

*Estimated Total Annual (Non-Hour) Respondent Cost Burden:* \$0. There are no capital start-up, maintenance, postage, or recordkeeping costs associated with this information collection.

#### IV. Request for Comments

Comments submitted in response to this notice will be summarized or included in the request for OMB approval of this information collection; they also will become a matter of public record.

Comments are invited on:

(a) Whether the proposed collection of information is necessary for the proper performance of the functions of the agency, including whether the information shall have practical utility;

(b) The accuracy of the agency's estimate of the burden (including hours and cost) of the proposed collection of information;

(c) Ways to enhance the quality, utility, and clarity of the information to be collected; and

(d) Ways to minimize the burden of the collection of information on respondents, e.g., the use of automated collection techniques or other forms of information technology.

**Marcie Lovett,**

*Records and Information Governance  
Division Director, OCTO, United States Patent  
and Trademark Office.*

[FR Doc. 2018-05468 Filed 3-16-18; 8:45 am]

**BILLING CODE 3510-16-P**

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## DEPARTMENT OF DEFENSE

### Office of the Secretary

[Docket ID: DOD-2018-OS-0010]

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

**AGENCY:** Office of the Secretary of Defense, DoD.

**ACTION:** Notice of a new system of records.

**SUMMARY:** The Office of the Secretary of Defense proposes to add a system of records entitled, "Military Spouse Employment Partnership (MSEP) Career Portal, DPR 47 DoD." This system is the sole web platform utilized to connect military spouses with companies seeking to hire military spouse employees. Participating companies, called MSEP Partners, are vetted and approved participants in the MSEP Program and have pledged to recruit, hire, promote and retain military spouses in portable careers. MSEP is a targeted recruitment and employment

partnership that connects American businesses with military spouses who possess essential 21st-century workforce skills and attributes and are seeking portable, fulfilling careers.

**DATES:** Comments will be accepted on or before April 18, 2018. This proposed action will be effective the date following the end of the comment period unless comments are received which 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:** Department of Defense, Office of the Chief Management Officer, Directorate for Oversight and Compliance, 4800 Mark Center Drive, Mailbox #24, Suite 08D09B, Alexandria, VA 22350-1700.

**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:** Mrs. Luz D. Ortiz, Chief, Records, Privacy and Declassification Division (RPD2), 1155 Defense Pentagon, Washington, DC 20301-1155, or by phone at (571) 372-0478.

**SUPPLEMENTARY INFORMATION:** The Office of the Secretary of Defense proposes to establish a new system of records subject to the Privacy Act of 1974, 5 U.S.C. 552a. The Military Spouse Employment Partnership (MSEP) Career Portal (DPR 47 DoD) is the sole web platform utilized to connect military spouses with companies seeking to hire military spouse employees.

Participating companies, called MSEP Partners, are vetted and approved participants in the MSEP Program and have pledged to recruit, hire, promote and retain military spouses in portable careers. MSEP is a targeted recruitment and employment partnership that connects American businesses with military spouses who possess essential 21st-century workforce skills and attributes and are seeking portable, fulfilling careers. The MSEP program is part of the overall Spouse Education and Career Opportunities (SECO)

program which falls under the auspices of the office of the Deputy Assistant Secretary of Defense for Military Community & Family Policy.

This program was developed in compliance with 10 U.S. Code 1784 Employment Opportunities for Military Spouses and DoDI 1342.22, Military Family Readiness.

Users may learn about this program in various ways including through the Military OneSource program, installation service providers, from other military spouses, from other MSEP Partners and via general online searches. Once aware of the program interested spouses may simply access by going online to the following URL: <https://mseppjobs.militaryonesource.mil/msep/>.

Military spouses register on the MSEP Career Portal to help connect them to MSEP Partner employers who are hiring. After arriving at the MSEP Career Portal, military spouses are able to review resources, conduct a job search or select to register. All of this information is available on the web portal where the registration process is also completed. Once the military spouse has registered they may choose to make their education and work experience visible to MSEP Partner employers as they are searching for candidates to fill available positions with their company. Prior to providing any information military spouses must first view the Privacy Act Statement and Agency Disclosure Notice. This information displays in a pop-up when a military spouse first clicks into a field on the registration form to provide information. The military spouse must review the information and click to close the pop-up before they can proceed with completing the form.

The Office of the Secretary of Defense notices for systems of records subject to the Privacy Act of 1974, as amended, have been published in the **Federal Register** and are available from the address in **FOR FURTHER INFORMATION CONTACT** or at the Defense Privacy, Civil Liberties, and Transparency Division website at <http://dpcl.d.defense.gov/>.

The proposed systems reports, as required by of the Privacy Act, as amended, were submitted on October 3, 2017, to the House Committee on Oversight and Government Reform, the Senate Committee on Homeland Security and Governmental Affairs, and the Office of Management and Budget (OMB) pursuant to Section 6 to OMB Circular No. A-108, "Federal Agency Responsibilities for Review, Reporting, and Publication under the Privacy Act," revised December 23, 2016 (December 23, 2016, 81 FR 94424).

Dated: March 13, 2018.

**Aaron Siegel,**

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

#### **SYSTEM NAME AND NUMBER**

Military Spouse Employment  
Partnership (MSEP) Career Portal, DPR  
47 DoD.

#### **SECURITY CLASSIFICATION:**

Unclassified.

#### **SYSTEM LOCATION:**

Personnel and Readiness, Office of  
Family Readiness Policy, 4800 Mark  
Center Drive, Alexandria, VA 22350–  
3500.

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

MSEP Portal Program Manager,  
Military Community and Family Policy  
(MC&FP), 4800 Mark Center Drive,  
Alexandria, VA 22350–2300,  
*Osd.msepjobs@mail.mil*, (571) 372–  
5314.

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

10 U.S.C. 136, Under Secretary of  
Defense for Personnel and Readiness; 10  
U.S.C. 1784, Employment opportunities  
for military spouses; 10 U.S.C. 1784a,  
Education and training opportunities for  
military spouses to expand employment  
and portable career opportunities; and  
DoD Instruction 1342.22, Military  
Family Readiness.

#### **PURPOSE(S) OF THE SYSTEM:**

MSEP connects military spouses with  
companies seeking to hire military  
spouse employees, via comprehensive  
information, tools and resources. The  
information provided by military  
spouses allows MSEP Partner employers  
to fill available positions with their  
company with skilled military spouses.  
Records may also be used as a  
management tool for de-identified  
statistical analysis, tracking, reporting,  
evaluating program effectiveness and  
conducting research.

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

Participating spouses (hereafter  
military spouse) of active duty service  
members in the Army, Marine Corps,  
Navy, Air Force and Coast Guard,  
including military spouses of members  
of the National Guard and Reserve  
Components in the same status.

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

Military spouse—full name, date of  
birth, DoD ID number (used for  
verification purposes only), ethnicity,  
gender, MSEP Career Portal username,  
user role and password, email address,  
current job type, salary, and hourly

wage, address, phone number, best time  
to call, preferred job type, preferred  
industry of work, minimum desired  
salary and hourly wage, date planned to  
begin work, work experience (job title,  
company name, industry, employment  
dates, job description and duties,  
personal experience and achievements),  
education (degree level, additional  
degree details, field of study, dates,  
institution name, summary),  
credentials/certifications (credential/  
certification name, date of receipt, state  
of receipt, institution name, summary).  
Military sponsor—pay grade, branch of  
service, status (Active duty, National  
Guard, and Reserve).

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

The individual, Defense Enrollment  
Eligibility Reporting System (DEERS).

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

In addition to those disclosures  
generally permitted under 5 U.S.C.  
552a(b) of the Privacy Act of 1974, as  
amended, the records contained herein  
may specifically be disclosed outside  
the DoD as a routine use pursuant to 5  
U.S.C. 552a(b)(3) as follows:

a. Contractors: To contractors,  
grantees, experts, consultants, students,  
and others performing or working on a  
contract, service, grant, cooperative  
agreement, or other assignment for the  
federal government when necessary to  
accomplish an agency function related  
to this system of records.

b. To MSEP Partners for the purpose  
of searching for military spouse  
employment candidates.

c. To the National Archives and  
Records Administration for the purpose  
of records management inspections  
conducted under the authority of 44  
U.S.C. 2904 and 2906.

d. Breach Mitigation and Notification:  
To appropriate agencies, entities, and  
persons when (1) The Department of  
Defense (DoD) suspects or has  
confirmed that the security or  
confidentiality of the information in the  
system of records; (2) the DoD has  
determined that as a result of the  
suspected or confirmed breach there is  
a risk of harm to individuals, the DoD  
(including its information systems,  
programs, and operations), the Federal  
Government, or national security; and  
(3) the disclosure made to such  
agencies, entities, and persons is  
reasonably necessary to assist in  
connection with the DoD's efforts to  
respond to the suspected or confirmed  
breach or to prevent, minimize, or  
remedy such harm.

e. Breach Mitigation and Notification:  
To another Federal agency or Federal

entity, when the Department of Defense  
(DoD) determines that information from  
this system of records is reasonably  
necessary to assist the recipient agency  
or entity in (1) responding to a  
suspected or confirmed breach or (2)  
preventing, minimizing, or remedying  
the risk of harm to individuals, the  
recipient agency or entity (including its  
information systems, programs and  
operations), the Federal Government, or  
national security, resulting from a  
suspected or confirmed breach.

f. Department of Justice Litigation: To  
any component of the Department of  
Justice for the purpose of representing  
the Department of Defense, or any  
officer, employee or member of the  
Department of Defense in pending or  
potential litigation to which the record  
is pertinent.

g. Law Enforcement (Investigations):  
To the appropriate federal, state, local,  
territorial, tribal, or foreign, or  
international law enforcement authority  
or other appropriate entity where a  
record, either alone or in conjunction  
with other information, indicates a  
violation or potential violation of law,  
whether criminal, civil, or regulatory in  
nature.

#### **POLICIES AND PRACTICES FOR STORAGE OF RECORDS:**

Electronic storage media.

#### **POLICIES AND PRACTICES FOR RETRIEVAL OF RECORDS:**

Full name, email address, or MSEP  
Career Portal username.

#### **POLICIES AND PRACTICES FOR RETENTION AND DISPOSAL OF RECORDS:**

Records are destroyed or deleted  
when 5 years old or when no longer  
needed for operational purposes,  
whichever is later.

#### **ADMINISTRATIVE, TECHNICAL, AND PHYSICAL SAFEGUARDS:**

The MSEP Career data are housed in  
the Defense Information System Agency,  
Defense Enterprise Computing Center  
and the system is only accessible to  
authorized personnel. The system is  
designed with access controls and  
enforces DoD password and lockout  
policies. Access to personally  
identifiable information (PII) is  
restricted to authorized personnel only  
with appropriate need to know and the  
completion of annual information  
assurance and privacy training. PII data  
is protected by encryption.

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

Individuals seeking access to  
information about themselves contained  
in this record system should address  
inquiries to the Office of the Secretary

of Defense/Joint Staff Freedom of Information Act Requester Service Center, 1155 Defense Pentagon, Washington, DC 20301-1155.

Signed, written requests should include the individual's full name, current address, telephone number, and the name and number of this system of records notice.

In addition, the requester must provide either a notarized statement or an unsworn declaration made in accordance with 28 U.S.C. 1746, in the following format:

If executed outside the United States: "I declare (or certify, verify, or state) under penalty of perjury under the laws of the United States of America that the foregoing is true and correct. Executed on (date). (Signature)."

If executed within the United States, its territories, possessions, or commonwealths: "I declare (or certify, verify, or state) under penalty of perjury that the foregoing is true and correct. Executed on (date). (Signature)."

#### CONTESTING RECORD PROCEDURES:

The Office of the Secretary of Defense (OSD) rules for accessing records, and 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 system manager.

#### NOTIFICATION PROCEDURES:

Individuals seeking to determine if information about themselves is contained in this record system should address written inquiries to the Director, Office of Family Readiness Policy (OFRP) or Spouse Education and Career Opportunities (SECO) Program Manager, Military Community and Family Policy (MC&FP), 4800 Mark Center Drive, Alexandria, VA 22350-2300.

Signed, written requests should include the individual's full name, current address, and telephone number.

In addition, the requester must provide either a notarized statement or an unsworn declaration made in accordance with 28 U.S.C. 1746, in the following format:

If executed outside the United States: "I declare (or certify, verify, or state) under penalty of perjury under the laws of the United States of America that the foregoing is true and correct. Executed on (date). (Signature)."

If executed within the United States, its territories, possessions, or commonwealths: "I declare (or certify, verify, or state) under penalty of perjury that the foregoing is true and correct. Executed on (date). (Signature)."

#### EXEMPTIONS PROMULGATED FOR THE SYSTEM:

None.

#### HISTORY:

None.

[FR Doc. 2018-05422 Filed 3-16-18; 8:45 am]

BILLING CODE 5001-06-P

## DEPARTMENT OF EDUCATION

### Meeting of the Historically Black Colleges and Universities Capital Financing Advisory Board

**AGENCY:** Office of Postsecondary Education, Historically Black Colleges and Universities Capital Financing Board, U.S. Department of Education.

**ACTION:** Announcement of an open meeting.

**SUMMARY:** This notice sets forth the agenda, time, and location of an upcoming open meeting of the Historically Black Colleges and Universities Capital Financing Advisory Board (Board). Notice of this meeting is required by Section 10(a)(2) of the Federal Advisory Committee Act and is intended to notify the public of the opportunity to attend.

**DATES:** The Board meeting will be held on Tuesday, April 3, 2018, 10:00 a.m.–2:00 p.m., Central Time, in Room 313 (Bowden Alumni Center), Sutton Learning Center Building, St. Philip's College, 1801 Martin Luther King Drive, San Antonio, TX 78203.

#### FOR FURTHER INFORMATION CONTACT:

Adam H. Kissel, Deputy Assistant Secretary for Higher Education Programs and the Designated Federal Official for the Board, U.S. Department of Education, 400 Maryland Avenue SW, Washington, DC 20202; telephone: (202) 453-6808; email: [Adam.Kissel@ed.gov](mailto:Adam.Kissel@ed.gov).

#### SUPPLEMENTARY INFORMATION:

*The Historically Black Colleges and Universities Capital Financing Advisory Board's Statutory Authority and Function:* The Historically Black Colleges and Universities Capital Financing Advisory Board (Board) is authorized by Title III, Part D, Section 347 of the Higher Education Act of 1965, as amended in 1998 (20 U.S.C. 1066f). The Board is established within the Department of Education to provide advice and counsel to the Secretary and the designated bonding authority as to the most effective and efficient means of implementing construction financing on historically black college and university campuses and to advise Congress regarding the progress made in implementing the Historically Black Colleges and Universities Capital Financing Program (Program). Specifically, the Board will provide

advice as to the capital needs of Historically Black Colleges and Universities, how those needs can be met through the Program, and what additional steps might be taken to improve the operation and implementation of the Program.

*Meeting Agenda:* The purpose of this meeting is to update the Board on current program activities, set future meeting dates, enable the Board to make recommendations to the Secretary on the current capital needs of Historically Black Colleges and Universities, and discuss recommendations regarding how the Board might increase its effectiveness.

There will be an opportunity for members of the public to provide oral comment on Tuesday, April 3, 2018, 1:00 p.m.–1:30 p.m. Please be advised that comments cannot exceed five (5) minutes and must pertain to issues within the scope of the Board's authority. Members of the public interested in submitting written comments may do so by submitting comments to the attention of Adam H. Kissel, 400 Maryland Avenue SW, Washington, DC, 20202. Comments must be postmarked no later than Tuesday, March 27, 2018, to be considered for discussion during the meeting. Comments should pertain to the work of the Board or the Program.

*Access to Records of the Meeting:* The official verbatim transcripts of the Board's public meeting will be made available for public inspection no later than 60 calendar days following a meeting.

Pursuant to the FACA, 5 U.S.C. App. as amended, Section 10(b), the public may also inspect meeting materials at <http://www2.ed.gov/about/bdscomm/list/hbcu-finance.html>. *Reasonable Accommodations:* The meeting site is accessible to individuals with disabilities. If you will need an auxiliary aid or service to participate in the meeting (e.g., interpreting service, assistive listening device, or materials in an alternate format), notify the contact person listed in this notice at least two weeks before the scheduled meeting date. We will attempt to meet a request received after that date, though, we may not be able to make available the requested auxiliary aid or service because of insufficient time to arrange it.

*Electronic Access to This Document:* The official version of this document is the document published in the **Federal Register**. Free internet access to the official edition of the **Federal Register** and the Code of Federal Regulations is available via the Federal Digital System at: [www.gpo.gov/fdsys](http://www.gpo.gov/fdsys). At this site you