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Dated: July 6, 2000.

**C. M. Robinson,**

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

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**BILLING CODE 5001-10-P**

## DEPARTMENT OF DEFENSE

### Department of the Army

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

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

**ACTION:** Notice to Add a System of Records.

**SUMMARY:** The Department of the Army is proposing to add a system of records

notice to 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 August 14, 2000 unless comments are received which result in a contrary determination.

**ADDRESSES:** Privacy Act System Notice Manager, Records Management Division, U.S. Army Records Management and Declassification Agency, ATTN: TAPC-PDD-RP, Stop 5603, Ft. Belvoir, VA 22060-5603.

**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 proposed system report, as required by 5 U.S.C. 552a(r) of the Privacy Act of 1974, as amended, was submitted on June 20, 2000, 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: July 6, 2000.

**C.M. Robinson,**

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

#### A0690-990-2 ASA(M&RA)

##### SYSTEM NAME:

Voluntary Leave Transfer Program Records.

##### SYSTEM LOCATION:

Records on current Federal employees are maintained by the local Civilian Personnel Advisory Centers at each installation. Official mailing addresses are published as an appendix to the Army's compilation of systems of records notices.

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

Individuals who have volunteered to participate in the voluntary leave transfer program as either a donor or a recipient.

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

Leave recipient records contain the individual's name, organization, office telephone number, Social Security

Number, position title, grade, pay level, leave balances, number of hours requested, brief description of the medical or personal hardship which qualifies the individual for inclusion in the program, and the status of that hardship.

The file may also contain medical or physician certifications and agency approvals or denials.

Donor records include the individual's name, organization, office telephone number, Social Security Number, position title, grade, and pay level, leave balances, number of hours donated and the name of the designated recipient.

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

5 U.S.C. 6331 et seq., Leave; 10 U.S.C. 3013, Secretary of the Army; Army Regulation 690-990-2, Hours of Duty, Pay and Leave Annotated; 5 CFR part 630; and E.O. 9397 (SSN).

##### PURPOSE(S)

The file is used in managing the Army's Voluntary Leave Transfer Program. The recipient's name, position data, organization, and a brief hardship description are published internally for passive solicitation purposes. The Social Security Number is sought to effectuate the transfer of leave from the donor's account to the recipient's account.

##### 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:*

To the Department of Labor in connection with a claim filed by an employee for compensation due to a job-connected injury or illness

Where leave donor and leave recipient are employed by different Federal agencies, to the personnel and pay offices of the Federal agency involved to effectuate the leave transfer.

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

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

##### STORAGE:

Paper in file folders and electronic media storage.

##### RETRIEVABILITY:

By surname or Social Security Number.

**SAFEGUARDS:**

Records are accessed by custodian of the records or by persons responsible for servicing the record system in performance of their official duties. Records are stored in locked cabinets or rooms and are controlled by personnel screening and computer software.

**RETENTION AND DISPOSAL:**

Disposition pending (until NARA disposition is approved, treat as permanent).

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

Director of Civilian Personnel, Assistant Secretary of the Army, Manpower and Reserve Affairs Policy and Program Development, 200 Stovall Street, Alexandria, VA 22332-0300.

**NOTIFICATION PROCEDURES:**

Individuals seeking to determine whether this system of records contains information about themselves should address written inquiries to the Assistant Secretary of the Army, Manpower and Reserve Affairs Policy and Program Development, 200 Stovall Street, Alexandria, VA 22332-0300.

For verification purposes, the individual should provide full name, current address, and Social Security Number and the request must be signed.

**RECORD ACCESS PROCEDURES:**

Individuals seeking to determine whether this system of records contains information about themselves should address written inquiries to the Assistant Secretary of the Army, Manpower and Reserve Affairs Policy and Program Development, 200 Stovall Street, Alexandria, VA 22332-0300.

For verification purposes, the individual should provide full name, current address, and Social Security Number and the request must be signed.

**CONTESTING RECORD PROCEDURES:**

The Army's rules for accessing records, and for contesting contents and appealing initial agency determinations are contained in Army Regulation 340-21; 32 CFR part 505; or may be obtained from the system manager.

**RECORD SOURCE CATEGORIES:**

Information is provided primarily by the record subject; however, some data may be obtained from personnel and leave records.

**EXEMPTIONS CLAIMED FOR THE SYSTEM:**

None.

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BILLING CODE 5001-10-F

**DEPARTMENT OF DEFENSE****Defense Logistics Agency****Privacy Act of 1974; Systems of Records**

**AGENCY:** Defense Logistics Agency, DOD.

**ACTION:** Notice to Alter Systems of Records.

**SUMMARY:** The Defense Logistics Agency proposes to alter 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. The notice is being altered to expand the categories of records being maintained, and a routine use is being added to allow disclosure of information to the Department of Justice for the purpose of asset identification, location, and recovery; and for immigration and naturalization record verification purposes.

**DATES:** This action will be effective without further notice on August 14, 2000 unless comments are received that would result in a contrary determination.

**ADDRESSES:** Send comments to the Privacy Act Officer, Headquarters, Defense Logistics Agency, ATTN: CSS-C, 8725 John J. Kingman Road, Suite 2533, Fort Belvoir, VA 22060-6221.

**FOR FURTHER INFORMATION CONTACT:** Ms. Susan Salus at (703) 767-6183.

**SUPPLEMENTARY INFORMATION:** The Defense Logistics Agency 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 June 20, 2000, 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: July 6, 2000.

**C.M. Robinson,**

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

**S500.50 CA****SYSTEM NAME:**

Access and Badging Records (*October 15, 1997, 62 FR 53602*).

**CHANGES:**

\* \* \* \* \*

**SYSTEM LOCATION:**

Add new location to read 'Visitor security clearance data is also maintained by the Chief, Internal Review Group, DLA-DDAI, 8725 John J. Kingman Road, Suite 2533, Fort Belvoir, VA 22060-6221.'

\* \* \* \* \*

**CATEGORIES OF RECORDS IN THE SYSTEM:**

Add to the entry 'handicap data'.

\* \* \* \* \*

**PURPOSE(s):**

Add to entry 'Data is also used to manage reserved, handicap, and general parking. Clearance data is also used by the DLA Internal Review Group to control access to sensitive records.'

\* \* \* \* \*

**S500.50 CA****SYSTEM NAME:**

Access and Badging Records.

**SYSTEM LOCATION:**

Staff Director, Office of Command Security, HQ Defense Logistics Agency, ATTN: CAAS, 8725 John J. Kingman Road, Suite 2533, Fort Belvoir, VA 22060-6221, and the Defense Logistics Agency Primary Level Field Activities. Official mailing addresses are published as an appendix to DLA's compilation of systems of records notices.

Visitor security clearance data is also maintained by the Chief, Internal Review Group, DLA-DDAI, 8725 John J. Kingman Road, Suite 2533, Fort Belvoir, VA 22060-6221.

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

Defense Logistics Agency (DLA) civilian and military personnel, contractor employees, and individuals requiring access to DLA-controlled installations, facilities, or computer systems.

**CATEGORIES OF RECORDS IN THE SYSTEM:**

System contains documents relating to requests for and issuance of facility entry badges and passes, motor vehicle registration, and access to DLA computer systems or databases. The records contain the individual's name; address; Social Security Number; date of birth; a DLA-assigned bar code number; dates and times of building entry; current photograph; physical descriptors such as height, hair color, and eye color; handicap data; computer logon addresses, passwords, and user identification codes; security clearance data; personal vehicle description to