

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.

\* \* \* \* \*

**STORAGE:**

File folders, magnetic media and computer disks.

\* \* \* \* \*

**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.

\* \* \* \* \*

**RECORD SOURCE CATEGORIES:**

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

\* \* \* \* \*

**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.

\* \* \* \* \*

**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

\* \* \* \* \*

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.