

SUPPLEMENTARY INFORMATION:

A. Purpose

Title III of the Defense Production Act (DPA) of 1950 authorizes various forms of Government assistance to encourage expansion of production capacity and supply of industrial resources essential to national defense. The DPA Amendments of 1992 provide for the testing, qualification, and use of industrial resources manufactured or developed with assistance provided under Title III of the DPA.

The interim rule requires contractors, upon the direction of the contracting officer, to test Title III industrial resources for qualification, and provide the test results to the Defense Production Act Office. The interim rule expresses Government policy to pay for such testing and provides definitions, procedures, and a contract clause to implement the policy. This information is used by the Defense Production Act Office, Title III Program, to determine whether the Title III industrial resource has been provided an impartial opportunity to qualify.

B. Annual Reporting Burden

Public reporting burden for this collection of information is estimated to average 100 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

The annual reporting burden is estimated as follows: Respondents, 6; responses per respondent, 3; total annual responses, 18; preparation hours per response, 100; and total response burden hours, 1,800.

Obtaining Copies of Proposals

Requester may obtain copies of OMB applications or justifications from the General Services Administration, FAR Secretariat (VRS), Room 4037, 1800 F Street, NW, Washington, DC 20405, telephone (202) 501-4755. Please cite OMB Control No. 9000-0133, in all correspondence.

Dated: May 8, 1997.

Sharon A. Kiser,

FAR Secretariat.

[FR Doc. 97-12536 Filed 5-13-97; 8:45 am]

BILLING CODE 6820-34-P

DEPARTMENT OF DEFENSE

Office of the Secretary

Strategic Environmental Research and Development Program, Scientific Advisory Board

AGENCY: Department of Defense, DoD.

ACTION: Notice.

In accordance with Section 10(a)(2) of the Federal Advisory Committee Act (P.L. 92-463), announcement is made of the following Committee meeting:

Date of Meeting: June 18-19, 1997 from 0800 to 1700.

Place: Arlington Hilton Hotel, 950 North Stafford Street, Arlington, VA.

Matters to be Considered: Research and Development proposals and continuing projects requesting Strategic Environmental Research and Development Program funds in excess of \$1M will be reviewed.

This meeting is open to the public. Any interested person may attend, appear before, or file statements with the Scientific Advisory Board at the time and in the manner permitted by the Board.

FOR FURTHER INFORMATION CONTACT: Ms. Amy Levine, SERDP Program Office, 901 North Stuart Street, Suite 303, Arlington, VA or by telephone at (703) 696-2124.

Dated: May 9, 1997.

L. M. Bynum,

Alternate OSD Federal Register Liaison Officer, Department of Defense.

[FR Doc. 97-12589 Filed 5-13-97; 8:45 am]

BILLING CODE 5000-04-M

DEPARTMENT OF DEFENSE

Office of the Secretary

Privacy Act of 1974; System of Records

AGENCY: Office of the Secretary, DOD.

ACTION: Notice to amend record systems.

SUMMARY: The Office of the Secretary of Defense proposes to amend systems of records notices in its inventory of record systems subject to the Privacy Act of 1974 (5 U.S.C. 552a), as amended.

DATES: The amendments will be effective on June 13, 1997, unless comments are received that would result in a contrary determination.

ADDRESSES: Send comments to OSD Privacy Act Coordinator, Records Section, Directives and Records Division, Washington Headquarter Services, Correspondence and Directives, 1155 Defense Pentagon, Washington, DC 20301-1155.

FOR FURTHER INFORMATION CONTACT: Mr. David Bosworth at (703) 695-0970 or DSN 225-0970.

SUPPLEMENTARY INFORMATION: The Office of the Secretary of Defense 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 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 systems being amended are set forth below followed by the notices, as amended, published in their entirety.

Dated: May 9, 1997.

L. M. Bynum,

Alternate OSD Federal Register Liaison Officer, Department of Defense.

DODDS 01**SYSTEM NAME:**

Teacher Correspondence Files
(February 22, 1993, 58 FR 10239).

CHANGES

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SYSTEM LOCATION:

Delete entry and replace with 'Recruitment Section, Staffing Branch, Department of Defense Dependents Schools, 4040 North Fairfax Drive, Arlington, VA 22203-1634.'

CATEGORIES OF RECORDS IN THE SYSTEM:

After 'Teacher Recruitment Section' add 'containing information such as the individual's name, home address, and teaching categories or interests.'

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PURPOSE:

Delete and replace with 'The collected information is used by the Recruitment Section to maintain accurate records of correspondence with individuals making inquiry regarding employment.'

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SAFEGUARDS:

Delete entry and replace with 'Records are accessed by authorized personnel with an official need-to-know who have received training in handling Privacy Act information. The office is secured during non-business hours.'

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DODDS 01**SYSTEM NAME:**

Teacher Correspondence Files.

SYSTEM LOCATION:

Recruitment Section, Staffing Branch, Department of Defense Dependents Schools, 4040 North Fairfax Drive, Arlington, VA 22203-1634.

CATEGORIES OF INDIVIDUALS COVERED BY THE SYSTEM:

Any individual with whom or about whom the Teacher Recruitment Section has correspondence.

CATEGORIES OF RECORDS IN THE SYSTEM:

File contains all correspondence received from and responses to individuals writing the Teacher Recruitment Section, containing information such as the individual's name, home address, and teaching categories or interests.

AUTHORITY FOR MAINTENANCE OF THE SYSTEM:

20 U.S.C. 901-907.

PURPOSE(S):

The collected information is used by the Recruitment Section to maintain accurate records of correspondence with individuals making inquiry regarding employment.

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 Office of Personnel Management for the purpose of conducting background investigations to determine suitability for employment in the Department of Defense Dependent Schools.

The 'Blanket Routine Uses' set forth at the beginning of OSD'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:

Paper records in individual's file folders.

RETRIEVABILITY:

Filed alphabetically by either the last name of the correspondent or the last name of the employee/applicant the correspondence concerns.

SAFEGUARDS:

Records are accessed by authorized personnel with an official need-to-know who have received training in handling Privacy Act information. The office is secured during non-business hours.

RETENTION AND DISPOSAL:

Job applicants files are destroyed 2 months after cutoff. However, if applicant indicates continued interest in

the program, file will be brought forward into new recruitment cycle. Transfer, educator career, and reassignment programs are cutoff at completion of the annual cycle and destroyed 1 year later. Recruitment programs are destroyed when 3 years old.

SYSTEM MANAGER(S) AND ADDRESS:

Chief, Recruitment Section, Department of Defense Dependents Schools, 4040 North Fairfax Drive, Arlington, VA 22203-1634.

NOTIFICATION PROCEDURE:

Individuals seeking to determine whether information about themselves is contained in this system should address written inquiries to the Privacy Act Officer, Department of Defense Dependents Schools, 4040 North Fairfax Drive, Arlington, VA 22203-1635.

Written requests for information should contain full name and address of the individual, and must be signed.

RECORD ACCESS PROCEDURES:

Individuals seeking access to information about themselves contained in this system should address written inquiries to the Privacy Act Officer, Department of Defense Dependents Schools, 4040 North Fairfax Drive, Arlington, VA 22203-1635.

Written requests for information should contain full name and address of the individual, and must be signed. For personal visits, the individual should be able to provide some acceptable identification such as driver's license or other identification card.

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 system manager.

RECORD SOURCE CATEGORIES:

Correspondence initiated by the individual or by others on his or her behalf and replies.

EXEMPTIONS CLAIMED FOR THE SYSTEM:

None.

DODDS 02

SYSTEM NAME:

Educator Application Files (February 22, 1993, 58 FR 10239).

CHANGES:

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SYSTEM LOCATION:

Delete entry and replace with 'Recruitment Section, Personnel

Division, Department of Defense Dependents Schools, 4040 North Fairfax Drive, Arlington, VA 22203-1634.'

CATEGORIES OF RECORDS IN THE SYSTEM:

Delete entry and replace with 'Prospective Teachers: Files contain all papers and forms relating to the individual's application for employment to include Personal Qualification Statement (SF 171), Supplemental Application for Employment with Department of Defense Dependents Schools (DS Form 5010), Professional Evaluation, DoDDS (DS Form 5011), DoDDS-Application Index (DS Form 5012), interviewer's worksheets, official college transcripts, copies of teaching certificates, copies of birth certificate and correspondence to or concerning the applicant.

Inter-area Transfer Applicants: Files contain all papers and forms relating to the individual's applications. A coded worksheet developed by the area staff is provided to the central personnel office for processing (remainder of material is retained at the area office). Also included are miscellaneous worksheets and correspondence relating to the application.

Educator Career Program Applicants: Files contain all paper and forms relating to the individual's application to include: DoDDS Educator Career Program Application (DS Form 5080), DoDDS Assessment of Potential (DS Form 5081), DoD Education Career Program Rating Sheet (DS Form 5082) and miscellaneous worksheets and correspondence relating to the application.'

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PURPOSE(S):

Delete entry and replace with 'To review types of experience, educational background, evaluation of previous employers, professional credentials, and interviewers' ratings to determine qualifications and make selections of candidates for vacant positions within the DoDDS system, including new teachers, inter-area transfers and Educator Career Program positions.'

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SAFEGUARDS:

Delete entry and replace with 'Hard copy records and electronic media are maintained in the DoDDS personnel office where access is limited to personnel staffing specialists and other authorized personnel. Access to automated data files is controlled by a user ID and password system. The office is secured during non-business hours.'

RETENTION AND DISPOSAL:

Delete entry and replace with 'Prospective Teachers: Records are retained for recruitment period (no more than 2 years). For non-selected applicants, portions are returned to applicant for future use and portions are destroyed, unless the applicant has indicated a desire to reapply, in which case portions of the file are retained until the next recruitment period. Records of selected applicants are forwarded to the Departments of the Army, Air Force, and Navy, as appropriate for processing.

Inter-area Transfer Applicants: File is retained for 1 year and destroyed.

Career Educator Program Applicants: Applications are retained for 2 years (unless updated by applicant) and destroyed.'

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DoDDS 02**SYSTEM NAME:**

Educator Application Files.

SYSTEM LOCATION:

Recruitment Section, Personnel Division, Department of Defense Dependents Schools, 4040 North Fairfax Drive, Arlington, VA 22203-1634.

CATEGORIES OF INDIVIDUALS COVERED BY THE SYSTEM:

Prospective teachers applying for positions within the DoDDS system and current DoDDS teachers and educators applying for either interregional transfers or positions in the DoDDS Educator Career Program.

CATEGORIES OF RECORDS IN THE SYSTEM:

Prospective Teachers: Files contain all papers and forms relating to the individual's application for employment to include Personal Qualification Statement (SF 171), Supplemental Application for Employment with Department of Defense Dependents Schools (DS Form 5010), Professional Evaluation, DoDDS (DS Form 5011), DoDDS-Application Index (DS Form 5012), interviewer's worksheets, official college transcripts, copies of teaching certificates, copies of birth certificate and correspondence to or concerning the applicant.

Inter-area Transfer Applicants: Files contain all papers and forms relating to the individual's applications. A coded worksheet developed by the area staff is provided to the central personnel office for processing (remainder of material is retained at the area office). Also included are miscellaneous worksheets and correspondence relating to the application.

Educator Career Program Applicants: Files contain all paper and forms relating to the individual's application to include: DoDDS Educator Career Program Application (DS Form 5080), DoDDS Assessment of Potential (DS Form 5081), DoD Education Career Program Rating Sheet (DS Form 5082) and miscellaneous worksheets and correspondence relating to the application.

AUTHORITY FOR MAINTENANCE OF THE SYSTEM:
20 U.S.C. 902, 903 and 931.

PURPOSE(S):

To review types of experience, educational background, evaluation of previous employers, professional credentials, and interviewers' ratings to determine qualifications and make selections of candidates for vacant positions within the DoDDS system, including new teachers, inter-area transfers and Educator Career Program positions.

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' set forth at the beginning of OSD'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:**

Paper and computer (electronic) records.

RETRIEVABILITY:

The manual files are filed alphabetically by last name. The automated records are indexed by name or system assigned number (assigned chronologically upon input). Also, any combination of data in the automated file can be used to select individual records. Only authorized individuals (i.e., personnel staffing specialists) are provided user identification numbers and passwords to access the system via terminal.

SAFEGUARDS:

Hard copy records and electronic media re maintained in the DoDDS personnel office where access is limited to personnel staffing specialists and other authorized personnel. Access to automated data files is controlled by a

user ID and password system. The office is secured during non-business hours.

RETENTION AND DISPOSAL:

Prospective Teachers: Records are retained for recruitment period (no more than 2 years). For non-selected applicants, portions are returned to applicant for future use and portions are destroyed, unless the applicant has indicated a desire to reapply, in which case portions of the file are retained until the next recruitment period. Records of selected applicants are forwarded to the Departments of the Army, Air Force, and Navy, as appropriate for processing.

Inter-area Transfer Applicants: File is retained for 1 year and destroyed.

Career Educator Program Applicants: Applications are retained for 2 years (unless updated by applicant) and destroyed.

SYSTEM MANAGER(S) AND ADDRESS:

Chief, Recruitment Section, Department of Defense Dependents Schools, 4040 North Fairfax Drive, Arlington, VA 22203-1634.

NOTIFICATION PROCEDURE:

Individuals seeking to determine whether information about themselves is contained in this system should address written inquiries to the Privacy Act Officer, Department of Defense Dependents Schools, 4040 North Fairfax Drive, Arlington, VA 22203-1635.

Written requests for information should contain the full name and address of the individual, and must be signed.

RECORD ACCESS PROCEDURES:

Individuals seeking access to information about themselves contained in this system should address written inquiries to the Privacy Act Officer, Department of Defense Dependents Schools, 4040 North Fairfax Drive, Arlington, VA 22203-1635.

Written requests for information should contain the full name and address of the individual, and must 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 system manager.

RECORD SOURCE CATEGORIES:

Information is obtained from the individuals concerned, current and past employers, and educational institutions.

EXEMPTIONS CLAIMED FOR THE SYSTEM:

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 record 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 311. For additional information contact the system manager.

DODDS 21**SYSTEM NAME:**

Department of Defense Dependents Schools (DoDDS) Grievance Records (*August 9, 1993, 58 FR 42303*).

CHANGES:

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SYSTEM LOCATION:

Delete entry and replace with 'Department of Defense Dependents Schools, 4040 North Fairfax Drive, Arlington, VA 22203-1634.'

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CATEGORIES OF RECORDS IN THE SYSTEM:

Delete entry and replace with 'The system contains records relating to grievances filed by DoDDS employees under 5 U.S.C. 2302 and 5 U.S.C. 7121. Case files contain all documents relating to a grievance filed by an individual, such as identification of the individual, the school the individual is affiliated with, statements of witnesses, reports, interviews, hearings, hearing examiner's findings and recommendations, copies of decisions relating to the case, and other relevant correspondence and exhibits. This system includes files and records of internal grievance and arbitration systems that DoDDS may establish through negotiations with recognized labor organizations.'

AUTHORITY FOR MAINTENANCE OF THE SYSTEM:

Delete entry and replace with '5 U.S.C. 2302, Prohibited Personnel Practices, and 5 U.S.C. 7121, Grievance Procedures.'

PURPOSE(S):

Delete entry and replace with 'To maintain a case file for use by management in resolving litigation associated with an employee grievance.

To generate statistical reports, work force studies, and perform other analytical activities supporting

personnel management functions of DoDDS.'

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SAFEGUARDS:

Delete entry and replace with 'Access to records is limited to authorized DoDDS employees and servicing civilian personnel office staff. The offices are secured during non-business hours.'

RETENTION AND DISPOSAL:

Delete entry and replace with 'Records are destroyed 4 years after the case is closed.'

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RECORD SOURCE CATEGORIES:

Delete and replace with 'Information in this system of records is provided by individuals' who have initiated a grievance; by statement or testimony of witnesses; by Agency officials; by labor organization representatives; and, by officials of Federal Labor Relations Authority or Merit Systems Protection Board.'

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DODDS 21**SYSTEM NAME:**

Department of Defense Dependents Schools (DoDDS) Grievance Records.

SYSTEM LOCATION:

Department of Defense Dependents Schools, 4040 North Fairfax Drive, Arlington, VA 22203-1634.

CATEGORIES OF INDIVIDUALS COVERED BY THE SYSTEM:

Current or former employees who have submitted grievances in accordance with 5 U.S.C. 2302, and 5 U.S.C. 7121.

CATEGORIES OF RECORDS IN THE SYSTEM:

The system contains records relating to grievances filed by DoDDS employees under 5 U.S.C. 2302 and 5 U.S.C. 7121. Case files contain all documents relating to a grievance filed by an individual, such as identification of the individual, the school the individual is affiliated with, statements of witnesses, reports, interviews, hearings, hearing examiner's findings and recommendations, copies of decisions relating to the case, and other relevant correspondence and exhibits. This system includes files and records of internal grievance and arbitration systems that DoDDS may establish through negotiations with recognized labor organizations.

AUTHORITY FOR MAINTENANCE OF THE SYSTEM:

5 U.S.C. 2302, Prohibited Personnel Practices, and 5 U.S.C. 7121, Grievance Procedures.

PURPOSE(S):

To maintain a case file for use by management in resolving litigation associated with an employee grievance.

To generate statistical reports, work force studies, and perform other analytical activities supporting personnel management functions of DoDDS.

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' set forth at the beginning of OSD'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:**

Paper records.

RETRIEVABILITY:

These records are retrieved by the names of the individuals on whom the records are maintained, by case number, and by subject matter of the grievance.

SAFEGUARDS:

Access to records is limited to authorized DoDDS employees and servicing civilian personnel office staff. The offices are secured during non-business hours.

RETENTION AND DISPOSAL:

Records are destroyed 4 years after the case is closed.

SYSTEM MANAGER(S) AND ADDRESS:

Chief, Management Employee Relations Branch, Personnel Division, Department of Defense Dependents Schools, 4040 North Fairfax Drive, Arlington, VA 22203-1634.

NOTIFICATION PROCEDURE:

Individuals seeking to determine whether information about themselves is contained in this system should address written inquiries to the Privacy Act Officer, Department of Defense Dependents Schools, 4040 North Fairfax Drive, Arlington, VA 22203-1634.

Written requests for information should contain the full name and address of the individual, and must be signed.

RECORD ACCESS PROCEDURES:

Individuals seeking access to information about themselves contained

in this system should address written inquiries to the Privacy Act Officer, Department of Defense Dependents Schools, 4040 North Fairfax Drive, Arlington, VA 22203-1635.

Written requests for information should contain the full name and address of the individual, and must 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 system manager.

RECORD SOURCE CATEGORIES:

Information in this system of records is provided by individuals who have initiated a grievance; by statement or testimony of witnesses; by Agency officials; by labor organization representatives; and, by officials of Federal Labor Relations Authority or Merit Systems Protection Board.

EXEMPTIONS CLAIMED FOR THE SYSTEM:

None.

DODDS 22

SYSTEM NAME:

DoD Dependent Children's School Program Files (*February 16, 1995, 60 FR 9016*).

CHANGES:

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SYSTEM LOCATION:

Delete first paragraph and replace with 'Active Students: Department of Defense Dependents Schools, 4040 North Fairfax Drive, Arlington, VA 22203-1634.

Former High School Students: Permanent records (high school transcripts) are retained at the school for four years subsequent to graduation, transfer, or termination, and are then forwarded to the area office for one year where they are compiled and forwarded to the Educational Testing Service, Department of Defense Dependents Schools, P.O. Box 6605, Princeton, NJ 08541-0001, except Panama. Records for the Panama area are retired to Federal Records Center, 1557 St. Joseph Avenue, East Point, GA 30344-2533.

Former Panama Canal College Students: Permanent records (college transcripts) are retained at the college for ten years and are then retired to East Point Federal Records Center. For a complete list of school locations, write to the *System manager*.

CATEGORIES OF INDIVIDUALS COVERED BY THE SYSTEM:

Delete entry and replace with 'Current and former students in the DoD-operated overseas dependent schools.'

AUTHORITY FOR MAINTENANCE OF THE SYSTEM:

Delete entry and replace with '20 U.S.C. Chapter 25A; DoD Directive 1342.6, Department of Defense Dependents Schools (DoDDS), as amended.'

PURPOSE(S):

Delete the next-to-last sentence and replace with 'Provide academic data within the area and to DoDDS headquarters.'

SAFEGUARDS:

Delete entry and replace with 'Paper records are maintained in locked file cabinets accessible only to authorized personnel.

Computer-produced student records are retained in limited access school offices and/or locked cabinets. Computer disks, tapes, etc., are maintained in limited access areas within the various computer centers, area offices, and/or schools.

Computer facilities and remote terminals are located in schools and area offices throughout the school system. Particular area systems vary; however, the same basic safeguards are employed (in various combinations) in all the systems. Computer hardware disk cards and other materials are secured in locked facilities after normal duty hours or are maintained in secure military computer centers. During school hours, storage media is stored in areas where access can be monitored. Administrative safeguards, including authorized user names and passwords are used to prevent unauthorized access to information in the automated systems.'

RETENTION AND DISPOSAL:

Delete the last paragraph, starting at 'Automated files:' and replace with 'Automated records are retained for the same period as paper records.'

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DODDS 22

SYSTEM NAME:

DOD Dependent Children's School Program Files.

SYSTEM LOCATION:

Active Students: Department of Defense Dependents Schools, 4040 North Fairfax Drive, Arlington, VA 22203-1634.

Former High School Students: Permanent records (high school

transcripts) are retained at the school for four years subsequent to graduation, transfer, or termination, and are then forwarded to the area office for one year where they are compiled and forwarded to the Educational Testing Service, Department of Defense Dependents Schools, P.O. Box 6605, Princeton, NJ 08541-0001, except Panama. Records for the Panama area are retired to Federal Records Center, 1557 St. Joseph Avenue, East Point, GA 30344-2533.

Former Panama Canal College Students: Permanent records (college transcripts) are retained at the college for ten years and are then retired to East Point Federal Records Center. For a complete list of school locations, write to the *System manager*.

CATEGORIES OF INDIVIDUALS COVERED BY THE SYSTEM:

Current and former students in the DoD-operated overseas dependent schools.

CATEGORIES OF RECORDS IN THE SYSTEM:

Enrollment files: Documents relating to the admission, registration, and departure of dependent school students. Included are pupil enrollment applications, course preference, admission cards, drop cards, and similar or related documents which contain pupil and sponsor's names, personal and demographic information, as well as pupil's health records.

Daily attendance register files: Documents reflecting the daily attendance of pupils at dependent schools. Included are forms, printouts, bound registers and similar or related documents which contain pupil and sponsor's names, personal and demographic information, as well as pupil's health records.

Elementary school academic records: Documents reflecting the standardized achievement, mental ability, yearly grade average, attendance of each student and the teacher's comments. Included are forms, notes, and similar or related documents.

Elementary school report card files: Documents reflecting grades, personality traits, and promotion or failure. Included are report cards and similar or related documents.

Elementary school teacher class register files: Documents reflecting daily, weekly, semester, or annual scholastic grades and averages, absence and tardiness data.

Elementary school student files: Documents pertaining to individual elementary school students. Included in each folder are reading and health records; individual education plans; intelligence quotient; achievement,

aptitude, and similar test results; notes related to pupils progress and characteristics; and similar matters used by counselors and successive teachers.

Secondary school absentee files: Documents reflecting absence of students. Included are homeroom teacher's registers, secondary school daily attendance records of absentees reported by teachers, tardy slips for admission of students to classroom, transfer slips notifying teachers of new class or homeroom assignment, notices of change by school principal to teacher upon change of classroom, student applications for permission to be absent, student pass slips, and similar or related documents.

Secondary school academic record files: Documents reflecting student grades and credits earned. Included are forms, notes, and similar or related documents.

Secondary school report card files: Documents reflecting scholastic grades, personality traits, and promotion or failure. Included are report cards and related documents.

Secondary school teacher class register files: Documents reflecting daily, weekly, semester, or annual scholastic marks and averages, absence and tardiness, and withdrawal data. Included are class registers and similar or related documents.

Secondary school class reporting files: Documents reflecting teacher reports to principals and used as source documents for preparing secondary school academic record cards. Included are forms, correspondence, and similar or related documents.

Credit transfer certificate files: Documents reflecting secondary school scholastic credits earned. Included are certificates and similar or related documents.

Secondary school student files: Documents pertaining to individual secondary school students. Included in each folder are student health records; individual education plans; absence reports and correspondence with parents pertaining to absence; records of achievement and aptitude tests; notes concerning participation in extracurricular activities, hobbies, and other special interests or activities of the student; and miscellaneous memorandums used by student counselors.

College absence, withdrawal, and add files: Student applications for permission to be absent from final exams. Student drop and add class records and administrative withdrawal letter.

College academic record files: Documents reflecting student grades

and credits earned. Included are forms, notes, and similar or related documents.

College report card files: Documents reflecting scholastic grades and promotion or failure. Included are report cards and related documents.

College teacher class register files: Documents reflecting daily, weekly, semester, or annual scholastic marks and averages, absence and withdrawal data. Included are class registers and similar or related documents.

College class reporting files: Documents reflecting teacher reports to Registrar and used as source documents for preparing college transcripts. Included are forms, correspondence, and similar or related documents.

Credit transfer certificate files: Documents reflecting college scholastic credits earned. Included are certificates and similar or related documents.

College student files: Documents pertaining to individual college students. Included in each folder are absence reports, records of achievement, and aptitude tests.

Automated support files: Automated data files are composed of records containing any of the above information in addition to (varies by regional system): Student registration data-- student identification number, student name, sex, grade level, bus number, date of enrollment, date of birth, course numbers and names, teachers, credit, grades received, dates of absences, and sponsor's name, status, rank, date of rotation, organization, location of unit, local address, emergency address, permanent address, and telephone numbers.

AUTHORITY FOR MAINTENANCE OF THE SYSTEM:

20 U.S.C. Chapter 25A; DoD Directive 1342.6, Department of Defense Dependents Schools (DoDDS), as amended.

PURPOSE(S):

Dependent children's school program files (general):

1. Records of students attending DoD operated overseas dependent schools are used by school officials, including teachers, to: a. Determine the eligibility of children to attend these schools; b. Schedule children for transportation; c. Record daily and/or class attendance of students and date(s) of withdrawal; d. Determine tuition paying students and record status of payments; e. Determine students located in areas not serviced by dependents schools so that alternative arrangements for education can be made and payment made, as required; f. Monitor special education services required by and received by the student; and, g. Used to develop and maintain

reading and health records, including school related medical needs.

2. Records may also be released to other officials of the Department of Defense requiring information for operation of the Department (including defense investigative agencies and recruiting officials).

Dependent children's school program files (elementary):

1. Used by school officials, including teachers, in the current and/or gaining school to develop and provide an educational program for elementary students by school personnel cited above.

2. Used in the following manner to record: a. Teacher or standardized test data; b. Attendance, absences, and/or tardiness of each student; c.

Recommendations for promotion or retention including teacher comments; d. Daily, weekly, semester, or annual grades; and, e. Notes related to the individual pupil's progress and learning characteristics useful to professional school personnel in counseling the student and in the determination of his/her proper placement.

Dependent children's school program files (secondary):

1. Used by school officials, including teachers, in the current and/or gaining school to develop and provide an educational program for secondary students.

2. Documents are used by school personnel cited above in the following manner to: a. Record teacher and/or standardized test data; b. Record attendance, absences, and/or tardiness of each student; c. Form the basis for a decision on a student request for permission to be absent from a class or classes; d. Determine proper class or grade placement or graduation; e. Determine scholastic grades and/or grade point average; f. Form the basis for school recommendations for student financial aid for post-secondary education; g. Form the basis for preparing the secondary school transcript; h. Determine secondary school academic credits earned; and, i. Note special interest or hobbies of the student.

3. Used by DoD recruiting officials to determine eligibility for military service.

Dependent children's school program files (college):

1. Used by school officials, including teachers, in the current and/or gaining school to develop and provide an educational program for college students.

2. Documents are used by school personnel cited above in the following manner to: a. Record teacher and/or standardized test data; b. Record

attendance and absences of each student; c. Form the basis for a decision on a student request for permission to be absent from a class or classes; d. Determine proper class or grade placement or graduation; e. Determine scholastic grades and/or grade point average; f. Form the basis for school recommendations for student financial aid for college education; g. Form the basis for preparing the college transcript; and h. Determine college academic credits earned.

3. Used by DoD recruiting officials to determine eligibility for military service.

Automated support is used by school and area officials (where applicable) to:

1. Provide academic data to each student upon request, provide report cards, etc., at the end of each grading period, provide transcripts upon request, and provide hard copy for manual files.

2. Provide academic data within the area and to DoDDS headquarters.

3. Provide data within the Department of Defense on a need-to-know basis.

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:

Records concerning sponsor's names, rank, and branch of service may be released to former students for the purpose of organizing reunion activities.

Academic data of transferring, withdrawing, or graduating students may be provided to other educational institutions and employers or prospective employers in accordance with current policies and procedures.

Academic achievements and data may be provided to the public, via distribution of information within the school and through various media sources, for positive reinforcement purposes. This information will not be distributed for commercial uses.

The 'Blanket Routine Uses' set forth at the beginning of OSD'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:

Records are stored in file folders, disks, and magnetic tape.

RETRIEVABILITY:

Elementary school academic records and secondary school and college

academic records (transcripts) are filed alphabetically by school, school year, and last name of student.

Remaining dependent school student files are filed by school, school year, and last name of student.

The automated files are indexed by a variety of data, depending upon the region and school involved (some have regionally assigned student identification numbers, others are by last name of student). Also, any combination of data in the file can be used to select individual records. Only authorized personnel have required information to access the system or process jobs.

SAFEGUARDS:

Paper records are maintained in locked file cabinets accessible only to authorized personnel.

Computer-produced student records are retained in limited access school offices and/or locked cabinets. Computer disks, tapes, etc., are maintained in limited access areas within the various computer centers, area offices, and/or schools.

Computer facilities and remote terminals are located in schools and area offices throughout the school system. Particular area systems vary; however, the same basic safeguards are employed (in various combinations) in all the systems. Computer hardware disk cards and other materials are secured in locked facilities after normal duty hours or are maintained in secure military computer centers. During school hours, storage media is stored in areas where access can be monitored. Administrative safeguards, including authorized user names and passwords are used to prevent unauthorized access to information in the automated systems.

RETENTION AND DISPOSAL:

Enrollment files: Maintained at the respective school for one year after graduation, withdrawal, transfer, or death of the student, then destroyed.

Daily attendance register files: Destroyed after reviewing attendance registers for the next school year.

Elementary school academic records files: When a student transfers to another school, this file is forwarded by mail to officials of the receiving school on request in accordance with current regulations, or destroyed at the school five years after graduation, withdrawal, or death of the student.

Elementary school report card files: Documents reflecting grades, personality traits, and promotion or failure. Included are report cards and similar or related documents.

Elementary school teacher class register files: Destroyed at the school concerned after five years.

Elementary school student files:

1. When a student transfers to another school, the reading and health records are released to the parent/guardian for hand-carrying to the receiving school.

2. Remaining documents pertaining to the students are forwarded by mail to the officials of the receiving school or the parent/guardian on request in accordance with current regulations; if not requested, documents are destroyed at the school concerned one year after graduation, withdrawal, or death of the student.

Special Education files: Records pertaining to tests and evaluations of students and documentation of individual needs for special education programs. Included is follow-on correspondence and case files relating to mediation and hearings. Records are cut-off after final decision and retired to Washington National Records Center (WNRC) after 5 years. When 20 years old, the records are destroyed.

Secondary school absentee files: Destroyed at the school after one year.

Secondary school academic record files (high school transcript):

1. Permanent file.

2. When a student transfers to another DoD dependents school, this file (transcript) is forwarded by mail to officials of the receiving school on request.

3. When a student transfers to a non-DOD school, a copy of the transcript is forwarded to the receiving school on request in accordance with current regulations.

4. Files not forwarded to another DoD school are retained at the school concerned for four years, the area office for one year and then retired to the Educational Testing Service (or East Point FARC if in the Panama region) for an additional sixty years.

Secondary school report card files: Released to parents of students or student (if over eighteen years of age) at the end of the school year or on transfer of student.

Secondary school teacher class register files: Retained at the school concerned for five years and then destroyed.

Secondary school class reporting files: Destroyed at the school after one year.

Credit transfer certification files: Destroyed at the school after one year.

Secondary school student files:

1. Retained at the school concerned for two years after graduation, withdrawal or death of the student.

2. When a student transfers to another school: a. A copy of the record may be

released to the parents or student (if over eighteen years of age) for hand-carrying to the receiving school. b. An official copy of the record will be forwarded to the receiving school in accordance with current regulations upon request. (The original record is retained at the school.)

College absentee files: Destroyed at the school after one year.

College academic record files (college transcripts):

1. Permanent file.

2. When a student transfers to another college or university, this file (transcript) is forwarded by mail to officials of the receiving school upon receipt of an authorized request.

3. Original files (transcripts) are retained at the college for ten years then retired to East Point FARC.

College report card files: Released to student at the end of the semester or school year, or on transfer of student.

College teacher class register files: Retained at the school for five years and then destroyed.

College class reporting files: Destroyed at the school after one year.

Credit transfer certificate files: Destroyed at the school after one year.

College student files:

1. Retained at the college for two years.

2. When a student transfers to another college: An official copy of the record will be forwarded to the receiving school upon request pending receipt of authorized request. (The original record is retained at the college.)

Automated records are retained for the same period as paper records.

SYSTEM MANAGER(S) AND ADDRESS:

Chief, Management Employee Relations Branch, Personnel Division, Department of Defense Dependents Schools, 4040 North Fairfax Drive, Arlington, VA 22203-1634.

NOTIFICATION PROCEDURE:

Individuals seeking to determine whether information about themselves is contained in this system should address written inquiries to the Privacy Act Officer, Department of Defense Dependents Schools, 4040 North Fairfax Drive, Arlington, VA 22203-1635.

Written requests for information should contain the full name and address of the individual, and must be signed.

RECORD ACCESS PROCEDURES:

Individuals seeking to access information about themselves contained in this system should address written inquiries to the Privacy Act Officer, Department of Defense Dependents

Schools, 4040 North Fairfax Drive, Arlington, VA 22203-1635.

Written requests for information should contain the full name and address of the individual, and must 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 system manager.

RECORD SOURCE CATEGORIES:

Information is obtained from the individuals concerned and their parents/guardians, teachers and school administrators.

EXEMPTIONS CLAIMED FOR THE SYSTEM:

None.

DODDS 23

SYSTEM NAME:

Educator Certification/Recertification Files (*February 22, 1993, 58 FR 10248*).

CHANGES:

* * * * *

SYSTEM LOCATION:

Delete entry and replace with 'Records are maintained at the schools and the Personnel Center, Department of Defense Dependents Schools, 4040 North Fairfax Drive, Arlington, VA 22203-1634.'

CATEGORIES OF INDIVIDUALS COVERED BY THE SYSTEM:

Delete entry and replace with 'Department of Defense Dependents Schools (DoDDS) teachers, as the term 'teacher' is defined in 20 U.S.C. 901.'

CATEGORIES OF RECORDS IN THE SYSTEM:

Delete entry and replace with 'Records consist of transcripts and/or other documentary evidence needed to substantiate the certification status of a DoDDS educator. Records include correspondence relating to amendment, renewal, correction, maintenance, and revocation of the individual educator's certification status.'

* * * * *

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

Delete the first routine use and replace with 'The information may be supplied to state or professional organizations, such as the National Association of State Directors of Teacher Education and Certification (NASDTEC), with whom the DoDDS has reciprocal agreements affecting

certificates issued or revoked by the respective systems.'

* * * * *

RETRIEVABILITY:

Delete entry and replace with 'The files are indexed by name and Social Security Number.'

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RETENTION AND DISPOSAL:

In the last sentence, after 'If a teacher leaves the system,' insert 'except in the case of an educator who is participating in the DoDDS Administrative Re-employment Rights Program,'.

* * * * *

DODDS 23

SYSTEM NAME:

Educator Certification/Recertification Files.

SYSTEM LOCATION:

Records are maintained at the schools and the Personnel Center, Department of Defense Dependents Schools, 4040 North Fairfax Drive, Arlington, VA 22203-1634.

CATEGORIES OF INDIVIDUALS COVERED BY THE SYSTEM:

Department of Defense Dependents Schools (DoDDS) teachers, as the term 'teacher' is defined in 20 U.S.C. 901, and to all DoDDS excepted service and educators classified in the 1710 or related series.

CATEGORIES OF RECORDS IN THE SYSTEM:

Records consist of transcripts and/or other documentary evidence needed to substantiate the certification status of a DoDDS educator. Records include correspondence relating to amendment, renewal, correction, maintenance, and revocation of the individual educator's certification status.'

AUTHORITY FOR MAINTENANCE OF THE SYSTEM:

20 U.S.C. Chapter 25A; 20 U.S.C. 931; DoD Directive 1342.6, DoD Dependents Schools, as amended; and E.O. 9397 (SSN).

PURPOSE(S):

Department of Defense Dependents Schools administrators use this information to determine the eligibility of applicable employees to be certified/recertified.

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 information may be supplied to state or professional organizations, such as the National Association of State Directors of Teacher Education and Certification (NASDTEC), with whom the DoDDS has reciprocal agreements affecting certificates issued or revoked by the respective systems.

Records may be disclosed to educational accrediting institutions and organizations during review of a school or schools.

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

STORAGE:

Records are stored in file folders and on disks and magnetic tape.

RETRIEVABILITY:

The files are indexed by name and Social Security Number.

SAFEGUARDS:

Paper records are maintained in files which are accessible only to authorized personnel. Automated records are maintained on disks or magnetic tapes in offices where access can be controlled. The offices are locked after normal duty hours to preclude unauthorized access. Access to automated data files is controlled by a user ID and password system.

RETENTION AND DISPOSAL:

Records are maintained for the current as well as the upcoming certification cycles. Records for an expired certification cycle are retained for 2 years; then, they are destroyed or returned to the employee. If a teacher leaves the system, except in the case of an educator who is participating in the DoDDS Administrative Re-employment Rights Program, the file is maintained for two years following the current expiration date of the certificate and destroyed.

SYSTEM MANAGER(S) AND ADDRESS:

Chief, Personnel Division, Department of Defense Dependents Schools, 4040 North Fairfax Drive, Arlington, VA 22203-1634.

NOTIFICATION PROCEDURE:

Individuals seeking to determine whether information about themselves is contained in this system should address written inquiries to the Privacy Act Officer, Department of Defense Dependents Schools, 4040 North Fairfax Drive, Arlington, VA 22203-1635.

The request should include the educator's full name, Social Security Number, and be signed. Former

employees must also include dates and places of employment.

RECORD ACCESS PROCEDURES:

Individuals seeking to access information about themselves contained in this system should address written requests to the Privacy Act Officer, Department of Defense Dependents Schools, 4040 North Fairfax Drive, Arlington, VA 22203-1635.

The request should include the educator's full name, Social Security Number, and be signed. Former employees must also include dates and places of employment.

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 system manager.

RECORD SOURCE CATEGORIES:

Information is obtained from the individuals concerned.

EXEMPTIONS CLAIMED FOR THE SYSTEM:

None.

[FR Doc. 97-12588 Filed 5-13-97; 8:45 am]

BILLING CODE 5000-04-F

DEPARTMENT OF DEFENSE

Department of the Navy

Notice of Availability for Donation of the Aircraft Carrier Ex-MIDWAY (CV 41)

SUMMARY: The Department of the Navy gives notice of the availability for donation, under the authority of 10 U.S.C. section 7306 of the Multi-Purpose Aircraft Carrier ex-MIDWAY (CV 41) located at the Naval Inactive Ship Maintenance Facility, Bremerton, Washington. Eligible recipients include: 1) Any State, Commonwealth, or possession of the United States or any municipal corporation or political subdivision thereof; 2) the District of Columbia; or 3) any not-for-profit or nonprofit entity. Transfer of a vessel under this law shall be made at no cost to the United States Government. The transferee will be required to maintain the vessel in a condition satisfactory to the Secretary of the Navy as a static museum/memorial. Prospective transferees must submit a comprehensive, detailed application addressing their plans for managing the significant financial, technical, and environmental responsibilities that accompany ships donated under this program.

Other ships currently available for donation include: Aircraft Carrier ex-

FORRESTAL (CVA 59) Philadelphia, PA; Battleship ex-IOWA (BB 61) Philadelphia, PA; Helicopter Carrier ex-GUADALCANAL (LPH 7) Philadelphia, PA; Harbor Tug ex-HOGA (YTM 146), MARAD Suisan Bay, CA.

FOR FURTHER INFORMATION CONTACT: Ms. Gloria Carvalho, Congressional and Public Affairs Office, Naval Sea Systems Command, NAVSEA 00D1C, 2531 Jefferson Davis Hwy, Arlington, VA 22242-5160, telephone number (703) 602-1575.

Dated: May 5, 1997.

D.E. Koenig, Jr.,

LCDR, JAGC, USN, Federal Register Liaison Officer.

[FR Doc. 97-12561 Filed 5-13-97; 8:45 am]

BILLING CODE 3810-FF-P

DEPARTMENT OF DEFENSE

Department of the Navy

Notice of Availability of Invention for Licensing; Government Owned Invention

SUMMARY: The invention listed below is assigned to the United States Government as represented by the Secretary of the Navy and is available for licensing by the Department of the Navy. Requests for copies of the patent application cited should be directed to the Office of Naval Research, ONR OCCC, Ballston Tower One, 800 North Quincy Street, Arlington, Virginia 22217-5660 and must include the application serial number.

Patent Application Serial No. 08/538,432 entitled "Method for Tuning Fiber Optic Couplers and Multiplexers" filed August 9, 1995.

FOR FURTHER INFORMATION CONTACT: Mr. R.J. Erickson, Staff Patent Attorney, Office of Naval Research, ONR OCCC, Ballston Tower One, 800 North Quincy Street, Arlington, Virginia 22217-5660, telephone (703) 696-4001.

Dated: May 5, 1997.

D.E. Koenig, Jr.,

LCDR, JAGC, USN, Federal Register Liaison Officer.

[FR Doc. 97-12562 Filed 5-13-97; 8:45 am]

BILLING CODE 3810-FF-P

DEPARTMENT OF DEFENSE

Department of the Navy

Naval Research Advisory Committee; Open Meeting