

VIII Appendix No. 1 Criteria Checklist for a Complete Written Water Transfer Proposal: delete requirements 18 and 19.

IX Appendix No. 2 Public Notice Requirements: change MP-440 to MP-410.

Public comment on Reclamation's revised Interim Guidelines is invited at this time. A copy of the revised Interim Guidelines will be available for review at Reclamation's MP Regional Office located in Sacramento, California. If you wish to review a copy of the revised Interim Guidelines, please contact Ms. Spezia, or access it on the Internet at [www.mp.usbr.gov](http://www.mp.usbr.gov).

Dated: November 29, 1999.

**Mary Johannis,**

*Acting Regional Resources Manager, Mid-Pacific Region.*

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**BILLING CODE 4310-94-M**

## DEPARTMENT OF THE INTERIOR

### Bureau of Reclamation

#### Privacy Act of 1974, as Amended; Revisions to Existing System of Records

**AGENCY:** Bureau of Reclamation, Interior.

**ACTION:** Proposed revisions to an existing system of records.

**SUMMARY:** Pursuant to the provisions of the Privacy Act of 1974, as amended (5 U.S.C. 552a), the Department of the Interior is issuing public notice of its intent to amend the existing system of records managed by the Bureau of Reclamation (Reclamation) entitled "Concessions, WBR-7."

The notice is published in its entirety below.

**DATES:** Persons wishing to comment on the proposed revisions must do so by January 10, 2000.

**Effective date:** The proposed revised system of records will become effective without further notice on January 18, 2000, unless comments received result in a contrary determination. Reclamation will publish a new notice if changes are made based on review of comments received.

**ADDRESSES:** Interested individuals may comment on this publication by writing to the Reclamation Privacy Act Officer, Bureau of Reclamation, PO Box 25007, Denver, Colorado 80225-0007 or comments may be sent by facsimile transmission to fax No. 1-800-822-7651. Comments will be available for inspection at the Bureau of Reclamation, Denver Federal Center, Sixth Avenue

and Kipling Street, Building 67, Room 112, Denver, Colorado, from 7:30 a.m. to 4 p.m.

**FOR FURTHER INFORMATION CONTACT:** For information regarding "Concessions, WBR-7" contact Mr. Vernon Lovejoy, Office of Policy at (303) 445-2913. For general information regarding Reclamation's Privacy Act program, contact Mr. Casey Snyder at (303) 445-2048.

**SUPPLEMENTARY INFORMATION:** Recent Privacy Act Compilations list this system of records as Reclamation-7. When originally published in the **Federal Register** this system of records was identified as WBR-7. The content of the system of records is the same; the prefix on the system was changed to reflect organizational changes.

This system of records notice was previously published in the **Federal Register** on November 16, 1984 (49 FR 45493). This publication revises the system location, a purpose statement has been added which was not included in the original system of records notice, expands the categories of records in the system, and the system manager and address have been updated. All other changes proposed are editorial in nature.

**Murlin Coffey,**

*Manager, Property and Office Services.*

#### INTERIOR/WBR-7

##### SYSTEM NAME:

Concessions.

##### SYSTEM LOCATION:

Commissioner's Office, Reclamation Service Center, and Regional Offices: Pacific Northwest, Mid-Pacific, Lower Colorado, Upper Colorado, and Great Plains. See appendix for addresses.

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

Individual concessionaires. Records in this system pertaining to individuals contain information concerning sole proprietorships, but may also reflect personal information. In addition, the system maintains records concerning corporations and other business entities. Only the records relating to individuals are covered by the Privacy Act.

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

Concession agreements, concession contracts, rental or lease agreements with individuals, corporations, or other legal business entities providing services or concessions at Reclamation projects.

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

Reclamation Law of 1902, as amended, 43 U.S.C. 371, *et seq.*

##### PURPOSES:

To identify the person, persons, or business entities responsible for the management of a concession area, to determine their ability to manage a concession operation, and to determine or ensure compliance with the terms of the concession agreement, contract, lease, or rental agreement.

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

The Bureau of Reclamation is the primary user of the system and the primary use of the records is to give Reclamation information needed for administrative control over concessions operating at Reclamation facilities. Disclosures outside the Department of the Interior may be made: (1) To State or local government agencies for taxation purposes; (2) to the Department of Justice when related to litigation or anticipated litigation; (3) of information indicating a violation or potential violation of a statute, regulation, rule, order, or license to appropriate Federal, State, local, or foreign agencies responsible for investigating or prosecuting the violation or for enforcing or implementing the statute, rule, regulation, order, or license; (4) from the record of an individual in response to an inquiry from a congressional office made at the request of that individual; (5) to non-Federal auditors under contract with the Departments of Interior or Energy or water user and other organizations with which the Bureau of Reclamation has written agreements permitting access to financial records to perform financial audits.

##### 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 Federal Claims Collection Act of 1966 (31 U.S.C. 3701(a)(3)).

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

##### STORAGE:

Records are maintained in manual form in file folders.

##### RETRIEVABILITY:

By individual name.

##### SAFEGUARDS:

In accordance with requirements of 43 CFR 2.51 for manual records.

**RETENTION AND DISPOSAL:**

The records are maintained for 6 years and 3 months after close of fiscal year, unless involved in litigation. Disposal is in accordance with approved retention and disposal schedules.

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

Commissioner's Office, Reclamation Service Center, and Regional Offices: Pacific Northwest, Mid-Pacific, Lower Colorado, Upper Colorado, and Great Plains. See appendix for addresses.

**NOTIFICATION PROCEDURE:**

Written inquiries regarding the existence of a record(s) should be addressed to the System Manager at the appropriate address listed in the appendix. See 43 CFR 2.60.

**RECORD ACCESS PROCEDURES:**

Same as Notification above. See 43 CFR 2.63.

**CONTESTING RECORD PROCEDURES:**

Written petitions for amendment should be addressed to the System Manager at the appropriate address listed in the appendix. See 43 CFR 2.71.

**RECORD SOURCE CATEGORIES:**

Individuals on whom records are maintained.

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**OVERSEAS PRIVATE INVESTMENT CORPORATION****Privacy Act of 1974; New System of Records**

**AGENCY:** Overseas Private Investment Corporation.

**ACTION:** Notice of proposed Privacy Act system of records.

**SUMMARY:** In accordance with the requirements of the Privacy Act of 1974, as amended (5 U.S.C. 552a), the Overseas Private Investment Corporation (OPIC) is providing notice of the establishment of a new system of records for Contacts and Mailing Lists.

**DATES:** The proposed new system will be effective without further notice on January 18, 2000, unless comments are received which result in a contrary determination.

**ADDRESSES:** Written comments on the new systems of records may be addressed and mailed or hand-delivered to Jean Strasser, Management Services, Overseas Private Investment Corporation, 1100 New York Avenue, NW, Washington, DC 20527. Faxes may be sent to Jean Strasser at (202) 842-

8413. Submit electronic comments to [jstra@opic.gov](mailto:jstra@opic.gov).

**FOR FURTHER INFORMATION CONTACT:** Jean Strasser, Management Services, Overseas Private Investment Corporation, 1100 New York Avenue, NW, Washington, DC 20527, telephone (202) 336-8670.

**SUPPLEMENTARY INFORMATION:****OPIC-21****SYSTEM NAME:**

Contacts and Mailing Lists.

**SECURITY CLASSIFICATION:**

None.

**SYSTEM LOCATION:**

Overseas Private Investment Corporation, 1100 New York Avenue, NW, Washington, DC 20527.

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

Individuals who have requested that they be kept informed of OPIC activities or whose names are placed on a contact or mailing list by OPIC staff, including current and former members of the OPIC Board of Directors, former employees, officials of all branches of government and international governments, representatives of the press, corporations, and other organizations. Individuals who have requested publications or information from OPIC in writing, in person, by phone, fax, email, or via the Corporation's web site. Individuals identified by other government agencies as having an interest in an OPIC-sponsored program and/or activity.

**CATEGORIES OF RECORDS IN THE SYSTEM:**

Name, business title, company or organization, mailing address, email address, phone and fax numbers, organization type, and industrial sector, if applicable, of individuals covered by the system. The list also includes information on the types of information individuals are interested in (e.g., regional interest).

**AUTHORITY FOR MAINTENANCE OF THE SYSTEM:**

44 U.S.C. 3101, Records Management by Agency Heads.

**PURPOSE(S):**

These records are used by OPIC for the mailing and electronic distribution of OPIC information, publications and announcements regarding OPIC-sponsored events. They may be used by other organizations affiliated with OPIC for the distribution of announcements regarding events in which OPIC is a co-sponsor or participant.

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

Used (i) to distribute publications (e.g., press releases, newsletters, and annual reports) and other general information developed by OPIC either by mail or electronically to individuals' email addresses; (ii) to distribute information regarding OPIC-hosted conferences and events; (iii) by other organizations affiliated with OPIC (e.g., other Federal agencies, corporate or non-profit co-sponsors) to distribute announcements regarding events in which OPIC is a co-sponsor; (iv) by OPIC management to conduct surveys or gather statistical data to analyze usage of or improve OPIC services; and (v) by members of Congress in response to their request.

**DISCLOSURE TO CONSUMER REPORTING AGENCIES:**

None.

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

Records are stored in an electronic database accessible by authorized OPIC employees. Hard copies may be printed and stored in file cabinets in secure OPIC offices.

**RETRIEVABILITY:**

Records are indexed by name, region, zip code, sector, or area of interest.

**SAFEGUARDS:**

Records are kept in a secured electronic database, with access limited to authorized marketing personnel; access to information in computer files is limited to personnel having an authorized computer password. Hard copy records are stored in secure staff offices accessible to OPIC staff only.

**RETENTION AND DISPOSAL:**

Records are maintained on an ongoing basis, updated by request of individuals covered by the system, and retained indefinitely or until the individual requests removal from the list.

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

Vice President for Investment Development, Overseas Private Investment Corporation, 1100 New York Avenue, NW, Washington, DC 20527.

**NOTIFICATION PROCEDURE:**

Requests by individuals concerning the existence of a record may be submitted in writing, addressed to the system manager above. The request must comply with the requirements of 22 CFR 707.21(b).