

**SYSTEM LOCATION:**

Description of change: Replace the current language with the following: "National Background Investigations Center, P.O. Box 248, Florence, KY 41022-0248."

\* \* \* \* \*

**SAFEGUARDS:**

Description of change: Replace the current statement with the following: "Access controls will not be less than those provided by the Automated Information System Security Handbook, IRM 2(10)00. Records will be accessible to National Background Investigations Center personnel on a need-to-know basis, all of whom have been the subject of background investigations. Computerized records are password protected."

**RETENTION AND DISPOSAL:**

Description of change: Replace the current statement with the following: "Records are maintained in accordance with IRM Part X, National Background Investigations Center, Exhibit (10)110-2."

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

Description of change: Replace the current language with the following: "Official prescribing policies and practices: Assistant Commissioner, (Support Services). Official maintaining the system: Director, National Background Investigations Center, P.O. Box 248, Florence, KY 41022-0248."

\* \* \* \* \*

**RECORD ACCESS PROCEDURES:**

Description of change: Replace the current language with the following: "Individuals seeking access to this system of records, or seeking to contest its content, may inquire in accordance with instructions appearing at 31 CFR part 1, subpart C, appendix B. Inquiries should be addressed to the IRS National Background Investigations Center, P.O. Box 248, Florence, KY 41022-0248, Attn: Disclosure Specialist."

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**EXEMPTION CLAIMED FOR SYSTEM:**

Description of change: Insert the following at the end of the sentence: "pursuant to 5 U.S.C. 552a(k)(5)."

**Treasury/IRS 34.022****SYSTEM NAME:**

Description of change: Replace the current title with the following: "National Background Investigations Center Management Information System (NBICMIS)—Treasury/IRS."

**SYSTEM LOCATION:**

Description of change: Replace the current language with the following: "National Background Investigations Center, P.O. Box 248, Florence, KY 41022-0248."

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

Description of change: Replace the current language with the following: "Current and former employees of the Internal Revenue Service within the Department of the Treasury, and private contractors at IRS facilities."

**CATEGORIES OF RECORDS IN THE SYSTEM:**

Description of change: Replace the current statement with the following: "(1) NBICMIS personnel system records contain National Background Investigations Center (NBIC) employee name, office, start of employment, series/grade, title, separation date; (2) NBICMIS tracking records contain status information on investigations from point of initiation through conclusion; (3) NBICMIS timekeeping records contain assigned cases and distribution of time; (4) NBICMIS case tracking records contain background investigations."

\* \* \* \* \*

**PURPOSE(S):**

Description of change: Remove current statement and add: "The purpose of NBICMIS is to: (1) Effectively manage NBIC resources and assess the effectiveness of current NBIC programs as well as assist in determining budget and staff requirements. (2) Provide the technical ability for other components of the Service to analyze trends in integrity matters on an organizational, geographic and violation basis."

\* \* \* \* \*

**RETRIEVABILITY:**

Description of change: Replace the current language with the following: "By name of individual to whom it applies, social security number, or case number."

**SAFEGUARDS:**

Description of change: Replace the current language with the following: "Access is limited to authorized Support Services personnel who have a direct need to know. Hard copy of data is stored in rooms of limited accessibility except to employees. These rooms are locked after business hours. Access to magnetic media is controlled by computer passwords. Access to specific NBICMIS records is further limited by computer security programs limiting access to select personnel."

\* \* \* \* \*

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

Description of change: Replace the current language with the following: "Official prescribing policies and practices: Assistant Commissioner, (Support Services). Official maintaining the system: Director, National Background Investigations Center, P.O. Box 248, Florence, KY 41022-0248."

**RECORD ACCESS PROCEDURES:**

Description of change: Replace the current language with the following: "Individuals seeking access to this system of records, or seeking to contest its content, may inquire in accordance with instructions appearing at 31 CFR part 1, subpart C, appendix B. Inquiries should be addressed to the IRS National Background Investigations Center, P.O. Box 248, Florence, KY 41022-0248, Attn: Disclosure Specialist."

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**RECORD SOURCE CATEGORIES:**

Description of change: Replace the current statement with the following: "Current and former employees of the Internal Revenue Service."

\* \* \* \* \*

Date: June 7, 1999.

**Shelia Y. McCann,**

*Deputy Assistant Secretary, Administration.*  
[FR Doc. 99-15071 Filed 6-14-99; 8:45 am]

BILLING CODE 4830-01-P

**UNITED STATES INFORMATION AGENCY****Privacy Act of 1974: Amendment of Notice of Systems of Records**

**AGENCY:** United States Information Agency.

**ACTION:** Notice.

**SUMMARY:** This document updates the United States Information Agency's Systems of Records maintained under the Privacy Act of 1974 (5 U.S.C. 552a), as amended. It will update the United States Information Agency section in the **Federal Register's** Privacy Act Issuances, 1997 Compilation.

The review and update of USIA's Systems of Records was made in compliance with the President's Memorandum of May 14, 1998 on Privacy and Personal Information in Federal Records. The President directed Federal agencies to review their current information practices and ensure that they are conducted in accordance with privacy law and policy, because ensuring that the Federal government protects the privacy of personal information is a priority of the

Administration, OMB clearance is pending.

**DATES:** Effective date: Unless otherwise noted in the **Federal Register**, this notice shall become final on July 26, 1999. Persons wishing to comment on the amended systems may do so by July 6, 1999.

**ADDRESSES:** Freedom of Information/Privacy Act Unit, United States Information Agency, Room M-29, 301 4th Street, SW., Washington, DC 20547.

**FOR FURTHER INFORMATION CONTACT:** Lola L. Secora, Chief, FOIA/PA Unit, Office of the General Counsel, USIA, 301 4th Street, SW, Rm. M-29, Washington DC 20547, telephone (202) 619-5499.

**SUPPLEMENTARY INFORMATION:** USIA last published, in full, its Systems of Records maintained under the Privacy Act of 1974 (5 U.S.C. 552a), as amended on March 7, 1997, FR Vol. 62, No. 45. One routine use was added in 1998.

The United States created the statutory framework governing how the Federal government collects, maintains, uses and disseminates information about certain individuals which is embodied in the Privacy Act.

Increased computerization of Federal records permits information to be used and analyzed in ways that could diminish individual privacy in the absence of additional safeguards. Therefore, we are assuring that the use of new information technologies sustain, and do not erode the protections provided in the use, collection and disclosure of personal. The personal information will be handled in full compliance with fair information practices.

1. Under USIA-1, SECURITY CLASSIFICATION, CATEGORIES OF RECORDS IN THE SYSTEM, and RECORD SOURCE CATEGORIES are revised to read as follows:

**SECURITY CLASSIFICATION:**

Some documents may be classified confidential or secret.

**CATEGORIES OF RECORDS IN THE SYSTEM:**

Correspondence addressed to the Director of IBB, as well as the Director of USIA, and copies of responses to requests for reports, information and/or assistance of various kinds prepared by the IBB Director or designated representative.

**RECORD SOURCE CATEGORIES:**

Unsolicited correspondence from U.S. Government officials and members of the general public addressed to the IBB Director or the Director or the Director of USIA concerning VOA, Worldnet, and/or Cuba Broadcasting.

2. Under USIA-2, SYSTEM LOCATION and NOTIFICATION PROCEDURE are revised to read as follows:

**SYSTEM LOCATION:**

International Broadcasting Bureau (IBB), United States Information Agency (USIA), Cohen Building, 330 Independence Avenue, SW, Washington, DC 20547.

**NOTIFICATION PROCEDURE:**

Director of Administration, International Broadcasting Bureau (IBB), USIA, 330 Independence Avenue, SW, Washington, DC 20547.

3. Under USIA—SYSTEM LOCATION is revised to read:

**SYSTEM LOCATION:**

International Broadcasting Bureau (IBB), United States Information Agency (USIA), Cohen Building, 330 Independence Avenue, SW, Washington, DC 20547.

4. Under USIA-5, SYSTEM LOCATION, SYSTEM MANAGER(S) and ADDRESS, and NOTIFICATION PROCEDURE are revised to read as follows:

**SYSTEM LOCATION:**

Secretariat Staff, United States Information Agency (USIA) 301 4th Street, SW, Washington, DC 20547.

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

Deputy Chief of Staff, USIA, 301 4th Street, SW, Washington DC 20547.

**NOTIFICATION PROCEDURE:**

Deputy Chief of Staff, USIA, 301 4th Street, SW, Washington DC 20547.

5. Under USIA-6, SECURITY CLASSIFICATION, CATEGORIES OF INDIVIDUALS COVERED BY THE SYSTEM, and ROUTINE USES OF RECORDS MAINTAINED IN THE SYSTEM, INCLUDING CATEGORIES OF USERS AND THE PURPOSE OF SUCH USES are revised to read as follows:

**SECURITY CLASSIFICATION:**

Unclassified.

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

Applicants, recipients, and prospective recipients of Educational and Cultural Exchange grants and Cultural Exchange grants and program participants; members of the J. William Fulbright Foreign Scholarship Board; American Executive Secretaries of Fulbright Foundations and Commissions; individuals who may be asked to participate in educational advising workshops.

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

The primary function of the Educational and Cultural Exchange Program records is the aiding in the selection of individuals for educational and cultural exchange grants and programs and for the administration of such grants, and programs.

6. Under USIA-7, SYSTEM NAME, SYSTEM LOCATION, CATEGORIES OF INDIVIDUALS COVERED BY THE SYSTEM, CATEGORIES OF RECORDS IN THE SYSTEM, ROUTINE USES OF RECORDS MAINTAINED IN THE SYSTEM, INCLUDING CATEGORIES OF USERS AND THE PURPOSES OF SUCH USES, SAFEGUARDS, SYSTEM MANAGER(S) AND ADDRESS, and NOTIFICATION PROCEDURE are revised to read as follows:

**SYSTEM NAME:**

Office of Citizen Exchanges Cultural Program Staff—E/P.

**SYSTEM LOCATION:**

Office of Citizen Exchanges Cultural Program Staff, United States Information Agency (USIA), 301 4th Street, SW, Washington, DC 20547.

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

Individuals who have traveled at U.S. Government expense under USIA Private Sector grants in the performance of grant requirements.

**CATEGORIES OF RECORDS IN THE SYSTEM:**

Name, position, organizational affiliation, grantee organization, grant number, date, destination, purpose of travel; biographic data, address, telephone number, education, date and place of birth and citizenship.

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

The information relating to American Travelers in this system will be used to compile an annual report for the Speaker of the House of Representatives and the Chairman of the Senate Foreign Relations Committee as required by Pub. L. 98-164. This file has no other use. Users of this file will be employees of the USIA Office of Arts America having a need to access the information.

Also see Prefatory Statement of General Routine Uses.

**SAFEGUARDS:**

Records of American travelers are maintained on a word processor located in the USIA Office of Citizen Exchanges Cultural Program Staff (E/P) and are password protected so that the file can

only be accessed by employees having a need to obtain information which is available only in the file.

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

Director, Office of Citizen Exchanges Cultural Program Staff (E/P), USIA, 301 4th Street, SW, Washington, DC 20547.

**NOTIFICATION PROCEDURE:**

Director, Office of Citizen Exchange Cultural Program Staff E/P, USIA, 301 4th Street, SW, Washington, DC 20547.

7. Under USIA—8, SYSTEM MANAGER(S) AND ADDRESS is revised to read as follows:

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

Executive Director, Cultural Property Advisory Committee (E/ZC), USIA, 301 4th Street, SW, Washington, DC 20547.

8. Under USIA—10, ROUTINE USES OF RECORDS MAINTAINED IN THE SYSTEM, INCLUDING CATEGORIES OF USERS AND THE PURPOSES OF SUCH USES and RECORD ACCESS PROCEDURE are revised to read as follows:

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

To represent the Agency in claims and other actions; to issue legal opinions or determinations on further Agency action. Also see Prefatory Statement of General Routine Uses.

Information is made available on a need-to-know basis to personnel of the USIA as may be required in the performance of their official duties.

The principal users of this information outside the Agency are the U.S. Attorney's Office and other Administrative Tribunals, the Department of Justice, Department of State, Office of Personnel Management, Foreign Service Grievance Board, and the Employee Management Relations Committee.

**RECORD ACCESS PROCEDURE:**

Requests from individuals should be addressed to: Chief, FOIA/Privacy Act Unit, Office of the General Counsel, USIA, 301 4th Street SW, Washington, DC 20547.

9. Under USIA—17, SYSTEM MANAGER(S) AND ADDRESS and NOTIFICATION PROCEDURE are revised to read as follows:

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

Chief, Mail Branch, USIA, 301 4th Street, SW, Room 146, Washington, DC 20547.

**NOTIFICATION PROCEDURE:**

Chief, Mail Branch, USIA, 301 4th Street, SW, Room 146, Washington, DC 20547.

10. Under USIA—23, SYSTEM LOCATION, SYSTEMS MANAGER(S) AND ADDRESS, and NOTIFICATION PROCEDURE are revised to read as follows:

**SYSTEM LOCATION:**

Office of Human Resources, United States Information Agency (USIA), 301 4th Street, SW, Washington, DC 20547.

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

Chief, Employment Branch, Office of Human Resources, USIA, 301 4th Street, SW, Washington, DC 20547.

**NOTIFICATION PROCEDURE:**

Chief, Employment Branch, Office of Human Resources, USIA, 301 4th Street, SW, Washington, DC 20547.

11. Under USIA—24, SYSTEM LOCATION, SYSTEM MANAGER(S) AND ADDRESS, and NOTIFICATION PROCEDURE are revised to read as follows:

**SYSTEM LOCATION:**

Office of Human Resources, United States Information Agency (USIA), 301 4th Street, SW, Washington, DC 20547.

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

Chief, Special Services Branch (M/DS), Domestic Personnel Division, Office of Human Resources, United States Information Agency (USIA), 301 4th Street, SW, Washington, DC 20547.

**NOTIFICATION PROCEDURE:**

Chief, Special Services Branch (M/DS), Domestic Personnel Division, Office of Human Resources, United States Information Agency (USIA), 301 4th Street, SW, Washington, DC 20547.

12. Under USIA—25, SYSTEM LOCATION, SYSTEM MANAGER(S) AND ADDRESS, and NOTIFICATION PROCEDURE are revised to read as follows:

**SYSTEM LOCATION:**

Office of Human Resources, United States Information Agency (USIA), 301 4th Street, SW, Washington, DC 20547. Computer tape and disc records are located in M/HRCS at the same address.

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

For paper or automated records—Chief, System Support Team (M/HRCS), Office of Human Resources, USIA, 301 4th Street, SW, Washington, DC 20547.

**NOTIFICATION PROCEDURE:**

Chief, System Support Team, M/HRCS, Office of Human Resources, USIA, 301 4th Street, SW, Washington, DC 20547.

13. Under USIA—26, CATEGORIES OF RECORDS IN THE SYSTEM,

ROUTINE USES OF RECORDS MAINTAINED IN THE SYSTEM, INCLUDING CATEGORIES OF USERS AND THE PURPOSES OF SUCH USES, STORAGE, and RETENTION AND DISPOSAL are revised to read as follows:

**CATEGORIES OF RECORDS IN THE SYSTEM**

Foreign service employees' nature of assignment overseas; position held, home address, address of next-of-kin, last home address of retirees, if retired within last three years.

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

Used by USIA officials to locate a Foreign Service employee; inform next-of-kin in emergency situations.

Also see prefatory Statement of General Routine Uses.

Information is made available on a need-to-know basis to personnel of the USIA as may be required in the performance of their official duties.

Information in these records is not normally available to individuals or agencies outside the USIA but records may be released to other government agencies who have statutory or other lawful authority to maintain such information.

**STORAGE:**

Information maintained on 5x8 index cards in metal cabinets, and in the limited access personnel computer database.

**RETENTION AND DISPOSAL:**

Locator information is deleted when employee separates, except by retirement, in which case computer files maintained for three years.

14. Under USIA—27, SYSTEM LOCATION, CATEGORIES OF INDIVIDUALS IN THE SYSTEM, SYSTEM MANAGER(S) AND ADDRESS, NOTIFICATION PROCEDURE, and RECORD SOURCES CATEGORIES are revised to read as follows:

**SYSTEM LOCATION:**

Foreign Service Division, United States Information Agency (USIA), 301 4th Street, SW, Washington, DC 20547.

**CATEGORIES OF INDIVIDUALS IN THE SYSTEM:**

5x8 cards containing data such as name, class, specialty code, position; date OER received by M/HRF; as appropriate, letters of commendation or low-ranking and comments of the selection boards on foreign service promotions contained in letter files.

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

Executive Secretary for the Selection and Commissioning Boards, Foreign Service Division, USIA, 301 4th Street, SW, Washington, DC 20547.

**NOTIFICATION PROCEDURE:**

Executive Secretary for the Selection and Commissioning Boards, Foreign Service Division, USIA, 301 4th Street, SW, Washington, DC 20547.

**RECORD SOURCES CATEGORIES:**

Reports of Selection Boards on the review of pertinent promotion documentation such as officer evaluations; notification of personnel action; foreign service professional experience profiles; notification to officers of low ranking; materials submitted by officers on their own behalf. All current records sources are included and are correctly stated.

15. Under USIA—30, **SYSTEM MANAGER(S) AND ADDRESS** and **NOTIFICATION PROCEDURE** are revised to read as follows:

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

Director, M/HR, Office of Human Resources, USIA, 301 4th Street, SW, Washington, DC 20547.

**NOTIFICATION PROCEDURE:**

Director, M/HR, Office of Human Resources, USIA, 301 4th Street, SW, Washington, DC 20547.

16. Under USIA—31, revise **SECURITY CLASSIFICATION** to read as follows:

**SECURITY CLASSIFICATION:**

Sensitive—Unclassified.

17. Under USIA—32, **SYSTEM LOCATION**, **SYSTEM MANAGER(S) AND ADDRESS**, and **NOTIFICATION PROCEDURE** are revised to read as follows:

**SYSTEM LOCATION:**

Office of Human Resources, Civil Service Division, Operations Team, United States Information Agency (USIA), 301 4th Street, SW, Washington, DC 20547.

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

Office of Human Resources, Civil Service Division, Operations Team, United States Information Agency (USIA), 301 4th Street, SW, Washington, DC 20547.

**NOTIFICATION PROCEDURE:**

Office of Human Resources, Civil Service Division, Operations Team, United States Information Agency (USIA), 301 4th Street, SW, Washington, DC 20547.

18. Under USIA—33, **SYSTEM MANAGER(S) AND ADDRESS** and

**NOTIFICATION PROCEDURE** are revised to read as follows:

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

Senior Benefits Officer, Labor Policy and Benefits Division (M/HRL), Office of Human Resources, USIA, 301 4th Street, SW, Washington, DC 20547.

**NOTIFICATION PROCEDURE:**

Chief, Labor Policy and Benefits Division, Office of Human Resources, USIA, 301 4th Street, SW, Washington, DC 20547.

19. Under USIA—35, **STORAGE**, and **SAFEGUARDS** number 2. Physical safeguards are revised to read as follows:

**STORAGE:**

Information included on Standard Form 129 is entered in an automated procurement information software system. The SF-129 hard copies are destroyed.

**SAFEGUARDS:**

2. Physical safeguards: Records are now automated in the procurement information software system.

20. Under USIA—36, **SAFEGUARDS**, paragraph 2. Physical safeguards is revised to read as follows:

**SAFEGUARDS:**

2. Physical safeguards: Files are maintained in a locked file cabinet. During non-duty hours the room is locked.

21. Under USIA—38, **SYSTEM LOCATION** (delete second **SYSTEM LOCATION** entirely), **SECURITY CLASSIFICATION**, **CATEGORIES OF INDIVIDUALS COVERED BY THE SYSTEM**, **ROUTINE USES OF RECORDS MAINTAINED IN THE SYSTEM**, **INCLUDING CATEGORIES OF USERS AND THE PURPOSES OF SUCH USES**, **SAFEGUARDS** number 2. Physical safeguards and number 3. Procedures (or technical) safeguards are all revised to read as follows:

**SYSTEM LOCATION:**

Office of Security, United States Information Agency (USIA), 301 4th Street, SW, Washington, DC 20574. Retired records stored at Washington National Records Center, 4205 Suitland Road, Suitland, MD 20409.

**SECURITY CLASSIFICATION:**

Most records are unclassified, but include records classified confidential and secret.

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

All persons currently or formerly employed by USIA, within the last five

years, in the United States; all Americans currently or formerly employed by USIA in other countries; some but not all foreign nationals currently or formerly used under contract, both in the United States and in other countries; some but not all persons currently or formerly used under contract, both in the United States and in other countries; some persons whose services are or were otherwise utilized by USIA, whether compensated or not; some former applicants who were not employed; some prospective spouses of USIA employees; some other persons who were significantly identified with persons whose services were at one time utilized or considered in one or more of the capacities described herein; some persons who were significantly involved in non-security related administrative inquiries conducted by M/S; some persons of counterintelligence interest whose names appeared in the press, or are contained in documents furnished by other agencies of the U.S. government.

**ROUTINE USES OF RECORDS MAINTAINED IN THE SYSTEM, INCLUDING CATEGORIES OF USERS AND THE PURPOSES OF SUCH USES:****ADD TO THE END OF THIS SECTION:**

Data may be disclosed to the appropriate Office of Human Resources/Personnel employees for making employment suitability determinations.

**SAFEGUARDS:**

2. Physical safeguards: Files are maintained in a secure room which during duty hours is staffed by Records Unit personnel. Room is locked and alarmed during non-duty hours. Files in possession of other authorized users are kept in approved safe or locked cabinets when not in use and during non-duty hours. Entire building is secured during non-duty hours, and security guards patrol.

3. Procedural (or technical) safeguards: Records Management Unit personnel furnish files to other authorized users in exchange for properly executed "Chargeout Record" form. Records Management Unit is provided properly executed "Recharge" form if file is passed from one authorized user to another. All personnel having routine access to records have appropriate security clearances, and "need-to-know."

22. Under USIA—39, **CATEGORIES OF INDIVIDUALS COVERED BY THE SYSTEM**, **PURPOSE(S)**, **STORAGE**, **SAFEGUARDS** 2. Physical safeguards, **RETENTION AND DISPOSAL** are revised to read as follows:

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

Current employees of USIA, some contractors, members of advisory committees, student interns, and persons on detail from other Government agencies.

**PURPOSES:**

Provide positive identification of employees, contractors and others for entry into and movement within USIA premises.

Provide photographs for use by the Office of Public Liaison and other USIA elements having official need for visual identification records.

Provide photographs to employees for other official uses. Provide automated records of access to select areas/facilities within USIA building.

**STORAGE:**

All records are stored in electronic form on magnetic tape.

**SAFEGUARDS:**

2. Physical safeguards: Records database and photographs are stored in a locked room with limited access during duty hours. During non-duty hours, the room is locked and alarmed.

**RETENTION AND DISPOSAL:**

Records remain in system as long as person to whom they pertain is employed by or affiliated with USIA. Records of all former employees and persons with past affiliations are retained in their electronic format for five years. All destruction is accomplished under appropriate security controls.

23. Under USIA—40, SYSTEM NAME, CATEGORIES OF RECORDS IN THE SYSTEM, STORAGE, SAFEGUARDS, RETENTION AND DISPOSAL, and SYSTEM MANAGER(S) AND ADDRESS are revised to read as follows:

**SYSTEM NAME:**

Locator Online System—M/TN.

**CATEGORIES OF RECORDS IN THE SYSTEM:**

Locator file prepared for each domestic employee, containing the name, social security number, office location, telephone number, home address and telephone number of person to contact in case of emergency.

**STORAGE:**

Material maintained in computer file.

**SAFEGUARDS:**

Files maintained by Telephone Office with safeguards.

**RETENTION AND DISPOSAL:**

Files retained for one year after departure of employee and disposed of by deleting.

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

Chief, Communications Branch,  
USIA, 301 4th Street, SW, Washington,  
DC 20547.

Dated: June 7, 1999.

**Les Jin,**

*General Counsel.*

[FR Doc. 99-15000 Filed 6-14-99; 8:45 am]

BILLING CODE 8230-01-M

**DEPARTMENT OF VETERANS AFFAIRS**

[OMB Control No. 2900-0049]

**Proposed Information Collection Activity: Proposed Collection; Comment Request**

**AGENCY:** Veterans Benefits Administration, Department of Veterans Affairs.

**ACTION:** Notice.

**SUMMARY:** The Veterans Benefits Administration (VBA), Department of Veterans Affairs (VA), is announcing an opportunity for public comment on the proposed collection of certain information by the agency. Under the Paperwork Reduction Act (PRA) of 1995, Federal agencies are required to publish notice in the **Federal Register** concerning each proposed collection of information, including each proposed extension of a currently approved collection, and allow 60 days for public comment in response to the notice. This notice solicits comments for information necessary to determine entitlement to compensation and pension benefits for a child between the ages of 18 and 23 attending school.

**DATES:** Written comments and recommendations on the proposed collection of information should be received on or before August 16, 1999.

**ADDRESSES:** Submit written comments on the collection of information to Nancy J. Kessinger, Veterans Benefits Administration (20S52), Department of Veterans Affairs, 810 Vermont Avenue, NW, Washington, DC 20420. Please refer to "OMB Control No. 2900-0049" in any correspondence.

**FOR FURTHER INFORMATION CONTACT:**

Nancy J. Kessinger at (202) 273-7079 or FAX (202) 275-5947.

**SUPPLEMENTARY INFORMATION:** Under the PRA of 1995 (Pub. L. 104-13; 44 U.S.C., 3501-3520), Federal agencies must obtain approval from the Office of

Management and Budget (OMB) for each collection of information they conduct or sponsor. This request for comment is being made pursuant to Section 3506(c)(2)(A) of the PRA.

With respect to the following collection of information, VBA invites comments on: (1) Whether the proposed collection of information is necessary for the proper performance of VBA's functions, including whether the information will have practical utility; (2) the accuracy of VBA's estimate of the burden of the proposed collection of information; (3) ways to enhance the quality, utility, and clarity of the information to be collected; and (4) ways to minimize the burden of the collection of information on respondents, including through the use of automated collection techniques or the use of other forms of information technology.

**Title and Form Numbers:** Request for Approval of School Attendance, VA Form 21-674 and 21-674c.

**OMB Control Number:** 2900-0049.

**Type of Review:** Extension of a currently approved collection.

**Abstract:** The data collected is used to determine entitlement to compensation and pension benefits for a child between the ages of 18 and 23 attending school.

**Affected Public:** Individuals or households.

**Estimated Annual Burden:** 34,500 hours.

**Estimated Average Burden Per Respondent:** 15 minutes.

**Frequency of Response:** Generally one time.

**Estimated Number of Respondents:** 138,000.

Dated: December 2, 1998.

By direction of the Secretary.

**Donald L. Neilson,**

*Director, Information Management Service.*

[FR Doc. 99-15095 Filed 6-14-99; 8:45 am]

BILLING CODE 8320-01-P

**DEPARTMENT OF VETERANS AFFAIRS**

[OMB Control No. 2900-0458]

**Proposed Information Collection Activity: Proposed Collection; Comment Request**

**AGENCY:** Veterans Benefits Administration, Department of Veterans Affairs.

**ACTION:** Notice.

**SUMMARY:** The Veterans Benefits Administration (VBA), Department of Veterans Affairs (VA), is announcing an opportunity for public comment on the