(1) Proposed findings and determinations;  
(2) Exceptions to the recommendations of the hearing officer; and  
(3) Supporting reasons for the exceptions or proposed findings or determinations; and  
(4) Final briefs summarizing the arguments presented at the hearing.  

(c) All determinations, findings and conclusions made by the responsible agency official shall be final and conclusive upon the responsible agency and all appellants.

§ 18.10 Rehearing.  
(a) Any appellant dissatisfied with a final agency decision under §18.9 may, within 30 days after the notice of the final agency decision is sent, request the responsible agency official to re-review the record, and present additional evidence which is appropriate and pertinent to support a different decision.  
(b) If the responsible agency official finds that the appellant has:  
(1) Presented evidence or argument which is sufficiently significant to require the conduct of further proceedings; or  
(2) Shown some defect in the conduct of the initial hearing sufficient to cause substantial unfairness or an erroneous finding in that hearing, the responsible agency official may require that another oral hearing be held on one or more of the issues in controversy, or permit the dissatisfied party to present further evidence or argument in writing.  
(c) Any rehearing ordered by the responsible agency official shall be conducted pursuant to §§18.5–18.8.

PART 19—USE OF PENALTY MAIL IN THE LOCATION AND RECOVERY OF MISSING CHILDREN

Sec. 19.1 Purpose.  
19.2 Contact person for Missing Children Penalty Mail Program.  
19.3 Policy.  
19.4 Cost and percentage estimates.  
19.5 Report to the Office of Juvenile Justice and Delinquency Prevention.  
19.6 Responsibility of DOJ organizational units for program implementation and implementation procedures.  


SOURCE: Order No. 1239–87, 52 FR 45174, Nov. 25, 1987, unless otherwise noted.

§ 19.1 Purpose.  
This regulation, providing for a Missing Children Penalty Mail Program in the Department of Justice (DOJ), is intended to comply with the regulation requirement set forth in section 1(a) of Public Law 99–87, which adds a new section 3220 to title 39, U.S. Code. The regulation also implements the Office of Juvenile Justice and Delinquency Prevention (OJJDP) guideline (50 FR 46622) promulgated under the authority of 39 U.S.C. 3220(a)(1), and is intended to assist in the location and recovery of missing children through the use of DOJ penalty mail.

§ 19.2 Contact person for Missing Children Penalty Mail Program.  
The DOJ contact person for the Missing Children Penalty Mail Program is: Patricia Schellman, General Services Staff, Justice Management Division, U.S. Department of Justice, 10th and Constitution Ave., NW., Washington, DC 20530, telephone number (202) 633–2533.

§ 19.3 Policy.  
(a) The Department of Justice will supplement and expand the national effort to assist in the location and recovery of missing children by maximizing the economical use of missing children photographs and biographical information in domestic penalty mail directed to members of the public.  
(b) Because the use of inserts printed with missing children photographs and biographical information has been determined to be the most cost effective method for general application of the program, DOJ’s first priority will be to insert, manually and via automated inserting equipment, photographs and biographical data related to missing children in a variety of types of penalty mail envelopes. These include:  
(1) Standard letter-size envelopes (4½"×9½");  
(2) Document-size envelopes (9½"×12", 9½"×11½", 10"×13"); and  
(3) Other envelopes (misc. size).  
(c)(1) Maximum consideration will be given to the use of missing children materials with high volume printing