

represent the employee; or (d) the United States, when the agency determines that litigation is likely to affect the agency, is party to litigation or has an interest in such litigation, and the use of such records by the agency is deemed to be relevant and necessary to the litigation or administrative proceeding and not otherwise privileged, and (5) information to a Congressional office in response to an inquiry made at the request of the individual to whom the record pertains.

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

STORAGE:

Maintained in file folders and on electronic media.

RETRIEVABILITY:

Retrieved by name of the individual contractor and contract number.

SAFEGUARDS:

Records are maintained in a secured vault with locked file cabinets with access limited to authorized personnel. Offices are locked during non-working hours with security provided on a 24-hour basis. Electronic media is password protected.

RETENTION AND DISPOSAL:

Records are periodically updated when a contract is modified. Contract records, including all biographical or other personal data, are retained for the contract period, with disposal after contract completion in accordance with the Federal Acquisition Regulation 4.805. Other records are retained for two years then are destroyed when no longer needed.

SYSTEM MANAGER(S) AND ADDRESS:

(1) Director, Office of Technical Assistance, Eastern Europe & Former Soviet Union, Department of the Treasury, 1730 K Street NW., suite 220, Washington, DC 20006.

(2) Director, Procurement Services Division, Departmental Offices, Department of the Treasury, room 3442, 1500 Pennsylvania Avenue NW., Washington, DC 20220

NOTIFICATION PROCEDURE:

Individuals wishing to be notified if they are named in this system of records, or to gain access or seek to contest its contents, may inquire in accordance with instructions appearing at 31 CFR part 1, subpart C, appendix A. Inquiries should be addressed to Assistant Director, Disclosure Services, Departmental Offices, Room 1054-MT, 1500 Pennsylvania Avenue NW., Washington, DC 20220.

RECORD ACCESS PROCEDURES:

See "Notification procedure" above.

CONTESTING RECORD PROCEDURES:

See "Notification procedure" above.

RECORD SOURCE CATEGORIES:

Information is provided by the candidate, individual Personal Services Contractor, and Treasury employees.

EXEMPTIONS CLAIMED FOR THE SYSTEM:

None.

[FR Doc. 95-652 Filed 1-10-95; 8:45 am]

BILLING CODE 4810-25-M

Bureau of Engraving and Printing

Privacy Act of 1974; System of Records

AGENCY: Bureau of Engraving and Printing, Treasury.

ACTION: Notice of alteration and Privacy Act Systems of Records.

SUMMARY: The Bureau of Engraving and Printing (BEP), gives notice of proposed alterations to the systems of records entitled Compensation Claims—Treasury/BEP .005, and Personnel Security Files and Indices—Treasury/BEP .044 which are subject to the Privacy Act of 1974. The systems notices were last published in their entirety in the **Federal Register**, Vol. 57, No. 75, Pages 14010 and 14019, April 17, 1992.

DATES: Comments must be received no later than February 10, 1995. The alteration to the system of records will be effective February 21, 1995, unless comments are received which result in a contrary determination.

ADDRESSES: Comments should be sent to Disclosure Officer, Bureau of Engraving and Printing, Room 321-A, Washington, DC 20228. Comments will be made available for inspection and copying.

FOR FURTHER INFORMATION CONTACT: Lawrence F. Zenker, Disclosure Officer, Bureau of Engraving and Printing, (202) 874-2687 or James M. Braun, FOIA Coordinator, (202) 874-2058.

SUPPLEMENTARY INFORMATION: The purpose of these alterations is to bring the existing Privacy Act notices into compliance with the requirements of the Privacy Act. Both alterations reflect changes in each system's location from one to two locations; correspondingly, the subject system managers have also changed. In addition, both record systems now store data on an automated data base. Finally, the retention and disposition period and the record source category for the Compensation Claims System have been changed.

The specific changes to these record systems are set forth below:

Treasury/BEP .005

SYSTEM NAME:

Compensation Claims—Treasury/BEP.

SYSTEM LOCATION:

Compensation Staff, Safety and Health Policy Division, Office of Safety and Health Management, Bureau of Engraving and Printing, 14th and C Streets, SW, Washington, DC 20228.

Safety and Occupational Health Staff, Room A117, Bureau of Engraving and Printing, Western Currency Facility, 9000 Blue Mound Road, Fort Worth, Texas 76131.

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STORAGE:

File folders, magnetic media and computer disks.

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SAFEGUARDS:

Locked file cabinets, locked computers, passwords. Back-up discs locked in file cabinets. Access is limited to Compensation Claims Staff and Safety Managers.

RETENTION AND DISPOSAL:

Records are retained for three years after last entry, then destroyed.

SYSTEM MANAGER(S) AND ADDRESS:

Manager, Safety and Health Policy Division, Office of Safety and Health Management, Bureau of Engraving and Printing, 14th and C Streets SW., Washington, DC 20228.

Manager, Safety and Occupational Health Staff, Bureau of Engraving and Printing, Western Currency Facility, Fort Worth, Texas 76131.

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RECORD SOURCE CATEGORIES:

Occupational Health Unit Daily Report, medical providers, employee's supervisor's report, and information provided by the employee.

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Treasury/BEP .044

SYSTEM NAME:

Personnel Security Files and Indices—Treasury/BEP

SYSTEM LOCATION:

Employment Suitability Division, Office of Personnel, Bureau of Engraving and Printing, 14th and C Streets, SW, Washington, DC 20228.

Employment Suitability Branch, Human Resources Management Division, Room A119, Bureau of

Engraving and Printing, Western
Currency Facility, 9000 Blue Mound
Road, Fort Worth, Texas 76131.

* * * * *

STORAGE:

File folders, 3" x 5" index cards,
microfiche and computer records
maintained in an automated database.

RETRIEVABILITY:

Alphabetically by name and by social
security number.

SAFEGUARDS:

Access is limited to Office of
Personnel and Human Resources
Management Division staffs and records
are maintained in locked file cabinets
and secured data bases.

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SYSTEM MANAGER(S) AND ADDRESS:

Chief, Office of Personnel, Bureau of
Engraving and Printing, 14th and C
Streets SW., Washington, DC 20228.

Manager, Human Resources
Management Division, Bureau of
Engraving and Printing, Western
Currency Facility, 9000 Blue Mound
Road, Fort Worth, Texas 76131

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Dated: January 3, 1995.

Alex Rodriguez,

Deputy Assistant Secretary (Administration).
[FR Doc. 95-649 Filed 1-10-95, 8:45 am]

BILLING CODE 4840-01-M

Departmental Offices

**Debt Management Advisory
Committee; Meeting**

Notice is hereby given, pursuant to 5
U.S.C. App. section 10(a)(2), that a
meeting will be held at the U.S.
Treasury Department, 15th and
Pennsylvania Avenue, N.W.,
Washington, D.C., on January 31 and
February 1, 1995, of the following debt
management advisory committee:

Public Securities Association
Treasury Borrowing Advisory Committee

The agenda for the meeting provides
for a technical background briefing by
Treasury staff on January 31, followed
by a charge by the Secretary of the
Treasury or his designate that the
committee discuss particular issues, and
a working session. On February 1, the
committee will present a written report
of its recommendations.

The background briefing by Treasury
staff will be held at 11:30 a.m. Eastern
time on January 31 and will be open to
the public. The remaining sessions on
January 31 and the committee's
reporting session on February 1 will be

closed to the public, pursuant to 5
U.S.C. App. section 10(d).

This notice shall constitute my
determination, pursuant to the authority
placed in heads of departments by 5
U.S.C. App. section 10(d) and vested in
me by Treasury Department Order No.
101-05, that the closed portions of the
meeting are concerned with information
that is exempt from disclosure under 5
U.S.C. 552b(c)(9)(A). The public interest
requires that such meetings be closed to
the public because the Treasury
Department requires frank and full
advice from representatives of the
financial community prior to making its
final decision on major financing
operations. Historically, this advice has
been offered by debt management
advisory committees established by the
several major segments of the financial
community. When so utilized, such a
committee is recognized to be an
advisory committee under 5 U.S.C. App.
section 3.

Although the Treasury's final
announcement of financing plans may
not reflect the recommendations
provided in reports of the advisory
committee, premature disclosure of the
committee's deliberations and reports
would be likely to lead to significant
financial speculation in the securities
market. Thus, these meetings fall within
the exemption covered by 5 U.S.C.
552b(c)(9)(A).

The Office of the Under Secretary for
Domestic Finance is responsible for
maintaining records of debt
management advisory committee
meetings and for providing annual
reports setting forth a summary of
committees activities and such other
matters as may be informative to the
public consistent with the policy of 5
U.S.C. 552b.

Dated: January 4, 1995

Frank N. Newman,

(Acting) Secretary of the Treasury.

[FR Doc. 95-618 Filed 1-10-95; 8:45 am]

BILLING CODE 4810-25-M

Financial Management Service

**Privacy Act of 1974, New System of
Records**

AGENCY: Financial Management Service,
Treasury.

ACTION: Notice of proposed system of
records.

SUMMARY: This notice sets forth a system
of records, the Debt Collection
Operations System. The purpose of this
system is to maintain a record of
individuals and entities that are
indebted to various Federal Government

departments and agencies and whose
accounts are being serviced for
collection by the Financial Management
Service (FMS), in accordance with
written agreements reached between the
relevant agency ("client") and FMS. The
records ensure that: Appropriate
collection action on debtors' accounts is
taken and properly tracked; monies
collected are credited; and accounts are
returned to the appropriate agency at
the time the account is collected or
closed.

DATES: Comments must be received no
later than February 10, 1995. The
proposed system of records will be
effective February 21, 1995, unless FMS
receives comments which would result
in a contrary determination.

ADDRESSES: Comments must be
submitted to the Debt Collection
Operations Staff, Financial Management
Service, 401 14th Street SW., room 415
B, Washington, DC 20227. Comments
received will be available for inspection
at the same address between the hours
of 9 a.m. and 4 p.m. Monday through
Friday.

FOR FURTHER INFORMATION CONTACT:
Kathleen Downs or Marty Mills, Debt
Collection Operations Staff, (202) 874-
6670.

SUPPLEMENTARY INFORMATION: The Debt
Collection Operations System is
established to collect and store
information on individuals and entities
indebted to various Federal Government
departments and agencies which have
contracted with the Financial
Management Service (FMS) for the
servicing or collection of such
indebtedness.

The Financial Management Service
has been designated by the Office of
Management and Budget as lead agency
in credit management and debt
collection. In this capacity, FMS works
with other Federal departments and
agencies to implement sound and
effective credit management/debt
collection policies, procedures, and
standards; develops and disseminates
procedures and standards; provides
training to agency personnel on credit-
related subjects; and maintains and
enhances such debt collection tools as
Federal employee salary offset, tax
refund offset, and the use of private
collection agencies. In furtherance of the
goal to improve governmentwide credit
management/debt collection, FMS has
developed the capability to service and
collect the debts of other agencies in
accordance with the requirements of the
Federal Claims Collection Act of 1966,
the Debt Collection Act of 1982, as
amended, and the Deficit Reduction Act
of 1984, as amended.