

PURPOSE(S):

To the extent permitted by law, executive departments and agencies shall participate in a government-wide system for the following purposes: (1) To exclude from Federal financial and non-financial assistance and benefits under Federal programs and activities those who have been debarred or suspended; and (2) to include in the List of Parties Excluded from Federal Procurement and Nonprocurement Programs all persons proposed for debarment, debarred, suspended, or excluded by a Limited Denial of Participation (LDP).

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 of the agency as routine use pursuant to 5 U.S.C. 552a(b)(3) as follows, provided that no routine use listed shall be construed to limit or waive any other routine use specified herein:

(a) Internal Revenue Service (IRS)—for the purpose of effecting an administrative offset against the debtor for a delinquent debt owed to the U.S. Government by the debtor.

(b) Department of Justice (DOJ)—for prosecution of fraud, and for the institution of suit or other proceedings to effect collection of claims.

(c) General Accounting Office (GAO)—for further collection action on any delinquent account when circumstances warrant.

(d) Outside collection agencies and credit bureaus—for the purpose of either adding to a credit history file or obtaining a credit history file on an individual for use in the administration of debt collection for further collection action.

(e) U.S. General Services Administration (GSA)—for compilation and maintenance of a List of Parties Excluded From Federal Procurement and Non-procurement Programs in accordance with a recommendation from the Interagency Committee on Debarment and Suspension, and identification and monthly distribution of a list of those parties excluded throughout the U.S. Government (unless otherwise noted) from receiving Federal contracts or certain subcontracts and from certain types of federal financial and non-financial assistance and benefits.

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

The automated records are stored and saved in access files in the CCTS (F73 System).

RETRIEVABILITY:

These records are retrieved by names of individuals and companies.

SAFEGUARDS:

The automated records are stored and saved in limited access files in the CCTS (F73 System) and available only to those persons whose official duties require such access.

RETENTION AND DISPOSAL

CCTS (F73 System) users, in accordance with internal retention procedures, maintain records relating to each suspension or debarment action taken by the Agency. Automated records are retained in the CCTS (F73 System) and kept up to date.

SYSTEM MANAGER(S) AND ADDRESS:

Director, Departmental Enforcement Center, 1250 Maryland Avenue, Southwest, Suite 200, Washington, DC 20024.

NOTIFICATION PROCEDURES:

For information, assistance, or inquiry about the existence of records, contact the Privacy Act Officer at HUD, 451 7th Street, SW, room P8202, Washington, DC 20410, in accordance with the procedures in 24 CFR Part 16.

RECORD ACCESS PROCEDURES:

The Department's rule for providing access to records to the individual concerned appear in 24 CFR, part 16. If additional information or assistance is required, contact the Privacy Act Officer at HUD, 451 7th Street SW, room P8202, Washington, DC 20410.

CONTESTING RECORD PROCEDURES:

The Department's rules for contesting the contents of records and appealing initial denials, by the individual concerned appear in 24 CFR, part 16. If additional information or assistance is needed, it may be obtained by contacting: (i) In relation to contesting contents of records, the Privacy Act Officer at HUD, 451 7th Street, SW, room P8202, Washington, DC 20410; and (ii) in relation to appeals of initial denials, the Department of Housing and Urban Development (HUD), Departmental Privacy Appeals Officer, Office of General Counsel, HUD, 451 Seventh Street, Southwest, Washington, DC 20410.

RECORD SOURCE CATEGORIES:

Information in this system of records is obtained from any source which has information to provide concerning the existence of a cause for administrative sanction. Examples of record sources include, but are not limited to HUD employees, Federal government agencies, non-federal government agencies, Federal and state courts, financial institutions, state and local law enforcement offices, and regulatory or licensing agencies.

EXEMPTIONS FOR CERTAIN PROVISIONS OF THE ACT:

None.

[FR Doc. 99-16135 Filed 6-23-99; 8:45 am]

BILLING CODE 4210-01-M

DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

[Docket No. FR-4456-N-03]

Privacy Act; Proposed New System of Records

AGENCY: Office of the Chief Information Officer, HUD.

ACTION: Establish a new system of records.

SUMMARY: The Department of Housing and Urban Development (HUD) proposes to establish a new record system to add to its inventory of systems of records subject to the Privacy Act of 1974 (5 U.S.C. 552a), as amended. The proposed new system is entitled Equal Employment Opportunity Monitoring and Analysis System (EEOMAS), HUD/ODEEO/01. EEOMAS is the management information system used to monitor and evaluate the Department's equal employment and affirmative employment efforts and accomplishments. It contains selected personal information on each HUD employee which is essential in conducting demographic analyses between the work force and the civilian labor force and concentration analyses of the dispersion of employees within the work force.

DATES: *Effective Date:* This action shall be effective without further notice in 30 calendar days (July 24, 1999) unless comments are received during or before this period that would result in a contrary determination.

Comments due by: July 26, 1999.

ADDRESSES: Interested persons are invited to submit comments regarding this new system of records to the Rules Docket Clerk, Office of General Counsel, room 10276, Department of Housing and Urban Development, 451 Seventh Street,

SW, Washington, DC 20410-05000. Communications should refer to the above docket number and title. An original and four copies of the comments should be submitted.

Facsimile (FAX) comments are not acceptable. A copy of each communication submitted will be available for public inspection and copying between 7:30 a.m. and 5:30 p.m. weekdays at the above address.

FOR FURTHER INFORMATION CONTACT:

Jeanette Smith, Department Privacy Act Officer, Telephone Number (202) 708-2374, or Thelma Cockrell, Departmental Affirmative Employment Program Manager, Telephone Number (202) 708-5921, extension 6866.

SUPPLEMENTARY INFORMATION: Pursuant to the Privacy Act of 1974 (5 U.S.C. 552a), as amended notice is given that HUD proposes to establish a new system of records identified as HUD/ODEEO/01, Equal Employment Opportunity Monitoring and Analyses system (EEOMAS).

Title 5 U.S.C. 552a(e)(4) and (11) provide that the public be afforded a 30-day period in which to comment on the new record system.

The new system report was submitted to the Office of Management and Budget (OMB), the Senate Committee on Governmental Affairs, and the House Committee on Government Operations pursuant to paragraph 4c of Appendix 1 to OMB Circular No. A-130, "Federal Responsibilities for Maintaining Records About Individuals," July 25, 1994, 59 FR 37914.

Dated: June 14, 1999.

Gloria R. Parker,
Chief Information Officer.

HUD/ODEEO/01

SYSTEM NAME:

Equal Employment Opportunity Monitoring and Analysis System (EEOMAS).

SYSTEM LOCATION:

Department of Housing and Urban Development, HUD 451 Seventh Street SW, Room 2112, Washington, DC 20410

CATEGORIES OF INDIVIDUALS COVERED BY THE SYSTEM:

Personal and employment related data items on each HUD employee, and information on EEO discrimination complaint processing covering both HUD employees and applicants for employment.

CATEGORIES OF RECORDS IN THE SYSTEM:

This system contains "selected" personal information on each employee, depending on the employee's type of

appointment with the Department, including the employee's: Full name, Date of Birth, Social Security Number, Race, Sex, Disability Status, Pay Plan, Grade and Step, Annual Salary, Occupational Series, Position Title, Organization Code, GSA Location Code, Duty Station, Veteran Preference, Type of Appointment, Tenure Group, Work Schedule, Type of Employment, FLSA, Bargaining Unit Status, Occupational Category, Type of Position, Supervisory Status, Position Sensitivity, Education Level, Academic Discipline, Year of Degree, Special Employee Code, Special Program Code Performance Rating, Performance Year, Enter on Duty Date w/HUD, Date last Grade Promotion, Target Grade, and Date entered Present Position.

The EEO Discrimination Complaint processing portion of the system contains information on complaints, both formal and informal, filed by HUD employees and applicants for employment. The information in EEOMAS includes, but is not limited to: Complainant's Name, Social Security Number, Complaint Type, Alleged Discriminating Official, Basis/Issues, Witnesses, Related Correspondence, Step-by-Step Processing Record, Final Disposition, and Summary of Complaint

AUTHORITY FOR MAINTENANCE OF THE SYSTEM:

The legal bases for maintaining the system are:

Section 717 of Title VII of the Civil Rights Act of 1964, as amended, to ensure enforcement of Federal equal employment opportunity policy; to requires Federal agencies to maintain Affirmative Employment Programs apply the same legal standards to prohibit discrimination established for private employers; and to eliminate discrimination that Congress found existing throughout the Federal employment system. The Rehabilitation Act of 1973, as amended, required the same for persons with disabilities;

The Uniform Guidelines on Employee Selection Procedures, dated 8/78, requires records to be maintained which allow determinations to be made of the impact of selection procedures on members of various race, sex and ethnic groups;

The Civil Service Reform Act of 1978, requires Federal agencies to conduct affirmative recruitment for those occupations and grades within their work force in which underrepresentation of women and minorities exists;

Equal Employment Opportunity Commission (EEOC) Management Directive (MD) 702, dated 12/79, required that Federal agencies develop

and implement information systems that provide periodical status reports on a statistical work force profiles and on affirmative employment objectives; and

Federal Personnel Manual (FPM) Letters 720-4, dated 1/80 and 720-6, dated 10/80, established broad instructions and procedures for the collection of race, sex, and ethnic origin data on job applicants.

PURPOSE(S):

The Equal Employment Opportunity Monitoring and Analysis System is the management information system used to monitor and evaluate the Department's equal employment opportunity and affirmative employment efforts and accomplishments.

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

None.

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

STORAGE:

EEOMAS is a LAN based computerized system. The data is updated quarterly using the National Finance Center (NFC) data extracts. The data is downloaded into EEOMAS via mainframe computer.

RETRIEVABILITY:

Since EEOMAS is an internal management information system used to monitor, evaluate, and report the effectiveness of the Department's EEO/AE Program, the data is retrievable by any of the data items listed under "Categories of Records in the System." However, all EEOMAS Users, excluding those in the Office of Departmental Equal Employment Opportunity, have restricted access. Those users cannot retrieve individually identified personal privacy information

SAFEGUARDS:

EEOMAS is a LAN based computerized system and only authorized users have the EEOMAS icon on their computers.

In addition to the icon, only those users who have been entered into EEOMAS as "authorized" and assigned a password can access it. EEOMAS access passwords are assigned and entered by the designated System Administrators in ODEEO.

All EEOMAS Users, excluding "need to know" ODEEO staff, have "Browse Only" access to non-restricted information.

Authorized EEOMAS Users have limited access to their respective organizations (i.e. authorized EEOMAS

Users in Housing can view only Housing data, etc.).

All individually identified employee information in EEOMAS for which unauthorized disclosure would constitute an unwarranted invasion of personal privacy (employee name in conjunction with the race, sex, age, date of birth, social security number, etc.) has been deleted or shaded from view by all EEOMAS Users, except ODEEO's "need to know" staff.

All information is stored in a computerized database. Any hard copy reports, not in statistical format, generated from the database are kept in locked offices with restricted access.

RETENTION AND DISPOSAL:

All EEO/AE data must be retained for a period of five (5) years in accordance with HUD's Record Disposition Schedule, after which computerized data is erased. All statistical hard copy reports are recycled. Any reports containing personal privacy data are shredded.

SYSTEM MANGER(S) AND ADDRESS:

Director, Affirmative Employment Division, Director, Equal Opportunity Division, Departmental Affirmative Employment Program, 451 Seventh Street, SW, Room 2112, Washington, DC 20410.

NOTIFICATION PROCEDURES:

For information, assistance, or inquiry about the existence of records, contact the Privacy Act Officer at the Department of Housing and Urban Development, 451 7th Street SW, Room P8202, Washington, DC 20410, in accordance with procedures in 24 CFR part 16.

CONTESTING RECORD PROCEDURES:

The Department's rules for contesting the contents of records and appealing initial denials, by the individual concerned, appears in 24 CFR part 16. If additional information or assistance is needed, it may be obtained by contacting: (i) In relation to contesting contests of records, the Privacy Act Officer at the appropriate location, the Department of Housing and Urban Development, 451 Seventh Street, SW, Room P8202, Washington, DC 20410 and (ii) in relation to appeals of initial denials, the Department of Housing and Urban Development, Departmental Privacy Appeals Officer, Office of General Counsel, 451 Seventh Street, Southwest, Washington, DC 20410.

RECORD SOURCE CATEGORIES:

Initial employee personal information is collected when first appointed as HUD employees (i.e. full name, social

security, date of birth, disability status, etc.).

Initial position/employment related information for each employee is derived from the type of appointment and specific position (title, series, grade, organization, duty station, etc.) under/for which they were hired.

Updates to information on current employees are the results of personnel actions affecting employees (i.e. promotions, reassignments, etc.) and those self initiated by employees (i.e. changes in disability status/medical condition).

Information on EEO Discrimination Complaint processing is collected and entered directly into EEOMAS by ODEEO staff as complaints are filed and processed.

EXEMPTIONS FROM CERTAIN PROVISIONS OF THE ACT:

None.

[FR Doc. 99-16136 Filed 6-23-99; 8:45 am]

BILLING CODE 4210-01-M

DEPARTMENT OF THE INTERIOR

Fish and Wildlife Service

Notice of Receipt of Applications for Permit

The following applicants have applied for a permit to conduct certain activities with endangered species. This notice is provided pursuant to Section 10(c) of the Endangered Species Act of 1973, *as amended* (16 U.S.C. 1531, *et seq.*):

PRT-012640

Applicant: The Peregrine Fund, Boise, ID

The applicant requests a permit to import from the United Kingdom up to 30 DNA samples (0.1 to 0.25ml per vial) taken from wild Madagascar sea eagles (*Haliaeetus vociferoides*) for the purpose of scientific research.

PRT-012336

Applicant: Oregon State University, Corvallis, OR

The applicant requests a permit to import from South Africa up to 20 serum samples (5.0 to 7.0ml per vial) taken from wild African elephants (*Loxodonta africana*) for the purpose of enhancement through scientific research.

PRT-002843

Applicant: University of Florida, Gainesville, FL

The applicant requests a permit to import one farm-raised Asian bonytongue (*Scleropages formosus*) from CV. Dua Ikan Selarus, Jakarta,

Indonesia for the purpose of enhancement of the species through conservation education.

PRT-012823

Applicant: University of Florida, Ruskin, FL

The applicant requests a permit to import blood samples from captive-bred Siamese crocodile (*Crocodylus siamensis*) from the Sriracha Farm (Asia) Co., Ltd., Chonguri, Thailand, for scientific research.

Written data or comments should be submitted to the Director, U.S. Fish and Wildlife Service, Office of Management Authority, 4401 North Fairfax Drive, Room 700, Arlington, Virginia 22203 and must be received by the Director within 30 days of the date of this publication.

The public is invited to comment on the following application for a permit to conduct certain activities with marine mammals. The application was submitted to satisfy requirements of the Marine Mammal Protection Act of 1972, *as amended* (16 U.S.C. 1361 *et seq.*) and the regulations governing marine mammals (50 CFR 18).

PRT-013327

Applicant: Victor E. Moss, Winthrop, WA

The applicant requests a permit to import a polar bear (*Ursus maritimus*) sport-hunted from the Southern Beaufort sea polar bear population, Northwest Territories, Canada for personal use.

PRT-013352

Applicant: Fred Wiedenfeld, San Antonio, TX

The applicant requests a permit to import a polar bear (*Ursus maritimus*) sport-hunted from the McClintock Channel Polar population, Northwest Territories, Canada for personal use.

PRT-013353

Applicant: John DeFalco, Fullerton, CA

The applicant requests a permit to import a polar bear (*Ursus maritimus*) sport-hunted from the Northern Beaufort Sea polar bear population, Northwest Territories, Canada for personal use.

PRT-013350

Applicant: Timothy Brammer, Fishers, IN

The applicant requests a permit to import a polar bear (*Ursus maritimus*) sport-hunted from the Lancaster Sound polar bear population, Northwest Territories, Canada for personal use.

PRT-011354

Applicant: Jeffrey Gephart, Marguette, MI

The applicant requests a permit to import a polar bear (*Ursus maritimus*) sport-hunted from the McClintock