

**SUPPLEMENTARY INFORMATION:****Authority**

This action is authorized under the Omnibus Crime Control and Safe Streets Act of 1968, §§ 201-03, as amended, 42 U.S.C. 3721-23 (1994).

**Background**

The National Institute of Justice is calling for proposals for an evaluation of Victims of Crime Act (VOCA) funded compensation and assistance programs. These programs have an overall goal of providing a seamless web of services and support to reduce the financial, physical, psychological, and emotional costs of victimization. One grant of \$750,000 for a 30-month period, will be awarded to evaluate the effectiveness of these programs in meeting their goals and victim needs.

Interested organizations should call the National Criminal Justice Reference Service (NCJRS) at 1-800-851-3420 to obtain a copy of "Evaluation of Victims of Crime Act State Compensation and Assistance Programs" (refer to document no. SL000242). For World Wide Web access, connect to either NIJ at <http://www.ojp.usdoj.gov/nij/funding.htm>, or the NCJRS Justice Information Center at <http://www.ncjrs.org/fedgrant.htm#nij>.

**Jeremy Travis,**

*Director, National Institute of Justice.*

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BILLING CODE 4410-18-P

**DEPARTMENT OF LABOR****Office of The Secretary****Privacy Act of 1974; Proposed New Routine Use To an Existing System of Records**

**AGENCY:** Office of the Secretary, Labor.

**ACTION:** Notice and request for comments.

**SUMMARY:** In accordance with the Privacy Act of 1974 (5 U.S.C. 552a(e)(11)), the Department of Labor is issuing notice of our intent to amend the system of records entitled, DOL/OFO-1, Attendance, Leave, and Payroll File, to include a new routine use. The disclosure is required by the Personal Responsibility and Work Opportunity Reconciliation Act (PRWORA, Pub.L. 104-193). We invite public comment on this publication.

**DATES:** Persons wishing to comment on the proposed routine use must do so by February 17, 1998.

**Effective date:** The proposed routine use will become effective as proposed

without further notice on February 17, 1998.

**ADDRESSES:** Interested individuals may comment on this publication by writing to Robert A. Shapiro, Associate Solicitor, Division of Legislation and Legal Counsel, 200 Constitution Avenue, NW, Room N-2428, Washington, DC 20210. All comments received will be available for public inspection at that address.

**FOR FURTHER INFORMATION CONTACT:** Miriam McD. Miller, Co-Counsel for Administrative Law, Office of the Solicitor, Department of Labor, 200 Constitution Avenue, NW, Room N-2428, Washington, DC 20210, telephone (202) 219-8188, ext. 135.

**SUPPLEMENTARY INFORMATION:** Pursuant to section three of the Privacy Act of 1974 (5 U.S.C. 552a(e)(4)), hereinafter referred to as the Act, the Department hereby publishes notice of a proposed new routine use for the Department's existing payroll system of records. This document supplements this Department's last publication in full of all of its Privacy Act systems of records. On September 23, 1993, in Volume 58 at Page 49548 of the **Federal Register**, we published a notice containing 138 systems of records which were maintained under the Act. Subsequent publications of new systems were made on April 15, 1994 (59 FR 18156)(two new systems); on May 10, 1995 (60 FR 24897)(one new system); and on June 15, 1995 (60 FR 31495)(one new system); April 7, 1997 (62 FR 16610)(one new system); and on October 14, 1997 (62 FR 53343) (one new system).

The Department hereby proposes to amend an existing system of records, DOL/OCFO-1, Attendance, Leave and Payroll File, so that a new Routine Use can be established. Pursuant to Pub. L. 104-193, the Personal Responsibility and Work Opportunity Reconciliation Act of 1996, this Department will disclose data from this system to the Office of Child Support Enforcement, Administration for Children and Families, U.S. Department of Health and Human Services for use in the National Database of New Hires, part of the Federal Parent Locator System (FPLS) and Federal Tax Offset System, DHHS/OCSE No. 09-90-0074. A description of the Federal Parent Locator Service may be found at 62 FR 51663 (October 2, 1997).

FPLS is a computerized network through which States may request location information from Federal and State agencies to find non-custodial parents and/or their employers for purposes of establishing paternity and

securing support. On October 1, 1997, the FPLS was expanded to include the National Directory of New Hires, a database containing information on employees recently hired, quarterly wage data on private and public sector employees, and information on unemployment compensation benefits. On October 1, 1998, the FPLS will be expanded further to include a Federal Case Registry. The Federal Case Registry will contain abstracts on all participants involved in child support enforcement cases. When the Federal Case Registry is instituted, its files will be matched on an ongoing basis against the files in the National Directory of New Hires to determine if an employee is a participant in a child support case anywhere in the country. If the FPLS identifies a person as being a participant in a State child support case, that State will be notified of the participant's current employer. State requests to the FPLS for location information will also continue to be processed after October 1, 1998.

When individuals are hired by the Department of Labor, we may disclose to the FPLS their names, social security numbers, home addresses, dates of birth, dates of hire, and information identifying us as the employer. We also may disclose to FPLS names, social security numbers, and quarterly earnings of each Department of Labor employee, within one month of the end of the quarterly reporting period.

Information submitted by the Department of Labor to the FPLS will be disclosed by the Office of Child Support Enforcement to the Social Security Administration for verification to ensure that the social security number provided is correct. The data disclosed by the Department of Labor to the FPLS will also be disclosed by the Office of Child Support Enforcement to the Secretary of the Treasury for use in verifying claims for the advance payment of the earned income tax credit or to verify a claim of employment on a tax return.

We are also making various minor grammatical corrections to this system. The names of agencies within the category for System Location are being updated. In the Records Category, two commas are being added, and two grammatical corrections are being made. Finally, two grammatical corrections are being made in the category for Purpose.

**Universal Routine Uses**

In its September 23, 1993 publication, the Department gave notice of eleven paragraphs containing routine uses which apply to all of its systems of records, except for DOL/OASAM-5 and DOL/OASAM-7. These eleven

paragraphs were presented in the General Prefatory Statement for that document, and it appeared at Pages 49554–49555 of Volume 58 of the **Federal Register**. Those eleven paragraphs were republished in an April 15, 1994 document in order to correct grammatical mistakes in the September 23, 1993 version. In the May 10, 1995, June 15, 1995 and April 7, 1997 publication, the General Prefatory Statement was republished as a convenience to the reader of the document. In an October 14, 1997 publication, the General Prefatory Statement was again republished in order to make a syntactical change to paragraph 10. We are again republishing the General Prefatory Statement as a convenience to the reader.

The public, the Office of Management and Budget (OMB), and the Congress are invited to submit written comments on the proposed new routine use. A report on the proposed amendment to DOL/OCFO–1 has been provided to OMB and to the Congress as required by OMB Circular A–130, Revised, and 5 U.S.C. 552a(r).

#### General Prefatory Statement

The following routine uses apply to and are incorporated by reference into each system of records published below unless the text of a particular notice of a system of records indicates otherwise. These routine uses *do not* apply to DOL/OASAM–5, Rehabilitation and Counseling File, nor to DOL/OASAM–7, Employee Medical Records.

1. It shall be a routine use of the records in this system of records to disclose them to the Department of Justice when: (a) The agency or any component thereof; or (b) any employee of the agency in his or her official capacity where the Department of Justice has agreed to represent the employee; or (c) the United States Government, is a party to litigation or has an interest in such litigation, and by careful review, the agency determines that the records are both relevant and necessary to the litigation and the use of such records by the Department of Justice is therefore deemed by the agency to be for a purpose that is compatible with the purpose for which the agency collected the records.

2. It shall be a routine use of the records in this system of records to disclose them in a proceeding before a court or adjudicative body, when: (a) The agency or any component thereof; or (b) any employee of the agency in his or her official capacity; or (c) any employee of the agency in his or her individual capacity where the agency has agreed to represent the employee; or

(d) the United States Government, is a party to litigation or has an interest in such litigation, and by careful review, the agency determines that the records are both relevant and necessary to the litigation and the use of such records is therefore deemed by the agency to be for a purpose that is compatible with the purpose for which the agency collected the records.

3. When a record on its face, or in conjunction with other records, indicates a violation or potential violation of law, whether civil, criminal or regulatory in nature, and whether arising by general statute or particular program statute, or by regulation, rule, or order issued pursuant thereto, disclosure may be made to the appropriate agency, whether Federal, foreign, State, local, or tribal, or other public authority responsible for enforcing, investigating or prosecuting such violation or charged with enforcing or implementing the statute, or rule, regulation, or order issued pursuant thereto, if the information disclosed is relevant to any enforcement, regulatory, investigative or prosecutive responsibility of the receiving entity, and by careful review, the agency determines that the records are both relevant and necessary to the litigation and the use of such records is therefore deemed by the agency to be for a purpose that is compatible with the purpose for which the agency collected the records.

4. A record from this system of records may be disclosed to a Member of Congress or to a Congressional staff member in response to an inquiry of the Congressional office made at the written request of the constituent about whom the record is maintained.

5. Records from this system of records may be disclosed to the National Archives and Records Administration or to the General Services Administration for records management inspections conducted under 44 U.S.C. 2904 and 2906.

6. Disclosure may be made to agency contractors, or their employees, consultants, grantees, or their employees, or volunteers who have been engaged to assist the agency in the performance of a contract, service, grant, cooperative agreement or other activity related to this system of records and who need to have access to the records in order to perform the activity. Recipients shall be required to comply with the requirements of the Privacy Act of 1974, as amended, 5 U.S.C. 552a; see also 5 U.S.C. 552a(m).

7. The name and current address of an individual may be disclosed from any system of records to the parent locator

service of the Department of HHS or to other authorized persons defined by Pub. L. 93–647 for the purpose of locating a parent who is not paying required child support.

8. Disclosure may be made to any source from which information is requested in the course of a law enforcement or grievance investigation, or in the course of an investigation concerning retention of an employee or other personnel action, the retention of a security clearance, the letting of a contract, the retention of a grant, or the retention of any other benefit, to the extent necessary to identify the individual, inform the source of the purpose(s) of the request, and identify the type of information requested.

9. Disclosure may be made to a Federal, State, local, foreign, or tribal or other public authority of the fact that this system of records contains information relevant to the hiring or retention of an employee, the granting or retention of a security clearance, the letting of a contract, a suspension or debarment determination or the issuance or retention of a license, grant, or other benefit.

10. A record from any system of records set forth below may be disclosed to the Office of Management and Budget in connection with the review of private relief legislation and the legislative coordination and clearance process.

11. Disclosure may be made to a debt collection agency that the United States has contracted with for collection services to recover debts owed to the United States.

#### Publication of a Proposed Amendment

Accordingly, DOL/OCFO–1, Attendance, Leave, and Payroll File, a system notice recently amended at 62 FR 16614 (April 7, 1997), is further amended by amending the category for Routine Uses, by adding a new paragraph of routine use at the end of the existing text, to be designated as paragraph F., to read as set forth below. For the convenience of the reader, the newly revised system is being published in full as follows:

#### DOL/OCFO–1

##### SYSTEM NAME:

Attendance, Leave, and Payroll File.

##### SECURITY CLASSIFICATION:

None.

##### SYSTEM LOCATION:

A. Offices in Washington, D.C.:

1. Office of the Secretary of Labor, including:

a. Office of the Assistant Secretary for Administration and Management, (OASAM);  
 b. Office of the Solicitor of Labor;  
 c. Office of Public Affairs;  
 d. Bureau of International Labor Affairs;  
 e. Employees' Compensation Appeals Board;  
 f. Wage Appeals Board;  
 g. Benefits Review Board;  
 h. Office of Administrative Law Judges;  
 i. Pension Benefit Guaranty Corporation;  
 j. President's Committee on the Employment of People with Disabilities;  
 k. National Occupational Information Coordinating Committee;  
 l. National Commission for Employment Policy;  
 m. Veteran's Employment and Training Service.  
 2. Bureau of Labor Statistics;  
 3. Employment Standards Administration, including the Office of Labor-Management Standards and the Office of Labor-Management Programs;  
 4. Employment and Training Administration;  
 5. Occupational Safety and Health Administration;  
 6. Mine Safety and Health Administration;  
 7. Office of the Inspector General;  
 8. Pension and Welfare Benefits Administration; and  
 9. The Chief Financial Officer for the Department.

B. Regional and Area Offices of the above.

C. Timekeepers.

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

Department of Labor employees.

#### CATEGORIES OF RECORDS IN THE SYSTEM:

Name, social security number and employee number, grade, step, and salary, organization (code), retirement or FICA data as applicable. Federal, State, and local tax deductions, as appropriate. IRS tax lien data, savings bond and charity deductions; regular and optional government life insurance deduction(s), health insurance deduction and plan or code; cash award data; jury duty data, military leave data, pay differentials, union dues deductions, allotments by type and amount, Thrift Savings Plan contributions, financial institution code and employee account number, leave status and data of all types (including annual, compensatory, jury duty, maternity, military, retirement, disability, sick, transferred, and without pay), time and attendance records, including flexitime log sheets indicating

number of regular, overtime, holiday, Sunday, and other hours worked, pay period number and ending date, cost of living allowances, co-owner and/or beneficiary of bonds, marital status, number of dependents, mailing address, "Notification of Personnel Action", and claims by the employee for overtime, for back wages and for waivers. Consumer credit reports of individuals indebted to the United States, correspondence to and from the debtor, information or records relating to the debtor's current whereabouts, assets, liabilities, income and expenses, debtor's personal financial statements and other information such as the nature, amount and history of a debt owed by an individual covered by this system, and other records and reports relating to the implementation of the Debt Collection Act of 1982, including any investigative reports or administrative review matters. The individual records listed herein are included only as pertinent or applicable to the individual employee.

#### AUTHORITY FOR MAINTENANCE OF THE SYSTEM:

31 U.S.C. 66(A).

#### PURPOSE(S):

In compliance with principles and standards prescribed by the Comptroller General, this system manages the Department of Labor's compensation and benefits processing, accounting, and reporting. The system provides control procedures and systems to assure the complete and timely processing of input documents and output reports necessary to update and maintain the Department's Interactive Payroll System.

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

A. Transmittal of data to the U.S. Treasury to effect issuance of paychecks or electronic fund transfers (EFT) to employees and distribution of pay according to employee directions for savings bonds, allotments to financial institutions, and other authorized purposes. Transmittal of Thrift Savings Plan data to the Thrift Savings Board to effect contributions to the Thrift Savings Plan. Tax withholding data sent to the Internal Revenue Service and appropriate State and local taxing authorities, FICA deductions to the Social Security Administration, dues deductions to labor unions, withholdings for health insurance to insurance carriers and the Office of Personnel Management, charity deductions to agents of charitable institutions, annual W-2 statements to taxing authorities and the individual,

and transmittal of computer tape data to appropriate State and local governments for their benefits matching projects. Transmittal of employee's name, social security number, salary history to state unemployment insurance agencies in order to facilitate the processing of state unemployment insurance claims for DOL employees.

B. Pursuant to section 13 of the Debt Collection Act of 1982, the name, Social Security Number, address(es), telephone number(s), and nature, amount and history of the debt of a current or former employee may be disclosed to private collection agencies for the purpose of collecting or compromising a debt existing in this system.

C. Department of Justice and General Accounting Office: Information may be forwarded to the General Accounting Office and/or the Department of Justice as prescribed in the Joint Federal Claims Collection Standards (4 CFR Chapter II). When debtors fail to make payment through normal collection routines, the files are analyzed to determine the feasibility of enforced collection by referring the cases to the Department of Justice for litigation.

#### D. Other Federal Agencies:

(1) Pursuant to sections 5 and 10 of the Debt Collection Act of 1982, information relating to the implementation of the Debt Collection Act of 1982 may be disclosed to other Federal Agencies to effect salary or administrative offsets, or for other purposes connected with the collection of debts owed to the United States.

(2) A record from this system may be disclosed to a Federal Agency in response to its request in connection with the hiring/retention of an employee, the letting of a contract, or the issuance of a grant, license, or other benefit by the requesting agency, to the extent that the information is necessary and relevant to the requesting agency's decision on the matter.

#### E. Internal Revenue Service:

(1) Information contained in the system of records may be disclosed to the Internal Revenue Service to obtain taxpayer mailing addresses for the purpose of locating such taxpayer to collect, compromise, or write-off a Federal claim against the taxpayer.

(2) Information may be disclosed to the Internal Revenue Service concerning the discharge of an indebtedness owed by an individual.

F. The names, social security numbers, home addresses, dates of birth, dates of hire, quarterly earnings, employer identifying information, and State of hire of employees may be disclosed to the Office of Child Support Enforcement, Administration for

Children and Families, Department of Health and Human Services for the purpose of locating individuals to establish paternity, establishing and modifying orders of child support, identifying sources of income, and for other child support enforcement actions as required by the Personal Responsibility and Work Opportunity Reconciliation Act (Welfare Reform law, Pub. L. 104-193).

#### DISCLOSURE TO CONSUMER REPORTING AGENCIES:

The amount, status, and history of overdue debts, the name and address, taxpayer identification number (SSN), and other information necessary to establish the identity of a debtor, the agency and program under which the claim arose, are disclosed pursuant to 5 U.S.C. 552a(b)(12) to consumer reporting agencies as defined by section 603(f) of the Fair Credit Reporting Act (15 U.S.C. 1681a(f)), in accordance with section 3(d)(4)(A)(ii) of the Federal Claims Collection Act of 1966, as amended (31 U.S.C. 3711(f)) for the purpose of encouraging the repayment of an overdue debt.

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

##### STORAGE:

Manual and machine-readable files.

##### RETRIEVABILITY:

By name and SSN.

##### SAFEGUARDS:

Personnel screening and locked storage equipment.

##### RETENTION AND DISPOSAL:

Retained until after GAO audit. Records are then disposed of, or retired, according to specified agency/GRS records schedules.

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

See the appropriate Agency Official in attached and at 29 CFR 70a.43.

##### NOTIFICATION PROCEDURE:

As in system manager and address.

##### RECORD ACCESS PROCEDURES:

As in system manager and address.

##### CONTESTING RECORD PROCEDURES:

As in system manager and address.

##### RECORD SOURCE CATEGORIES:

Employees, supervisors, timekeepers, official personnel records, the IRS, consumer credit reports, personal financial statements, correspondence with the debtor, records relating to hearings on the debt, and from other DOL systems of records.

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

None.

Signed at Washington, DC, this 9th day of January 1998.

**Alexis M. Herman,**

*Secretary of Labor.*

[FR Doc. 98-1033 Filed 1-14-98; 8:45 am]

BILLING CODE 4510-23-P

#### DEPARTMENT OF LABOR

##### Employment and Training Administration

##### Proposed Collection; Welfare-to-Work Solicitation for Grant Applications Comment Request

January 9, 1998.

**ACTION:** Notice.

**SUMMARY:** The Department of Labor, as part of its continuing effort to reduce paperwork and respondent burden conducts a preclearance consultation program to provide the general public and Federal agencies with an opportunity to comment on proposed and/or continuing collections of information in accordance with the Paperwork Reduction Act of 1995 (PRA95) [44 U.S.C. 3506(c)(2)(A)]. This program helps ensure that requested data can be provided in the desired format, reporting burden (time and financial resources) is minimized, collection instruments are clearly understood, and the impact of collection requirements on respondents can be properly assessed.

Currently, the Employment and Training Administration is soliciting comments concerning the proposed extension collection of the Solicitation for Grant Applications (SGA) for the Welfare-to-Work (WtW) Competitive Grants. This SGA was published in the **Federal Register** on December 30, 1997 Under OMB approval number 1205-0387 (Please note that, due to a typographical error, the OMB approval number appeared in the SGA as "1205-1387". This clearance number is incorrect). A copy of the proposed information collection request (ICR) can be obtained by contacting the office listed in the addressee section of this notice. Comments will be used to influence the development of future WtW solicitations for grant applications. The SGA published in the **Federal Register** on December 30, 1997 will not be modified in any way.

**DATES:** Written comments on the WtW SGA published in the **Federal Register** on December 30, 1997 must be submitted to the office listed in the

addressee section below on or before March 16, 1998. The Department of Labor is particularly interested in comments which:

- evaluate whether the proposed collection of information is necessary for the proper performance of the functions of the agency, including whether the information will have practical utility;
- evaluate the accuracy of the agency's estimate of the burden of the proposed collection of information, including the validity of the methodology and assumptions used;
- enhance the quality, utility, and clarity of the information to be collected; and
- minimize the burden of the collection of information on those who are to respond, including through the use of appropriate automated, electronic, mechanical, or other technological collection techniques or other forms of information technology, e.g., permitting electronic submission of responses.

**ADDRESSES:** U.S. Department of Labor, Employment and Training Administration, ATTENTION: Cheryl Turner, 200 Constitution Avenue, N.W., Room S-5513, Washington, D.C. 20210, 202-219-0181 extension 139 (this is not a toll free number) or by fax at 202-219-0376.

#### SUPPLEMENTARY INFORMATION:

##### I. Background

The Balanced Budget Act of 1997, signed by the President on August 5, 1997, authorized the Department of Labor to provide Welfare-to-Work (WtW) grants to States and local communities to provide transitional employment assistance to move Temporary Assistance for Needy Families (TANF) recipients with significant employment barriers into unsubsidized jobs providing long-term employment opportunities. Under the WtW grants program, 25% of funds not allocated by the formula grants (to the States) will be provided through competitive grants to local governments, PICs, and private entities. In order to receive competitive grant funds, the statute provides that the public or private entity must submit an application in conjunction with the applicable PIC or political subdivision.

##### II. Current Actions

Need for continuing an existing collection of information.

*Type of Review:* Extension (without change)

*Agency:* Employment and Training Administration