

delinquent Federal government debts by making these debts part of their credit records.

The disclosure is limited to information necessary to establish the identity of the individual, including name, address, and taxpayer identification number (Social Security Number for individuals); the amount, status, and history of the claim; and the agency or program under which the claim arose for the sole purpose of allowing the consumer reporting agency to prepare a commercial credit report.

Policies and practices for storing, retrieving, accessing, retaining, and disposing of records in the system:

**STORAGE:**

The records are maintained in computers and computer output products; electronic storage media, and hard copy documents.

**RETRIEVABILITY:**

Retrieved by entering the last four digits of the Social Security Number, and a portion of the person's last name.

**SAFEGUARDS:**

Records are stored in office buildings protected by guards, controlled screening, visitor registers are used, electronic access, and/or locks. Access to records is limited to individuals who are properly screened and cleared on a need-to-know basis in the performance of their official duties. Passwords and digital signatures are used to control access to the systems data, and procedures are in place to deter and detect browsing and unauthorized access. Physical and electronic access are limited to persons responsible for servicing and authorized to use the record system.

**RETENTION AND DISPOSAL:**

Records in this system are maintained for 6 years and 3 months after date of cutoff.

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

Director, Strategic Business Office, Defense Finance and Accounting Service, Columbus, P.O. Box 182317 Columbus, OH 43218-2317.

**NOTIFICATION PROCEDURE:**

Individuals seeking to determine whether information about themselves is contained in this system of records should address written inquiries to the Defense Finance and Accounting Service, Office of Corporate Communications, Freedom of Information Act/Privacy Act Program Manager, 6760 E. Irvington Place, Denver, CO 80279-8000.

Individual should provide their full name, Social Security Number, office or

organization where currently assigned, if applicable, and current address, and telephone number.

**RECORD ACCESS PROCEDURES:**

Individuals seeking access to information about themselves contained in this system of records should address written inquiries to the Defense Finance and Accounting Service, Office of Corporate Communications, Freedom of Information Act/Privacy Act Program Manager, 6760 E. Irvington Place, Denver, CO 80279-8000.

Individual should provide their full name, Social Security Number, office or organization where currently assigned, if applicable, and current address, and telephone number.

**CONTESTING RECORD PROCEDURES:**

The DFAS rules for accessing records, for contesting contents and appealing initial agency determinations are published in DFAS Regulation 5400.11-R; 32 CFR part 324; or may be obtained from the Defense Finance and Accounting Service, Office of Corporate Communications, Freedom of Information Act/Privacy Act Program Manager, 6760 E. Irvington Place, Denver, CO 80279-8000.

**RECORD SOURCE CATEGORIES:**

Information is obtained from the Active Duty, Reserve, Guard, separated or retired military members, cadets, dependents, annuitants, and civilian employees.

**EXEMPTIONS CLAIMED FOR THE SYSTEM:**

None.

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**BILLING CODE 5001-06-M**

**DEPARTMENT OF DEFENSE**

**Office of the Joint Staff; Privacy Act of 1974; System of Records**

**AGENCY:** Office of the Joint Staff, DoD.

**ACTION:** Notice to add a system of records.

**SUMMARY:** The Office of the Joint Staff, DoD proposes to add a system of records to its inventory of record systems subject to the Privacy Act of 1974 (5 U.S.C. 552a), as amended.

**DATES:** The changes will be effective on November 15, 2004 unless comments are received that would result in a contrary determination.

**ADDRESSES:** Send comments to DoD/ WHS/ESCD, Directives and Records Division, Directives and Records Branch, 201 12th Street, Arlington, VA 22202.

**FOR FURTHER INFORMATION CONTACT:** Ms. Juanita Irvin at (703) 601-4722, extension 110.

**SUPPLEMENTARY INFORMATION:** The Office of the Joint Staff notices for systems of records subject to the Privacy Act of 1974 (5 U.S.C. 552a), as amended, have been published in the **Federal Register** and are available from the address above.

The proposed system report, as required by 5 U.S.C. 552a(r) of the Privacy Act of 1974, as amended, was submitted on October 4, 2004, to the House Committee on Government Reform, the Senate Committee on Governmental Affairs, and the Office of Management and Budget (OMB) pursuant to paragraph 4c of appendix I to OMB Circular No. A-130, 'Federal Agency Responsibilities for Maintaining Records About Individuals,' dated February 8, 1996 (February 20, 1996, 61 FR 6427).

Dated: October 7, 2004.

**L.M. Bynum,**

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

**JS009ATHD**

**SYSTEM NAME:**

Anti-Terrorism Awareness Training.

**SYSTEM LOCATION:**

Defense Technical Information Center, 8725 John J. Kingman Road, Fort Belvoir, VA 22060-6218.

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

Service members (to include the Reserve and National Guard), DoD civilian employees, DoD contractors, and DoD employee dependant family members.

**CATEGORIES OF RECORDS IN THE SYSTEM:**

The information collected from the individual includes their first name, last name, last 4 digits of their Social Security Number, rank, user category, combatant command region, and date training completed.

**AUTHORITY FOR MAINTENANCE OF THE SYSTEM:**

10 U.S.C., Chapter 5, sections 151-155; DoD Instruction 2000.16, DoD Antiterrorism Standards; and E.O. 9397 (SSN).

**PURPOSE(S):**

Due to the increased terrorism threat world-wide, the Department of Defense (DoD) requires that all DoD employees, contractors and dependents who will be traveling outside the United States take terrorism awareness training to make them more aware of potential threats. The system will be used by authorized

DoD officials to validate required training has been completed within the past year.

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

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

The DoD 'Blanket Routine Uses' set forth at the beginning of the Joint Staff's compilation of systems of records notices apply to this system.

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

**STORAGE:**

Records are automated and are maintained in computers and computer output products and reside on disk and magnetic tape.

**RETRIEVABILITY:**

A combination of individual's name and the last 4 digits of their Social Security Number retrieve the record. Training date is then displayed for matching individual records.

**SAFEGUARDS:**

Records are maintained in a controlled facility. Physical entry is restricted by the use of locks, guards, and is accessible only to authorized personnel. Access to records is limited to those personnel who require the records to perform their official duties consistent with the purpose for which the information was collected. Access to computerized data is restricted by passwords, which are changed periodically.

**RETENTION AND DISPOSAL:**

Disposition pending. Until the National Archives and Records Administration has approved the retention and disposition schedule for these records treat them as permanent.

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

Branch Chief, Programs and Resources, Antiterrorism Division J-34, The Joint Staff, J-3, Deputy Directorate for Antiterrorism and Homeland Defense, 3000 Joint Staff Pentagon, Washington, DC 20318-3000.

**NOTIFICATION PROCEDURE:**

Individuals seeking to determine whether information about themselves is contained in this system should address written inquiries to the Branch Chief, Programs and Resources,

Antiterrorism Division J-34, The Joint Staff, J-3, Deputy Directorate for Antiterrorism and Homeland Defense, 3000 Joint Staff Pentagon, Washington, DC 20318-3000.

**RECORD ACCESS PROCEDURES:**

Individuals seeking access to information about themselves is contained in this system should address written inquiries to the Branch Chief, Programs and Resources, Antiterrorism Division J-34, The Joint Staff, J-3, Deputy Directorate for Antiterrorism and Homeland Defense, 3000 Joint Staff Pentagon, Washington, DC 20318-3000.

**CONTESTING RECORD PROCEDURES:**

The Joint Staff rules for accessing records and for contesting contents and appealing initial determinations are contained in OSD Administrative Instruction 81; Joint Administrative Instruction 2530.9A; 32 CFR part 311; or may be obtained from the system manager.

**RECORD SOURCE CATEGORIES:**

From the individual. Date training was taken is computer generated.

**EXEMPTIONS CLAIMED FOR THE SYSTEM:**

None.

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**BILLING CODE 5001-06-M**

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**DEPARTMENT OF EDUCATION**

**Student Assistance General Provisions, Federal Perkins Loan, Federal Work-Study, Federal Supplemental Educational Opportunity Grant, Federal Family Education Loan, William D. Ford Federal Direct Loan, Federal Pell Grant, and Leveraging Educational Assistance Partnership Programs**

**AGENCY:** Department of Education.

**ACTION:** Notice extending institutional and applicant filing and reporting deadlines.

**SUMMARY:** The Secretary announces the extension of the deadline dates for specific filing and reporting activities, including those published in the **Federal Register** on March 10, 2004 (69 FR 11403) and March 15, 2004 (69 FR 12136). The Secretary takes this action as a result of the damage and disruptions caused by the recent hurricanes and tropical storms in the southern and eastern parts of the United States, including Puerto Rico. The new dates or requested extensions apply only to (1) institutions or third-party servicers that are located in a federally-

declared disaster area and that were adversely affected by these severe weather conditions, and (2) applicants that are adversely affected by these severe weather conditions.

**SUPPLEMENTARY INFORMATION:** On September 21, 2004 the Department published a "Dear Partner Letter" announcing the intention of the Secretary to extend certain deadline dates. That letter is available at: <http://ifap.ed.gov/dpccletters/GEN0409.html>.

In this notice, the Secretary officially establishes these new deadlines, as set forth below.

**Activities Related to Institutional Reporting**

**FISAP Filing Deadline:** For an affected institution or third-party servicer that is unable to meet the previously published deadline of October 1, 2004, the Secretary announces the extension to October 30, 2004 of the date by which the institution's FISAP (Fiscal Operations Report for 2003-2004 and Application to Participate for 2005-2006) must be submitted. If the institution or servicer is unable to meet this extended deadline, it must contact the Campus-Based Call Center at 1-877-801-7168. An institution or servicer that submits a FISAP after October 1, 2004 must maintain documentation of the hurricane-related reason why it did so.

**2003-2004 Federal Pell Grant Reporting Deadline:** For an affected institution or third-party servicer that is unable to meet the previously published deadline of September 30, 2004, the Secretary grants administrative relief and announces the extension to October 22, 2004 of the date by which the institution or servicer must report Federal Pell Grant payments (and adjustments) for the 2003-2004 award year to the Common Origination and Disbursement (COD) System. An institution or servicer that submits Pell Grant payment information for the 2003-2004 award year after September 30, 2004 must maintain documentation of the hurricane-related reason why it did so.

**Submission of Federal Pell Grant Disbursement Records:** The Secretary announces the extension to 60 days (instead of the normal 30 days) of the time within which an affected institution or third-party servicer must submit a Federal Pell Grant disbursement record to the COD System. If the institution or servicer finds that it cannot submit the record within this 60-day period, it must contact the COD School Relations Center at 1-800-4PGRANT (1-800-474-7268). An affected institution or servicer that does