

**DEPARTMENT OF DEFENSE****Office of the Secretary****Senior Executive Service Performance Review Board**

**AGENCY:** Office of the Inspector General, Department of Defense (OIG, DOD).

**ACTION:** Notice.

**SUMMARY:** This notice announces the appointment of the members of the Senior Executive Service (SES) Performance Review Board (PRB) for the OIG, DoD, as required by 5 U.S.C. 4314 (c) (4). The PRB provides fair and impartial review of SES performance appraisals and makes recommendations regarding performance ratings, performance awards and recertification to the Inspector General.

**EFFECTIVE DATE:** July 1, 1999.

**FOR FURTHER INFORMATION CONTACT:** Ms. Dona Seracino, Deputy Director for Operations, Personnel and Security Directorate, Office of the Assistant Inspector General for Administration and Management, OIG, DoD, 400 Army Navy Drive, Arlington, VA 22202, (703) 604-9716.

Charles W. Beardall, Deputy Assistant Inspector General for Criminal Investigative Policy and Oversight, OAIG for Investigations.

David A. Brinkman, Director, Audit Followup and Technical Support, OAIG-Auditing.

C. Frank Broome, Director, Office of Departmental Inquiries.

David M. Crane, Director, Office for Intelligence Review.

Donald E. Davis, Deputy Assistant Inspector General for Audit Policy and Oversight, OAIG-Auditing.

Thomas F. Gimble, Director, Acquisition Management, OAIG-Auditing.

Paul J. Granetto, Director, Contract Management, OAIG-Auditing.

John F. Keenan, Assistant Inspector General for Investigations.

Frederick J. Lane, Director, Finance and Accounting, OAIG-Auditing.

Joel L. Leson, Deputy Assistant Inspector General for Administration and Information Management.

Carol L. Levy, Deputy Assistant Inspector General for Investigations.

Robert J. Lieberman, Assistant Inspector General for Auditing.

Nickolas T. Lutsch, Assistant Inspector General for Administration and Information management.

Donald Mancuso, Deputy Inspector General.

David K. Steensma, Deputy Assistant Inspector General for Auditing.

Alan W. White, Director, Investigative Operations, OAIG for Investigations.

Shelton R. Young, Director, Readiness and Logistics Support, OAIG-Auditing.

Robert L. Ashbaugh, Deputy Inspector General, Department of Justice.

Raymond J. DeCarli, Deputy Inspector General, Department of Transportation.

John C. Payne, Deputy Inspector General, Department of State.

Joseph R. Willevén, Deputy Inspector General, Office of Personnel Management.

Dated: June 22, 1999.

**L.M. Bynum,**

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

[FR Doc. 99-16438 Filed 6-28-99; 8:45 am]

**BILLING CODE 5001-10-M**

**DEPARTMENT OF DEFENSE****Department of the Air Force****Privacy Act of 1974; System of Records**

**AGENCY:** Department of the Air Force, DoD.

**ACTION:** Notice to amend record systems.

**SUMMARY:** The Department of the Air Force proposes to amend a system of records notice in its inventory of record systems subject to the Privacy Act of 1974 (5 U.S.C. 552a), as amended.

**DATES:** The amendment will be effective on July 29, 1999, unless comments are received that would result in a contrary determination.

**ADDRESSES:** Send comments to the Air Force Access Programs Manager, Headquarters, Air Force Communications and Information Center/ITC, 1250 Air Force Pentagon, Washington, DC 20330-1250.

**FOR FURTHER INFORMATION CONTACT:** Mrs. Anne Rollins at (703) 588-6187.

**SUPPLEMENTARY INFORMATION:** The Department of the Air Force's record system notices for records systems 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 amendments are not within the purview of subsection (r) of the Privacy Act (5 U.S.C. 552a), as amended, which would require the submission of a new or altered system report for each system. The specific changes to the record system being amended are set forth below followed by the notice as amended, published in its entirety.

Dated: June 22, 1999.

**L. M. Bynum,**

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

**F036 AF PC L**

**SYSTEM NAME:**

Unfavorable Information Files (UIF)  
(June 11, 1997, 62 FR 31793).

**CHANGES:**

\* \* \* \* \*

**SYSTEM LOCATION:**

Delete entry and replace with 'Complete UIFs are maintained in the Unit Orderly Room, the Military Personnel Flight (MPF), Headquarters Air Reserve Personnel Center (HQ ARPC), or HQ Air National Guard Readiness Center (HQ ANGRC). A copy of the UIF summary sheet is maintained at: Individual's unit of assignment; geographically separated units not co-located with a servicing MPF. For officers only the UIF Summary Sheet is also maintained at major command level; for colonels, colonel selects, and general officers at the Headquarters Air Force level; and the gaining unit for individuals selected for reassignment. For Reserve personnel, to the unit of assignment/attachment. Official mailing addresses are published as an appendix to the Air Force's compilation of system of records notices.'

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

Delete entry and replace with 'All active or Reserve component (AF Reserve and Air National Guard) military personnel who are the subject of an Unfavorable Information File'.

\* \* \* \* \*

**RETENTION AND DISPOSAL:**

Delete entry and replace with 'For enlisted personnel, UIFs are maintained for one year from the effective date of the most recent correspondence, except when the file contains documentation pertaining to Article 15, court-martial or certain civil court convictions, in which case the retention period is two years from the date of that correspondence. UIFs are automatically destroyed upon discharge (no military service obligation) or retirement and on an individual basis when the individual's commander so determines. UIFs are transferred to the active or reserve component to which the enlisted member is transferring, if known, or if unknown or upon separation to HQ AFRC or HQ ANGRC.'

For officer personnel UIFs are maintained for two years from the

effective date of the most recent correspondence, except when the file contains documentation pertaining to court-martial convictions or civil court convictions, in which case the retention period is four years from the date of that correspondence or one year from the date of arrival at a new permanent change of station or one year after date of separation, whichever is longer. UIFs are transferred to the Reserve component to which the officer is transferring, if known or upon separation to HQ ARPC or HQ ANGRC. UIFs are automatically destroyed upon retirement. If a Reserve officer is discharged, (no military service, obligation), the UIF is destroyed. UIFs for regular officers discharged are maintained by HQ ARPC for one year from date of discharge and then destroyed.

UIF records are destroyed on officer or enlisted personnel by tearing into pieces, shredding, pulping, macerating or burning. Computer records are destroyed by erasing, deleting or overwriting.

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#### **F036 AF PC L**

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

Unfavorable Information Files (UIF).

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

Complete UIFs are maintained in the Unit Orderly Room, the Military Personnel Flight (MPF), Headquarters Air Reserve Personnel Center (HQ ARPC), or HQ Air National Guard Readiness Center (HQ ANGRC). A copy of the UIF summary sheet is maintained at: Individual's unit of assignment; geographically separated units not co-located with a servicing MPF. For officers only the UIF Summary Sheet is also maintained at major command level; for colonels, colonel selects, and general officers at the Headquarters Air Force level; and the gaining unit for individuals selected for reassignment. For Reserve personnel, to the unit of assignment/attachment. Official mailing addresses are published as an appendix to the Air Force's compilation of system of records notices.

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

All active or Reserve component (AF Reserve and Air National Guard) military personnel who are the subject of an Unfavorable Information File.

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

Derogatory correspondence determined as mandatory for file or as appropriate for file by an individual's commander. Examples include written

admonitions or reprimands; court-martial orders; letters of indebtedness, or control roster correspondence and drug/alcohol abuse correspondence.

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

10 U.S.C. 8013, Secretary of the Air Force: powers and duties; delegation by; as implemented by Air Force Instruction 36-2907, Unfavorable Information File Program.

##### **PURPOSE(S):**

Reviewed by commanders and personnel officials to assure appropriate assignment, promotion and reenlistment considerations prior to effecting such actions. UIFs also provide information necessary to support administrative separation when further rehabilitation efforts would not be considered effective.

##### **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 'Blanket Routine Uses' published at the beginning of the Air Force'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:**

Maintained in visible file binders/cabinets and in computers and on computer output products.

##### **RETRIEVABILITY:**

Retrieved by name or Social Security Number.

##### **SAFEGUARDS:**

Records are accessed by custodian of the record system and by person(s) responsible for servicing the record system in performance of their official duties who are properly screened and cleared for need-to-know. Records are stored in locked cabinets or rooms. Computer records are protected by computer software.

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

For enlisted personnel, UIFs are maintained for one year from the effective date of the most recent correspondence, except when the file contains documentation pertaining to Article 15, court-martial or certain civil court convictions, in which case the

retention period is two years from the date of that correspondence. UIFs are automatically destroyed upon discharge (no military service obligation) or retirement and on an individual basis when the individual's commander so determines. UIFs are transferred to the active or reserve component to which the enlisted member is transferring, if known, or if unknown or upon separation to HQ AFRC or HQ ANGRC.

For officer personnel UIFs are maintained for two years from the effective date of the most recent correspondence, except when the file contains documentation pertaining to court-martial convictions or civil court convictions, in which case the retention period is four years from the date of that correspondence or one year from the date of arrival at a new permanent change of station or one year after date of separation, whichever is longer. UIFs are transferred to the Reserve component to which the officer is transferring, if known or upon separation to HQ ARPC or HQ ANGRC. UIFs are automatically destroyed upon retirement. If a Reserve officer is discharged, (no military service, obligation), the UIF is destroyed. UIFs for regular officers discharged are maintained by HQ ARPC for one year from date of discharge and then destroyed.

UIF records are destroyed on officer or enlisted personnel by tearing into pieces, shredding, pulping, macerating or burning. Computer records are destroyed by erasing, deleting or overwriting.

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

Assistant Deputy Chief of Staff/Personnel, Headquarters Air Force Personnel Center, 550 C Street W, Randolph AFB, TX 78150-4703.

For Reserve system management: Headquarters Air Force Reserve Command/Directorate of Personnel, 155 2nd Street, Robins AFB, GA 31098-1635.

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

Personnel for whom optional UIFs exist are routinely notified of a file. In all cases personnel have had the opportunity or are authorized to rebut the correspondence in the file.

Individuals seeking to determine whether this system of records contains information about themselves should address inquiries to the servicing Military Personnel Flight, Unit Orderly Room, Headquarters Air Reserve Personnel Center or Headquarters Air National Guard Readiness Center. Official mailing addresses are published as an appendix to the Air Force's

compilation of systems of records notices.

#### RECORD ACCESS PROCEDURES:

Individuals seeking access to records about themselves contained in this system should address inquiries to the servicing Military Personnel Flight, Unit Orderly Room, Headquarters Air Reserve Personnel Center, or Headquarters Air National Guard Readiness Center. Official mailing addresses are published as an appendix to the Air Force's compilation of systems of records notices.

#### CONTESTING RECORD PROCEDURES:

The Air Force rules for accessing records, and for contesting contents and appealing initial agency determinations are published in Air Force Instruction 37-132; 32 CFR part 806b; or may be obtained from the system manager.

#### RECORD SOURCE CATEGORIES:

Supervisory reports or censures and documented records of poor performance or conduct.

#### EXEMPTIONS CLAIMED FOR THE SYSTEM:

None.

[FR Doc. 99-16439 Filed 6-28-99; 8:45 am]

BILLING CODE 5001-10-F

## DEPARTMENT OF DEFENSE

### Department of the Army

#### Privacy Act of 1974; System of Records

**AGENCY:** Department of the Army, DoD.

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

**SUMMARY:** The Department of the Army is amending a system of records notice in its existing inventory of record systems subject to the Privacy Act of 1974, (5 U.S.C. 552a), as amended.

**DATES:** This proposed action will be effective without further notice on July 29, 1999, unless comments are received which result in a contrary determination.

**ADDRESSES:** Privacy Act Officer, Records Management Program Division, Army Records Management and Declassification Agency, ATTN: TAPC-PDD-RP, Stop C55, Ft. Belvoir, VA 22060-5576.

**FOR FURTHER INFORMATION CONTACT:** Ms. Janice Thornton at (703) 806-4390 or DSN 656-4390.

**SUPPLEMENTARY INFORMATION:** The Department of the Army systems of records notices 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 specific changes to the records system being amended are set forth below followed by the notice, as amended, published in its entirety. The proposed amendments are not within the purview of subsection (r) of the Privacy Act of 1974, (5 U.S.C. 552a), as amended, which requires the submission of a new or altered system report.

Dated: June 22, 1999.

**L.M. Bynum,**

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

#### A0680-31a TAPC

##### SYSTEM NAME:

Officer Personnel Management Information System (OPMIS) (May 11, 1998, 63 FR 25840).

##### CHANGES:

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##### SYSTEM LOCATION:

Delete entry and replace with 'Commander, U.S. Total Army Personnel Command, ATTN: TAPC-OPD-S, Information Management Officer, 200 Stovall Street, Alexandria, VA 22332-0414.'

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#### A0680-31a TAPC

##### SYSTEM NAME:

Officer Personnel Management Information System (OPMIS).

##### SYSTEM LOCATION:

Commander, U.S. Total Army Personnel Command, ATTN: TAPC-OPD-S, Information Management Officer, 200 Stovall Street, Alexandria, VA 22332-0414.

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

Individuals projected for entrance into the Active officer corps, active duty commissioned and warrant officers, officers in a separated or retired status, activated/mobilized U.S. Army Reserve and National Guard officers, and DoD civilians and military officers who serve as rating officials on the Officer Evaluation Reports (OERs) of Army officers.

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

The Total Army Personnel Data Base - Active Officer (TAPDB-AO) is the active officer component data base of Total Army Personnel Data Base. It is comprised of approximately 100 data tables containing the official automated personnel records for active component Army officers. Data maintained in the Total Army Personnel Data Base - Active Officer includes Social Security

Number, name, grade, personal and family information, service, security clearance, assignment history, strength management data, civilian and military education, awards, training, branch and occupational specialties/areas of concentration, mailing addresses, telephone numbers, facsimile numbers, email addresses, physical location, languages, career pattern, performance, command and promotion history, retirement/separation information and service agreement information. TAPDB-AO is updated in both on-line and batch mode from various source data bases and applications including the Standard Installation Division Personnel System (SIDPERS), the Total Officer Personnel Management Information System (TOPMIS), the Officer Evaluation Reporting System (OERS) and Accessions Management Information Systems (AMIS).

Accessions Management Information Systems (AMIS) contains selected officer personnel data from the Total Army Personnel Data Base - Active Officer, the date of entry on active duty, selected information regarding current location/school for pre-accessed officers, demographic data and assignment information on new officer accessions. It includes individual and mass record processing, erroneous record processing, report generation, Regular Army integration processing, Accessions Management Information Systems (AMIS) active record data, Officer Record Brief (ORB) information and strength data. Accessions Management Information Systems (AMIS) is used to manage Reserve Officer Training Corps (ROTC), U.S. Military Academy (USMA), Officer Candidate School (OCS), Judge Advocate General Corps (JAG) Recalls, Chaplains Corps, Warrant Officer and Surgeon General Reserve officers accessions. Accessions Management Information Systems (AMIS) data is stored on the Total Army Personnel Data Base - Active Officer. Some users enter new accession data directly to the Total Army Personnel Data Base - Active Officer via Accessions Management Information Systems (AMIS). For Reserve Officer Training Corps (ROTC), and U.S. Military Academy (USMA) new accessions, data extracts are batch loaded to the Total Army Personnel Data Base - Active Officer annually.

Assignments and Training Selection for Reserve Officer Training Corps (ROTC) graduates contains selected information from the Total Army