

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

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**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.

FMS' capability to service and collect debts includes the development of a system which will enable FMS to track, account by account, information identifying individual debtors, payments due and made and actions taken to enforce collection on delinquent accounts. Given the nature of the information that will be maintained and its proposed use, the Privacy Act of 1974, as amended, 5 U.S.C. 552a, requires FMS to give general notice and seek public comments.

Dated: January 3, 1995.

**Alex Rodriguez,**

*Deputy Assistant Secretary (Administration).*

**Treasury/FMS .014**

**SYSTEM NAME:**

Debt Collection Operations System

**SYSTEM LOCATION:**

The Debt Collection Operations Staff, Financial Management Service, U.S. Department of the Treasury, 401 14th Street, SW., Washington, DC 20227.

**CATEGORIES OF INDIVIDUALS COVERED BY THE SYSTEM:**

Records are maintained on individuals and entities that are financially indebted to the U.S. Government through one or more of its departments and agencies and are the result of participation in a Federal direct or guaranteed loan program, the assessment of a fine, fee, or penalty, an overpayment or advance, or other extensions of credit such as would result from sales of goods or services.

**CATEGORIES OF RECORDS IN THE SYSTEM:**

Information varies, depending on the individual debtor, the type of indebtedness and the agency to which monies are owed. The system of records contains information pertaining to: (1) Individuals and commercial organizations, such as name, Taxpayer Identification Number (i.e., Social Security Number or Employer Identification Number), work and home addresses, and work and home phone numbers; (2) the indebtedness, such as the original amount of the debt, the date the debt originated, the amount of the delinquency/default, the date of delinquency/default, basis of the debt, amounts accrued for interest, penalties, and administrative costs, and payments on the account; (3) actions taken to enforce recovery of the debt, such as copies of demand letters/invoices, and documents required for the referral of accounts to collection agencies, or for litigation; and (4) referring or client agency, such as name, phone number, and address of the agency contact.

**AUTHORITY FOR MAINTENANCE OF THE SYSTEM:**

Federal Claims Collection Act of 1966 (Pub. L. 89-508), as amended by the Debt Collection Act of 1982 (Pub. L. 97-365, as amended), and the Deficit Reduction Act of 1984 (Pub. L. 98-369, as amended); 31 U.S.C. 37, Subchapter I (General) and Subchapter II (Claims of the U.S. Government).

**PURPOSE:**

The purpose of this system is to maintain a record of individuals and entities that are indebted to the various Federal Government departments and agencies and whose accounts are being serviced or collected 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 client at the time the account is collected or closed.

**ROUTINE USES OF RECORDS MAINTAINED IN THE SYSTEM, INCLUDING CATEGORIES OF USERS AND THE PURPOSES OF SUCH USES:**

These records and information in these records may be used to disclose information to:

1. Appropriate Federal, state, local or foreign agencies responsible for investigating or implementing a statute, rule, regulation, order or license;

2. A court, magistrate, or administrative tribunal in the course of presenting evidence, including disclosures to opposing counsel or witnesses in the course of civil discovery, litigation, or settlement negotiations in response to a court-ordered subpoena or in connection with criminal law proceedings;

3. A congressional office in response to an inquiry made at the request of the individual or entity to whom the record pertains;

4. The Internal Revenue Service for the purposes of: Effecting an administrative offset against the debtor's tax refund to recover a delinquent debt owed to the U.S. Government by the debtor; or, obtaining the mailing address of a taxpayer/debtor in order to locate the taxpayer/debtor to collect or compromise a Federal claim against the taxpayer/debtor in accordance with 31 U.S.C. 3711, 3717, and 3718 and 26 U.S.C. 6103(m)(2);

5. The Department of Justice for the purpose of litigating to enforce collection of a delinquent debt or to obtain the Department of Justice's concurrence in a decision to compromise, suspend, or terminate

collection action on a debt with a principal amount in excess of \$100,000 or such higher amount as the Attorney General may, from time to time, prescribe in accordance with 31 U.S.C. 3711(a).

6. The Department of Defense or the U.S. Postal Service or other Federal agency for the purpose of conducting an authorized computer matching program in compliance with the Privacy Act of 1974, as amended, so as to identify and locate individuals receiving Federal payments (including, but not limited to, salaries, wages, and benefits) for the purpose of requesting voluntary repayment or implementing Federal employee salary offset or administrative offset procedures;

7. The Department of Defense or the U.S. Postal Service or other Federal agency for the purpose of effecting an administrative offset against Federal payments certified to be paid to the debtor to recover a delinquent debt owed to the U.S. Government by the debtor; and

8. Any creditor Federal agency seeking assistance for the purpose of seeking voluntary repayment of a debt or implementing Federal employee salary offset or administrative offset in the collection of an unpaid financial obligation.

**DISCLOSURE TO CONSUMER REPORTING AGENCIES:**

Debt information concerning a Government claim against a debtor is also furnished in accordance with 5 U.S.C. 552a(b)(12) and section 3 of the Debt Collection Act of 1982, as amended (Pub. L. 97-365), to consumer reporting agencies, as defined by the Fair Credit Reporting Act, 15 U.S.C. 1681a(f), to encourage repayment of an overdue debt.

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

**STORAGE**

Records are maintained on magnetic disc, tape, and hard copy.

**RETRIEVABILITY:**

Records are retrieved by name or Taxpayer Identification Number (i.e., Social Security Number or Employer Identification Number).

**SAFEGUARDS:**

All officials accessing the system of records will do so on a need-to-know basis only, as authorized by the System Manager. Procedural and physical safeguards are utilized, such as accountability, receipt records, and specialized communications security.

The data system has an internal mechanism to restrict access to authorized officials. Hard-copy records are held in steel cabinets, with access limited by visual controls and/or lock system. During normal working hours, files are attended by responsible officials; files are locked up during non-working hours. The building is patrolled by uniformed security guards.

**RETENTION AND DISPOSAL:**

Hard-copy records are returned to the agency which had contracted for servicing or collection with FMS at the time an individual account is resolved through collection, compromise, or write-off/close out or at the agency's request. Summary information, such as results of collection action undertaken, for the purpose of producing management reports is retained for a period of five (5) years.

**SYSTEM MANAGER AND ADDRESS:**

System Manager, Debt Collection Operations Staff, Financial Management Service, 401 14th Street SW., Washington, DC 20027.

**NOTIFICATION PROCEDURE:**

Inquiries under the Privacy Act of 1974 shall be addressed to the Disclosure Officer, Financial Management Service, 401 14th Street, SW, Washington, DC 20227. All individuals making inquiries should provide with their request as much descriptive matter as is possible to identify the particular record desired. The System Manager will advise as to whether FMS maintains the record requested by the individual.

**RECORD ACCESS PROCEDURES:**

Individuals requesting information under the Privacy Act of 1974 concerning procedures for gaining access or contesting records should write to the Disclosure Officer. All

individuals are urged to examine the rules of the U.S. Department of the Treasury published in 31 CFR part 1, subpart C, appendix G, concerning requirements of this Department with respect to the Privacy Act of 1974.

**CONTESTING RECORD PROCEDURES:**

See "Record Access Procedures" above.

**RECORD SOURCE CATEGORIES:**

Information in this system of records is obtained from the individual or entity, creditor agencies, Federal employing agency, collection agencies, credit bureaus, and Federal, state and local agencies furnishing identifying information and/or address of debtor information.

**EXEMPTIONS CLAIMS FOR THE SYSTEM:**

None.

[FR Doc. 95-650 Filed 1-10-95; 8:45 am]

BILLING CODE 4810-35-M