

of the Privacy Act and Office of Management and Budget Circular No. A-130, Appendix I, "Federal Agency Responsibilities for Maintaining Records About Individuals."

Accordingly, the NRC is revising the system notice for NRC-22 in its entirety to read as follows:

#### **NRC-22**

##### **SYSTEM NAME:**

Personnel Performance Appraisals—NRC.

##### **SYSTEM LOCATION:**

Primary system—Part A: For Headquarters personnel, Office of Human Resources, NRC, 11545 and 11555 Rockville Pike, Rockville, Maryland. For Regional personnel, at Regional Offices I-IV listed in Addendum I, Part 2.

Part B: Office of Human Resources, NRC, 11545 and 11555 Rockville Pike, Rockville, Maryland.

Duplicate systems: Duplicate systems exist in whole or in part at the locations listed in Addendum I, except for Part B which is stored only at Headquarters.

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

NRC employees other than contractor employees, Commissioners, or temporary personnel employed for less than 1 year.

Part A: Senior Level System employees, GG-1 through GG-15 employees, hourly wage employees, scientific and technical schedule employees, and administratively determined rate employees.

Part B: Senior Executive Service and equivalent employees.

##### **CATEGORIES OF RECORDS IN THE SYSTEM:**

This system of records contains performance appraisals, including elements and standards, and other related records.

##### **AUTHORITY FOR MAINTENANCE OF THE SYSTEM:**

5 U.S.C 4301, *et seq.*; 5 U.S.C 4311 *et seq.* (1994); 42 U.S.C. 2201(d), 5841 (1994); and 5 CFR 293.404(a).

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

In addition to the disclosures permitted under subsection (b) of the Privacy Act, the NRC may disclose information contained in this system of records without the consent of the subject individual if the disclosure is compatible with the purpose for which the record was collected under the following routine uses:

a. By agency management and the Office of Human Resources for personnel functions; and

b. For any of the routine uses specified in the Prefatory Statement of General Routine Uses.

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

###### **STORAGE:**

Information is maintained in computerized form and in paper copy in locking file cabinets. Computerized form includes information stored in memory, on disk and magnetic tape, and on computer printouts. Summary ratings are stored in a computer system protected by password and user identification codes.

###### **RETRIEVABILITY:**

Records are accessed by name. Some computer records are accessed by name and social security number.

###### **SAFEGUARDS:**

Records are maintained in areas where access is controlled by keycard and is limited to NRC and contractor personnel and to others who need the information to perform their official duties. Access to the two Headquarters buildings in Rockville, Maryland, is controlled by a security guard force. Paper records are maintained in folders in locking file cabinets. Access to computerized records requires use of proper passwords and user identification codes.

###### **RETENTION AND DISPOSAL:**

a. Part A: Records are normally retained for 4 years, then destroyed by incineration in accordance with General Records Schedule (GRS) 1-23.a(4). If an employee separates, the records are forwarded to the next Government Agency employer or to the National Personnel Records Center in accordance with GRS 1-23.a(3)(a).

b. Part B: Retained for 5 years, or until the fifth annual appraisal is completed, whichever is later, then destroyed by incineration in accordance with GRS 1-23.b(3). If the employee separates, the records are forwarded to the next Government Agency employer or to the National Personnel Records Center in accordance with GRS 1-23.b(2)(a).

c. Electronic records: Deleted after the expiration of the retention period authorized for the disposable hard copy file or when no longer needed, whichever is later in accordance with GRS 20-3.a.

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

Chief, Human Resources Policy and Programs, Office of Human Resources, U.S. Nuclear Regulatory Commission, Washington, DC 20555-0001. For

Regional personnel, at Regional Offices I-IV listed in Addendum I, part 2.

##### **NOTIFICATION PROCEDURE:**

Individuals seeking to determine whether this system of records contains information pertaining to themselves should write to the Freedom of Information Act/Privacy Act Officer, Office of the Chief Information Officer, U.S. Nuclear Regulatory Commission, Washington, DC 20555-0001, and comply with NRC's Privacy Act regulations regarding verification of identity contained in 10 CFR part 9.

##### **RECORD ACCESS PROCEDURES:**

Same as "Notification Procedure" and comply with NRC's Privacy Act regulations regarding verification of identity and record access procedures contained in 10 CFR part 9.

##### **CONTESTING RECORD PROCEDURES:**

Same as "Notification Procedure" and comply with NRC's Privacy Act regulations regarding verification of identity and contesting record procedures contained in 10 CFR part 9.

##### **RECORD SOURCE CATEGORIES:**

Part A: Individual to whom record pertains and employee's supervisors.

Part B: Individual to whom record pertains and employee's supervisors and any documents and sources used to develop critical elements and performance standards for that Senior Executive Service position.

##### **SYSTEMS EXEMPTED FROM CERTAIN PROVISIONS OF THE ACT:**

Pursuant to 5 U.S.C. 552a(k)(1) and (5), the Commission has exempted portions of this system of records from 5 U.S.C. 552a(c)(3), (d), (e)(1), (e)(4)(G), (e)(4)(H), (e)(4)(I), and (f). The exemption rule is contained in 10 CFR 9.95 of the NRC regulations.

Dated at Rockville, MD, this 24th day of October, 1997.

For the Nuclear Regulatory Commission.

**A. J. Galante,**

*Chief Information Officer.*

[FR Doc. 97-28755 Filed 10-29-97; 8:45 am]

BILLING CODE 7590-01-P

## **RAILROAD RETIREMENT BOARD**

### **Agency Forms Submitted for OMB Review**

**SUMMARY:** In accordance with the Paperwork Reduction Act of 1995 (44 U.S.C. Chapter 35), the Railroad Retirement Board (RRB) has submitted the following proposal(s) for the collection of information to the Office of

Management and Budget for review and approval.

#### Summary of Proposal(s)

- (1) *Collection title*: Public Service Pension Questionnaires.
- (2) *Form(s) submitted*: G-208, G-212.
- (3) *OMB Number*: 3220-0136.
- (4) *Expiration date of current OMB clearance*: 12/31/97.
- (5) *Type of request*: Revision of a currently approved collection.
- (6) *Respondents*: Individuals or households.
- (7) *Estimated annual number of respondents*: 7,700.
- (8) *Total annual responses*: 7,700.
- (9) *Total annual reporting hours*: 1,200.

(10) *Collection description*: A spouse or survivor annuity under the Railroad Retirement Act may be subjected to a reduction for a public service pension. The questionnaires obtain information needed to determine if the reduction applies and the amount of such reduction.

#### ADDITIONAL INFORMATION OR COMMENTS:

Copies of the forms and supporting documents can be obtained from Chuck Mierzwa, the agency clearance officer (312-751-3363). Comments regarding the information collection should be addressed to Ronald J. Hodapp, Railroad Retirement Board, 844 North Rush Street, Chicago, Illinois 60611-2092 and the OMB reviewer, Laura Oliven (202-395-7316), Office of Management and Budget, Room 10230, New Executive Office Building, Washington, D.C. 20503.

**Chuck Mierzwa,**  
Clearance Officer.

[FR Doc. 97-28707 Filed 10-29-97; 8:45 am]

BILLING CODE 7905-01-M

#### SECURITIES AND EXCHANGE COMMISSION

##### Great Northern Finance Corporation; Order of Suspension of Trading

[File No. 500-1]

October 27, 1997.

It appears to the Securities and Exchange Commission that there is a lack of adequate and accurate current information concerning the securities of Great Northern Finance Corporation ("GNFL"), of Denver, Colorado. Questions have been raised about publicly-disseminated information concerning, among other things: (1) arrangements, understandings or agreements to artificially control the market for GNFL's securities; (2) the ownership of GNFL's securities; (3) the

status of a proposed acquisition of Lazer-Tek Designs, Inc. by GNFL; (4) the business prospects of Lazer-Tek; and (5) the business prospects of GNFL.

The Commission is of the opinion that the public interest and the protection of investors require a suspension of trading in the securities of the above listed company.

Therefore, it is ordered, pursuant to Section 12(k) of the Securities Exchange Act of 1934, that trading in the above listed company is suspended for the period from 9:00 a.m. EST, October 27, 1997 through 11:59 p.m. EST, on November 7, 1997.

By the Commission.

**Margaret H. McFarland,**

Deputy Secretary.

[FR Doc. 97-28836 Filed 10-27-97; 4:36 pm]

BILLING CODE 8010-01-M

#### SOCIAL SECURITY ADMINISTRATION

##### Information Collection Activities: Proposed Collection Requests and Comment Requests

This notice lists information collection packages that will require submission to the Office of Management and Budget (OMB), as well as information collection packages submitted to OMB for clearance, in compliance with P.L. 104-13 effective October 1, 1995, The Paperwork Reduction Act of 1995.

I. The information collection(s) listed below require(s) extension(s) of the current OMB approval(s) or are proposed new collection(s):

1. *Request to be Selected as Payee—0960-0014*. The information collected on Form SSA-11-BK is used to determine the proper payee for a Social Security beneficiary, and it is designed to aid in the investigation of a payee applicant. The form will establish the applicant's relationship to the beneficiary, the justification, the concern for the beneficiary and the manner in which the benefits will be used. The respondents are applicants for selection as representative payee for Old-Age, Survivors and Disability Insurance (OASDI), Supplemental Security Income (SSI) and Black Lung benefits.

*Number of Respondents*: 1,709,657.

*Frequency of Response*: 1.

*Average Burden Per Response*: 10.5 minutes.

*Estimated Annual Burden*: 229,190 hours.

2. *Application for Benefits Under the Federal Mine Safety and Health Act of 1977, as Amended; (Widow's Claim,*

*Child's Claim and Dependent's Claim)—0960-0118*. Sections 402(g) and 412(a) of the Federal Mine Safety and Health Act provide that those widows, surviving children, and dependent parents, brothers or sisters who are not currently receiving benefits on the deceased miner's account must file the appropriate application within 6 months of the deceased miner's death, using Forms SSA-47, 48 and 49. This information is used to determine eligibility for benefits.

*Number of Respondents*: 1,800.

*Frequency of Response*: 1.

*Average Burden Per Response*: 11 minutes.

*Estimated Annual Burden*: 330 hours.

3. *Work History Report—0960-0552*. Form SSA-3369-BK is used by the State Disability Determination Services (DDSs) to determine disability and to record information about the claimant's work history during the past 15 years. The respondents are claimants who live in Virginia and are applying for OASDI and SSI benefits.

*Number of Respondents*: 32,000.

*Frequency of Response*: 1.

*Average Burden Per Response*: 30 minutes.

*Estimated Annual Burden*: 16,000 hours.

4. *Disability Report-Child—0960-0504*. Form SSA-3820-BK is used by the State DDSs to record claimants' allegations and sources of evidence in determining eligibility for children filing for SSI disability benefits. The respondents are SSI claimants who live in Virginia and are applying for disabled child's benefits.

*Number of Respondents*: 10,900.

*Frequency of Response*: 1.

*Average Burden Per Response*: 40 minutes.

*Estimated Annual Burden*: 7,267 hours.

Written comments and recommendations regarding the information collection(s) should be sent within 60 days from the date of this publication, directly to the SSA Reports Clearance Officer at the following address: Social Security Administration, DCFAM, Attn: Nicholas E. Tagliareni, 6401 Security Blvd., 1-A-21 Operations Bldg., Baltimore, MD 21235.

In addition to your comments on the accuracy of the agency's burden estimate, we are soliciting comments on the need for the information; its practical utility; ways to enhance its quality, utility and clarity; and on ways to minimize burden on respondents, including the use of automated collection techniques or other forms of information technology.