

Notices

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This section of the FEDERAL REGISTER contains documents other than rules or proposed rules that are applicable to the public. Notices of hearings and investigations, committee meetings, agency decisions and rulings, delegations of authority, filing of petitions and applications and agency statements of organization and functions are examples of documents appearing in this section.

DEPARTMENT OF AGRICULTURE

Procurement and Property Management

Proposed Collection; Comment Request Concerning Procurement: Preparation of Technical and Business Proposals

AGENCY: Procurement and Property Management, USDA.

ACTION: Notice and request for comments regarding a proposed revision to and extension of an approved information collection requirement.

SUMMARY: In accordance with the Paperwork Reduction Act of 1995 (44 U.S.C. Chapter 35), Procurement and Property Management (PPM) intends to submit to the Office of Management and Budget (OMB) a request to review and approve an extension of a currently approved information collection related to performance under contracts for research, development, or advisory and assistance services. PPM invites comment on this information collection. This information requirement is currently approved by OMB for use through November 30, 1996. PPM proposes that OMB extend its approval for use through November 30, 1999.

DATES: Comments on this notice must be received by December 30, 1996.

ADDRESSES: Send comments to: Joseph J. Daragan, Procurement Analyst, Procurement and Property Management, STOP 9303, U.S. Department of Agriculture, 1400 Independence Avenue SW, Washington, DC 20250-9303. Comments may also be submitted via fax at (202) 720-8972, or through the Internet at JDARAGAN@USDA.GOV.

FOR FURTHER INFORMATION CONTACT: Joseph J. Daragan, Procurement and Property Management, STOP 9303, U.S. Department of Agriculture, 1400 Independence Avenue SW, Washington, DC 20250-9303, (202) 720-5729.

SUPPLEMENTARY INFORMATION:

Title: Procurement: Preparation of Technical and Business Proposals.

Background: The Agriculture Acquisition Regulation (AGAR) currently prescribes a solicitation provision standardizing the arrangement and format of technical and business proposals that are submitted by offerors who elect to respond to the agency's request for proposals. Information collection pursuant to this provision has been approved by the Office of Management and Budget (OMB) and assigned OMB Control Number 0505-0013. The AGAR also prescribes a solicitation provision for collection of financial and organizational information. Information collection pursuant to this provision has also been approved by OMB and assigned OMB Control Number 0505-0010. These provisions have been consolidated and streamlined in the proposed revision to the AGAR. To reflect this consolidation, USDA wishes to combine both information collection requests into a single request for approval and extension of an information collection. As revised, the request would cover collection of all cost, technical, and business information needed by USDA contracting offices to evaluate offers, to the extent collection of such information is not required by the Federal Acquisition Regulation.

OMB Number: 0505-0013. The proposed revision would incorporate an information collection approved as OMB Number 0505-0010 into this collection.

Expiration Date: Both OMB Number 0505-0010 and OMB Number 0505-0013 expire on 11/30/96.

Type of request: Revision to, and extension of, a currently approved collection.

Proposed use of information: Technical and business proposals received from offerors, including information about offerors' organization and financial systems, are used when conducting negotiated procurement to evaluate and determine the feasibility of the prospective contractor's technical approach, management, and cost/price to accomplish the task and/or provide the supplies or services required under a resultant contract.

Respondents: State or local governments; businesses or other for-

profit; small businesses or organizations.

Estimated Number of Respondents: 3,200.

Estimated Number of Responses per Respondent: One (1).

Estimate of Burden: Public reporting burden to prepare technical and business proposals as part of a response to a solicitation is estimated to average 35 hours per response. This estimate does not include burden associated with providing information required in accordance with information collections prescribed by the Federal Acquisition Regulation. Only businesses submitting offers in response to a solicitation are affected by this collection.

Estimated Total Annual Burden on Respondents: 112,000 hours.

Comments received will be considered in order to: (a) evaluate whether the proposed collection of information is necessary for the proper performance of the functions of USDA contracting offices, including whether the information will have a practical utility; (b) evaluate the accuracy of PPM's estimate of the burden of the proposed collection of information, including the validity of the methodology and assumptions used; (c) enhance the quality, utility and clarity of the information to be collected; and (d) minimize the burden of the collection of information on those who respond, including through the use of automated collection techniques or other forms of information technology. All responses to this notice will be summarized and included in the request for OMB approval, and will become a matter of public record.

W. R. Ashworth,

Director, Procurement and Property Management.

[FR Doc. 96-27821 Filed 10-29-96; 8:45 am]

BILLING CODE 3410-98-P

Proposed Collection; Comment Request Concerning Collection of Acquisition Information

AGENCY: Procurement and Property Management, USDA.

ACTION: Notice and request for comments regarding a proposed extension of approved information collection requirements.

SUMMARY: In accordance with the Paperwork Reduction Act of 1995 (44

U.S.C. Chapter 35), Procurement and Property Management (PPM) intends to submit to the Office of Management and Budget (OMB) a request to review and approve an extension of four currently approved information collections related to the award of, or performance under, USDA contracts. PPM invites comment on these information collections. These information requirements are currently approved by OMB for use through November 30, 1996. PPM proposes that OMB extend its approval for use through November 30, 1999.

DATES: Comments on this notice must be received by December 30, 1996.

ADDRESSES: Send comments to: Joseph J. Daragan, Procurement Analyst, Procurement and Property Management, STOP 9303, U.S. Department of Agriculture, 1400 Independence Avenue SW, Washington, DC 20250-9303. Comments may also be submitted via fax at (202) 720-8972, or through the Internet at JDARAGAN@USDA.GOV.

FOR FURTHER INFORMATION CONTACT: Joseph J. Daragan, Procurement and Property Management, STOP 9303, U.S. Department of Agriculture, 1400 Independence Avenue SW, Washington, DC 20250-9303, (202) 720-5729.

SUPPLEMENTARY INFORMATION: USDA is seeking OMB approval of the following information collections:

1. *Title:* Procurement: Maximum Workweek—Construction Schedule.

OMB Number: 0505-0011.

Expiration Date: 11/30/96.

Type of request: Extension of a currently approved collection.

Proposed use of information: Information about the contractor's proposed hours of work is requested prior to the start of construction so that the agency can determine when on-site representatives are needed. A contracting office will insert this clause in a construction contract when, because of the agency's staffing or budgetary constraints, it is necessary to limit the contractor's performance to a maximum number of hours per week.

Respondents: Businesses or other for-profit; small businesses or organizations.

Estimated Number of Respondents: 600.

Estimated Number of Responses per Respondent: One (1).

Estimate of Burden: The information collected is the hours and days of the week the contractor proposes to carry out construction, with starting and stopping times. Public reporting burden for this collection of information is estimated to average fifteen minutes per response.

Estimated Total Annual Burden on Respondents: 150 hours.

2. *Title:* Procurement: Brand Name or Equal Clause.

OMB Number: 0505-0014.

Expiration Date: 11/30/96.

Type of request: Extension of a currently approved collection.

Proposed use of information: The Agriculture Acquisition Regulation permits the use of "brand name or equal" purchase descriptions to procure commercial products. Such descriptions require the offeror on a supply procurement to identify the "equal" item being offered and to indicate how that item meets salient characteristics stated in the purchase description. The contracting officer can determine from the descriptive information furnished whether the offered "equal" item meets the salient characteristics of the Government's requirements. The use of brand name or equal descriptions eliminates the need for bidders or offerors to read and interpret detailed specifications or purchase descriptions.

Respondents: Businesses or other for-profit; small businesses or organizations.

Estimated Number of Respondents: 74,835.

Estimated Number of Responses per Respondent: One (1).

Estimate of Burden: This information collection is limited to solicitations for products for which other methods of product specification are impracticable. Only businesses wishing to submit bids or offers in response to a solicitation are affected. Public reporting burden for this collection of information is estimate to average one tenth of an hour per response.

Estimated Total Annual Burden on Respondents: 7,484 hours.

3. *Title:* Procurement: Key Personnel Clause.

OMB Number: 0505-0015.

Expiration Date: 11/30/96.

Type of request: Extension of a currently approved collection.

Proposed use of information: The information enables the agency to determine whether the departure of a key person from the contractor's staff may have a deleterious effect upon contract performance, and to determine what accommodations or remedies may be taken. If the agency could not obtain information about departing key personnel, it could not ensure that qualified personnel continue to perform contract work.

Respondents: State or local governments; businesses or other for-profit; small businesses or organizations.

Estimated Number of Respondents: 200.

Estimated Number of Responses per Respondent: One (1).

Estimate of Burden: The information collection is required only when a contractor proposes to make changes to key personnel assigned to performance of a contract. Consequently, information collection is occasional. Public reporting burden for this collection of information is estimated to average one hour per respondent.

Estimated Total Annual Burden on Respondents: 200 hours.

4. *Title:* Procurement: Progress Reporting Clause.

OMB Number: 0505-0016.

Expiration Date: 11/30/96.

Type of request: Extension of a currently approved collection.

Proposed use of information: The information is requested monthly or quarterly from contractors performing research and development (R&D) or advisory and assistance services, including ADP system or software development. The information enables the contracting office to monitor actual progress and expenditures compared to anticipated performance and proposal representations upon which the contract award was made. The information alerts the contracting office to technical problems, to a need for additional staff resources or funding, and to the probability of timely completion within the contract cost or price. If the contracting office could not obtain a report of progress, it would have to physically monitor the contractor's operations on a day-to-day basis throughout the performance period.

Respondents: State or local government; businesses or other for-profit; small businesses or organizations.

Estimated Number of Respondents: 200.

Estimated Number of Responses per Respondent: The frequency of progress reports varies from monthly to quarterly depending on the complexity of the contract and the risk of successful completion. Based on monthly reporting, each respondent would submit 12 responses per year.

Estimate of Burden: Public reporting burden for this collection of information is estimated to average one and one half hours per respondent.

Estimated Total Annual Burden on Respondents: 3,600 hours.

Comments received will be considered in order to: (a) Evaluate whether the proposed collection of information is necessary for the proper performance of the functions of USDA contracting offices, including whether the information will have a practical utility; (b) evaluate the accuracy of

PPM's estimate of the burden of the proposed collection of information, including the validity of the methodology and assumptions used; (c) enhance the quality, utility and clarity of the information to be collected; and (d) minimize the burden of the collection of information on those who respond, including through the use of automated collection techniques or other forms of information technology. All responses to this notice will be summarized and included in the request for OMB approval, and will become a matter of public record.

W. R. Ashworth,

Director, Procurement and Property Management.

[FR Doc. 96-27822 Filed 10-29-96; 8:45 am]

BILLING CODE 3410-98-P

Submission for OMB Review; Comment Request

October 25, 1996.

The Department of Agriculture has submitted the following information collection requirement(s) to OMB for review and clearance under the Paperwork Reduction Act of 1995, Public Law 104-13. Comments regarding these information collections are best assured of having their full effect if received within 30 days of this notification. Comments should be addressed to: Desk Officer for Agriculture, Office of Information and Regulatory Affairs, Office of Management and Budget (OMB), Washington, DC 20503 and to Department Clearance Officer, USDA, OCIO, Mail Stop 7602, Washington, DC 20250-7602. Copies of the submission(s) may be obtained by calling (202) 720-6204 or (202) 720-6746.

Food and Consumer Service

Title: 7 CFR Part 225, Summer Food Service Program

Summary: The Summer Food Service Program provides assistance to states to initiate and maintain nonprofit food service programs for needy children during the summer months and at other approved times. The information reported and maintained includes records the sponsors, camps, and the administering agencies must collect.

Need and Use of the Information: Records maintained by the sponsors and camps support payment for meals served and account for all costs incurred by these groups.

Description of Respondents: Individuals or households; Not-for-profit institutions; Federal Government; State, Local or Tribal Government.

Number of Respondents: 79,350.

Frequency of Responses:

Recordkeeping; Reporting: On occasion; Weekly; Monthly; Quarterly.

Total Burden Hours: 301,404.

Larry Roberson,

Deputy Departmental Clearance Officer.

[FR Doc. 96-27823 Filed 10-29-96; 8:45 am]

BILLING CODE 3410-01-M

Office of the Secretary

Privacy Act; System of Records

AGENCY: Office of the Secretary, USDA.

ACTION: Notice of New Privacy Act System of Records.

SUMMARY: Notice is hereby given that USDA proposes to create two new Privacy Act systems of records, USDA/NAD-1, entitled "Participant Appeals, USDA/NAD" and USDA/NAD-2, entitled "National Appeals Division Tracking System (Automated), USDA/NAD".

EFFECTIVE DATE: This notice will be adopted without further publication in the Federal Register on December 30, 1996, unless modified by a subsequent notice to incorporate comments received from the public. Although the Privacy Act requires only that the portion of the system which describes the "routine uses" of the system be published for comment, USDA invites comment on all portions of this notice. Comments must be received by the contact person listed below on or before November 29, 1996.

FOR FURTHER INFORMATION CONTACT: Norman G. Cooper, Director, NAD, USDA, 3101 Park Center Drive, Suite 1020, Alexandria, Virginia 22302.

SUPPLEMENTARY INFORMATION: Pursuant to the Privacy Act, 5 U.S.C. 552a, USDA is creating two new systems of records to be maintained by the National Appeals Division (NAD). The purpose of this notice is to announce the creation and character of the two systems of records maintained by NAD. The first system contains data on appeals, including materials maintained and submitted by a USDA agency related to an adverse decision, any information, correspondence, or documentation submitted by an appellant or a USDA agency during the appeals process and any statements of witnesses, tape recordings, or written transcripts of the hearings. The second system is an automated tracking system which contains assigned NAD log number, the appellant's name, race, social security number, address, and telephone number, program identifier, decision maker information, decision date,

hearing officer and review officer identification, and hearing and review information.

A "Report on New System," required by 5 U.S.C. 552a(r), as implemented by OMB Circular A-130, was sent to the Chairman, Senate Committee on Governmental Affairs, the Chairman, House Committee on Government Reform and Oversight, and to the Administrator, Office of Information and Regulatory Affairs, of the Office of Management and Budget on October 23, 1996.

Signed at Washington, DC, on October 23, 1996.

Dan Glickman,

Secretary of Agriculture.

USDA/NAD-1

System name: Participant Appeals, USDA/National Appeals Division (NAD).

System Location: National Appeals Division, Regional Offices: Eastern Regional Office, 3500 DePauw Boulevard, Suite 2052, Indianapolis, Indiana 46268; Southern Regional Office, 7777 Walnut Grove Road, LLB-1, Memphis, Tennessee 38120; and Western Regional Office, 730 Simms, Suite 386, Golden, Colorado 80490-4798.

Categories of individuals covered by the system: Program participants who file an appeal because of a covered adverse decision by a covered agency: Farm Service Agency, the Natural Resources Conservation Service, Rural Development, Rural Utilities Service, Rural Housing Service, Rural Business-Cooperative Service, or a state, county, or area committee established under section 8(b)(5) of the Soil Conservation and Domestic Allotment Act (16 U.S.C. 5901(b)(5)).

Categories of records in the system: The system consists of complete files on appeals, including materials maintained and submitted by an agency related to an adverse decision; any information, correspondence, or documentation submitted by an appellant or the agency during the appeals process; and any statements of witnesses, tape recordings, or written transcripts of the hearings. Unless specifically requested, a written transcript is not normally prepared.

Authority for maintenance of the system: 7 U.S.C. 6991, *et seq.*

Routine uses of records maintained in the system, including categories of users and the purposes of such uses: USDA will refer records in this system: (1) To the appropriate agency, whether Federal State, local; or foreign, charged with the responsibility of investigating or prosecuting a violation of law, or of