

DEPARTMENT OF COMMERCE

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Deputy Assistant Secretary for Service Industries and Finance	JUDE KEARNEY
Deputy Assistant Secretary for Textiles, Apparel and Consumer Goods Industries	RITA D. HAYES
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Assistant Administrator for Oceanic and Atmospheric Research	NED A. OSTENSO
Assistant Administrator for Weather Service	ELBERT W. FRIDAY, JR.
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Associate Administrator for International Affairs	CAROL DARR
Associate Administrator for Telecommunications and Information Applications	BERNADETTE A. MCGUIRE-RIVERA
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Director, Office of Manufacturing Competitiveness	CARY GRAVATT
Director, Office of Technology Competitiveness	JON PAUGH
Director, National Institute of Standards and Technology	ARATI PRABHAKAR
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Director, Chemical Science and Technology Laboratory	HRATCH G. SEMERJIAN
Director, Physics Laboratory	KATHERINE B. GEBBIE
Director, Materials Science and Engineering Laboratory	LYLE H. SCHWARTZ
Director, Building and Fire Research Laboratory	RICHARD N. WRIGHT
Director, Computer Systems Laboratory	JAMES H. BURROWS
Director, Computing and Applied Mathematics Laboratory	JOAN R. ROSENBLATT
Director, Advanced Technology Program	BRIAN C. BELANGER, <i>Acting</i>

Director, Manufacturing Extension Partnership Program	KEVIN M. CARR, <i>Acting</i>
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Deputy Assistant Secretary for Tourism Marketing	W. DON WYNEGAR
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Director, Office of Research	RON ERDMANN, <i>Acting</i>
Director, Office of Strategic Planning and Administration	LEE J. WELLS

The Department of Commerce encourages, serves, and promotes the Nation's international trade, economic growth, and technological advancement. The Department provides a wide variety of programs through the competitive free enterprise system. It offers assistance and information to increase America's competitiveness in the world economy; administers programs to prevent unfair foreign trade competition; provides social and economic statistics and analyses for business and government planners; provides research and support for the increased use of scientific, engineering, and technological development; works to improve our understanding and benefits of the Earth's physical environment and oceanic resources; grants patents and registers trademarks; develops policies and conducts research on telecommunications; provides assistance to promote domestic economic development; promotes travel to the United States by residents of foreign countries; and assists in the growth of minority businesses.

The Department was designated as such by act of March 4, 1913 (15 U.S.C. 1501), which reorganized the Department of Commerce and Labor, created by act of February 14, 1903 (15 U.S.C. 1501), by transferring all labor activities into a new, separate Department of Labor. The Department of Commerce (DOC) is composed of the Office of the Secretary and the operating units.

Office of the Secretary

Secretary The Secretary is responsible for the administration of all functions and authorities assigned to the Department of Commerce and for advising the President on Federal policy and programs affecting the industrial and commercial segments of the national economy. The Secretary is served by the offices of Deputy Secretary, Inspector General, and General Counsel and the Assistant Secretaries of Administration,

Legislative and Intergovernmental Affairs, and Public Affairs. Other offices whose public purposes are widely administered are detailed below and on the following pages.

Office of the Press Secretary The Office of the Press Secretary serves as the Secretary's official liaison to the news media in the United States and the world. The Office handles all media inquiries related to the Secretary, provides the press with information and support on events and trips involving the Secretary, researches and compiles press information for the Department of Commerce, and is in constant communication with all forms of media regarding Department of Commerce and administration initiatives.

Business Liaison This office develops and promotes a cooperative working relationship and ensures effective communication between the Department of Commerce and the business community. The Office's objectives are

to keep the business community aware of Department and administration resources, policies, and programs, and to keep Department and administration officials aware of issues of concern to business. The Office also promotes business involvement in departmental policymaking and program development, and provides technical assistance to businesses that desire help in dealing with the Government.

For further information, call 202-482-3942.

Consumer Affairs This office encourages and assists the business community in being responsive to consumer interests in a global marketplace; assists and educates consumers with marketplace problems and informs them about resources and programs within the Department; and coordinates and represents the Department's consumer affairs activities with consumer groups and other Federal, State, county, and municipal government agencies, and international organizations.

For further information, call 202-482-5001; or fax, 202-482-6007; or fax on demand, 202-501-1191.

Small and Disadvantaged Business Utilization The Office of Small and Disadvantaged Business Utilization (OSDBU) serves as the principal departmental advocate for small, minority, and women business owners. OSDBU assures that small firms fully participate in Commerce programs and receive the maximum amount of Commerce contract and subcontract dollars.

OSDBU is the focal point of Commerce's constant efforts to increase awards to small firms by searching for opportunities to match with the capabilities of small, minority, and women-owned firms.

OSDBU informs the small business community about Commerce opportunities by publishing the *Annual Forecast of Contracts*, by individual counseling, and by participating with other Federal agencies and trade associations at procurement fairs.

OSDBU was established by the Small Business Act, as amended (15 U.S.C. 644).

For further information, call 202-482-3387.

Economics and Statistics Administration

The Under Secretary for Economic Affairs advises the Secretary and other Government officials on matters relating to economic developments and forecasts and on the development of macroeconomic and microeconomic policy. The Under Secretary, as Administrator of the Economics and Statistics Administration, exercises

general supervision over the Bureau of the Census and the Bureau of Economic Analysis.

Current economic data are available to the public through the National Trade Data Bank and the Economic Bulletin Board.

For further information, call 202-482-1986.

Bureau of the Census

[For the Bureau of the Census statement of organization, see the *Federal Register* of Sept. 16, 1975, 40 FR 42765]

The Bureau of the Census was established as a permanent office by act of March 6, 1902 (32 Stat. 51). The

major functions of the Bureau are authorized by the Constitution, which provides that a census of population shall be taken every 10 years, and by laws codified as title 13 of the United States Code. The law also provides that

the information collected by the Bureau from individual persons, households, or establishments be kept strictly confidential and be used only for statistical purposes.

The principal functions of the Bureau include:

- decennial censuses of population and housing;
- quinquennial censuses of agriculture, State and local governments, manufacturers, mineral industries, distributive trades, construction industries, and transportation;
- current surveys that provide information on many of the subjects covered in the censuses at monthly, quarterly, annual, or other intervals;
- compilation of current statistics on U.S. foreign trade, including data on imports, exports, and shipping;
- special censuses at the request and expense of States and local government units;

- publication of estimates and projections of the population;
- current data on population and housing characteristics; and
- current reports on manufacturing, retail and wholesale trade, services, construction, imports and exports, State and local government finances and employment, and other subjects.

The Bureau makes available statistical results of its censuses, surveys, and other programs to the public through printed reports, computer tape, CD-ROM's, microfiche, and other media and prepares special tabulations sponsored and paid for by data users. It also produces statistical compendia, catalogs, guides, and directories that are useful in locating information on specific subjects. Upon request, the Bureau makes searches of decennial census records and furnishes certificates to individuals for use as evidence of age, relationship, or place of birth. A fee is charged for such searches.

Field Organization—Bureau of the Census

Office	Address
REGIONAL OFFICES:	
ATLANTA—Alabama, Florida, Georgia (all counties), South Carolina (counties of Aiken and Edgefield), Tennessee (all counties except Fayette, Hardeman, McNairy, Shelby, and Tipton), and Virginia (counties of Bristol City, Scott, and Washington)	Suite 3200, 101 Marietta St. NW., Atlanta, GA 30303-2700
BOSTON—Connecticut, Maine, Massachusetts, New Hampshire, New York (counties of Albany, Allegany, Broome, Cattaraugus, Cayuga, Chautauqua, Chemung, Chautauque, Clinton, Cortland, Erie, Essex, Franklin, Fulton, Genesee, Greene, Hamilton, Herkimer, Jefferson, Lewis, Livingston, Madison, Monroe, Montgomery, Niagara, Oneida, Onondaga, Orleans, Oswego, Otsego, Rensselaer, St. Lawrence, Saratoga, Schenectady, Schoharie, Schuyler, Seneca, Steuben, Tioga, Tompkins, Warren, Washington, Wayne, Wyoming, and Yates), Rhode Island, and Vermont (all counties)	Suite 310, 2 Copley Pl., P.O. Box 9108, Boston, MA 02117-9108
CHARLOTTE—District of Columbia, Indiana (counties of Clark, Floyd, Harrison, and Scott), Kentucky (all counties except Boone, Bracken, Campbell, Gallatin, Grant, Harrison, Henderson, Pendleton, and Robertson), Maryland (counties of Calvert, Charles, Frederick, Montgomery, Prince Georges, and St. Mary's), North Carolina (all counties), Ohio (Lawrence County), South Carolina (all counties except Aiken and Edgefield), Virginia (all counties except Bristol City, Scott, and Washington), and West Virginia (counties of Boone, Cabell, Lincoln, Logan, McDowell, Mercer, Mingo, Wayne, and Wyoming)	Suite 106, 901 Center Park Dr., Charlotte, NC 28217-2935
CHICAGO—Illinois (all counties except Clinton, Jersey, Madison, Monroe, and St. Claire), Indiana (all counties except Clark, Dearborn, Floyd, Harrison, Ohio, and Scott), Iowa (Scott County), and Kentucky (Henderson County)	Suite 5501, 2255 Enterprise Dr., Westchester, IL 60154-5800
DALLAS—Arkansas, Louisiana, Mississippi, New Mexico, Oklahoma (counties of Bryan, Le Flore, McCurtain, and Sequoyah), Tennessee (counties of Fayette, Hardeman, McNairy, Shelby, and Tipton), and Texas	Suite 210, 6303 Harry Hines Blvd., Dallas, TX 75235-5269

Field Organization—Bureau of the Census—Continued

Office	Address
DENVER—Arizona, Colorado, Iowa (Pottawattamie County), Kansas (all counties except Allen, Atchison, Bourbon, Crawford, Douglas, Franklin, Jackson, Jefferson, Johnson, Leavenworth, Linn, Miami, Neosho, Osage, Shawnee, and Wyandotte), Nebraska (all counties except Dakota), North Dakota (all counties except Cass), Oklahoma (all counties except Bryan, LeFlore, McCurtain, and Sequoyah), South Dakota, Utah (all counties except Washington), and Wyoming	P.O. Box 272020, 6900 W. Jefferson Ave., Denver, CO 80227-9020
DETROIT—Indiana (county of Dearborn and Ohio), Kentucky (counties of Boone, Bracken, Campbell, Gallatin, Grant, Harrison, Kenton, Pendleton, and Robertson), Michigan, Ohio (all counties except Lawrence), Pennsylvania (Mercer County), and West Virginia (counties of Brooke, Hancock, Marshall, and Ohio)	P.O. Box 33405, 1395 Brewery Park Blvd., Detroit, MI 48232-5405
KANSAS CITY—Illinois (counties of Clinton, Jersey, Madison, Monroe, and St. Clair), Iowa (all counties except Pottawattamie and Scott), Kansas (counties of Allen, Atchison, Bourbon, Crawford, Douglas, Franklin, Jackson, Jefferson, Johnson, Leavenworth, Linn, Miami, Neosho, Osage, Shawnee, and Wyandotte), Minnesota, Missouri, Nebraska (Dakota County), North Dakota (Cass County), and Wisconsin	Suite 600, Gateway Tower II, 400 State Ave., Kansas City, KS 66101-2410
LOS ANGELES—California (counties of Fresno, Imperial, Inyo, Kern, Kings, Los Angeles, Madera, Mariposa, Merced, Monterey, Orange, Riverside, San Benito, San Bernardino, San Diego, San Luis Obispo, Santa Barbara, Tulare, and Ventura), Hawaii, Nevada (counties of Clark and Nye), and Utah (Washington County)	Suite 300, 15350 Sherman Way, Van Nuys, CA 91406-4224
NEW YORK—New Jersey (counties of Bergen, Essex, Hudson, Middlesex, Morris, Passaic, Somerset, and Union) and New York (counties of Bronx, Columbia, Delaware, Dutchess, Kings, Nassau, New York, Orange, Putnam, Queens, Richmond, Rockland, Suffolk, Sullivan, Ulster, and Westchester)	Rm. 37-130, 26 Federal Plz., New York, NY 10278-0044
PHILADELPHIA—Delaware, Maryland (counties of Allegany, Anne Arundel, Baltimore, Baltimore City, Caroline, Carroll, Cecil, Dorchester, Garrett, Harford, Howard, Kent, Queen Annes, Somerset, Talbot, Washington, Wicomico, and Worcester), New Jersey (counties of Atlantic, Burlington, Camden, Cape May, Cumberland, Gloucester, Hunterdon, Mercer, Monmouth, Ocean, Salem, Sussex, and Warren), Pennsylvania (all counties except Mercer), West Virginia (all counties except Boone, Brooke, Cabell, Hancock, Lincoln, Logan, Marshall, McDowell, Mercer, Mingo, Ohio, Wayne, and Wyoming)	105 S. 7th St., Philadelphia, PA 19106-3395
SEATTLE—Alaska, California (counties of Alameda, Alpine, Amadore, Butte, Calaveras, Colusa, Contra Costa, Del Norte, El Dorado, Glenn, Humboldt, Lake, Lassen, Marin, Mendocino, Modoc, Mono, Napa, Nevada, Placer, Plumas, Sacramento, San Francisco, San Joaquin, San Mateo, Santa Clara, Santa Cruz, Shasta, Sierra, Siskiyou, Solano, Sonoma, Stanislaus, Sutter, Tehama, Trinity, Tuolumne, Yolo, Yuba), Idaho, Nevada (all counties except Clark and Nye), Oregon, and Washington	Suite 500, 101 Stewart St., Seattle, WA 98101-1098
DATA PREPARATION DIVISION	1202 E. 10th St., Jeffersonville, IN 47132
PERSONAL CENSUS SEARCH UNIT	P.O. Box 1545, Jeffersonville, IN 47131
HAGERSTOWN COMPUTER-ASSISTED TELEPHONE INTERVIEWING CENTER	319 E. Antietam St., Hagerstown, MD 21740-5789
TUCSON COMPUTER-ASSISTED TELEPHONE INTERVIEWING CENTER	Suite 151, 6363 S. Country Club Rd., Tucson, AZ 85706-5906

For further information, contact the Public Information Office, Bureau of the Census, Department of Commerce, Washington, DC 20233. Phone, 301-457-2794.

Bureau of Economic Analysis

[For the Bureau of Economic Analysis statement of organization, see the *Federal Register* of Dec. 29, 1980, 45 FR 85496]

The Bureau of Economic Analysis (BEA) is the Nation's economic accountant—integrating and interpreting a variety of

source data to draw a complete and consistent picture of the U.S. economy. BEA's economic accounts provide information on such key issues as economic growth, regional development,

and the Nation's position in the world economy.

The national income and product accounts—featuring gross domestic product—provide a quantitative view of the production, distribution, and use of the Nation's output. BEA also prepares estimates of the Nation's tangible wealth and input-output tables that show how industries interact. In addition, BEA maintains a system of leading, coincident, and lagging indicators to track business cycles.

The regional economic accounts provide estimates of personal income,

population, and employment for regions, States, and metropolitan areas. BEA prepares estimates of gross state product and projections of regional economic activity.

The international economic accounts encompass U.S. international transactions (balance of payments) with foreign countries and the international investment position of the United States. BEA provides survey-based data on foreign direct investment in the United States and U.S. direct investment abroad.

For further information, contact the Public Information Office, Bureau of Economic Analysis, Department of Commerce, Washington, DC 20230. Phone, 202-606-9900. Fax, 202-606-5310.

Bureau of Export Administration

[For the Bureau of Export Administration statement of organization, see the *Federal Register* of June 7, 1988, 53 FR 20881]

The Bureau of Export Administration was established as a separate agency within the Department of Commerce on October 1, 1987, to separate the functions of export promotion and export control as mandated by the Export Administration Act, as amended (50 U.S.C. app. 2401 *et seq.*).

The Bureau directs the Nation's export control policy. Major functions include processing license applications, conducting foreign availability studies to determine when products should be decontrolled, and enforcing U.S. export control laws.

Export Administration This office oversees export licensing, technology and policy analysis, economic security and nonproliferation issues, and foreign availability determinations. These activities are instrumental in reducing processing time for granting export licenses and in keeping the list of controlled technology consistent with

current risks. This office also works with our allies in seeking stronger, more uniform ways of controlling strategic exports.

Export Enforcement This office investigates breaches of U.S. export control laws and analyzes export intelligence to assess diversion risks. In addition, this office administers and enforces the antiboycott provisions of the Export Administration Act.

Field Offices—Bureau of Export Administration

Field Area	Address
Boston, MA	Rm. 350, 10 Causeway St., 02222
Dallas, TX	Rm. 622, 525 Griffin St., 75202
Des Plaines, IL	Suite 300, 2400 E. Devon St., 60018
Fort Lauderdale, FL ...	Suite 1260, 200 E. Lasolas Blvd., 33301
Irvine, CA	Suite 310, 2601 Main St., 92714
Newport Beach, CA ...	Suite 345, 3300 Irvine Ave., 92660
Portland, OR	Rm. 241, 121 SW. Salmon St., 97204
San Jose, CA	Suite 250, 96 N. 3d St., 95112-5519
Santa Clara, CA	Suite 226, 5201 Great America Pky., 95054
Springfield, VA	Rm. 201, 8001 Forbes Pl., 22161
Staten Island, NY	Teleport II, 2 Teleport Dr., 10311

For further information, contact the Bureau of Export Administration, Office of Public Affairs, Room 3895, Fourteenth Street and Constitution Avenue NW., Washington, DC 20230. Phone, 202-482-2721.

Economic Development Administration

The Economic Development Administration (EDA) was created in 1965 under the Public Works and Economic Development Act (42 U.S.C. 3121) as part of an effort to target Federal resources to economically distressed areas and to help develop local economies in the United States. EDA was mandated to assist rural and urban communities that were outside the mainstream economy and that, as a result, lagged in economic development, industrial growth, and personal income.

EDA's economic development assistance programs (EDAP's) are carried out through a network of headquarters and regional personnel. EDA provides grants for public works and development facilities, planning and coordination, defense conversion, and other financial assistance that help to reduce substantial and persistent unemployment in economically distressed areas.

Public works and development facilities grants support infrastructure projects that foster the establishment or expansion of industrial and commercial businesses, supporting the retention and creation of jobs.

Planning grants support the design and implementation of effective economic development policies and programs, by

local development organizations, in States and communities.

Technical assistance grants provide for local feasibility and industry studies, management and operational assistance, natural resource development, and export promotion. In addition, EDA funds a network of university centers that provides technical assistance.

Research, evaluation, and demonstration funds are used to support studies about the causes of economic distress and to seek solutions to counteract and prevent such problems.

Economic readjustment grants help communities adjust to a gradual erosion or sudden dislocation of their local economic structure.

Defense conversion grants assist communities adversely affected by Department of Defense base closures and defense contract cutbacks, as well as Department of Energy realignments, by providing development tools that can be effectively and easily implemented.

The Trade Adjustment Assistance Program provides technical assistance to certified firms and industries which have been economically injured by the impact of decreased imports. Comprehensive technical assistance is provided through the Department's wide-ranging network of assistance centers.

Regional Offices—Economic Development Administration

Region	Address
ATLANTA, GA	Suite 1820, 401 W. Peachtree St. NW., 30308-3510
Alabama	Rm. 134, 474 S. Court St., Montgomery, AL 36104
Florida	Rm. 423, 80 N. Hughey Ave., Orlando, FL 32801
Georgia	Suite 1820, 401 W. Peachtree St. NW., Atlanta, GA 30308-3510
Kentucky	Rm. 200, 771 Corporate Dr., Lexington, KY 40503-5477
Mississippi	Rm. 221, 100 W. Capitol St., Jackson, MS 39269
North Carolina	Rm. 128, 300 Fayetteville St. Mall, P.O. Box 2522, Raleigh, NC 27601
South Carolina	Rm. 840, Strom Thurmond Federal Bldg., Columbia, SC 29201
Tennessee	261 Cumberland Bend Dr., Nashville, TN 37228
AUSTIN, TX	Suite 201, 611 E. 6th St., 78701
Arkansas	Rm. 2509, 700 W. Capitol St., Little Rock, AR 72201
Louisiana	Rm. 104, 412 N. 4th St., Baton Rouge, LA 70802-5523
New Mexico	P.O. Box 2662, 120 S. Federal Pl., Santa Fe, NM 87501
Oklahoma	Suite 148, 5500 N. Western, Oklahoma City, OK 73118-4011
Texas	Suite 201, 611 E. 6th St., Austin, TX 78701
CHICAGO, IL	Suite 855, 111 N. Canal, 60606-7204
Illinois	Suite 204, 509 W. Capitol St., Springfield, IL 62704
Indiana	Rm. 402, 46 E. Ohio St., Indianapolis, IN 46204
Michigan	Rm. 1018, 100 N. Warren Ave., Saginaw, MI 48606-0667
Minnesota	Rm. 104, 515 W. 1st St., Duluth, MN 55802
Ohio	Rm. 607, 200 N. High St., Columbus, OH 43214
Wisconsin	Rm. 202, 505 S. Dewey St., Eau Claire, WI 54701
DENVER, CO	Suite 670, 1244 Speer Blvd., 80204

Regional Offices—Economic Development Administration—Continued

Region	Address
Colorado and Kansas	Rm. 632, 1244 Speer Blvd., Denver, CO 80204
Iowa	Rm. 593A, 210 Walnut St., Des Moines, IA 50309
Missouri	Rm. 8308H, 1222 Spruce St., St. Louis, MO 63103
Montana	Rm. 196, Federal Bldg., Helena, MT 59626
North Dakota	P.O. Box 1911, Bismarck, ND 58501
South Dakota and Nebraska	Rm. 219, Federal Bldg., Pierre, SD 57501
Utah and Wyoming	125 S. State St., Salt Lake City, UT 84138
PHILADELPHIA, PA	105 S. 7th St., 19106
Connecticut and Rhode Island	450 Main St., Hartford, CT 06103
Maine	Rm. 410-D, 40 Western Ave., Augusta, ME 04330
Maryland, Delaware, and District of Columbia	2d Fl., 2568 Riva Rd., Annapolis, MD 21401
Massachusetts	Rm. 420, 10 Causeway St., Boston, MA 02222-1036
New Hampshire and Vermont	Suite 209, 143 N. Main St., Concord, NH 03301
New Jersey	Rm. 703, 44 S. Clinton Ave., Trenton, NJ 08609
New York	Suite 104, 620 Erie Blvd. W., Syracuse, NY 13204
Pennsylvania	1933A New Bernick Hwy., Bloomsburg, PA 17815
Puerto Rico and Virgin Islands	Rm. 620, Federal Office Bldg., 150 Carlos Chardon, Hato Rey, PR 00918-1738
Virginia	Rm. 8002, 400 N. 8th St., Richmond, VA 23240
West Virginia	Rm. 305, 550 Eagan St., Charleston, WV 25301
SEATTLE, WA	Rm. 1856, 915 2d Ave., 98174
Alaska	Rm. G-80, 605 W. 4th Ave., Anchorage, AK 99501-7594
Arizona	Rm. 3406, 230 N. 1st Ave., Phoenix, AZ 85025
California	Rm. 11105, 11000 Wilshire Blvd., Los Angeles, CA 90024
.....	Suite A, 1345 J St., Sacramento, CA 95814
.....	Suite B, 1345 J St., Sacramento, CA 95814
Hawaii, Guam, American Samoa, Marshall Islands, Micronesia, and Northern Marianas	P.O. Box 50264, Honolulu, HI 96850
Idaho	Rm. 441, 304 N. 8th St., Boise, ID 83702
Oregon	Suite 244, 121 SW. Salmon St., Portland, OR 97204
Washington	Rm. 1856, 915 2d Ave., Seattle, WA 98174

For further information, contact the Economic Development Administration, Department of Commerce, Washington, DC 20230. Phone, 202-482-5112. Fax, 202-482-0995.

International Trade Administration

[For the International Trade Administration statement of organization, see the *Federal Register* of Jan. 25, 1980, 45 FR 6148]

The International Trade Administration was established on January 2, 1980, by the Secretary of Commerce to promote world trade and to strengthen the international trade and investment position of the United States.

The Administration is headed by the Under Secretary for International Trade, who coordinates all issues concerning import administration, international economic policy and programs, and trade development. It is responsible for nonagricultural trade operations of the U.S. Government and supports the trade policy negotiation efforts of the U.S. Trade Representative.

International Economic Policy The Assistant Secretary for International

Economic Policy advises on the analysis, formulation, and implementation of international economic policies of a bilateral, multilateral, or regional nature. Reporting to the Assistant Secretary are five Deputy Assistant Secretaries (for Europe; the Western Hemisphere; Asia and the Pacific; Africa and the Near East; and Japan) who have responsibility for trade and investment issues with particular countries and regions of the world. In addition, there is a Deputy Assistant Secretary for International Economic Policy who has responsibility for multilateral affairs and for overall policy coordination.

Import Administration The Assistant Secretary for Import Administration defends American industry against injurious and unfair trade practices by administering efficiently, fairly, and in a

manner consistent with U.S. international trade obligations the antidumping and countervailing duty laws of the United States; the machine tool arrangements with Japan and Taiwan under the President's Machine Tool Program; and the U.S.-Japan Semiconductor Agreement. The Assistant Secretary ensures the proper administration of foreign trade zones and advises the Secretary on establishment of new zones; and administers programs governing watch assemblies, and other statutory import programs.

Trade Development The Assistant Secretary for Trade Development advises on international trade and investment policies pertaining to U.S. industrial sectors, carries out programs to strengthen domestic export competitiveness, and promotes U.S. industry's increased participation in international markets. The Assistant Secretary manages an integrated Trade Development Program that includes industry analysis and trade promotion organized by industry sectors. Deputy Assistant Secretaries for Technology and Aerospace Industries; Basic Industries; Service Industries and Finance; Textiles,

Apparel and Consumer Goods Industries; and Environmental Technologies Exports report to the Assistant Secretary.

U.S. and Foreign Commercial Service The Assistant Secretary and Director General of the U.S. and Foreign Commercial Service develops, produces, markets, and manages an effective line of high-quality products and services geared to the marketing information needs of the U.S. exporting and international business community and manages the delivery of Administration programs through 47 domestic offices and U.S. export assistance centers located in the United States and 132 posts located in 68 countries throughout the world. The Assistant Secretary and Director General supports overseas trade promotion events; manages a variety of export promotion services and products; promotes U.S. products and services throughout the world market; conducts conferences and seminars in the United States; assists State and private-sector organizations on export financing; and promotes the export of U.S. fish by working with the domestic fishing industry and the National Oceanic and Atmospheric Administration.

Domestic Offices—International Trade Administration

Location	Address	Director	Telephone
Anchorage, AK	World Trade Ctr., 421 W. 1st St., 99501	Charles Becker	907-271-6237
Atlanta, GA	4360 Chamblee-Dunwoody Rd., 30341	George T. Norton, Jr.	404-452-9101
Baltimore, MD	Suite 2432, World Trade Ctr., 401 Pratt St., 21202	Roger Fortner	410-962-4539
Birmingham, AL	950 22d St. N., 35203	Patrick Wall	205-731-1331
Boston, MA	Suite 307, World Trade Ctr., Commonwealth Pier Area, 02210.	Francis J. O'Connor	617-565-8563
Buffalo, NY	Rm. 1312, 111 W. Huron St., 14202	George Buchanan	716-846-4191
Charleston, WV	Suite 807, 405 Capitol St., 25301	W. Davis Coale	312-353-8040
Chicago, IL	Suite 2440, Xerox Ctr., 55 W. Monroe St., 60603	Brad Dunderman	312-353-4450
Cincinnati, OH	9504 Federal Office Bldg., 550 Main St., 45202	John M. McCasli	513-684-2944
Cleveland, OH	Suite 700, Bank One Ctr., 600 Superior Ave., 44114	Toby T. Zettler	216-522-4750
Columbia, SC	Suite 172, 1835 Assembly St., 29201	Ann H. Watts	803-765-5345
Dallas, TX	2050 N. Stemmons Fwy., S. 170, 75258	(Vacancy)	214-767-0542
Denver, CO	Suite 680, 1625 Broadway, 80202	Neil Hesse	303-844-6622
Des Moines, IA	Rm. 817, 210 Walnut St., 50309	Randall J. LaBounty	515-284-4222
Detroit, MI	1140 McNamara Bldg., 477 Michigan Ave., 48226	Dean Peterson	313-226-3650
Greensboro, NC	Suite 400, 400 W. Market St., 27401	Samuel P. Troy	910-333-5345
Hartford, CT	Rm. 610-B, 450 Main St., 06103	Carl Jacobsen	203-240-3530
Honolulu, HI	P.O. Box 50026, 300 Ala Moana Blvd., 96850	George Dolan	808-541-1782
Houston, TX	Suite 1160, 1 Allen Ctr., 500 Dallas St., 77002	James Cook	713-229-2578
Indianapolis, IN	Suite 106, Pennwood One, 11405 N. Pennsylvania St., 46302.	Andrew W. Thress	317-582-2300
Jackson, MS	Suite 310, 201 W. Capitol St., 39201-2005	Mark E. Spinney	601-965-4388
Kansas City, MO	Rm. 635, 601 E. 12th St., 64106	Rick Villalobos	816-426-3141
Little Rock, AR	Suite 700, 425 W. Capitol Ave., 72201	Lon J. Hardin	501-324-5794
Los Angeles, CA	Rm. 9200, 11000 Wilshire Blvd., 90024	Steve Morrison	310-235-7104
Louisville, KY	Rm. 634B, 601 E. Broadway, 40202	John Autin	502-582-5066
Miami, FL	Suite 617, P.O. Box 590570, 5600 NW. 38th St., 33166	Peter B. Alois	305-526-7425
Milwaukee, WI	Rm. 596, 517 E. Wisconsin Ave., 53202	Paul D. Churchill	414-297-3473
Minneapolis, MN	Rm. 108, 110 S. 4th St., 55401	Ronald E. Kramer	612-348-1638

Domestic Offices—International Trade Administration—Continued

Location	Address	Director	Telephone
Nashville, TN	Suite 1114, Parkway Towers, 404 James Robertson Pky., 37219.	James Charlet	615-736-5161
New Orleans, LA	Rm. 1043, Hale Boggs Federal Bldg., 501 Magazine St., 70130.	Paul K. Rees	504-589-6546
New York, NY	Rm. 3718, 26 Federal Plz., 10278	Joel Barkan	212-264-0634
Oklahoma City, OK	6601 Broadway Extension, 73116	Ronald L. Wilson	405-231-5302
Omaha, NE	11133 O St., 68137	(Vacancy)	402-221-3664
Philadelphia, PA	Suite 201, 600 Americas Ave., King of Prussia, 19406	Robert Kistler	610-962-4980
Phoenix, AZ	9th Fl., 2901 N. Central Ave., 85025	Frank Woods	602-640-2513
Pittsburgh, PA	Rm. 2002, 1000 Liberty Ave., 15222	John McCartney	412-644-2850
Portland, OR	Suite 242, 1 World Trade Ctr., 121 SW. Salmon St., 97204.	Denny Barnes	503-326-3001
Reno, NV	1755 E. Plumb Lane, No. 152, 89502	James K. Hellwig	702-784-5203
Richmond, VA	Suite 550, 700 Centre, 704 E. Franklin St., 23219	Philip A. Ouzts	804-771-2246
Salt Lake City, UT	Suite 105, 324 S. State St., 84111	Stephen P. Smoot	801-524-5116
San Diego, CA	Suite 230, 6363 Greenwich Dr., 92122	Mary Delmege	619-557-5395
San Francisco, CA	14th Fl., 250 Montgomery St., 94104	Betty D. Neuhart	415-705-2300
San Juan, PR	Rm. G-55, Federal Bldg., Hato Rey, 00918	J. Enrique Vilella	809-766-5555
Savannah, GA	Rm. A-107, 120 Barnard St., 31401	Barbara Prieto	912-652-4204
Seattle, WA	Suite 290, 3131 Elliott Ave., 98121	Lisa Kjaer-Schade	206-553-5615
St. Louis, MO	Suite 303, 8182 Maryland Ave., 63105	Sandra Gerley	314-425-3302
Trenton, NJ	Suite 100, Bldg. 6, 3131 Princeton Pike, 08648	Rod Stuart	609-989-2100

For further information, contact the International Trade Administration, Department of Commerce, Washington, DC 20230. Phone, 202-482-3809.

Minority Business Development Agency

[For the Minority Business Development Agency statement of organization, see the *Federal Register* of Mar. 17, 1972, 37 FR 5650, as amended]

The Minority Business Development Agency, formerly the Office of Minority Business Enterprise, was established by the Secretary of Commerce on November 1, 1979, and operates under the authority of Executive Order 11625 of October 13, 1971. The Agency develops and coordinates a national program for minority business enterprise.

The Agency was created to assist minority businesses in achieving effective and equitable participation in the American free enterprise system and in overcoming social and economic disadvantages that have limited their participation in the past. The Agency provides national policies and leadership in forming and strengthening a partnership of business, industry, and

government with the Nation's minority businesses.

Management and technical assistance is provided to minority firms on request, primarily through a network of Minority Business Development Centers funded by the Agency, as well as Minority Enterprise Growth Assistance (MEGA) Centers. Specialized business assistance is available to minority firms or potential entrepreneurs.

The Agency promotes and coordinates the efforts of other Federal agencies in assisting or providing market opportunities for minority business. It coordinates opportunities for minority firms in the private sector. Through such public and private cooperative activities, the Agency promotes the participation of Federal, State, and local governments, and business and industry in directing resources for the development of strong minority businesses.

Regional Offices—Minority Business Development Agency

Region	Address	Director	Telephone
Atlanta, GA	Suite 1930, 401 W. Peachtree St. NW., 30308-3516	Robert Henderson	404-730-3300
Chicago, IL	Suite 1440, 55 E. Monroe St., 60603	David Vega	312-353-0182
Dallas, TX	Suite 7B23, 1100 Commerce St., 75242	John Iglehart	214-767-8001

Regional Offices—Minority Business Development Agency—Continued

Region	Address	Director	Telephone
New York, NY	Suite 37–20, 26 Federal Plz., 10278	Heyward Davenport ..	212–264–3262
San Francisco, CA	Rm. 1280, 221 Main St., 94105	Melda Cabrera	415–974–9597

District Offices—Minority Business Development Agency

District	Address	Officer	Telephone
Boston, MA	Rm. 418, 10 Causeway St., 02222–1041	Rochelle K. Schwartz ..	617–565–6850
El Monte, CA	Suite 455, 9660 Flair Dr., 91713	Joseph Galindo	818–453–8636
Miami, FL	Rm. 928, 51 SW. 1st Ave., 33130	Rodolfo Suarez	305–536–5054
Philadelphia, PA	Rm. 10128, 600 Arch St., 19106	Alfonso C. Jackson	215–597–9236

For further information, contact the Office of External Affairs, Minority Business Development Agency, Department of Commerce, Washington, DC 20230. Phone, 202–482–4547.

National Oceanic and Atmospheric Administration

*U.S. Department of Commerce, Washington, DC 20230
Phone, 202–482–2985*

[For the National Oceanic and Atmospheric Administration statement of organization, see the *Federal Register* of Feb. 13, 1978, 43 FR 6128]

The National Oceanic and Atmospheric Administration was formed on October 3, 1970, by Reorganization Plan No. 4 of 1970 (5 U.S.C. app.). Its principal functions are authorized by title 15, chapter 9, United States Code (National Weather Service); title 33, chapter 17, United States Code (National Ocean Survey); and title 16, chapter 9, United States Code (National Marine Fisheries Service).

The Administration’s mission is to explore, map, and chart the global ocean and its living resources and to manage, use, and conserve those resources; to describe, monitor, and predict conditions in the atmosphere, ocean, Sun, and space environment; to issue warnings against impending destructive natural events; to assess the consequences of inadvertent environmental modification over several scales of time; and to manage and disseminate long-term environmental information.

Among its principal activities, the Administration reports the weather of the United States and its possessions and provides weather forecasts to the general public; issues warnings against such destructive natural events as hurricanes,

tornadoes, floods, and tsunamis; and provides services in support of aviation, marine activities, agriculture, forestry, urban air-quality control, and other weather-sensitive activities. The Administration also monitors and reports all non-Federal weather modification activities conducted in the United States.

The Administration conducts an integrated program of management, research, and services related to the protection and rational use of living marine resources and their habitats, and protects marine mammals and endangered marine species. It prepares and issues nautical and aeronautical charts, provides the Nation’s precise geodetic surveys, and conducts broad research programs in marine and atmospheric sciences, solar-terrestrial physics, and experimental meteorology, including weather modification. The Administration also predicts tides, currents, and the state of the oceans; conducts research and development aimed at providing alternatives to ocean dumping; and develops sound national policies in the areas of ocean mining and energy. It provides Federal leadership in promoting wise and balanced management of the Nation’s coastal zone.

In addition, the Administration provides satellite observations of the

environment by operating a national environmental satellite system; and conducts an integrated program of research and services relating to the oceans and inland waters, the lower and upper atmosphere, space environment, and the Earth to increase understanding of the geophysical environment. It acquires, stores, and disseminates worldwide environmental data through a system of meteorological, oceanographic, geodetic, and seismological data centers.

The Administration also administers and directs the oceanic research programs by providing grants to institutions for marine research, education, and advisory services; develops a system of data buoys for automatically obtaining and disseminating marine environmental data; and promotes the development of technology to meet future needs of the marine community.

Field Organization—National Oceanic and Atmospheric Administration

Organization	Address	Director	Telephone
NATIONAL WEATHER SERVICE			
Alaska region	Rm. 507, No. 23, 222 W. 7th Ave., Anchorage, AK 99513-7575.	Richard J. Hutcheon	907-271-5136
Central region	Rm. 1836, 601 E. 12th St., Kansas City, MO 64106-2897.	Richard P. Augulis	816-426-5400
Eastern region	Airport Corporate Ctr., 630 Johnson Ave., Bohemia, NY 11716.	John T. Forsing, <i>Acting</i>	516-244-0100
National Meteorological Center.	5200 Auth Rd., Camp Springs, MD 20746.	Ronald D. McPherson	301-763-8016
Pacific region	P.O. Box 50027, Honolulu, HI 96850	Richard H. Hagemeyer	808-541-1641
Southern region	Rm. 10A26, 819 Taylor St., Fort Worth, TX 76102.	Harry S. Hassel	817-334-2651
Western region	P.O. Box 11188, Federal Bldg., Salt Lake City, UT 84147-0188.	Thomas D. Potter	801-524-5122
NATIONAL MARINE FISHERIES SERVICE			
Alaska region	P.O. Box 21668, Juneau, AK 99802-1668.	Steven Pennoyer	907-586-7221
Northwest region	7600 Sand Point Way NE., BIN C15700, Bldg. 1, Seattle, WA 98115-0070.	William W. Stelle, Jr.	206-526-6150
Northeast region	1 Blackburn Dr., Gloucester, MA 01930	Allen Peterson, <i>Acting</i>	508-281-9250
Southeast region	9721 Executive Center Dr. N., St. Petersburg, FL 33702.	Andrew J. Kemmerer	813-570-5301
Southwest region	Suite 4200, 501 W. Ocean Blvd., Long Beach, CA 90802.	Hilda Diaz-Soltero	310-980-4001
NATIONAL ENVIRONMENTAL SATELLITE, DATA, AND INFORMATION SERVICE			
National Climatic Data Center	Federal Bldg., Asheville, NC 28801-2696.	Kenneth D. Hadeen	704-259-0476
National Geophysical Data Center.	RL-3, 325 Broadway, Boulder, CO 80303-3328.	Michael Chinnery	303-497-6215
National Oceanographic Data Center.	1825 Connecticut Ave. NW., Washington, DC 20235.	Bruce C. Douglas	202-606-4594
NATIONAL OCEAN SERVICE			
Pacific office	7600 Sandy Point Way NE., Seattle, WA 98115-0070.	David M. Kennedy	206-526-6317
Marine sanctuaries and reserves.	1305 East-West Hwy., Silver Spring, MD 20910.	James P. Lawless, <i>Acting</i>	301-713-3125
OFFICE OF OCEANIC AND ATMOSPHERIC RESEARCH			
Forecast Systems Laboratory	325 Broadway, Boulder, CO 80303	Alexander E. MacDonald	303-497-6378
Space Environmental Laboratory.	325 Broadway, Boulder, CO 80303	Ernest Hildner	303-497-3311
Aeronomy Laboratory	325 Broadway, Boulder, CO 80303	Daniel L. Albritton	303-497-5785
Environmental Technology Laboratory.	325 Broadway, Boulder, CO 80303	Steven F. Clifford	303-497-6291
Climate Monitoring and Diagnostics Laboratory.	325 Broadway, Boulder, CO 80303	E. Ferguson	303-497-6966
Air Resources Laboratories ...	1335 East-West Hwy., Silver Spring, MD 20910.	Bruce Hicks	301-713-0684
Atlantic Oceanographic and Meteorological Laboratories.	4301 Rickenbacher Causeway, Virginia Key, Miami, FL 33149.	Hugo F. Bezdek	305-361-4300

Field Organization—National Oceanic and Atmospheric Administration—Continued

Organization	Address	Director	Telephone
Great Lakes Environmental Research Laboratory.	2205 Commonwealth Blvd., Ann Arbor, MI 48105-1593.	Alfred M. Beeton	313-741-2244
Pacific Marine Environmental Laboratory.	7600 Sand Point Way NE., Seattle, WA 98115-0070.	Eddie N. Bernard	206-526-6800
Geophysical Fluid Dynamics Laboratory.	P.O. Box 308, Princeton, NJ 08542	J.D. Mahlman	609-452-6502
National Severe Storms Laboratory.	1313 Halley Cir., Norman, OK 73069 ...	Robert A. Maddox	405-366-0427
ADMINISTRATIVE SUPPORT CENTERS			
Central Administrative Support Center.	601 E. 12th St., Kansas City, MO 64106-2897.	Martha R. Lumpkin	816-426-2050
Eastern Administrative Support Center.	200 World Trade Ctr., Suite 201, Norfolk, VA 23510-1624.	Gerald R. Lucas	804-441-6864
Mountain Administrative Support Center.	325 Broadway, Boulder, CO 80303-3328.	Helen M. Crown, <i>Acting</i>	303-497-6370
Western Administrative Support Center.	7600 Sand Point Way NE., Seattle, WA 98115-0070.	Kelly C. Sandy	206-526-6026
NOAA CORPS OPERATIONS CENTERS			
Atlantic Marine Center	439 W. York St., Norfolk, VA 23510-1114.	Rear Adm. Freddie Jefferies	804-441-6776
Commissioned Personnel Center.	1315 East-West Hwy., Silver Spring, MD 20910.	Capt. Theodore Wyzewski	301-713-3475
Pacific Marine Center	1801 Fairview Ave. E., Seattle, WA 98102-3767.	Rear Adm. John C. Albright	206-442-7656

For further information, contact the Office of Public Affairs, National Oceanic and Atmospheric Administration, Department of Commerce, Washington, DC 20230. Phone, 202-482-4190.

National Telecommunications and Information Administration

[For the National Telecommunications and Information Administration statement of organization, see the *Federal Register* of June 5, 1978, 43 FR 24348]

The National Telecommunications and Information Administration (NTIA) was established in 1978 pursuant to Reorganization Plan No. 1 of 1977 (5 U.S.C. app.) and Executive Order 12046 of March 27, 1978 (3 CFR, 1978 Comp., p. 158), by combining the Office of Telecommunications Policy, Executive Office of the President, and the Department of Commerce's Office of Telecommunications to form a new agency reporting to the Secretary of Commerce. NTIA's functions are detailed in the National Telecommunications and Information Administration Organization Act (47 U.S.C. 901 *et seq.*).

The Public Telecommunications Facilities Program (PTFP) was transferred to NTIA in 1979 from the Department of Health, Education, and Welfare pursuant

to the Public Telecommunications Financing Act of 1978 (47 U.S.C. 390 *et seq.*), to take advantage of NTIA's technical and policy expertise. Also, NTIA is administering the National Endowment for Children's Educational Television under title 47 United States Code, section 394.

NTIA's principal responsibilities and functions include:

- serving as the principal executive branch adviser to the President on telecommunications and information policy;
- developing and presenting U.S. plans and policies at international communications conferences and related meetings;
- prescribing policies for and managing Federal use of the radio frequency spectrum, in accordance with Executive Order 12046, issued under section 305 of the Communications Act of 1934, as amended (47 U.S.C. 305);

—serving as the principal Federal telecommunications research and engineering laboratory, through NTIA's Institute for Telecommunication Sciences (ITS), headquartered in Boulder, Colorado;

—providing grants through the Telecommunications and Information Infrastructure Assistance Program for planning and demonstration projects to promote the goals of the development and widespread availability of advanced telecommunications technologies, to enhance the delivery of social services and generally serve the public interest, to promote access to government information and increase civic participation, and to support the development of an advanced nationwide

telecommunications and information infrastructure;

—providing grants through the Public Telecommunications Facilities Program to extend delivery of public telecommunications services to U.S. citizens, to increase ownership and management by women and minorities, and to strengthen the capabilities of existing public broadcasting stations to provide telecommunications services; and

—providing grants through the National Endowment for Children's Educational Television to enhance the creation and production of educational television programming for children to develop fundamental intellectual skills.

For further information, contact the National Telecommunications and Information Administration, Department of Commerce, Washington, DC 20230. Phone, 202-482-1551.

Patent and Trademark Office

[For the Patent and Trademark Office statement of organization, see the *Federal Register* of Apr. 14, 1975, 40 FR 16707]

The patent system was established by Congress “. . . to promote the progress of . . . the useful arts. . .” under Article I, section 8, U.S. Constitution (title 35, United States Code: Patents). The registration of trademarks is based on the commerce clause of the U.S. Constitution (title 15 United States Code, chapter 22: Trademarks). The Patent and Trademark Office grants patents and registers trademarks to qualified applicants.

The Office examines applications for three kinds of patents: design patents (issued for 14 years), plant patents, and utility patents (issued for 17 years). Also, the Office issues Statutory Invention Registrations, which have the defensive but not the enforceable attributes of a patent. It also processes international applications for patents under the provisions of the Patent Cooperation Treaty, including, as of July 1, 1986, the examination provisions of chapter II of the Treaty.

About 107,000 patents were issued for fiscal year 1993 that provide inventors with exclusive rights to the results of their creative efforts. Patents and trademarks may be reviewed and searched in the Office and in over 78 patent and trademark depository libraries around the country. The patent system fosters innovation, investment in developing and marketing inventions, and prompt disclosure of technological information.

About 86,122 trademarks were registered for fiscal year 1993, and 6,182 trademark registrations were renewed. A trademark includes any distinctive word, name, symbol, device, or any combination thereof adopted and used, or intended to be used, by a manufacturer or merchant to identify his goods or services and distinguish them from those manufactured or sold by others. Trademarks, registered for 10 years, with renewal rights of equal term, are examined by the Office for compliance with various statutory requirements to prevent unfair competition and consumer deception.

In addition to the examination of patent and trademark applications, issuance of patents, and registration of trademarks, the Patent and Trademark Office:

- sells printed copies of issued patents and trademark registrations;
- records and indexes documents transferring ownership;
- maintains a scientific library and search files containing over 30 million documents, including U.S. and foreign patents and U.S. trademarks;
- provides search rooms for the public to research their applications;

—hears and decides appeals from prospective inventors and trademark applicants;

- participates in legal proceedings involving the issue of patents or registration of trademarks;
- advocates strengthening intellectual property protection worldwide;
- compiles the *Official Gazettes*, a weekly notice of patents issued and trademarks registered by the Office, including other information; and
- maintains a roster of patent agents and attorneys qualified and recognized to practice before the Office.

For further information, contact the Office of Public Affairs, Patent and Trademark Office, Washington, DC 20231. Phone, 703-305-8341. The Office's operations are located at 2121 Crystal Drive, Arlington, VA 22202.

Technology Administration

The Technology Administration was established by Congress in 1988 (15 U.S.C. 3704) and consists of the Office of Technology Policy (OTP), the National Institute of Standards and Technology (NIST), and the National Technical Information Service (NTIS). The Technology Administration is headed by the Under Secretary for Technology who serves as a principal advisor to the Secretary of Commerce and as the Department's spokesperson for science and technology issues.

The Technology Administration serves as the premier technology agency working with U.S. industry in addressing competitiveness, and in exercising leadership both within the Department of Commerce and governmentwide. It discharges this role through OTP by advocating coherent policies for maximizing the impact of technology on economic growth, through NIST by carrying out technology programs with U.S. industry, and through NTIS by disseminating technology information.

For further information, call 202-482-1575.

Office of Technology Policy

The primary role of the Office of Technology Policy is to offer assistance

to private sector and government communities in advocating and pursuing policies that maximize the impact of technology on economic growth, and by exercising leadership to define the role of government in supporting U.S. industrial competitiveness in the post-cold war environment. OTP serves as a liaison to the private sector to identify barriers to the rapid commercialization of technology, elicits support for Administration civilian technology policies, and ensures that industry's interests are reflected in standards and technology agreements and civilian technology policy. OTP also assists Federal, State, and local officials, industry, and academic institutions in promoting the technological growth and competitiveness of the U.S. economy.

For further information, call 202-482-5687.

National Institute of Standards and Technology

The National Institute of Standards and Technology (NIST) assists industry in developing technology to improve product quality; modernizes manufacturing processes; ensures product reliability; and facilitates rapid

commercialization of products based on new scientific discoveries.

NIST's primary mission is to promote U.S. economic growth by working with industry to develop and apply technology, measurements, and standards. It carries out this mission through four major programs:

- an Advanced Technology Program (ATP) that provides cost-shared awards to industry to develop high-risk technologies that can enable significant commercial advances;

- a grassroots Manufacturing Extension Partnership (MEP) that helps small and medium-sized companies to access regional and national sources of information, knowledge, and insight into the use of modern manufacturing and production technologies;

- a strong laboratory effort planned and implemented in cooperation with industry that focuses on infrastructural technologies such as measurements, standards, evaluated data, and test methods. Research is mainly performed in the areas of: electronics and electrical engineering, manufacturing engineering, chemical science and technology, physics, materials science and engineering, building and fire research, computer systems, and computing and applied mathematics; and

- a quality improvement program that is associated with the Malcolm Baldrige National Quality Award. The award recognizes quality achievements in the areas of manufacturing, service, and small business.

For further information, call 301-975-3058.

National Technical Information Service

The National Technical Information Service (NTIS) is the Nation's largest central clearinghouse and Governmentwide resource for scientific, technical, engineering, and other business-related information. NTIS acquires its information from U.S. government agencies and their contractors and grantees, as well as from foreign, primarily governmental, sources. NTIS is a self-supporting Federal agency

within the Technology Administration of the Department of Commerce.

NTIS' collection of information, exceeding 2.5 million works, covers current events, business and management studies, research and development, manufacturing, standards, translations of foreign works, foreign and domestic trade, general statistics, and more. Since the implementation of the American Technology Preeminence Act (ATPA), NTIS is able to offer an even more diverse and practical range of information. ATPA requires all Federal agencies to transfer, in a timely manner, unclassified scientific, technical, and engineering information resulting from federally funded research and development activities to NTIS. NTIS' multimedia products range from paper copy technical reports and periodicals to CD-ROM's, audiovisual products, computer software and electronic databases, and on-line services. FedWorld® NTIS' electronic marketplace provides public access to thousands of government documents; connects to several hundred Federal on-line systems; and offers instant electronic delivery of selected products from NTIS. FedWorld® provides both dial-up and Internet access to information from numerous Government agencies and programs, at no charge to the public.

The *NTIS Preview Database* on FedWorld® contains titles entered into the NTIS collection within the last 30 days (approximately 7,000 new products each month). The database is a 30-day rolling window of citations updated semimonthly. Half of the citations are removed midmonth, and newer citations are added.

To connect to FedWorld®, set modem parity to none, data bits to 8, and stop bit to 1. Set terminal emulation to ANSI. Set duplex to full. Then set your communications software to dial FedWorld® at 703-321-FEDW. By Internet, telnet to fedworld.gov or file transfer protocol to [ftp.fedworld.gov](ftp://fedworld.gov). For World Wide Web services, point your Web browser to open the URL <http://www.fedworld.gov>. For more information or technical assistance,

please call the FedWorld® help desk at 703-487-4608.

NTIS Database The *NTIS Bibliographic Database* is available on CD-ROM or on line through commercial vendors listed in the free *NTIS Products and Services Catalog* (PR-827NEB). The database is also available to research and development organizations and agencies on direct lease. For more information, call 703-487-4929.

Subject Area Selections NTIS has a large collection of information on the environment—including handbooks and guides, regulations and updates, economic studies, and applied technology. NTIS is the exclusive distributor of Superfund documents. For the free catalog *Environment Highlights*, ask for PR-868NEB.

NTIS distributes health care materials such as the National Library of Medicine's *Grateful Med* and *MeSH* search tools, as well as an extensive range of other technical reports in the health field. Request your free catalog on health-related products, *Health Care Highlights* (PR-745NEB).

Business Highlights catalog (PR-985NEB) provides product listings for data necessary for decisionmaking in today's business market. As part of its expansion in the business subject area, NTIS is rapidly increasing its collection of overseas business information.

NTIS Alerts are published twice each month and contain summaries of the latest Government-sponsored projects and their findings and are available in more than 30 broad subject areas. NTIS also prints customized *Alerts* from over 150 available subtopics to suit recipients' needs. For a free catalog, call 703-487-4650 and request PR-797NEB.

Published Searches are exclusively prepared bibliographies containing 50-250 of the latest abstracts of research reports and studies available from a preselected individual database. With each order, a completely new and updated bibliography is produced. For more information on *Published Searches*, call 703-487-4650 and request PR-186NEB.

Government Reports Announcements & Index Journal announces

approximately 80,000 research and development and engineering results annually. Its comprehensive coverage provides thousands of entries within each issue making it a valuable, multidisciplinary current awareness resource. This item is available by subscription and is published twice a month. Call 703-487-4630 to receive answers to your inquiries on this product.

Technology Transfer NTIS provides technology transfer services such as patent licensing and publishes the *Directory of Federal Laboratory and Technology Resources*. This valuable directory guides you to hundreds of Federal agencies, laboratories, and engineering centers willing to share their expertise to aid in your research. Request flyer PR-746NEB for more details on this product.

NTIS also produces the *Federal Research in Progress (FEDRIP) Database* that summarizes more than 150,000 ongoing U.S. government research and development and engineering project summaries. FEDRIP is available for lease by calling 703-487-4929; it is also available online through commercial vendors. For a free search guide, call the NTIS Sales Desk at 703-487-4650 and request PR-847NEB.

Global Competitive Intelligence As part of its expansion in the business subject area, NTIS is rapidly increasing its collection of information from international sources. The new *Foreign Technology Update*, a twice-monthly publication, tracks scientific and technical developments from around the world. To receive information on this subscription product, please call 703-487-4630. A publication such as the *International Trade Administration Bibliography* (PB93-218360NEB), with more than 1,000 competitive intelligence-related reports and studies, is also available. Call the NTIS Sales Desk at 703-487-4650 for price quotes and more information.

NTIS makes available the Japanese Online Information System (JOIS) through an agreement with the Japan Center of Science and Technology. To receive information on searching JOIS,

call 703-487-4819. To help you keep up with technical information from Japan, NTIS, in conjunction with the Department's Japan Technology Program, has updated popular Japanese directories: request PR-825NEB for more information.

Continuous Acquisition and Life-Cycle Support Information Center NTIS operates the Continuous Acquisition and Life-Cycle Support (CALs) Information Center with support of the Office of the Secretary of Defense to promote the widespread understanding, acceptance, and use of CALs principles through an effective flow of CALs-related technical information. The Center provides a public source of CALs, Electronic Commerce, Electronic Data Interchange, and related information including standards and specifications, technical reports, training materials, computer datafiles, and the CALs Electronic Bulletin Board system (available on FedWorld®). To receive the free brochure *CALs Information Services from NTIS*, request PR-898NEB.

Federal Computer Products Center NTIS provides computer software and datafiles on tape, diskette, and CD-ROM, as well as video tapes. Call the NTIS Sales Desk at 703-487-4650; or fax your requests to 703-321-8547 to receive free product information on the *Directory of U.S. Government Software for Mainframes and Microcomputers* (PR-261NEB) and the *Directory of U.S. Government Datafiles* (PR-629NEB).

National Audiovisual Center The National Audiovisual Center (NAC) consolidates most of the U.S. Government's activity in the duplication and distribution of audio, visual, and multimedia products. The collection contains more than 9,000 Government-produced audiovisual products in a wide range of formats. The range of subject areas includes foreign language training, occupational safety and health, law enforcement training, fire service training, history, science, medical training, business and economics, agriculture, and natural resources. For the free *Media Resource Catalog* that lists NAC's most popular titles, call the NTIS Sales Desk at 703-487-4650 and ask for PR-1001NEB.

Joint Ventures NTIS works with private industry to build strategic alliances.

These include the use of contracts or cooperative agreements with the private sector, individuals, or other organizations. The objective is to create new information products for U.S.

Government-produced data and software. NTIS is seeking partnerships to open new channels of sales and distribution. Call 703-487-4785 for more information about joint ventures.

Free NTIS Catalogs To obtain copies of the catalogs or brochures listed above, or to receive a free copy of the *NTIS Catalog of Products and Services* (PR-827NEB), call the NTIS Sales Desk at 703-487-4650, or send your request by fax to 703-321-8547.

United States Travel and Tourism Administration

[For the United States Travel and Tourism Administration statement of organization, see the *Federal Register* of June 25, 1982, 47 FR 27594]

The United States Travel and Tourism Administration was established by the National Tourism Policy Act of 1981, as amended (22 U.S.C. 2121 note).

The Administration is headed by the Under Secretary of Commerce for Travel and Tourism who advises the Secretary of Commerce on the formulation and execution of policy affecting the

American tourism industry and its contribution to the Nation's economic development and international trade objectives. The Administration also maintains trade development, trade policy, and statistical research programs designed to increase the American travel industry's awareness of the export market, facilitate the entry of medium- and small-sized American travel companies into the market, and

eliminate barriers to market entry for those companies.

The Administration maintains eight regional offices located in Frankfurt,

London, Mexico City, Milan, Paris, Sydney, Tokyo, and Toronto; and an office servicing five South American markets located in Miami.

For further information, contact the United States Travel and Tourism Administration, Department of Commerce, Washington, DC 20230. Phone, 202-482-3811.

Sources of Information

Age and Citizenship Age search and citizenship information is available from the Personal Census Search Unit, Data Preparation Division, P.O. Box 1545, Jeffersonville, IN 47131. Phone, 812-285-5314.

Consumer Affairs Information is available to businesses and consumers regarding good business practices and complaint handling. Fact sheets on complaint handling are available in English and Spanish. Consumer bulletins describe consumer-related programs in the Commerce Department as well as in the Office's customer service plan. Write to the Office of Consumer Affairs, U.S. Department of Commerce, Washington, DC 20230. Phone, 202-482-5001; fax, 202-482-6007; and fax on demand, 202-501-1191.

Office of Economic Conversion Information The Office of Economic Conversion Information (OECI) is a clearinghouse for communities, businesses, and workers seeking to obtain information regarding defense adjustment and economic development. The OECI database contains descriptions and contact numbers of Federal, State, and local programs; guides and models for economic development; and many other related items.

OECI information can be accessed in six different ways: via phone, mail, Internet, electronic bulletin board, flash fax, and through CD-ROM at Federal depository libraries. For more information, write to: Office of Economic Conversion Information, Economic Development Administration, Department of Commerce, Washington, DC 20230. Phone, 1-800-345-1222; Internet address: ecix.doc.gov; electronic bulletin board, 1-800-352-2949.

Environment The National Oceanic and Atmospheric Administration monitors the conditions in the ocean, atmosphere, and Earth-Sun environment; prepares and issues weather warnings and forecasts; provides Federal leadership in managing the living resources of the sea and the Nation's coastal zone; ensures that marine mammals and endangered marine species are protected under the law; and provides worldwide environmental data and information products and services in the atmospheric, marine, solid earth, and solar terrestrial sciences. It also conducts research aimed at remote sensing of the physical environment and provides a variety of environmental quality control services, including those for urban airborne pollution control, estuarine water movement, and water resources management. Write to the Office of Public and Constituent Affairs, National Oceanic and Atmospheric Administration, Washington, DC 20230. Phone, 202-482-6090.

The Patent and Trademark Office has priority programs for the processing of applications for patents that could aid in materially enhancing the environment. Write to the Assistant Secretary and Commissioner of Patents and Trademarks, Office of Special Program Examination, Washington, DC 20231. Phone, 703-305-9282.

Field Employment

National Oceanic and Atmospheric Administration The Department of Commerce has field employment offices at the Western Administrative Support Center, Bin C15700, 7600 Sand Point Way NE., Seattle, WA 98115 (phone, 206-526-6053); the Mountain

Administrative Support Center, 325 Broadway, Boulder, CO 80303 (phone, 303-497-6305); the Central Administrative Support Center, 601 East Twelfth Street, Kansas City, MO 64106 (phone, 816-426-2056); and the Eastern Administrative Support Center, 200 World Trade Center, Norfolk, VA 23510-1624. Phone, 804-441-6516.

Office of Public Affairs

Publications The titles of selected publications are printed below with the operating units responsible for their issuance. These and other publications dealing with a wide range of business, economic, environmental, scientific, and technical matters are announced in the weekly *Business Service Checklist*, which may be purchased from the Superintendent of Documents, Government Printing Office, Washington, DC 20402. Phone, 202-783-3238.

The Secretary's *Annual Report to Congress and Serving the Nation*, two publications which describe the missions, functions, and accomplishments of Commerce agencies and offices, are available by writing the Department of Commerce, Office of Public Affairs, Pennsylvania Avenue and 14th Street NW., Room 5610, Washington, DC, or by calling 202-219-3605 for the *Annual Report* and 202-482-4901 for *Serving the Nation*.

Further information on Commerce publications is available at any of the Department's International Trade Administration district offices.

Lists of Other Documents Individuals with access to fax machines can dial 202-501-1191 (*Flash Facts*) to obtain lists of other publication contacts, Secretarial speeches and biographies, press releases, audiovisuals, Commerce bureau public affairs contacts, and Department programs by subject.

Bureau of the Census *Census Catalog and Guide*; *Statistical Abstract of the U.S.*; *Historical Statistics of the United States, Colonial Times to 1970*; *County and City Data Book, 1988*; and *State and Metropolitan Area Data Book, 1991*.

Available from the Government Printing Office.

Bureau of Economic Analysis Publications available from the Government Printing Office include the following: *Survey of Current Business*; *National Income and Product Accounts of the United States, 1929-88*; *Benchmark Input-Output Accounts of the United States, 1987*; *Local Area Personal Income, 1969-92*; and *Foreign Direct Investment in the United States: Establishment Data for Manufacturing, 1991*. Online access is available through the Commerce Department's Economic Bulletin Board and via Internet. For information, call STAT-USA on 202-482-1986. Additional information on BEA's programs, products, and services is found in the *User's Guide to BEA Information*. For a copy, write to BEA's Public Information Office, BE-53, Bureau of Economic Analysis, Department of Commerce, Washington, DC 20230; or call 202-606-9900.

International Trade Administration *Business America* (published biweekly). Available from the Government Printing Office and at ITA District Offices.

Minority Business Development Agency *Minority Business Today*, *Federal Resource Guide*, *BDC Directory*, *MBDA Annual Business Assistance Report (ABAR)*, and *Federal Agency Performance for Minority Business Development*. Available from MBDA, Communications Division, Department of Commerce, Washington, DC 20230. Phone, 202-482-1936.

National Institute of Standards and Technology *Journal of Research*; *Publications of the National Institute of Standards and Technology*; *Handbook of Mathematical Functions*; *Experimental Statistics*; *International System of Units (SI)*; *Standard Reference Materials Catalog*; *Specifications, Tolerances, and Other Technical Requirements for Weighing and Measuring Devices Handbook*; and *Uniform Laws and Regulations Handbook*. Available from the Government Printing Office.

National Technical Information Service Customer assistance telephone numbers: NTIS Sales Desk, 703-487-4650;

Research services for product identification, 703-487-4780; Subscription Section, 703-487-4630; technical support for computer products, 703-487-4763; and Customer services (for help in tracing an order), 703-487-4660. Orders for NTIS products may be sent by fax to 703-321-8547 or through the Internet address: orders@ntis.fedworld.gov.

An information center and bookstore is located at NTIS headquarters, 5285 Port Royal Road, Springfield, VA 22161. The bookstore is open to the public for walk-in service from 8:30 a.m.-5:00 p.m., eastern time, Monday through Friday.

The NTIS Fax Direct Central Information Service can be reached by dialing 703-487-4142. This fax-on-demand service provides an information center for current NTIS information available by fax. Using this service, guides and descriptions of other NTIS fax information services may be sent to the fax machine of your choice. Current NTIS Fax Direct services include a title list of the most popular titles in various subject categories and NTIS product information.

To connect to the FedWorld® On-Line Information Network: Set modem parity to none, data bits to 8, and stop bit to 1. Set terminal emulation to ANSI. Set duplex to full. Then set your communications software to dial FedWorld® at 703-321-FEDW. By Internet, telnet to fedworld.gov or file transfer protocol to [ftp.fedworld.gov](ftp://fedworld.gov). For World Wide Web services, point your Web browser to open URL <http://www.fedworld.gov>. For more information or technical assistance, please call the FedWorld® help desk at 703-487-4608.

National Oceanic and Atmospheric Administration *Floods, Flash Floods and Warnings and Tornado Safety*. Available from the Government Printing Office. Also available from NOAA's Office of Public and Constituent Affairs are technical memoranda, technical reports, and monographs, nautical and aeronautical charts, coastal zone maps, magnetic tape, and a wide variety of raw and processed environmental data.

Phone, 202-482-6090. Schools should contact the Office of Public and Constituent Affairs, 14th Street and Constitution Avenue NW., Washington, DC 20230.

National Telecommunications and Information Administration Several hundred Technical Reports, Technical Memoranda, Special Publications, Contractor Reports, and other information products have been published by NTIA or its predecessor agency since 1970. The publications are available from the National Telecommunications and Information Administration, Department of Commerce, Washington, DC 20230 (phone, 202-482-1551); or the National Telecommunications and Information Administration, Institute for Telecommunication Sciences, Department of Commerce, Boulder, CO 80302 (phone, 303-497-3572). Electronic information can be obtained from the NTIA General Bulletin Board (phone, 202-482-1199); or the Information Infrastructure Task Force Bulletin Board (phone, 202-501-1920). Office of Acquisition Management Acquisition Management has available an Electronic Bulletin Board System (BBS) for providing miscellaneous procurement information to the public. In order to access the OCS/Procurement BBS, the following modem setting is recommended: 8 bits, no parity, 1 stop bit, up to 9600 baud for speed, full duplex, and ANSI terminal emulation. To connect the system, call 703-487-4166. After configuring your communications software for the settings above, dial into the BBS. When the connection is completed, enter your user ID or enter "NEW". If you do not have an account established on this system, type "NEW". You will then be prompted to answer several questions to establish an account and to select a password. This system uses your name as your user ID. When prompted for an address and telephone number, please use your business information. After completing this process, the system will assign an ID code. You will have access to all public areas on the BBS. You will receive a

message from the system operator that will contain the documentation for using this system as an attachment or the documentation can be read online through the Information Center. This is a menu-driven system and is easy to navigate. If you experience any technical problems using the BBS, please contact the Office of Computer Services, Department of Commerce, on 703-487-4790. If you have general questions concerning the system, please contact the Office of Acquisition Management, Department of Commerce, on 202-482-5755.
Patent and Trademark Office *General Information Concerning Patents, Basic*

Facts About Trademarks, Official Gazette of the United States Patent and Trademark Office, and Attorneys and Agents Registered to Practice Before the U.S. Patent and Trademark Office.

Available from the Government Printing Office.

Reading Rooms See address of specific operating unit.

Small Business and Minority Business Activities See statement on page 155.

Telephone Directory The Department of Commerce telephone directory is available for sale by the Superintendent of Documents, Government Printing Office, Washington, DC 20402. Phone, 202-783-3238.

For further information concerning the Department of Commerce, contact the Office of Public Affairs, Department of Commerce, Fourteenth Street between Constitution and Pennsylvania Avenues NW., Washington, DC 20230. Phone, 202-219-3605.