

electronic records are protected by physical, technical, and administrative safeguards. Records are located in a building with restricted access and are kept in a locked room with controlled access or are safeguarded with approved encryption technology. The use of multifactor authentication is required to access electronic systems. Information may be transmitted to routine users on a need to know basis in a secure manner and to others upon verification of their authorization to access the information and their need to know. Internet connections are protected by multiple firewalls. Security personnel conduct periodic vulnerability scans using DOJ-approved software to ensure security compliance and security logs are enabled for all computers to assist in troubleshooting and forensics analysis during incident investigations.

#### RECORD ACCESS PROCEDURES:

All requests for access to records must be in writing and should be addressed to the Criminal Division, FOIA/PA Unit, Suite 1127, 1301 New York Avenue NW, Washington, DC 20530-0001, or emailed to [crm.foia@usdoj.gov](mailto:crm.foia@usdoj.gov). The request should be clearly marked "Privacy Act Access Request." The request must describe the records sought in sufficient detail to enable Department personnel to locate them with a reasonable amount of effort. The request must include a general description of the records sought and must include the requester's full name, current address, and date and place of birth. The request must be signed and either notarized or submitted under penalty of perjury. Some information may be exempt from the access provisions as described in the "EXEMPTIONS PROMULGATED FOR THE SYSTEM" paragraph, below. An individual who is the subject of a record in this system of records may access those records that are not exempt from access. A determination whether a record may be accessed will be made at the time a request is received.

Although no specific form is required, you may obtain forms for this purpose from the FOIA/Privacy Act Mail Referral Unit, United States Department of Justice, 950 Pennsylvania Avenue NW, Washington, DC 20530.

More information regarding the Department's procedures for accessing records in accordance with the Privacy Act can be found at 28 CFR part 16 Subpart D, "Protection of Privacy and Access to Individual Records Under the Privacy Act of 1974."

#### CONTESTING RECORD PROCEDURES:

Individuals seeking to contest or amend records maintained in this system of records must direct their requests to the address indicated in the "RECORD ACCESS PROCEDURES" paragraph, above. All requests to contest or amend records must be in writing and the request should be clearly marked "Privacy Act Amendment Request." All requests must state clearly and concisely what record is being contested, the reasons for contesting it, and the proposed amendment to the record. Some information may be exempt from the amendment provisions as described in the "EXEMPTIONS PROMULGATED FOR THE SYSTEM" paragraph, below. An individual who is the subject of a record in this system of records may contest or amend those records that are not exempt. A determination of whether a record is exempt from the amendment provisions will be made after a request is received.

More information regarding the Department's procedures for amending or contesting records in accordance with the Privacy Act can be found at 28 CFR 16.46, "Requests for Amendment or Correction of Records."

#### NOTIFICATION PROCEDURES:

Individuals may be notified if a record in this system of records pertains to them. Notification requests should utilize the same procedures as those identified in the "RECORD ACCESS PROCEDURES" paragraph, above.

#### EXEMPTIONS PROMULGATED FOR THE SYSTEM:

None.

#### HISTORY:

None.

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## DEPARTMENT OF JUSTICE

[1105-NEW]

### Agency Information Collection Activities; Proposed eCollection eComments Requested; New Collection

**AGENCY:** Security and Emergency Planning Staff, Justice Management Division, Department of Justice.

**ACTION:** 60-Day notice.

**SUMMARY:** The Department of Justice, Justice Management Division, Security and Emergency Planning Staff (SEPS), will be submitting the following information collection request to the Office of Management and Budget (OMB) for review and approval in

accordance with the Paperwork Reduction Act of 1995.

**DATES:** Comments are encouraged and will be accepted for 60 days until October 23, 2018.

**FOR FURTHER INFORMATION CONTACT:** If you have additional comments especially on the estimated public burden or associated response time, suggestions, or need a copy of the proposed information collection instrument with instructions or additional information, please contact Dorianna Rice, Security and Emergency Planning Staff, 145 N Street NE, Suite 2W.507, Washington, DC 20530.

**SUPPLEMENTARY INFORMATION:** Written comments and suggestions from the public and affected agencies concerning the proposed collection of information are encouraged. Your comments should address one or more of the following four points:

- Evaluate whether the proposed collection of information is necessary for the proper performance of the functions of the Security and Emergency Planning Staff, including whether the information will have practical utility;
- Evaluate the accuracy of the agency's estimate of the burden of the proposed collection of information, including the validity of the methodology and assumptions used;
- Evaluate whether and if so how the quality, utility, and clarity of the information to be collected can be enhanced; and
- Minimize the burden of the collection of information on those who are to respond, including through the use of appropriate automated, electronic, mechanical, or other technological collection techniques or other forms of information technology, e.g., permitting electronic submission of responses.

Overview of this information collection:

1. *Type of Information Collection:* New collection.
2. *The Title of the Form/Collection:* Department Personnel Security Reporting Requirements, iReport Forms and PDF Fillable Forms:
  - a. *Self-Reporting of Arrests*
  - b. *Self-Reporting of Allegations of Misconduct*
  - c. *Self-Reporting of Personal Foreign Travel*
  - d. *Self-Reporting of Contact with Foreign Nationals*
  - e. *Self-Reporting of Possession/ Application for Foreign Passport or Identity Card*
  - f. *Self-Reporting on Other Foreign Matters*

- g. *Self-Reporting of Roommate/ Cohabitant/Marriage*  
 h. *Self-Reporting of Alcohol or Drug Related Addiction or Treatment*  
 i. *Self-Reporting of Attempted Elicitation, Exploitation, Blackmail, Coercion or Enticement to Obtain Information*  
 j. *Self-Reporting of Financial Issues/Delinquencies*  
 k. *Self-Reporting of Unofficial Contact with the Media*  
 l. *Reportable Activities of Other Covered Personnel*

3. *The agency form number, if any, and the applicable component of the Department sponsoring the collection:* iReport and Fillable PDF Forms for each item in No. 2 above.

4. *Affected public who will be asked or required to respond, as well as a brief abstract:*

*Primary:* Individuals.

Individuals who are contractors for the Department of Justice or who are processed for access to classified information by the Department of Justice.

*Abstract:* Self-reporting requirements set forth in the Department of Justice (DOJ) Policy Statement 1700.04, *Department Personnel Security Reporting Requirements*, issued April 18, 2018, apply to non-federal employee personnel affiliated with the DOJ. The policy contains reporting requirements that are applicable to the entire DOJ workforce as well as reporting requirements that apply only to personnel occupying a national security position or who have access to classified information. The requirements relating to national security are mandated by the Director of National Intelligence as the Security Executive Agent. The majority of the reports relate to the submitter's personal conduct and activities. There is one form for personnel to submit information on other personnel, consistent with government-wide reporting requirements. This collection request seeks approval for contractors and other non-federal employees who are processed for access to classified information to utilize the Department's automated reporting system called iReport, or, for the small population with no access to the IT system, to utilize PDF fillable forms to report the required information. The Security and Emergency Planning Staff, and other Department Security Offices, will use the reported information to determine the submitter's continued fitness for employment at the Department of Justice or continued eligibility for access to national security information. The Department security offices for each

agency component will review, evaluate, and adjudicate the information received.

5. *An estimate of the total number of respondents and the amount of time estimated for an average respondent to respond:*

a. Department-wide population covered by the requirement to self-report information in the forms listed in Sections 2a and 2b is estimated at 35,000. It is estimated that only three percent (1,050) will actually need to self-report.

b. Department-wide population covered by the requirement to report information in the forms listed in Sections 2c through 2l is estimated to less than 500.

c. Amount of time estimated for an average reported is less than ten minutes.

6. *An estimate of the total public burden (in hours) associated with the collection:* 260 annual burden hours.

*If additional information is required contact:* Melody D. Braswell, Department Clearance Officer, United States Department of Justice, Justice Management Division, Policy and Planning Staff, Two Constitution Square, 145 N Street NE, 3E.405A, Washington, DC 20530.

Dated: August 21, 2018.

**Melody D. Braswell,**

*Department Clearance Officer for PRA, U.S. Department of Justice.*

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## NATIONAL SCIENCE FOUNDATION

### Sunshine Act Meetings

The National Science Board's Committee on Strategy (CS), pursuant to NSF regulations (45 CFR part 614), the National Science Foundation Act, as amended (42 U.S.C. 1862n-5), and the Government in the Sunshine Act (5 U.S.C. 552b), hereby gives notice of the scheduling of a teleconference for the transaction of National Science Board business, as follows:

**TIME AND DATE:** Tuesday, August 28, 2018, from 5:00-6:00 p.m. EDT.

**PLACE:** This meeting will be held by teleconference at the National Science Foundation, 2415 Eisenhower Avenue, Alexandria, VA 22314. An audio link will be available for the public. Members of the public must contact the Board Office to request the public audio link by sending an email to [nationalsciencebrd@nsf.gov](mailto:nationalsciencebrd@nsf.gov) at least 24 hours prior to the teleconference.

**STATUS:** Open.

**MATTERS TO BE CONSIDERED:** Chair's opening remarks; consideration of a potential vision statement for NSF.

**CONTACT PERSON FOR MORE INFORMATION:** Point of contact for this meeting is: Kathy Jacquart, 703-292-7000, [kjaquar@nsf.gov](mailto:kjaquar@nsf.gov), 2415 Eisenhower Avenue, Alexandria, VA 22314. Meeting information and updates may be found at <http://www.nsf.gov/nsb/notices/jsp#sunshine>. Please refer to the National Science Board website at [www.nsf.gov/nsb](http://www.nsf.gov/nsb) for general information.

**Ann Bushmiller,**

*Senior Counsel to the National Science Board.*

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## NUCLEAR REGULATORY COMMISSION

[NRC-2012-0235]

### Tribal Protocol Manual

**AGENCY:** Nuclear Regulatory Commission.

**ACTION:** NUREG; issuance.

**SUMMARY:** The U.S. Nuclear Regulatory Commission (NRC) is issuing NUREG-2173, "Tribal Protocol Manual," which: Facilitates effective consultations and interactions between the NRC and Native American Tribes related to activities within the scope of the NRC's jurisdiction; explains that Tribes are unique governmental entities and are not extensions of State or local governments; assists NRC management and staff in recognizing these distinctions and creates a more open and productive working relationship with Native American Tribal governments; and supplements the NRC staff's working knowledge by providing Tribal outreach, experience, and practical guidance to NRC personnel who have had limited interactions with Native American Tribes.

**DATES:** This NUREG is effective on August 24, 2018.

**ADDRESSES:** Please refer to Docket ID NRC-2012-0235 when contacting the NRC about the availability of information regarding this document. You may obtain publicly-available information related to this document using any of the following methods:

- *Federal Rulemaking website:* Go to <http://www.regulations.gov> and search for Docket ID NRC-2012-0235. Address questions about NRC dockets to Jennifer Borges; telephone: 301-287-9127; email: [Jennifer.Borges@nrc.gov](mailto:Jennifer.Borges@nrc.gov). For technical questions, contact the