

including address, telephone number and e-mail address, agency certification of sponsors/dependents, sponsors' Permanent Change of Station (PCS) orders, birth certificates, court documents that prove student's relationship to the sponsor, and similar files.

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

20 U.S.C. 926(b), Tuition and Assistance When Schools Unavailable, 10 U.S.C. 1605, Benefits for Certain Employees Assigned Outside the United States; and E.O. 9397 (SSN), as amended.

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

This information is used to track obligations and invoices for transportation, tuition, and tutoring payments and to determine eligibility and enrollment by grade for all students who receive non-DoD schooling funded by DoD. This information is also used as a management tool for statistical analysis, tracking, reporting, evaluating program effectiveness and conducting research.

#### **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 of 1974, these records may specifically be disclosed outside the DoD as a routine use pursuant to 5 U.S.C. 552a(b)(3) as follows:

To a non-DoD school, upon request of the school, when the child is enrolled in the school or receiving services from the school at DoD expense, so long as the disclosure is for purposes related to the student's enrollment or receipt of services.

To state and local social service offices in response to law enforcement inquiries and investigations, and child placement/support proceedings.

The DoD 'Blanket Routine Uses' set forth at the beginning of the Office of the Secretary of Defense (OSD) 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 file folders and electronic storage media.

#### **RETRIEVABILITY:**

Records may be retrieved by name, address, school year. Student records are also retrieved by grade, sponsor's name, or school name.

#### **SAFEGUARDS:**

Access is provided on a "need-to-know" basis and to authorized authenticated personnel only. The Non-DoD School Program system database requires the user to utilize a two-factor authentication and a system password. Paper records are maintained in controlled access areas. Program access, assignment and monitoring are the responsibility of DoDEA headquarters functional managers.

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

Documents and electronic records on enrollment and registration, school registration forms, parental correspondence, other notes and related information and similar records are destroyed five (5) years after transfer, withdrawal, or death of student.

Tutor record files are destroyed six (6) years and three (3) months after period covered by account.

Records of students not approved for the program are destroyed one year after end of school year.

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

Chief, Policy and Legislation Office, Department of Defense Education Activity Headquarters, 4040 North Fairfax Drive, Arlington, VA 22203-1635.

#### **NOTIFICATION PROCEDURE:**

Individuals seeking to determine whether information about themselves is contained in this system of records should address written inquiries to the Privacy Act Officer, Department of Defense Education Activity, 4040 North Fairfax Drive, Arlington, VA 22203-1365.

Requests should contain the individual's name, address, and school year. Requests for student records should also include student's full name under which enrolled at time of attendance, sponsor's SSN (for verification), name of school, and year of graduation or last date of attendance, daytime telephone number, and address record should be mailed.

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

Individuals seeking access to records about themselves contained in this system of records should address written inquiries to the Privacy Act Officer, Department of Defense Education Activity, 4040 North Fairfax Drive, Arlington, VA 22203-1364.

Requests should contain the individual's name, address, and school year. Requests for student records should also include student's full name under which enrolled at time of attendance, sponsor's SSN (for

verification), name of school, and year of graduation or last date of attendance, daytime telephone number, and address record should be mailed. The request should also contain the name and number of this system of records and be signed.

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

The OSD rules for accessing records, for contesting contents and appealing initial agency determinations are published in OSD Administrative Instruction 81; 32 CFR part 311; or may be obtained from the systems manager.

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

Parents, legal guardians, non-DoD school, School Liaison Officer, other educational facilities, military commanders, and installation activities.

#### **EXEMPTIONS CLAIMED FOR THE SYSTEM:**

None.

[FR Doc. 2011-25550 Filed 10-4-11; 8:45 am]

**BILLING CODE 5001-06-P**

## **DEPARTMENT OF DEFENSE**

### **Office of the Secretary**

[Docket ID DOD-2011-OS-0107]

### **Privacy Act of 1974; Systems of Records**

**AGENCY:** National Security Agency/Central Security Service, Department of Defense (DoD).

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

**SUMMARY:** The National Security Agency (NSA) is proposing to amend a system of records notice in its existing inventory of records systems subject to the Privacy Act of 1974 (5 U.S.C. 552a), as amended.

**DATES:** The changes will be effective on November 4, 2011 unless comments are received that would result in a contrary determination.

**ADDRESSES:** You may submit comments, identified by docket number and title, by any of the following methods:

- *Federal Rulemaking Portal:* <http://www.regulations.gov>. Follow the instructions for submitting comments.

- *Mail:* Federal Docket Management System Office, 4800 Mark Center Drive, East Tower, 2nd Floor, Suite 02G09, Alexandria, VA 22350-3100.

*Instructions:* All submissions received must include the agency name and docket number for this **Federal Register** document. The general policy for comments and other submissions from members of the public is to make these submissions available for public

viewing on the Internet at <http://www.regulations.gov> as they are received without change, including any personal identifiers or contact information.

**FOR FURTHER INFORMATION CONTACT:** Ms. Anne Hill, National Security Agency/Central Security Service, Freedom of Information Act and Privacy Act Office, 9800 Savage Road, Suite 6248, Ft. George G. Meade, MD 20755-6248, or by phone at (301) 688-6527.

**SUPPLEMENTARY INFORMATION:** The National Security Agency/Central Security System 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 in **FOR FURTHER INFORMATION CONTACT**.

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 amendment is 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: September 30, 2011.

**Aaron Siegel,**

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

## GNSA 17

### SYSTEM NAME:

NSA/CSS Employee Assistance Service Case Records (December 30, 2008, 73 FR 79853).

### CHANGES:

\* \* \* \* \*

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

Delete entry and replace with "In addition to those disclosures generally permitted under 5 U.S.C. 552a(b) of the Privacy Act of 1974, these records contained therein may specifically be disclosed outside the DoD as a routine use pursuant to 5 U.S.C. 552a(b)(3) as follows:

In any legal proceeding, where pertinent, to which DoD is a party before a court or administrative body (including, but not limited to the Equal Employment Opportunity Commission and Merit Systems Protection Board).

To any entity or individual under contract with NSA/CSS for the purpose of providing Employee Assistance Service related services.

**Note:** Record of the identity, diagnosis, prognosis, or treatment of any client/patient, irrespective of whether or when he ceases to be a client/patient, maintained in connection

with the performance of any alcohol or drug abuse prevention and treatment function conducted, regulated, or directly or indirectly assisted by any department or agency of the United States, shall, except as provided therein, be confidential and be disclosed only for the purposes and under the circumstances expressly authorized in 42 U.S.C. 290dd-2. This statute takes precedence over the Privacy Act of 1974, in regard to accessibility of such records except to the individual to whom the record pertains. The DoD 'Blanket Routine Uses' that appear at the beginning of the NSA/CSS compilation of systems of records notices do not apply to these types of records.

**Note:** This system of records contains individually identifiable health information. The DoD Health Information Privacy Regulation (DoD 6025.18-R) issued pursuant to the Health Insurance Portability and Accountability Act of 1996, applies to most such health information. DoD 6025.18-R may place additional procedural requirements on the uses and disclosures of such information beyond those found in the Privacy Act of 1974 or mentioned in this system of records notice.

\* \* \* \* \*

### SAFEGUARDS:

Delete entry and replace with "Employee Assistance Service facilities are limited-access facilities for security-cleared personnel and visitors only. Facilities may also be patrolled or secured by guarded pedestrian gates and checkpoints. Inside of Employee Assistance Service office spaces, paper/hard-copy records are stored in locked containers with limited access. Access to electronic records is limited and controlled by password."

### RETENTION AND DISPOSAL:

Delete entry and replace with "Records of clients are retained locally (at Employee Assistance Service facilities/offices) and transferred to the NSA/CSS Records Center three years after case closure. Then, after five years, records are destroyed by pulping, burning, shredding, erasure or destruction of magnetic media.

Records of clients who retire or separate are retained locally (at Employee Assistance Service facilities/offices) and transferred to the NSA/CSS Records Center one year after date of separation or retirement. Then, after five years, records are destroyed by pulping, burning, shredding, erasure or destruction of magnetic media."

\* \* \* \* \*

### NOTIFICATION PROCEDURE:

Delete entry and replace with "Individuals seeking to determine whether information about themselves is contained in this system should

address written inquiries to the National Security Agency/Central Security Service, Freedom of Information Act/Privacy Act Office, 9800 Savage Road, Suite 6248, Ft. George G. Meade, MD 20755-6248.

Written inquiries should contain the individual's full name, SSN, mailing address, and signature."

### RECORD ACCESS PROCEDURES:

Delete entry and replace with "Individuals seeking access to information about themselves contained in this system should address written inquiries to the National Security Agency/Central Security Service, Freedom of Information Act/Privacy Act Office, 9800 Savage Road, Suite 6248, Ft. George G. Meade, MD 20755-6248.

Written inquiries should contain the individual's full name, SSN, mailing address, and signature."

### CONTESTING RECORD PROCEDURES:

Delete entry and replace with "The NSA/CSS rules for contesting contents and appealing initial determinations are published at 32 CFR Part 322 or may be obtained by written request addressed to the National Security Agency/Central Security Service, Freedom of Information Act/Privacy Act Office, 9800 Savage Road, Suite 6248, Ft. George G. Meade, MD 20755-6248."

\* \* \* \* \*

### EXEMPTIONS CLAIMED FOR THE SYSTEM:

Within entry, replace "E.O. 12958" with "E.O. 13526."

\* \* \* \* \*

## GNSA 17

### SYSTEM NAME:

NSA/CSS Employee Assistance Service Case Records.

### SYSTEM LOCATION:

National Security Agency/Central Security Agency, 9800 Savage Road, Ft. George G. Meade, MD 20755-6000.

### CATEGORIES OF INDIVIDUALS COVERED BY THE SYSTEM:

Files consist of the individual's full name, Social Security Number (SSN), address and case records compiled by counselor and patient questionnaires, questionnaires completed by private counselors to whom clients are referred, the records of medical treatment and services, correspondence with personal physicians and other care providers, NSA/CSS Medical Center reports, results of psychological assessment testing and interviews, psychiatric examination results and related reports.

**AUTHORITY FOR MAINTENANCE OF THE SYSTEM:**

5 U.S.C. Section 301, Departmental Regulations; 5 U.S.C. Section 7301, Presidential Regulations and 7361–7362, Employee Assistance Program; 5 U.S.C. Sections 7901–7904, Services to Employees; 42 U.S.C. Sections 290dd–1–290dd–2, Confidentiality of records; 35 CFR part 792, Federal Employees' Health and Counseling Programs; E.O. 12564, Drug Free Federal Workplace; E.O. 12196, Occupational safety and health programs for Federal employees, as amended and E.O. 9397 (SSN).

**PURPOSE(S):**

Used by counselors to facilitate and record treatment, referral and follow-up on behalf of employees.

**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 of 1974, these records contained therein may specifically be disclosed outside the DoD as a routine use pursuant to 5 U.S.C. 552a(b)(3) as follows:

In any legal proceeding, where pertinent, to which DoD is a party before a court or administrative body (including, but not limited to the Equal Employment Opportunity Commission and Merit Systems Protection Board).

To any entity or individual under contract with NSA/CSS for the purpose of providing Employee Assistance Service related services.

**Note:** Record of the identity, diagnosis, prognosis, or treatment of any client/patient, irrespective of whether or when he ceases to be a client/patient, maintained in connection with the performance of any alcohol or drug abuse prevention and treatment function conducted, regulated, or directly or indirectly assisted by any department or agency of the United States, shall, except as provided therein, be confidential and be disclosed only for the purposes and under the circumstances expressly authorized in 42 U.S.C. 290dd–2. This statute takes precedence over the Privacy Act of 1974, in regard to accessibility of such records except to the individual to whom the record pertains. The DoD 'Blanket Routine Uses' that appear at the beginning of the NSA/CSS compilation of systems of records notices do not apply to these types of records.

**Note:** This system of records contains individually identifiable health information. The DoD Health Information Privacy Regulation (DoD 6025.18–R) issued pursuant to the Health Insurance Portability and Accountability Act of 1996, applies to most such health information. DoD 6025.18–R may place additional procedural requirements on the uses and disclosures of such information beyond those found in the Privacy Act of 1974 or mentioned in this system of records notice.

Policies and practices for storing, retrieving, accessing, retaining, and disposing of records in the system:

**STORAGE:**

Paper in file folders and electronic storage media.

**RETRIEVABILITY:**

By the individual's name and/or SSN.

**SAFEGUARDS:**

Employee Assistance Service facilities are limited-access facilities for security-cleared personnel and visitors only. Facilities may also be patrolled or secured by guarded pedestrian gates and checkpoints. Inside of Employee Assistance Service office spaces, paper/hard-copy records are stored in locked containers with limited access. Access to electronic records is limited and controlled by password.

**RETENTION AND DISPOSAL:**

Records of clients are retained locally (at Employee Assistance Service facilities/offices) and transferred to the NSA/CSS Records Center three years after case closure. Then, after five years, records are destroyed by pulping, burning, shredding, erasure or destruction of magnetic media.

Records of clients who retire or separate are retained locally (at Employee Assistance Service facilities/offices) and transferred to the NSA/CSS Records Center one year after date of separation or retirement. Then, after five years, records are destroyed by pulping, burning, shredding, erasure or destruction of magnetic media.

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

Chief, Employee Assistance Services, National Security Agency/Central Security Service, 9800 Savage Road, Ft. George G. Meade, MD 20755–6000.

**NOTIFICATION PROCEDURE:**

Individuals seeking to determine whether information about themselves is contained in this system should address written inquiries to the National Security Agency/Central Security Service, Freedom of Information Act/Privacy Act Office, 9800 Savage Road, Suite 6248, Ft. George G. Meade, MD 20755–6248.

Written inquiries should contain the individual's full name, SSN, mailing address, and signature.

**RECORD ACCESS PROCEDURES:**

Individuals seeking access to information about themselves contained in this system should address written inquiries to the National Security Agency/Central Security Service, Freedom of Information Act/Privacy Act

Office, 9800 Savage Road, Suite 6248, Ft. George G. Meade, MD 20755–6248.

Written inquiries should contain the individual's full name, SSN, mailing address, and signature.

**CONTESTING RECORD PROCEDURES:**

The NSA/CSS rules for contesting contents and appealing initial determinations are published at 32 CFR part 322 or may be obtained by written request addressed to the National Security Agency/Central Security Service, Freedom of Information Act/Privacy Act Office, 9800 Savage Road, Suite 6248, Ft. George G. Meade, MD 20755–6248.

**RECORD SOURCE CATEGORIES:**

Primary sources are Employee Assistance Service counselors, the client and the client's family. Other sources include other counselors and other individuals within NSA/CSS.

**EXEMPTIONS CLAIMED FOR THE SYSTEM:**

Portions of this system may be exempt under 5 U.S.C. 552a(k)(1), (k)(2), (k)(4) and (k)(5), as applicable.

Information specifically authorized to be classified under E.O. 13526, as implemented by DoD 5200.1–R, may be exempt pursuant to 5 U.S.C. 552a(k)(1).

Investigatory material compiled for law enforcement purposes, other than material within the scope of subsection 5 U.S.C. 552a(j)(2), may be exempt pursuant to 5 U.S.C. 552a(k)(2). However, if any individual is denied any right, privilege, or benefit for which he would otherwise be entitled by Federal law or for which he would otherwise be eligible, as a result of the maintenance of the information, the individual will be provided access to the information exempt to the extent that disclosure would reveal the identity of a confidential source. **Note:** When claimed, this exemption allows limited protection of investigative reports maintained in a system of records used in personnel or administrative actions.

Records maintained solely for statistical research or program evaluation purposes and which are not used to make decisions on the rights, benefits, or entitlements of any individual except for census records which may be disclosed under 13 U.S.C. 8, may be exempt pursuant to 5 U.S.C. 552a(k)(4).

Investigatory material compiled solely for the purpose of determining suitability, eligibility, or qualifications for federal civilian employment, military service, federal contracts, or access to classified information may be exempt pursuant to 5 U.S.C. 552a(k)(5), but only to the extent that such material

would reveal the identity of a confidential source.

An exemption rule for this records system has been promulgated according to the requirements of 5 U.S.C. 553(b)(1), (2), and (3), (c) and (e) and published in 32 CFR part 322. For additional information, contact the system manager.

[FR Doc. 2011-25697 Filed 10-4-11; 8:45 am]

BILLING CODE 5001-06-P

## DEPARTMENT OF DEFENSE

### Office of the Secretary

[Docket ID DOD-2011-OS-0108]

### Privacy Act of 1974; Systems of Records

**AGENCY:** National Security Agency/Central Security Service, Department of Defense (DoD).

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

**SUMMARY:** The National Security Agency (NSA) is proposing to amend a system of records notice in its existing inventory of records systems subject to the Privacy Act of 1974 (5 U.S.C. 552a), as amended.

**DATES:** The changes will be effective on November 4, 2011 unless comments are received that would result in a contrary determination.

**ADDRESSES:** You may submit comments, identified by docket number and title, by any of the following methods:

- *Federal Rulemaking Portal:* <http://www.regulations.gov>. Follow the instructions for submitting comments.
- *Mail:* Federal Docket Management System Office, 4800 Mark Center Drive, East Tower, 2nd Floor, Suite 02G09, Alexandria, VA 22350-3100.

*Instructions:* All submissions received must include the agency name and docket number for this **Federal Register** document. The general policy for comments and other submissions from members of the public is to make these submissions available for public viewing on the Internet at <http://www.regulations.gov> as they are received without change, including any personal identifiers or contact information.

**FOR FURTHER INFORMATION CONTACT:** Ms. Anne Hill, National Security Agency/Central Security Service, Freedom of Information Act and Privacy Act Office, 9800 Savage Road, Suite 6248, Ft. George G. Meade, MD 20755-6248, or by phone at (301) 688-6527.

**SUPPLEMENTARY INFORMATION:** The National Security Agency/Central

Security System 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 in **FOR FURTHER INFORMATION CONTACT**.

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 amendment is 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: September 30, 2011.

Aaron Siegel,

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

### GNSA 27

#### SYSTEM NAME:

Information Assurance Scholarship Program (November 3, 2010, 75 FR 67697).

#### CHANGES:

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#### RETENTION AND DISPOSAL:

Delete entry and replace with "Records are maintained for five years after the grant is completed and/or payment obligation as annotated in the student agreement is completed. Records are destroyed after five years by pulping, burning, shredding, or erasure or destruction of magnetic media.

\* \* \* \* \*

### GNSA 27

#### SYSTEM NAME:

Information Assurance Scholarship Program.

#### SYSTEM LOCATION:

National Security Agency/Central Security Service, Ft. George G. Meade, MD 20755-6000.

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

Individuals and institutions who apply for recruitment scholarships, retention scholarships or grants under the DoD Information Assurance Scholarship Program (IASP).

#### CATEGORIES OF RECORDS IN THE SYSTEM:

Individual information to include: Title, full name, Social Security Number (SSN), current address, permanent address, phone number, cell phone number, e-mail address, office address, office phone number, office fax number, office e-mail address; self-certification of U.S. citizenship; security clearance information; resume (to include

activities such as community outreach, volunteerism, athletics, etc.); veterans status; letters of reference/recommendations; personal goal statement; list of awards and honors.

Educational information to include: Official transcripts from all schools attended; Scholastic Assessment Test (SAT) and Graduate Record Examination (GRE) test scores; list of previous schools attended and degree/certification; self-certification of enrollment status at a Center for Academic Excellence (CAE) to included anticipated date of graduation, proposed university(ies) and proposed degree to include start date, student status and anticipated date of graduation.

Work related information to include: Current supervisor's name, office title, office address, office phone number, office fax number, office e-mail address; office of primary responsibility, name, position title, office address, e-mail, and phone number; application for the position the individual will fill on completion of the program and the desired DoD Agency; and Continued Service Agreement.

#### AUTHORITY FOR MAINTENANCE OF THE SYSTEM:

10 U.S.C. 2200, Programs; purpose; 10 U.S.C. 7045, Officers of the other armed forces; enlisted members: admission; DoDI 8500.2, Information Assurance (IA) Implementation and E.O. 9397 (SSN), as amended.

#### PURPOSE(S):

To maintain records relating to the processing and awarding of recruitment scholarships, retention scholarships or grants under the DoD Information Assurance Scholarship Program (IASP) to qualified applicants and institutions. This system is also used by management for tracking and reporting.

#### 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 of 1974, these records 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 authorized DoD hiring officials to facilitate the recruiting of DoD IASP award recipients into federal service for the purpose of fulfilling the DoD IASP mission.

#### DISCLOSURE TO CONSUMER REPORTING AGENCIES:

Disclosures pursuant to 5 U.S.C. 552a(b)(12), Records maintained on individuals, may be made from this system to consumer reporting agencies