of particular service personnel.

Used by the Office of the Judge Advocate General relating to legal review of disability evaluation proceedings; response to official inquiries concerning the disability evaluation proceedings of particular service personnel; to obtain information in order to initiate claims against third parties for recovery of medical expenses under the Medical Care Recovery Act (42 U.S.C. 2651-2653); and to obtain information on personnel determined to be mentally incompetent to handle their own financial affairs, in order to appoint trustees to receive their retired pay.

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

In addition to those disclosures generally permitted under 5 U.S.C.

552a(b) of the Privacy Act, these records or information contained therein may specifically be disclosed outside the DoD as a routine use pursuant to 5 U.S.C. 552a(b)(3) as follows:

To officials and employees of the Department of Veterans Affairs to verify information of service connected disabilities in order to evaluate applications for veteran's benefits.

The 'Blanket Routine Uses' that appear at the beginning of the Navy's compilation of systems of records notices apply to this system.

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

STORAGE:

Paper and automated records, microfiche, and cassette recordings.

RETRIEVABILITY:

Year of disability proceeding, name, record number, and Social Security Number within that year.

SAFEGUARDS:

Files are maintained in file cabinets or other storage devices under the control of authorized personnel during working hours. Computerized system is password protected. Access during working hours is controlled by Board personnel and the office space in which the file cabinets and storage devices are located is locked after official working hours. The building in which the office is located employs security guards.

RETENTION AND DISPOSAL:

Records are retained on-site at the Naval Council of Personnel Boards for one year. After that, they are retired to the Washington National Records Center, 4205 Suitland Road, Suitland, MD 20409 for retention. After a total of 75 years, records are destroyed.

SYSTEM MANAGER(S) AND ADDRESS:

Director, Naval Council of Personnel Boards, Ballston Centre Tower 2, 801 North Randolph Street, Arlington, VA 22203-1989.

NOTIFICATION PROCEDURE:

Individuals seeking to determine whether information about themselves is contained in this system should address written inquiries to the Naval Council of Personnel Boards, Ballston Tower 2, 801 North Randolph Street, Arlington, VA 22203-1989.

Written requests for information should contain the full name of the individual, military grade or rate, and date of Disability Evaluation System action. Written requests must be signed by the requesting individual.

RECORD ACCESS PROCEDURES:

Individuals seeking access to information about themselves contained in this system should address written inquiries to the Director, Naval Council of Personnel Boards, Ballston Tower 2, 801 North Randolph Street, Arlington, VA 22203-1989.

CONTESTING RECORD PROCEDURES:

The Navy's rules for accessing records, and for contesting contents and appealing initial agency determinations are published in Secretary of the Navy Instruction 5211.5; 32 CFR part 701; or may be obtained from the system manager.

RECORD SOURCE CATEGORIES:

Military medical boards and medical facilities; Department of Veterans Affairs and civilian medical facilities; physical evaluation boards and other activities of the disability evaluation system, Naval Council of Personnel Boards, the Bureau of Medicine and Surgery; the Judge Advocate General; Navy and Marine Corps local command activities; other activities of the Department of Defense; and correspondence from private counsel and other interested persons.

EXEMPTIONS CLAIMED FOR THE SYSTEM:

None.

N01900-1

SYSTEM NAME:

Naval Discharge Review Board Proceedings (*September 9, 1996, 61 FR 47489*).

CHANGES:

SYSTEM IDENTIFIER:

Delete entry and replace with 'N01000-2'.

* * * * *

STORAGE:

Delete entry and replace with 'Paper records in file folders; microfiche; plastic recording disks; recording cassettes; and computerized data base'.

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SAFEGUARDS:

Add to end of entry 'Computerized data base is password protected and access is limited.'

RETENTION AND DISPOSAL:

Delete entry and replace with 'Files are transferred to the Washington Federal Records Center, 4205 Suitland Road, Suitland, MD 20409 when case is closed and then destroyed after 15 years.'

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N01000-2

SYSTEM NAME:

Naval Discharge Review Board Proceedings.

SYSTEM LOCATION:

Naval Discharge Review Board, Ballston Centre Tower 2, 801 North Randolph Street, Arlington, VA 22203-1989.

CATEGORIES OF INDIVIDUALS COVERED BY THE SYSTEM:

Former Navy and Marine Corps personnel who have submitted applications for review of discharge or dismissal pursuant to 10 U.S.C. 1553, or whose discharge or dismissal has been or is being reviewed by the Naval Discharge Review Board, on its own motion, or pursuant to an application by a deceased former member's next of kin.

CATEGORIES OF RECORDS IN THE SYSTEM:

The file contains the former member's application for review of discharge or dismissal, any supporting documents submitted therewith, copies of correspondence between the former member or his counsel and the Naval Discharge Review Board and other correspondence concerning the case, and a summarized record of proceedings before the Board.

AUTHORITY FOR MAINTENANCE OF THE SYSTEM:

10 U.S.C. 1553 and E.O. 9397 (SSN).

PURPOSE(S):

Selected information is used to defend the Department of the Navy in civil suits filed against it in the State and/or Federal courts system. This information will permit officials and employees of the Board to consider former member's applications for review of discharge or dismissal and any subsequent application by the member; to answer inquiries on behalf of or from the former member or counsel regarding the action taken in the former member's case. The file is used by members of the Board for Correction of Naval Records when reviewing any subsequent application by the former member for a correction of records relative to the former member's discharge or dismissal.

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

In addition to those disclosures generally permitted under 5 U.S.C. 552a(b) of the Privacy Act, these records or information contained therein may specifically be disclosed outside the DoD as a routine use pursuant to 5 U.S.C. 552a(b)(3) as follows:

The file is used by counsel for the former member, and by accredited

representatives of veterans' organizations recognized by the Secretary, Department of Veterans Affairs under 38 U.S.C. 3402 and duly designated by the former member as his or her representative before the Naval Discharge Review Board.

Officials of the Department of Justice and the United States Attorneys offices assigned to the particular case.

The 'Blanket Routine Uses' that appear at the beginning of the Navy's compilation of systems of records notices apply to this system.

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

STORAGE:

Paper records in file folders; microfiche; plastic recording disks; recording cassettes; and computerized data base.

RETRIEVABILITY:

Name, docket number, and/or Social Security Number.

SAFEGUARDS:

Files are kept within the Naval Discharge Review Board's administrative office. Access during business hours is controlled by Board personnel. The office is locked at the close of business; the building in which the office is located employs security guards. Computerized data base is password protected and access is limited.

RETENTION AND DISPOSAL:

Files are transferred to the Washington Federal Records Center, 4205 Suitland Road, Suitland, MD 20409 when case is closed and then destroyed after 15 years.

SYSTEM MANAGER(S) AND ADDRESS:

Director, Naval Council of Personnel Boards, Department of the Navy, Ballston Centre Tower 2, 801 North Randolph Street, Arlington, VA 22203-1989.

NOTIFICATION PROCEDURE:

Individuals seeking to determine whether information about themselves is contained in this system should address written inquiries to the Director, Naval Council of Personnel Boards, Ballston Centre Tower 2, 801 North Randolph Street, Arlington, VA 22203-1989.

RECORD ACCESS PROCEDURES:

Individuals seeking access to information about themselves contained in this system should address written inquiries to the Director, Naval Council of Personnel Boards, Ballston Centre

Tower 2, 801 North Randolph Street, Arlington, VA 22203-1989.

CONTESTING RECORD PROCEDURES:

The Navy's rules for accessing records, and for contesting contents and appealing initial agency determinations are published in Secretary of the Navy Instruction 5211.5; 32 CFR part 701; or may be obtained from the system manager.

RECORD SOURCE CATEGORIES:

Information contained in the files is obtained from the former member or those acting on the former member's behalf, from military personnel and medical records, and from records of law enforcement investigations.

EXEMPTIONS CLAIMED FOR THE SYSTEM:

None.

N01900-2

SYSTEM NAME:

Navy Individual Service Review Board (ISRB) Proceedings Application File (*September 9, 1996, 61 FR 47489*).

CHANGES:

SYSTEM IDENTIFIER:

Delete entry and replace with 'N01000-3'.

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N01000-3

SYSTEM NAME:

Navy Individual Service Review Board (ISRB) Proceedings Application File.

SYSTEM LOCATION:

Bureau of Naval Personnel (Pers 324), 2 Navy Annex, Washington, DC 20370-3240.

CATEGORIES OF INDIVIDUALS COVERED BY THE SYSTEM:

Individuals who have applied for military status and subsequent discharge from the United States Navy because they claim membership in a group which has been determined to have performed active military service with the United States Navy.

CATEGORIES OF RECORDS IN THE SYSTEM:

Application for discharge, supporting documentation, copies of correspondence between the individual and the Navy ISRB and other correspondence concerning the case.

AUTHORITY FOR MAINTENANCE OF THE SYSTEM:

Pub.L. 95-202 and E.O. 9397 (SSN).

PURPOSE(S):

To consider the individual's application for military status and discharge.

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

In addition to those disclosures generally permitted under 5 U.S.C. 552a(b) of the Privacy Act, these records or information contained therein may specifically be disclosed outside the DoD as a routine use pursuant to 5 U.S.C. 552a(b)(3) as follows:

The 'Blanket Routine Uses' that appear at the beginning of the Navy's compilation of systems of records notices apply to this system.

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

STORAGE:

Paper records in file folders.

RETRIEVABILITY:

Name and Social Security Number.

SAFEGUARDS:

The files are kept within the Bureau of Naval Personnel offices. Access during business hours is controlled by Bureau personnel. Records not in use are maintained in a room which is locked during non-duty hours. The Bureau is secured at the close of business and the building in which the Bureau is located has limited access controlled by security guards.

RETENTION AND DISPOSAL:

Applications which are approved will necessitate creation of a service record which is part of the Navy Personnel Records System. Remaining records are retained in the Bureau of Naval Personnel for two years and then destroyed.

SYSTEM MANAGER(S) AND ADDRESS:

Chief of Naval Personnel (Pers 324), Bureau of Naval Personnel, 2 Navy Annex, Washington, DC 20370-3240.

NOTIFICATION PROCEDURE:

Individuals seeking to determine whether information about themselves is contained in this system should address written inquiries to the Chief of Naval Personnel (Code Pers 324), Bureau of Naval Personnel, 2 Navy Annex, Washington, DC 20370-3240.

RECORD ACCESS PROCEDURES:

Individuals seeking access to information about themselves contained in this system should address written inquiries to the Chief of Naval Personnel (Code Pers 324), Bureau of Naval Personnel, 2 Navy Annex, Washington, DC 20370-3240.

CONTESTING RECORD PROCEDURES:

The Navy's rules for accessing records, and for contesting contents and

appealing initial agency determinations are published in Secretary of the Navy Instruction 5211.5; 32 CFR part 701; or may be obtained from the system manager.

RECORD SOURCE CATEGORIES:

Information contained in the files is obtained from the individual or those acting on the individual's behalf, from other military records and from the Department of Defense Civilian/Military Service Review Board.

EXEMPTIONS CLAIMED FOR THE SYSTEM:

None.

N04385-2

SYSTEM NAME:

Hotline Program Case Files (*February 22, 1993, 58 FR 10741*).

CHANGES:

SYSTEM IDENTIFIER:

Delete entry and replace with 'N05041-1'.

SYSTEM NAME:

Delete entry and replace with 'Inspector General (IG) Records.'

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CATEGORIES OF INDIVIDUALS COVERED BY THE SYSTEM:

Delete entry and replace with 'Any person who has been the subject of, witness for, or referenced in an Inspector General (IG) investigation, as well as any individual who submits a request for assistance or complaint to an Inspector General.'

CATEGORIES OF RECORDS IN THE SYSTEM:

Delete entry and replace with 'Letters/transcriptions of complaints, allegations and queries; tasking orders from the Department of Defense Inspector General, Secretary of the Navy, Chief of Naval Operations, and Commandant of the Marine Corps; requests for assistance from other Navy/Marine Corps commands and activities; appointing letters; reports of investigations, inquiries, and reviews with supporting attachments, exhibits and photographs; records of interviews and synopses of interviews; witness statements; legal review of case files; congressional inquiries and responses; administrative memoranda; letters and reports of action taken; referrals to other commands; letters to complainants and subjects of investigations; court records and results of nonjudicial punishment; letters and reports of adverse personnel actions; financial and technical reports.'

AUTHORITY FOR MAINTENANCE OF THE SYSTEM:

Delete entry and replace with '10 U.S.C. 5014, Office of the Secretary of

the Navy; 10 U.S.C. 5020, Naval Inspector General: details; duties; SECNAVINST 5430.57F, Mission and Functions of the Naval Inspector General, January 15, 1993.'

PURPOSE(S):

Delete entry and replace with 'To determine the facts and circumstances surrounding allegations or complaints against Department of the Navy personnel and/or Navy/Marine Corps activities.'

To present findings, conclusions and recommendations developed from investigations and other inquiries to the Secretary of the Navy, Chief of Naval Operations, Commandant of the Marine Corps, or other appropriate Commanders.'

* * * * *

STORAGE:

Delete entry and replace with 'File folders and computerized data base.'

RETRIEVABILITY:

Delete entry and replace with 'By subject's or complainant's name; case name; case number; and other case fields.'

SAFEGUARDS:

Delete entry and replace with 'Access is limited to officials/employees of the command who have a need to know. Files are stored in locked cabinets and rooms. Computer files are protected by software systems which are password protected.'

RETENTION AND DISPOSAL:

Delete entry and replace with 'Permanent. Retired to Washington National Records Center when four years old. Transfer to the National Archives and Records Administration when 20 years old.'

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RECORD SOURCE CATEGORIES:

Delete entry and replace with 'Complainants; witnesses; Members of Congress; the media; and other commands or government agencies.'

EXEMPTIONS CLAIMED FOR THE SYSTEM:

Delete first paragraph and replace with 'Parts of this system may be exempt under 5 U.S.C. 552a(k)(1) and (k)(2), as applicable'.

N05041-1

SYSTEM NAME:

Inspector General (IG) Records.

SYSTEM LOCATION:

Office of the Naval Inspector General, Building 200, 901 M Street, SE,

Washington DC 20374-5006; Inspector General offices at major commands and activities throughout the Department of the Navy and other naval activities that perform inspector general (IG) functions. Official mailing addresses are published as an appendix to the Navy's compilation of systems of records notices.

CATEGORIES OF INDIVIDUALS COVERED BY THE SYSTEM:

Any person who has been the subject of, witness for, or referenced in an Inspector General (IG) investigation, as well as any individual who submits a request for assistance or complaint to an Inspector General.

CATEGORIES OF RECORDS IN THE SYSTEM:

Letters/transcriptions of complaints, allegations and queries; tasking orders from the Department of Defense Inspector General, Secretary of the Navy, Chief of Naval Operations, and Commandant of the Marine Corps; requests for assistance from other Navy/Marine Corps commands and activities; appointing letters; reports of investigations, inquiries, and reviews with supporting attachments, exhibits and photographs; records of interviews and synopses of interviews; witness statements; legal review of case files; congressional inquiries and responses; administrative memoranda; letters and reports of action taken; referrals to other commands; letters to complainants and subjects of investigations; court records and results of nonjudicial punishment; letters and reports of adverse personnel actions; financial and technical reports.

AUTHORITY FOR MAINTENANCE OF THE SYSTEM:

10 U.S.C. 5014, Office of the Secretary of the Navy; 10 U.S.C. 5020, Naval Inspector General: details; duties; SECNAVINST 5430.57F, Mission and Functions of the Naval Inspector General, January 15, 1993.

PURPOSE(S):

To determine the facts and circumstances surrounding allegations or complaints against Department of the Navy personnel and/or Navy/Marine Corps activities.

To present findings, conclusions and recommendations developed from investigations and other inquiries to the Secretary of the Navy, Chief of Naval Operations, Commandant of the Marine Corps, or other appropriate Commanders.

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

In addition to those disclosures generally permitted under 5 U.S.C.

552a(b) of the Privacy Act, these records or information contained therein may specifically be disclosed outside the DoD as a routine use pursuant to 5 U.S.C. 552a(b)(3) as follows:

The 'Blanket Routine Uses' that appear at the beginning of the Navy's compilation of systems of records notices apply to this system.

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

STORAGE:

File folders and computerized data base.

RETRIEVABILITY:

By subject's or complainant's name; case name; case number; and other case fields.

SAFEGUARDS:

Access is limited to officials/employees of the command who have a need to know. Files are stored in locked cabinets and rooms. Computer files are protected by software systems which are password protected.

RETENTION AND DISPOSAL:

Permanent. Retired to Washington National Records Center when four years old. Transfer to the National Archives and Records Administration when 20 years old.

SYSTEM MANAGER(S) AND ADDRESS:

Naval Inspector General, 901 M Street SE, Washington Navy Yard, Washington, DC 20374-5006 or the local command's IG office. Official mailing addresses are published as an appendix to the Navy's compilation of systems of records notices.

NOTIFICATION PROCEDURE:

Individuals seeking to determine whether information about themselves is contained in this system should address written inquiries to the Naval Inspector General, 901 M Street SE, Washington Navy Yard, Washington, DC 20374-5006 or the relevant command's IG office. Official mailing addresses are published as an appendix to the Navy's compilation of systems of records notices.

The request should include the full name of the requester and/or case number.

RECORD ACCESS PROCEDURES:

Individuals seeking access to information about themselves contained in this system should address written inquiries to the Naval Inspector General, 901 M Street SE, Washington Navy Yard, Washington, DC 20374-5006 or the relevant command's IG office.

Official mailing addresses are published as an appendix to the Navy's compilation of systems of records notices.

The request should include the full name of the requester and/or case number.

CONTESTING RECORD PROCEDURES:

The Navy's rules for accessing records, and for contesting contents and appealing initial agency determinations are published in Secretary of the Navy Instruction 5211.5; 32 CFR part 701; or may be obtained from the system manager.

RECORD SOURCE CATEGORIES:

Complainants; witnesses; Members of Congress; the media; and other commands or government agencies.

EXEMPTIONS CLAIMED FOR THE SYSTEM:

Portions of this system may be exempt under the provisions of 5 U.S.C. 552a(k)(1) and (k)(2), as applicable.

An exemption rule for this system has been promulgated in accordance with requirements of 5 U.S.C. 553(b)(1), (2), and (3), (c) and (e) and published in 32 CFR part 701, subpart G. For additional information contact the system manager.

N05300-2

SYSTEM NAME:

Administrative Personnel Management System (*May 22, 1996, 61 FR 25639*).

CHANGES:

SSYSTEM IDENTIFIER:

Delete entry and replace with 'N05000-2'.

* * * * *

CATEGORIES OF RECORDS IN THE SYSTEM:

Delete entry and replace with 'Records and correspondence needed to manage personnel and projects, such as Name, Social Security Number, date of birth, photo id, grade and series or rank/rate, etc., of personnel; location (assigned organization code and/or work center code); MOS; labor code; payments for training, travel advances and claims, hours assigned and worked, routine and emergency assignments, functional responsibilities, clearance, access to secure spaces and issuance of keys, educational and experience characteristics and training histories, travel, retention group, hire/termination dates; type of appointment; leave; trade, vehicle parking, disaster control, community relations, (blood donor, etc), employee recreation programs; retirement category; awards; biographical data; property custody; personnel actions/dates; violations of

rules; physical handicaps and health/safety data; veterans preference; postal address; location of dependents and next of kin and their addresses; mutual aid association memberships; union memberships; qualifications; computerized modules used to track personnel data; and other data needed for personnel, financial, line, safety and security management, as appropriate.'

* * * * *

N05000-2

SYSTEM NAME:

Administrative Personnel Management System.

SYSTEM LOCATION:

Organizational elements of the Department of the Navy. Official mailing addresses are published as an appendix to the Navy's compilation of systems of records notices. Included in this notice are those records duplicated for maintenance at a site closer to where the employee works (e.g., in an administrative office or a supervisor's work area).

Commander in Chief, U.S. Atlantic Command, 1562 Mitscher Avenue, Suite 200, Norfolk, VA 23551-2488.

Commander in Chief, U.S. Pacific Command, P.O. Box 64028, Camp H.M. Smith, HI, 96861-4028.

CATEGORIES OF INDIVIDUALS COVERED BY THE SYSTEM:

All civilian, (including former members and applicants for civilian employment), military and contract employees.

CATEGORIES OF RECORDS IN THE SYSTEM:

Records and correspondence needed to manage personnel and projects, such as Name, Social Security Number, date of birth, photo id, grade and series or rank/rate, etc., of personnel; location (assigned organization code and/or work center code); MOS; labor code; payments for training, travel advances and claims, hours assigned and worked, routine and emergency assignments, functional responsibilities, clearance, access to secure spaces and issuance of keys, educational and experience characteristics and training histories, travel, retention group, hire/termination dates; type of appointment; leave; trade, vehicle parking, disaster control, community relations, (blood donor, etc), employee recreation programs; retirement category; awards; biographical data; property custody; personnel actions/dates; violations of rules; physical handicaps and health/safety data; veterans preference; postal address; location of dependents and next of kin and their addresses; mutual

aid association memberships; union memberships; qualifications; computerized modules used to track personnel data; and other data needed for personnel, financial, line, safety and security management, as appropriate.

AUTHORITY FOR MAINTENANCE OF THE SYSTEM:

5 U.S.C. 301, Departmental Regulations and E.O. 9397 (SSN).

PURPOSE(S):

To manage, supervise, and administer programs for all Department of the Navy civilian and military personnel such as preparing rosters/locators; contacting appropriate personnel in emergencies; training; identifying routine and special work assignments; determining clearance for access control; record handlers of hazardous materials; record rental of welfare and recreational equipment; track beneficial suggestions and awards; controlling the budget; travel claims; manpower and grades; maintaining statistics for minorities; employment; labor costing; watch bill preparation; projection of retirement losses; verifying employment to requesting banking; rental and credit organizations; name change location; checklist prior to leaving activity; payment of mutual aid benefits; safety reporting/monitoring; and, similar administrative uses requiring personnel data. Arbitrators and hearing examiners in civilian personnel matters relating to civilian grievances and appeals.

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

In addition to those disclosures generally permitted under 5 U.S.C. 552a(b) of the Privacy Act, these records or information contained therein may specifically be disclosed outside the DoD as a routine use pursuant to 5 U.S.C. 552a(b)(3) as follows:

The 'Blanket Routine Uses' that appear at the beginning of the Navy's compilation of systems of records notices apply to this system.

POLICIES AND PRACTICES FOR STORING, RETRIEVING, ACCESSING, RETAINING, AND DISPOSING OF RECORDS:

STORAGE:

Paper and automated records.

RETRIEVABILITY:

Name, Social Security Number, employee badge number, case number, organization, work center and/or job order, supervisor's shop and code.

SAFEGUARDS:

Password controlled system, file, and element access based on predefined need-to-know. Physical access to

terminals, terminal rooms, buildings and activities' grounds are controlled by locked terminals and rooms, guards, personnel screening and visitor registers.

RETENTION AND DISPOSAL:

Destroy when no longer needed or after two years, whichever is later.

SYSTEM MANAGER(S) AND ADDRESS:

Commanding officer of the activity in question. Official mailing addresses are published as an appendix to the Navy's compilation of systems of records notices.

NOTIFICATION PROCEDURE:

Individuals seeking to determine whether this system of records contains information about themselves should address written inquiries to the commanding officer of the activity in question. Official mailing addresses are published as an appendix to the Navy's compilation of systems of records notices.

The request should include full name, Social Security Number, and address of the individual concerned and should be signed.

RECORD ACCESS PROCEDURES:

Individuals seeking access to records about themselves contained in this system of records should address written inquiries to the commanding officer of the activity in question. Official mailing addresses are published as an appendix to the Navy's compilation of systems of records notices.

The request should include full name, Social Security Number, and address of the individual concerned and should be signed.

CONTESTING RECORD PROCEDURES:

The Navy's rules for accessing records, and for contesting contents and appealing initial agency determinations are published in Secretary of the Navy Instruction 5211.5; 32 CFR part 701; or may be obtained from the system manager.

RECORD SOURCE CATEGORIES:

Individual, employment papers, other records of the organization, official personnel jackets, supervisors, official travel orders, educational institutions, applications, duty officer, investigations, OPM officials, and/or members of the American Red Cross.

EXEMPTIONS CLAIMED FOR THE SYSTEM:

None.

N05300-4

SYSTEM NAME:

Personnel Management and Training Research Statistical Data System (February 22, 1993, 58 FR 10751).

CHANGES:

* * * * *

SAFEGUARDS:

Delete entry and replace with 'Access to building is controlled. Badge system is used to enter Center; 24 hour guard maintained on a fenced compound; control of visitors; data bank users having special access codes; and, access limited to only designated personnel.'

* * * * *

N05300-4

SYSTEM NAME:

Personnel Management and Training Research Statistical Data System.

SYSTEM LOCATION:

Commanding Officer, U.S. Navy Personnel Research and Development Center, 53335 Ryne Road, San Diego, CA 92152-7250.

CATEGORIES OF INDIVIDUALS COVERED BY THE SYSTEM:

U.S. Navy and Marine Corps Personnel and applicants thereto: Active duty, reserve, prior service, dependents, retired, and Department of the Navy civilians from 1951 to present. (Only samples of data from each category are on file, depending on research study.)

CATEGORIES OF RECORDS IN THE SYSTEM:

Performance, attitudinal, biographical, aptitude, vocational interest, demographic, physiological. Data in any file are limited, depending on purpose of the research study.

AUTHORITY FOR MAINTENANCE OF THE SYSTEM:

5 U.S.C. 301, Departmental Regulations.

PURPOSE(S):

The data are used solely by Navy Personnel Research and Development Center researchers who analyze them statistically to arrive at recommendations to management on such topics as: Comparison of different training methods, selection tests, equipment designs, or policies relating to improving race relations and decreasing drug abuse. In no case are the data used for other than statistical purposes; that is, the data are not used in making decisions affecting specific individuals as individuals.

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

In addition to those disclosures generally permitted under 5 U.S.C. 552a(b) of the Privacy Act, these records or information contained therein may specifically be disclosed outside the DoD as a routine use pursuant to 5 U.S.C. 552a(b)(3) as follows:

The 'Blanket Routine Uses' that appear at the beginning of the Navy's compilation of systems of records notices apply to this system.

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

STORAGE:

Magnetic tapes, magnetic disk, and print.

RETRIEVABILITY:

Records are retrievable by name, Social Security Number, or service/file numbers, but such identifying information is used only to permit collation of data for statistical analysis, and is not used for retrieval of individual records.

SAFEGUARDS:

Access to building is controlled. Badge system is used to enter Center; 24 hour guard maintained on a fenced compound; control of visitors; data bank users having special access codes; and, access limited to only designated personnel.

RETENTION AND DISPOSAL:

Records are destroyed five years after termination of a research project. They are maintained within the confines of the Research Center. Destruction is accomplished by degaussing magnetic tapes and disks, and shredding paper products.

SYSTEM MANAGER(S) AND ADDRESS:

Director, Personnel and Organizational Assessment Department, Code 12, Navy Personnel Research and Development Center, 53335 Ryne Road, San Diego, CA 92152-7250.

NOTIFICATION PROCEDURE:

Individuals seeking to determine whether information about themselves is contained in this system should address written inquiries to the Director, Personnel and Organizational Assessment Department, Code 12, Navy Personnel Research and Development Center, 53335 Ryne Road, San Diego, CA 92152-7250.

Research Center files are organized by research study. To determine if Center files contain information concerning himself, an individual would have to

specify time and place of participation in the research, unit to which attached at the time, and descriptive information about the study so that appropriate data may be located. For a personal visit, please contact the system manager.

RECORD ACCESS PROCEDURES:

Individuals seeking access to information about themselves contained in this system should address written inquiries to the Director, Personnel and Organizational Assessment Department, Code 12, Navy Personnel Research and Development Center, 53335 Ryne Road, San Diego, CA 92152-7250.

Research Center files are organized by research study. To determine if Center files contain information concerning himself, an individual would have to specify time and place of participation in the research, unit to which attached at the time, and descriptive information about the study so that appropriate data may be located. For a personal visit, please contact the system manager.

CONTESTING RECORD PROCEDURES:

The Navy's rules for accessing records, and for contesting contents and appealing initial agency determinations are published in Secretary of the Navy Instruction 5211.5; 32 CFR part 701; or may be obtained from the system manager.

RECORD SOURCE CATEGORIES:

The source depends on purpose and nature of study: From the subjects themselves, educational institutions, supervisors, peers, instructors, spouses, and job sample tests.

EXEMPTIONS CLAIMED FOR THE SYSTEM:

None.

N05300-5

SYSTEM NAME:

Command Management Information System (CMIS) (*August 17, 1995, 60 FR 42854*).

CHANGES:

SYSTEM IDENTIFIER:

Delete entry and replace with 'N05233-2'.

* * * * *

CATEGORIES OF RECORDS IN THE SYSTEM:

In line 20, change the word 'work' to 'worked'.

* * * * *

N05233-2

SYSTEM NAME:

Command Management Information System (CMIS).

SYSTEM LOCATION:

Naval Computer and Telecommunications Station, Washington, 901 M Street, Southeast, Building 143, Washington Navy Yard, Washington, DC 20374-5069.

CATEGORIES OF INDIVIDUALS COVERED BY THE SYSTEM:

Current employee assigned military personnel, contractor personnel and those separated within the current five fiscal years.

CATEGORIES OF RECORDS IN THE SYSTEM:

Individual's Social Security Number, date of birth, home address, home telephone number, education level, sex, race or ethnic group. Other types of records integrated with personnel records include: (a) Status of travel orders during the previous fiscal year; (b) vehicle identification for parking control purposes; (c) manual privacy log containing a history of accesses made to any of the privacy protected data; (d) record of personnel actions issued; (e) training data extracted from the Individual Development Plan (IDP); (f) history of all promotions associated with employment at Naval Computer and Telecommunications Station (NAVCOMTELSTA) Washington; (g) listing of security accesses; (h) manpower costs for all personnel distributed by project and task; and (i) data relating to projects or endeavors that individuals have worked on. This data deals with costs and milestone monitoring.

AUTHORITY FOR MAINTENANCE OF THE SYSTEM:

5 U.S.C. 301, Departmental Regulations; 42 U.S.C. 2000e et seq.; 44 U.S.C. 3101; and E.O. 9397 (SSN).

PURPOSE(S):

To manage personnel, monitor projects and manage financial data.

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

In addition to those disclosures generally permitted under 5 U.S.C. 552a(b) of the Privacy Act, these records or information contained therein may specifically be disclosed outside the DoD as a routine use pursuant to 5 U.S.C. 552a(b)(3) as follows:

The 'Blanket Routine Uses' that appear at the beginning of the Navy's compilation of systems of records notices apply to this system.

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

STORAGE:

Records are maintained on magnetic disk and on magnetic tape.

RETRIEVABILITY:

CMIS users obtain information by means of either a query or a request for a standard report. Personnel data may be indexed by any data item although the primary search key is the badge number.

SAFEGUARDS:

Access to building is protected by a Card Access System and uniformed guards requiring positive identification for admission. The computer room where data is physically stored is protected by a cipher lock. The system is protected by user account number and password sign-on, data base authority, set and item authority for list, add, delete, and update.

RETENTION AND DISPOSAL:

An individual's Personnel Master Data Set record is retained in the data base as long as they are actively employed with the Command. The on-line personnel data set is purged of all records of separated personnel at the end of each fiscal year. Historical data may be kept for five years on separate tape files and then destroyed.

SYSTEM MANAGER(S) AND ADDRESS:

Director, Resources Management Directorate (N1) NAVCOMTELSTA, Washington, 901 M Street, Southeast, Building 143, Washington Navy Yard, Washington, DC 20374-5069.

NOTIFICATION PROCEDURE:

Individuals seeking to determine whether information about themselves is contained in this system should address written inquiries to the Director, Resources Management Directorate (N1) NAVCOMTELSTA, Washington, 901 M Street, Southeast, Building 143, Washington Navy Yard, Washington, DC 20374-5069.

Individual should provide full name and signature of the individual concerned and his/her Social Security Number indicated on the letter. For personal visits, the individual should be able to provide some acceptable form of identification, i.e., driver's license, etc.

RECORD ACCESS PROCEDURES:

Individuals seeking access to information about themselves contained in this system should address written inquiries to the Director, Resources Management Directorate (N1) NAVCOMTELSTA, Washington, 901 M Street, Southeast, Building 143, Washington Navy Yard, Washington, DC 20374-5069.

Individual should provide full name and signature of the individual concerned and his/her Social Security Number indicated on the letter. For

personal visits, the individual should be able to provide some acceptable form of identification, i.e., driver's license, etc.

CONTESTING RECORD PROCEDURES:

The Navy's rules for accessing records, and for contesting contents and appealing initial agency determinations are published in Secretary of the Navy Instruction 5211.5; 32 CFR part 701; or may be obtained from the system manager.

RECORD SOURCE CATEGORIES:

Information in this system comes from the individual to whom it applies, from security agencies to which application for clearances have been made, and from agencies' various administrative departments.

EXEMPTIONS CLAIMED FOR THE SYSTEM:

None.

N07220-6**SYSTEM NAME:**

Midshipman Pay System (*February 22, 1993, 58 FR 10803*).

CHANGES:

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CATEGORIES OF RECORDS IN THE SYSTEM:

Delete entry and replace with 'Military pay account records (Defense Joint Military Pay System).'

* * * * *

PURPOSE:

Delete entry and replace with 'To pay Naval Academy midshipmen.'

* * * * *

SAFEGUARDS:

Delete entry and replace with 'Access is limited to Midshipmen Disbursing Office personnel; information is password protected; and access to computer area is restricted.'

* * * * *

RECORD SOURCE CATEGORIES:

Delete entry and replace with 'Midshipmen's service record.'

* * * * *

N07220-6**SYSTEM NAME:**

Midshipman Pay System.

SYSTEM LOCATION:

Midshipmen Disbursing Office, U.S. Naval Academy, 101 Sands Road, Annapolis, MD 21402-5078;

Defense Finance and Accounting Service-Cleveland Center, 1240 East 9th Street, Cleveland, OH 44199-2056;

Defense Finance and Accounting Service-Denver Center, 6760 East

Irvington Place, Denver, CO 80279-5000; and

Chief of Naval Personnel, Bureau of Naval Personnel, 2 Navy Annex, Washington, DC 20370-5001.

CATEGORIES OF INDIVIDUALS COVERED BY THE SYSTEM:

Midshipmen of the U.S. Naval Academy, Annapolis, MD.

CATEGORIES OF RECORDS IN THE SYSTEM:

Military pay account records (Defense Joint Military Pay System).

AUTHORITY FOR MAINTENANCE OF THE SYSTEM:

5 U.S.C. 301, Departmental Regulations and E.O. 9397 (SSN).

PURPOSE(S):

To pay Naval Academy midshipmen.

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

In addition to those disclosures generally permitted under 5 U.S.C. 552a(b) of the Privacy Act, these records or information contained therein may specifically be disclosed outside the DoD as a routine use pursuant to 5 U.S.C. 552a(b)(3) as follows:

To officials and employees of the Internal Revenue Service and the Social Security Administration for reporting wages, FICA tax and federal tax paid.

To the American Red Cross, Navy Relief Society, and U.S.O. for personal assistance to the member.

The 'Blanket Routine Uses' that appear at the beginning of the Navy's compilation also apply to this system.

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

Computerized and microfiche records.

RETRIEVABILITY:

Social Security Number.

SAFEGUARDS:

Access is limited to Midshipmen Disbursing Office personnel; information is password protected; and access to computer area is restricted.

RETENTION AND DISPOSAL:

Records are maintained for six years and three months and then destroyed.

SYSTEM MANAGER(S) AND ADDRESS:

Midshipmen Disbursing Office, U.S. Naval Academy, 101 Sands Road, Annapolis, MD 21402-5078;

Defense Finance and Accounting Service-Cleveland Center, 1240 East 9th Street, Cleveland, OH 44199-2056; and

Defense Finance and Accounting Service-Denver Center, 6760 East

Irvington Place, Denver, CO 80279–5000.

NOTIFICATION PROCEDURE:

Individuals can be informed of any records maintained in the system by identifying themselves to Midshipmen Disbursing Office, U.S. Naval Academy, 101 Sands Road, Annapolis, MD 21402–5078.

Requesters should include their full name and Social Security Number in their request.

RECORD ACCESS PROCEDURES:

Individuals seeking access to information about themselves contained in this system should address written inquiries to the Midshipmen Disbursing Office, U.S. Naval Academy, 101 Sands Road, Annapolis, MD 21402–5078 or visit the Midshipmen Disbursing Office. Individual must present his/her identification card to obtain the requested information.

CONTESTING RECORD PROCEDURES:

The Navy's rules for accessing records, and for contesting contents and appealing initial agency determinations are published in Secretary of the Navy Instruction 5211.5; 32 CFR part 701; or may be obtained from the system manager.

RECORD SOURCE CATEGORIES:

Midshipmen's service record.

EXEMPTIONS CLAIMED FOR THE SYSTEM:

None.

N12593–1

SYSTEM NAME:

Living Quarters and Lodging Allowance (*February 22, 1993, 58 FR 10820*).

CHANGES:

* * * * *

SYSTEM NAME:

Delete entry and replace with 'Civilian Overseas Quarters and Lodging Allowances.'

* * * * *

PURPOSE(S):

Delete entry and replace with 'To record civilian overseas employee's living quarters and/or temporary lodging allowance entitlement.'

* * * * *

AUTHORITY FOR MAINTENANCE OF THE SYSTEM:

Delete entry and replace with '5 U.S.C. 301, Departmental Regulations and E.O.s 9397 (SSN), 10903, 10970, 10853, and 10982.'

* * * * *

SAFEGUARDS:

Delete entry and replace with 'Access provided on need to know basis only. Access to computerized and manual records is limited he control of authorized personnel during working hours. The office space in which the file cabinets are located is locked outside of official working hours. Access to computerized data base is password protected.'

RETENTION AND DISPOSAL:

Delete entry and replace with 'Files are retained for four years and then destroyed.'

* * * * *

RECORD SOURCE CATEGORIES:

Delete entry and replace with 'Individual and official personnel file.'

* * * * *

N12593–1

SYSTEM NAME:

Civilian Overseas Quarters and Lodging Allowances.

SYSTEM LOCATION:

Overseas organizational elements of the Department of the Navy. Official mailing addresses are published as an appendix to the Navy's compilation of systems of records notices.

Appropriated and non-appropriated fund U.S. civilian employees eligible for allowance.

CATEGORIES OF RECORDS IN THE SYSTEM:

Employee's name, grade, address, rent and utility expenses, living quarters and lodging allowance, and name of family and/or members.

AUTHORITY FOR MAINTENANCE OF THE SYSTEM:

5 U.S.C. 301, Departmental Regulations and E.O.s 9397 (SSN), 10903, 10970, 10853, and 10982.

PURPOSE(S):

To record civilian overseas employee's living quarters and/or temporary lodging allowance entitlement.

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

In addition to those disclosures generally permitted under 5 U.S.C. 552a(b) of the Privacy Act, these records or information contained therein may specifically be disclosed outside the DoD as a routine use pursuant to 5 U.S.C. 552a(b)(3) as follows:

To officials of the Department of State for the purpose of monitoring the level of allowances that Navy is authorized.

The 'Blanket Routine Uses' that appear at the beginning of the Navy's

compilation of systems of records notices apply to this system.

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

STORAGE:

Paper records and computerized data base.

RETRIEVABILITY:

Name and Social Security Number.

SAFEGUARDS:

Access provided on need to know basis only. Access to computerized and manual records is limited he control of authorized personnel during working hours. The office space in which the file cabinets are located is locked outside of official working hours. Access to computerized data base is password protected.

RETENTION AND DISPOSAL:

Files are retained for four years and then destroyed.

SYSTEM MANAGER(S) AND ADDRESS:

Overseas commanding officer of the activity in question. Official mailing addresses are published as an appendix to the Navy's compilation of systems of records notices.

NOTIFICATION PROCEDURE:

Individuals seeking to determine whether this system contains information about themselves should address written inquiries to the Commanding Officer at the overseas activity where he or she is assigned. Official mailing addresses are published as an appendix to the Navy's compilation of systems of records.

Requester should include full name, Social Security Number, and dates assigned to the activity.

RECORD ACCESS PROCEDURES:

Individuals seeking access to information about themselves contained in this system should address written inquiries to the Commanding Officer at the overseas activity where he or she is assigned. Official mailing addresses are published as an appendix to the Navy's compilation of systems of records.

Requester should include full name, Social Security Number, and dates assigned to the activity.

CONTESTING RECORD PROCEDURES:

The Navy's rules for accessing records, and for contesting contents and appealing initial agency determinations are published in Secretary of the Navy Instruction 5211.5; 32 CFR part 701; or may be obtained from the system manager.

RECORD SOURCE CATEGORIES:

Individual and official personnel files.

EXEMPTIONS CLAIMED FOR THE SYSTEM:

None.

[FR Doc. 97-6746 Filed 3-17-97; 8:45 am]

BILLING CODE 5000-04-F

DEPARTMENT OF EDUCATION**Notice of Proposed Information
Collection Requests**

AGENCY: Department of Education.

ACTION: Proposed collection; comments requested.

SUMMARY: The Secretary of Education requests comments on the Free Application for Federal Student Aid (FAFSA) that the Secretary proposes to use for the 1998-99 award year. The FAFSA is completed by students and their families and the information submitted on the form is used to determine the students' eligibility and financial need for the student financial assistance programs authorized under Title IV of the Higher Education Act of 1965, as amended, (Title IV, HEA Programs). The Secretary is particularly seeking comments regarding whether all the questions on the FAFSA are needed. The Secretary will consider these comments not only for the 1998-99 FAFSA but also in the design of the 1999-2000 FAFSA.

DATES: Interested persons are invited to submit comments on or before May 19, 1997.

ADDRESSES: Written comments and requests for copies of the proposed information collection requests should be addressed to Patrick J. Sherrill, Department of Education, 600 Independence Avenue, S.W., Room 5624, Regional Office Building 3, Washington, DC 20202-4651.

FOR FURTHER INFORMATION CONTACT: Patrick J. Sherrill (202) 708-8196. Individuals who use a telecommunications device for the deaf (TDD) may call the Federal Information Relay Service (FIRS) at 1-800-877-8339 between 8 a.m. and 8 p.m., Eastern time, Monday through Friday.

SUPPLEMENTARY INFORMATION: Section 483 of the Higher Education Act of 1965, as amended (HEA), requires the Secretary, "in cooperation with agencies and organizations involved in providing student financial assistance," to "produce, distribute and process free of charge a common financial reporting form to be used to determine the need and eligibility of a student under" the Title IV, HEA Programs. This form is the FAFSA. In addition, section 483 authorizes the Secretary to include on the FAFSA up to eight non-financial data items that would assist States in awarding State student financial assistance.

Over the past several years, the Secretary, in cooperation with the above described agencies and organizations, has added questions to the form. Those questions were added to accommodate the needs of States that administer State student aid programs, and of institutions of higher education that administer the Title IV, HEA Programs. They were also added to facilitate eliminating or reducing the number of State and institutional forms that a student and his or her family must complete in order to receive student financial assistance.

In the context of re-engineering the FAFSA and looking at each FAFSA question anew, it appears that a great many of the questions now on the form are not needed to determine a student's need and eligibility for Title IV, HEA Programs. Moreover, it also appears that many questions are of a marginal value, even for State and institutional purposes.

The 1998-99 FAFSA will begin to be used on January 1, 1998. Because of the lead time needed to begin using that form on that date, the Secretary has proposed to modify or eliminate only a minimum number of questions of the proposed 1998-99 FAFSA. Using the 1996-97 and 1997-98 FAFSAs as a reference point, the Secretary proposes eliminating question 37. The Secretary proposes to combine questions 20 and 21 into a single yes/no question, as follows: "Will you have received a high school diploma or earned a GED before the first date of your enrollment in college?" The Secretary proposes to eliminate the "day" in questions 12, 31, and 50 leaving just the "month" and "year." Finally, the Secretary proposes to eliminate the fourth option under "housing codes" on page four of the FAFSA. The Secretary seeks comments on these modifications.

With regard to the 1999-2000 FAFSA, using the 1996-97 and 1997-98 FAFSAs as a reference point, the Secretary notes

that a student does not need to complete the following questions in order to have his or her eligibility and need for Title IV, HEA Programs determined: 11-14, 18, 20-39, 50, 53-54, 65-66, and 92-105. Therefore the Secretary requests comments on the need and desirability of these questions.

In particular, the Secretary requests comments on whether a particular question is integral to a State student aid program, and requests each State to list in order of importance, those questions that it needs to administer its State student aid programs.

The Secretary is publishing this request for comment under the provisions of the Paperwork Reduction Act of 1995, 44 U.S.C. 3501 *et seq.* Under that Act, ED must obtain the review and approval of the Office of Management and Budget (OMB) before it may use a form to collect information. However, under the procedure for obtaining approval from OMB, ED must first obtain public comment on the proposed form, and to obtain that comment, ED must publish this notice in the Federal Register.

In addition to comments requested above, to accommodate the requirements of the Paperwork Reduction Act, the Secretary is interested in receiving comments with regard to the following matters: (1) is this collection necessary to the proper functions of the Department, (2) will this information be processed and used in a timely manner, (3) is the estimate of burden accurate, (4) how might the Department enhance the quality, utility, and clarity of the information to be collected, and (5) how might the Department minimize the burden of this collection on the respondents, including through the use of information technology.

Dated: March 12, 1997.

Gloria Parker,
*Director, Information Resources Management
Group.*

Office of Postsecondary Education

Type of Review: Revision.

Title: Free Application for Federal Student Aid (FAFSA).

Frequency: Annually.

Affected Public: Individuals and families.

*Annual Reporting and Recordkeeping
Hour Burden:*

Responses: 9,831,756.

Burden Hours: 7,625,993.

Abstract: The FAFSA collects identifying and financial information about a student and his or her family if the student applies for Title IV, Higher Education Act (HEA) Program funds.