

the power to vote shares of a bank or bank holding company and all of the banks and nonbanking companies owned by the bank holding company, including the companies listed below.

The applications listed below, as well as other related filings required by the Board, are available for immediate inspection at the Federal Reserve Bank indicated. The application also will be available for inspection at the offices of the Board of Governors. Interested persons may express their views in writing on the standards enumerated in the BHC Act (12 U.S.C. 1842(c)). If the proposal also involves the acquisition of a nonbanking company, the review also includes whether the acquisition of the nonbanking company complies with the standards in section 4 of the BHC Act. Unless otherwise noted, nonbanking activities will be conducted throughout the United States.

Unless otherwise noted, comments regarding each of these applications must be received at the Reserve Bank indicated or the offices of the Board of Governors not later than October 24, 1997.

A. Federal Reserve Bank of New York (Betsy Buttrill White, Senior Vice President) 33 Liberty Street, New York, New York 10045-0001:

1. *Warwick Community Bancorp, Inc.*, Warwick, New York; to become a bank holding company by acquiring 100 percent of the voting shares of Warwick Savings Bank, Warwick, New York.

B. Federal Reserve Bank of Atlanta (Lois Berthaume, Vice President) 104 Marietta Street, N.W., Atlanta, Georgia 30303-2713:

1. *Trust No. 3 Under Will of Charles Henderson*, Troy, Alabama, and Henderson Bancshares, Inc., Troy, Alabama; to acquire 100 percent of the voting shares of Pea River Capital, Corporation, Elba, Alabama, and thereby indirectly acquire Peoples Bank of Coffee County, Elba, Alabama.

C. Federal Reserve Bank of St. Louis (Randall C. Sumner, Vice President) 411 Locust Street, St. Louis, Missouri 63102-2034:

1. *Community Bancshares of West Plains, Inc.*, West Plains, Missouri; to become a bank holding company by acquiring 100 percent of the voting shares of Community First National

Bank of West Plains, West Plains, Missouri, a *de novo* bank.

D. Federal Reserve Bank of Minneapolis (Karen L. Grandstrand, Vice President) 250 Marquette Avenue, Minneapolis, Minnesota 55480-2171:

1. *U.S. Bancorp*, Minneapolis, Minnesota; to merge with Zappco, Inc., St. Cloud, Minnesota, and thereby indirectly acquire The First National Bank of Little Falls, Little Falls, Minnesota; Melrose State Bank, Melrose, Minnesota; and Zapp National Bank of St. Cloud, St. Cloud, Minnesota.

In connection with this application, Applicant also has applied to acquire Zapp Data, Inc., St. Cloud, Minnesota, and thereby engage in providing data processing services, pursuant to § 225.28(b)(14) of the Board's Regulation Y.

Board of Governors of the Federal Reserve System, September 24, 1997.

Jennifer J. Johnson,

Deputy Secretary of the Board.

[FR Doc. 97-25766 Filed 9-26-97; 8:45 am]

BILLING CODE 6210-01-F

announcement of bank and bank holding company applications scheduled for the meeting.

Dated: September 25, 1997.

William W. Wiles,

Secretary of the Board.

[FR Doc. 97-25856 Filed 9-25-97; 11:07 am]

BILLING CODE 6210-01-P

DEPARTMENT OF HEALTH AND HUMAN SERVICES

Administration for Children and Families

National Directory of New Hires; Submission for OMB Review; Comment Request

OMB No.: New.

Description: Public Law 104-193, the "Personal Responsibility and Work Opportunity Reconciliation Act of 1996," requires the Office of Child Support Enforcement (OCSE) to develop a National Directory of New Hires (NDNH) to improve the ability of State child support agencies to locate noncustodial parents and collect child support across State lines.

The NDNH will contain employment, earning and unemployment compensation data on all employees within the United States. The law requires States and territories to periodically transmit new hire data received from employers to the NDNH, and to transmit quarterly wage and unemployment compensation claims data to the NDNH on a quarterly basis.

Employers must report specified information (based on information reported on the IRS W-4 Form) on all new hires to State agencies for transmittal to the NDNH. States will transmit all data to the NDNH electronically. The purpose of the NDNH is to develop a repository of information on newly-hired employees, and on the earnings and unemployment compensation claims data on all employees, to provide the necessary information to locate child support obligors, and to establish and enforce child support orders.

Respondents: States and Employers.

FEDERAL RESERVE SYSTEM

Sunshine Act Meeting

AGENCY HOLDING THE MEETING: Board of Governors of the Federal Reserve System.

TIME AND DATE: 10:00 a.m., Thursday, October 2, 1997.

PLACE: Marriner S. Eccles Federal Reserve Board Building, C Street entrance between 20th and 21st Streets, N.W., Washington, D.C. 20551.

STATUS: Closed.

MATTERS TO BE CONSIDERED:

1. Personnel actions (appointments, promotions, assignments, reassignments, and salary actions) involving individual Federal Reserve System employees.

2. Any items carried forward from a previously announced meeting.

CONTACT PERSON FOR MORE INFORMATION: Mr. Joseph R. Coyne, Assistant to the Board; (202) 452-3204. You may call (202) 452-3207, beginning at approximately 5 p.m. two business days before this meeting, for a recorded

ANNUAL BURDEN ESTIMATES

Instrument	Number of respondents	Number of responses per respondent	Average burden hours per response	Total burden hours
New Hire: Employers Reporting Manually	15,166,00	23.484	.0417	750,531
New Hire: Employers Reporting Electronically ¹	11,134,000	237,037	³ .00028	11,760
New Hire: States	54	483.333	⁵ 266.668	1,200,001

ANNUAL BURDEN ESTIMATES—Continued

Instrument	Number of respondents	Number of responses per respondent	Average burden hours per response	Total burden hours
Multistate Employers' Notification Form	375,000	1	.050	18,750
Quarterly Wage and Unemployment Compensation	54	⁶ 4	.033	7.13
Estimated Total Annual Burden Hours: 1,981,049.				

Footnotes:

The above numbers are based on the following:

¹ Eighteen percent of all employers will report manually and 82% will report electronically (based on SSA's experience).

² For the "Employers" tiers, "response" is defined as the number of new hire reports. Thirty percent of all new hire reports will be reported manually and 70% will be reported electronically (based on SSA's experience).

³ Based on the assumption that employers reporting new hires electronically will most likely transmit their reports in a batch file, thus significantly reducing the per-response burden.

⁴ For the "States" tiers, "response" is defined as the number of transmissions to the NDNH. All States are required by law to transmit new hire data to the NDNH electronically, within three business days after entering the data into the SDNH. There are 250 business days per year. States will send a transmission once every three business days, which is equal to 83.333 transmissions per year.

⁵ Based on the average number of reports per transmission and the average burden per new hire report. The average number of reports per transmission is calculated by dividing 60,000,000 (total number of new hire reports) by 54 (total number of States). The result (1,111,111) is then divided by 83.333 (estimated number of transmission per State, see above explanation). Based on this calculation, the average number of reports per transmission is 13,333.39 reports. The average burden per new hire report is estimated to be .02 hours (1.2 minutes), which is based on a range of two seconds to four minutes. The burden is estimated to be two seconds per report for the 70% of new hire reports submitted to the State electronically. This two second burden estimate is based on the same batch-file assumption as above, and includes data receipt and data transmission. If the State has to manually enter the new hire data before transmitting to the NDNH (which is the case for 30% of all new hire reports), the burden is estimated to be four minutes (based on the number of characters in a record). The average burden hours per report (.02) multiplied by the average number of reports per transmission (13,333.39) is equal to the average burden hours per transmission (266.668).

⁶ "Response" is defined here as the number to transmissions to the NDNH. States are required to transmit quarterly wage and unemployment compensation data four times a year.

RECORD LAYOUTS AND FIELD DESCRIPTIONS FOR INPUT TO THE NATIONAL DIRECTORY OF NEW HIRE (NDNH)

Field name	Location/position	Length	Alpha/numeric	Description remarks	Mandatory/optional
W4 Transmitter Record					
Record Identifier	1-2	2	A/N	'H4'	M.
Transmitter State Code	3-4	2	N	State FIPS code (for states only).	M for states.
Transmitter Agency Code	5-13	9	A/N	Federal Agency Code (for federal agencies only).	M for agencies.
Transmission Type	14-15	2	A/N	'W4' for W4 data	M.
Department of Defense Code	16	1	A	'A' for active duty	M for DOD.
				'C' for civilian.	
				'R' for reserves.	
				States may leave this field blank.	
Version Control Number	17-18	2	A/N	Must be '01', controlled by OCSE.	M.
Date Stamp	19-26	8	N	Format = YYYYMMDD	M.
				Must be current system date of file generation.	
Batch Number	27-32	6	N	Sequential number to identify a submission as unique.	M.
Filler	33-801	769	A/N	Spaces. To be used for future versions.	
W4 Total Record					
Record Identifier	1-2	2	A/N	'T4'	M.
Data Record Count	3-13	11	N	Total record for transmission, including header and trailer records.	M.
Filler	14-801	788	A/N	Spaces. To be used for future versions.	
W4 Data Record					
Record Identifier	1-2	2	A/N	'W4'	M.
Employee SSN	3-11	9	N	As reported by employee	M.
Employee Name:					
First Name	12-27	16	A	At least one character	M.
				No special characters.	

RECORD LAYOUTS AND FIELD DESCRIPTIONS FOR INPUT TO THE NATIONAL DIRECTORY OF NEW HIRE (NDNH)—
Continued

Field name	Location/position	Length	Alpha/numeric	Description remarks	Mandatory/optional
Middle Name	28-43	16	A	If non-blank, must be at least one character.	O.
Last Name	44-73	30	A	No special characters. At least one character	M.
Employee Addresses:					
Street Address (line 1)	74-113	40	A/N	No special characters, except for hyphen.	M.
Street Address (line 2)	114-153	40	A/N	Non-blank	O.
Street Address (line 3)	154-193	40	A/N	If your address line is less than 40 characters, do.	O.
City	194-218	25	A	Not concatenate into one line.	M.
State	219-220	2	A	At least two characters	M.
Zip Code (1)	221-225	5	N	No special characters, except for hyphen.	M.
Zip Code (2)	226-229	4	A/N	Valid state or territory abbreviation.	O.
Employee Foreign Address:					
Foreign Country Code	230-231	2	A/N	Must be numeric	M for foreign address.
Foreign Country Name	232-256	25	A/N	If present, must be numeric	O.
Foreign Zip Code	257-271	15	A/N	Refer to U.S. Department of Commerce FIPS code manual, National Institute of Standards and Technology, FIPS PUB 10-4 (April 1995).	O.
Employee Date of Birth	272-279	8	A/N	If present, at least two characters.	O.
Employee Date of Hire	280-287	8	A/N	Format—YYYYMMDD.	O.
Employee State of Hire	288-289	2	A	If present, numeric	O.
Federal EIN	290-298	9	N	Format—YYYYMMDD.	O.
State EIN	299-310	12	A/N	Alphabetic state or territory abbreviation.	M.
Employer Name	311-355	45	A/N	Federal Employer Identification Number.	O.
Employer Address				If no FEIN is available, send the State Ein.	O.
Street Address (line 1)	356-395	40	A/N	If present and less than 12 characters, left justify.	M.
Street Address (line 2)	396-435	40	A/N	At least two characters.	O.
Street Address (line 3)	436-475	40	A/N	FEIN address from W4.	O.
City	476-500	25	A	At least two characters	M.
State	501-502	2	A	If your address line is less than 40 characters, do.	M.
Zip Code (1)	503-507	5	N	Not concatenate into one line.	M.
Zip Code (2)	508-511	4	A/N	At least two characters	O.
Employer Foreign Address:					
Foreign Country Code	512-513	2	A/N	Valid state or territory abbreviation.	M for foreign address.
Foreign Country Name	514-538	25	A/N	Must be numeric	O.
Foreign Zip Code	539-553	15	A/N	If present, must be numeric	O.
Employer Optional Address					
Street Address (line 1)	554-593	40	A/N	This address will be blank if only collecting one address.	O.
Street Address (line 2)	594-633	40	A/N	If there is a second address, it should be the address where child support orders should be sent.	O.
Street Address (line 3)	634-673	40	A/N	If your address line is less than 40 characters, do.	O.
				Not concatenate into one line.	O.

RECORD LAYOUTS AND FIELD DESCRIPTIONS FOR INPUT TO THE NATIONAL DIRECTORY OF NEW HIRE (NDNH)—
Continued

Field name	Location/position	Length	Alpha/numeric	Description remarks	Mandatory/optional
City	674-698	25	A	If present, at least two characters.	O.
State	699-700	2	A	If present, valid state or territory abbreviation.	O.
Zip Code (1)	701-705	5	A/N	If present, must be numeric	O.
Zip Code (2)	706-709	4	A/N	If present, must be numeric	O.
Employer Optional Foreign Address: Foreign Country Code	710-711	2	A/N	Refer to U.S. Department of Commerce FIPS code manual, National Institute of Standards and Technology, FIPS PUB 10-4 (April 1995).	O.
Foreign Country Name	712-736	25	A/N	If present, at least two characters.	O.
Foreign Zip Code	737-751	15	A/N	O.
Filler	752-801	50	A/N	Spaces. To be used for future versions.	

Quarterly Wage Transmitter Record

Record Identifier	1-2	2	A	'HQ'	M.
Transmitter State Code	3-4	2	N	State FIPS code (for states only).	M for states.
Transmitter Agency Code	5-13	9	A/N	Federal Agency Code (for federal agencies only).	M for agencies.
Transmission Type	14-15	2	A/N	'QW' for quarterly wage data ..	M.
Department of Defense Code ..	16	1	A	'A' for active duty	M for DOD.
				'C' for civilian.	
				'R' for reserves.	
				States may leave this field blank.	
Version Control Number	17-18	2	A/N	Must be '01', controlled by OCSE.	M.
Date Stamp	19-26	8	N	Format=YYYYMMDD	M.
				Must be current system date of file generation.	
Batch Number	27-32	6	N	Sequential number to identify a submission as unique.	M.
Filler	33-601	569	A/N	Spaces. To be used for future versions.	

Quarterly Wage Total Record

Record Identifier	1-2	2	A	'TQ'	M.
Data Record Count	3-13	11	N	Total record count for transmission, including header and trailer record.	M.
Filler	14-601	588	A/N	Spaces. To be used for future versions.	

Quarterly Wage Data Record

Record Identifier	1-2	2	A	'QW'	M.
Employee SSN	3-11	9	N	As reported by employee	M.
Employee Name: First Name	12-27	16	A	At least one character	M.
				No special characters.	
Middle Name	28-43	16	A	If non-blank, must be at least one character.	O.
				No special characters.	
Last Name	44-73	30	A	At least one character	M.
				No special characters, except for hyphen.	
Employee Wage Amount	74-84	11	N	Last two positions are decimal places.	M.
				No negative values, zeroes are allowed.	
				Gross amount paid within the quarter.	

RECORD LAYOUTS AND FIELD DESCRIPTIONS FOR INPUT TO THE NATIONAL DIRECTORY OF NEW HIRE (NDNH)—
Continued

Field name	Location/position	Length	Alpha/numeric	Description remarks	Mandatory/optional
Reporting Period	85-89	5	N	Format—QYYYY for Calendar year. Q=1 for Jan-Mar. Q=2 for Apr-Jun. Q=3 for Jul-Sep. Q=4 for Oct-Dec.	M.
Federal EIN	90-98	9	N	Federal Employer Identification Number.	M.
State EIN	99-110	12	A/N	If present and less than 12 characters, left justify.	O.
Employer Name	111-155	45	A/N	At least two characters	M.
Employer Address				FEIN address.	
Street Address (line 1)	156-195	40	A/N	At least two characters	M.
Street Address (line 2)	196-235	40	A/N	If your address line is less than 40 characters, do.	O.
Street Address (line 3)	236-275	40	A/N	Not concatenate into one line.	O.
City	276-300	25	A	At least two characters	M.
State	301-302	2	A	Valid state or territory abbreviation.	M.
Zip Code (1)	303-307	5	N	M.
Zip Code (2)	308-311	4	A/N	If present, must be numeric	O.
Employer Foreign Address:					
Foreign Country Code	312-313	2	A/N	Refer to U.S. Department of Commerce FIPS code manual, National Institute of Standards and Technology, FIPS PUB 10-4 (April 1995).	M for foreign address.
Foreign Country Name	314-338	25	A/N	If present, at least two characters.	O.
Foreign Zip Code	339-353	15	A/N	O.
Employer Optional Address				This address will be blank if only collecting one address. If there is a second address, it should be the address where child support orders should be sent.	
Street Address (line 1)	354-393	40	A/N	At least two characters	O.
Street Address (line 2)	394-433	40	A/N	If your address is less than 40 characters, do.	O.
Street Address (line 3)	434-473	40	A/N	Not concatenate into one line.	O.
City	474-498	25	A	If present, at least two characters.	O.
State	499-500	2	A	If present, valid state or territory abbreviation.	O.
Zip Code (1)	501-505	5	A/N	If present, must be numeric	O.
Zip Code (2)	506-509	4	A/N	If present, must be numeric	O.
Employer Optional Foreign Address:					
Foreign Country Code	510-511	2	A/N	Refer to U.S. Department of Commerce FIPS code manual, National Institute of Standards and Technology, FIPS PUB 10-4 (April 1995).	O.
Foreign Country Name	512-536	25	A/N	If present, at least two characters.	O.
Foreign Zip Code	537-551	15	A/N	O.
Filler	552-601	50	A/N	Spaces. To used for future versions.	

UI Transmitter Record

Record Identifier	1-2	2	A	'HU'	M.
Transmitter State Code	3-4	2	N	State FIPS code (for states only).	M for states.
Transmitter Agency Code	5-13	9	A/N	Federal Agency Code (for federal agencies only).	M for agencies.
Transmission Type	14-15	2	A/N	'UI' for unemployment insurance data.	M.
Filler	16	1	A/N	M for DOD.

RECORD LAYOUTS AND FIELD DESCRIPTIONS FOR INPUT TO THE NATIONAL DIRECTORY OF NEW HIRE (NDNH)—
Continued

Field name	Location/position	Length	Alpha/numeric	Description remarks	Mandatory/optional
Version Control Number	17-18	2	A/N	Must be '01', controlled by OCSE.	M.
Date Stamp	19-26	8	N	Format=YYYYMMDD	M.
Batch Number 27-32	27-32	6	N	Must be current system date of file generation.	M.
Filler	32-295	263	A/N	Sequential number to identify a submission as unique. Spaces. To be used for future versions.	M.
UI Total Record					
Record Identifier	1-2	2	A	'TU'	M.
Data Record Count	3-13	11	N	Total record count for transmission, including header and trailer record.	M.
Filler	14-295	282	A/N	Spaces. To be used for future versions.	
Record Identifier	1-2	2	A	'UI'	M.
Claimant SSN	3-11	9	N	As reported by claimant	M.
Claimant Name:					
First Name	12-27	16	A	At least one character	M.
Middle Name	28-43	16	A	No special characters. In non-blank, must be at least one character.	O.
Last Name	44-73	30	A	No special characters. At least one character	M.
				No special characters, except for hyphen.	
Claimant Address:					
Street Address (line 1)	74-113	40	A/N	Non-blank	M.
Street Address (line 2)	114-153	40	A/N	If your address line is less than 40 characters, do.	O.
Street Address (line 3)	154-193	40	A/N	Not concatenate into one line	O.
City	194-218	25	A	At least two characters	M.
				No special characters, except for hyphen.	
State	219-220	2	A	Valid state or territory abbreviation.	M.
Zip Code (1)	221-225	5	N	Must be numeric	M.
Zip Code (2)	226-229	4	A/N	If present, must be numeric	O.
Benefit Amount	230-240	11	N	Last two positions are decimal places.	M.
				No negative values, zeroes are allowed.	
				Gross amount paid within the quarter before withholding offsets. This amount is a total of all benefits that are tracked electronically.	
Reporting Period	241-245	5	N	Format—QYYYY for Calendar year.	M.
				Q=1 for Jan-Mar.	
				Q=2 for Apr-Jun.	
				Q=3 for Jul-Sep.	
				Q=4 for Oct-Dec.	
Filler	246-295	50	A/N	Spaces. To be used for future versions.	

Supplement to New Hire Record Specifications

At the suggestion of the workgroup that assisted in developing the record specifications for the National Directory of New Hires (NDNH), this is an

accompanying document that contains some additional clarification or explanation of items in the record specifications.

Mandatory Fields: The legislation mandates the collection of only the

following six data elements from the W-4 form:

Employee SSN
Employee Name
Employee Address
Employee Name
Employee Address

Employee ID number

On the W-4 record specifications these fields are marked with (M) to designate mandatory. There are three additional optional fields that are highly desirable for the New Hire data base. These are:

- Employee Date of Birth
- Employee Date of Hire
- Employee State of Hire

While the legislation precludes the federal government from mandating the collection and retention of additional data elements, the states are not bound by those rules. The New Hire record specifications were developed in collaboration with State child support enforcement staff, State Employment Security Agency (SESA) staff, and federal and Department of Defense staff. Consequently, the specifications include additional data elements that can be collected by the states and passed to the NDNH. These data elements can then be used by the states and other authorized users of NDNH data.

Following are some clarifying statements that apply to all of the NDNH data elements and record formats.

All data is to be in EBCDIC format.

All alphanumeric data are to be in upper case.

I. All alphanumeric data are to be left justified.

II. All numeric data are to right justified and zero filled.

III. All dates are to be in the Year 2000-complaint format of YYYYMMDD.

IV. Name and city data are to be stripped of special characters except for the hyphen.

State and territory abbreviations in addresses should be the US Postal Service abbreviations.

Name fields should not include suffixes such as "Jr.", "Sr.", and "III".

The NDNH will contain two addresses for the employer. The first address is that noted on the W-4 form. The second address is where child support orders should be sent. If only one address is available or known, use the first set of address data elements and leave the second set of data elements blank. National standard codes are to be used for foreign country code abbreviations as assigned by the Department of Commerce FIPS codes (FIPS PUB 10-4).

V. For Quarterly Wage data, the employee wage amount is to be the gross amount paid during the quarter, regardless of when the amount was earned.

For Unemployment Insurance data, the benefit amount is to be the gross amount paid within the quarter before any deductions or offsets are applied,

regardless of when the benefit was earned or accrued.

When in doubt, send the data. While the NDNH wants to receive clean, edited data, we want to receive all data in a timely manner. Consequently, if some data is missing or incomplete at the time of transmission, include the record(s) in the transmission. Hopefully, this will also make processing easier at the State level.

Output records returned from the NDNH will contain all of the input data sent to the NDNH and indications of errors or changes that took place at the federal level.

VI. States have the option of receiving error records. The NDNH will maintain a matrix of which states want to be notified of errors and which do not.

Input Records

When sending data to the federal level, there will be three record types in each transmission of data. These will include a header record, a series of data records, and concluded by a trailer record.

Header Record

The header record will be the first record in the data set and will contain the following fields.

Field name	Comments
Record Identifier	Enter 'H4' for W4 data. Enter 'HQ' for Quarterly Wage data. Enter 'HU' for Unemployment Insurance data.
Transmitter State Code	Refer to US Department of Commerce FIPS code manual, National Institute of Standards and Technology, FIPS PUB 10-4 (April 1995).
Transmitter Agency Code	Some federal agencies act as service bureaus for other federal agencies. Enter the Federal Employer Identification Number (FEIN) of the agency transmitting the data to the National Directory of New Hires.
Transmission Type	Identifies the type of data in this data set. Enter 'W4' for W4 data. Enter 'QW' for Quarterly Wage data. Enter 'UI' for Unemployment Insurance data.
Department of Defense Code	This field is mandatory only for DOD data transmissions. All others can ignore this field. DOD data is separated into several categories. This field indicates with category of data is being transmitted. Enter 'A' for active duty personnel. Enter 'C' for civilian personnel. Enter 'R' for reservist personnel.
Version Control Number	It is assumed that the system will be modified over time to accommodate future requirements. The version Control Number indicates which version of the system is in operation and will provide a means of communicating with data suppliers about record formats. Enter '01' until notified by OCSE to change this value.
Date Stamp	Enter the system generated date on the date the data set is transmitted to the federal level. Enter the date in the format YYYYMMDD.
Batch Number	A sequential number generated by the transmitting agency. This field is to uniquely identify a transmission. Do not repeat batch numbers.
Filler	Each record contains filler to be used for future versions of the record formats.

Total Record

Each data set is to be terminated with a Total Record which will contain the count of the total number of records transmitted in this data set.

Field name	Comments
Record Identifier	Enter 'T4' for W4 data. Enter 'TQ' for Quarterly Wage data. Enter 'TU' for Unemployment Insurance data.
Data Record Count	Enter the total number of records transmitted in this data set, including the header and trailer records. This will be used to verify that all records are received and processed.
Filler	Spaces. To be used for future versions of the system.

Data Record

Each of the data records for W4, Quarterly Wage, and UI is different in several ways. Following is further explanation of some of the data elements in those record layouts. See the Record Layout specifications for detailed information on all data elements.

Field name	Comments
Record Identifier	Enter 'W4' for the W4 record. Enter 'QW' for the Quarterly Wage record. Enter 'UI' for the Unemployment Insurance record.
Foreign Address Data Elements	If an address supplied for the employee or employer is outside the United States, include the Foreign Country Code for the address, the Foreign Country Name, and the Foreign Zip Code.
Employee Wage Amount (QW)	For Quarterly Wage data, provide the gross amount paid to the employee during the quarter, regardless of when the amount was earned.
Reporting Period	Use the quarters that correspond to the calendar year rather than quarters that correspond to fiscal accounting periods. Use the format QYYYY where: Q = 1 for January–March. Q = 2 for April–June. Q = 3 for July–September. Q = 4 for October–December.
Benefit Amount (UI)	The UI Benefit Amount is the gross amount paid within the reporting quarter before any withholding offsets are applied. This amount should be the sum of benefits received from all programs tracked electronically by the State. However, only include those benefits that are housed in the same hardware environment. Do not include benefits from sources that must be translated or imported to the mainframe environment.

Output Records

FPLS will return records to the data transmitters when errors were detected. The states can elect to have these records returned for error resolution or not as they choose. Federal agencies, however, will receive all error records from each transmittal.

The record formats for the error records are identical to the input record provided by the submitter except that error codes will be appended that explain the nature of the error. Errors can occur at the transmission level and at the individual record level.

Transmission Control Records: This is the output equivalent of the input TRANSMITTER RECORD and includes counts of records received, records rejected, error records returned, records posted to the National Director of New Hires, records posted to the Suspense File, and up to five Error Codes pertaining to the transmission level error conditions encountered.

Data Records: Each output version of the input DATA RECORD had appended to it up to five record level error codes that indicate the nature of the error encountered during editing. It also contains a Social Security Number Verification Indicator that indicates whether multiple valid SSNs were

encountered during the SSN verification process. In addition, a corrected SSN is returned if during the SSN verification process the supplied SSN was determined to be incorrect and the verification procedure was able to provide the correct SSN.

Total Records: No transmission total records will be returned to the submitting State or federal agency.

Additional Information: Copies of the proposed collection may be obtained by writing to The Administration for Children and Families, Office of Information Services, Division of Information Resource Management Services, 370 L'Enfant Promenade, SW., Washington, DC 20447, Attn: ACF Reports Clearance Officer.

OMB Comment: OMB is required to make a decision concerning the collection of information between 30 and 60 days after publication of this document in the **Federal Register**.

Therefore, a comment is best assured of having its full effect if OMB receives it within 30 days of publication. Written comments and recommendations for the proposed information collection should be sent directly to the following: Office of Management and Budget, Paperwork Reduction Project, 725 17th Street, NW.,

Washington, DC 20503, Attn: Ms. Wendy Taylor.

In addition, comments may also be forwarded to ACF at the following address: The Administration for Children and Families, Office of Information Services, Division of Information Resources, 370 L'Enfant Promenade, SW., Washington, DC 20447, Attn: Reports Clearance Officer, Internet address: rjdriscoll@acf.dhhs.gov.

Dated: September 23, 1997.

Robert Driscoll,

Reports Clearance Officer.

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DEPARTMENT OF HEALTH AND HUMAN SERVICES

Food and Drug Administration

[Docket No. 97D-0389]

FDA Approval of Animal Drugs for Minor Uses and Minor Species; Draft Guidance Document; Availability; Request for Comments

AGENCY: Food and Drug Administration, HHS.