

agency seeking to determine whether Federal and State funds are being utilized in accordance with funding agreements.

Financial Requirements

State grantees and subrecipients of VOCA victim assistance funds shall adhere to the financial and administrative provisions set forth in the OJP "Financial and Administrative Guide for Grants", M7100.1D (effective edition). The following describes the audit requirements for State grantees and subrecipients, the completion and submission of Financial Status Reports, and actions that result in termination of advanced funding.

A. Audit Responsibilities for State Grantees

Pursuant to OMB Circular A-128 (Audits of State or Local Governments), State grantees that receive \$100,000 or more in Federal financial assistance in any fiscal year must have a single audit for that year. State grantees receiving at least \$25,000, but less than \$100,000, in a fiscal year have the option of performing a single audit or an audit of the Federal program, as required by the applicable Federal laws and regulations. State and local governments receiving less than \$25,000 in any fiscal year are exempt from audit requirements.

B. Audit Responsibilities for Subrecipients

Pursuant to OMB Circular A-128 (Audits of State or Local Governments), local governments that receive \$100,000 or more in Federal financial assistance in any fiscal year shall have a single audit for that year. Local governments receiving at least \$25,000, but less than \$100,000, in a fiscal year have the option of performing a single audit or an audit of the Federal program, as required by the applicable Federal laws and regulations. Local governments receiving less than \$25,000 in any fiscal year are exempt from audit requirements.

Institutions of higher education and other nonprofit organizations that receive \$100,000 or more a year in Federal financial assistance shall have an audit made in accordance with OMB Circular A-133. Organizations and institutions that receive at least \$25,000, but less than \$100,000, in a fiscal year shall have an audit made in accordance with OMB Circular A-133 or an audit of the Federal program. Institutions and organizations receiving less than \$25,000 in any fiscal year are exempt from audit requirements.

C. Financial Status Report for State Grantees

Financial Status Reports are required from all State grantees. A Financial Status Report shall be submitted to the Office of the Comptroller for each calendar quarter in which the grant is active. This Report is due even though no obligations or expenditures were incurred. Financial Status Reports shall be submitted to the Office of the Comptroller, by the State grantee, within 45 days after the end of each subsequent calendar quarter. Calendar quarters end March 31, June 30, September 30, and December 31. A Final Financial Status Report is due 90 days after the end of the VOCA grant period, no later than December 31.

D. Termination of Advance Funding to State Grantees

If the State grantee receiving cash advances by Letter of Credit or by direct Treasury check demonstrates an unwillingness or inability to establish procedures that will minimize the time elapsing between cash advances and disbursement, OJP may terminate advance funding and require the State grantee to finance its operations with its own working capital. Payments to the State grantee will then be made by the direct Treasury check method, which reimburses the State grantee for actual cash disbursements.

E. Administrative Cost Provision Documentation

State grantees who choose to use a portion of their VOCA victim assistance grant for administrative costs must maintain a clear audit trail of all costs supported by administrative funds and be able to document the value of the State grantee's previous commitment to administering VOCA.

Monitoring

A. Office of the Comptroller

The Office of the Comptroller conducts periodic reviews of the financial policies, procedures, and records of VOCA grantees and subrecipients. Therefore, upon request, State grantees and subrecipients must give authorized representatives the right to access and examine all records, books, papers, case files, or documents related to the grant, the use of administrative funds, and all subawards.

B. Office for Victims of Crime

Beginning with the FY 1991 grant period, OVC implemented an on-site monitoring plan in which each State grantee is visited a minimum of once

every three years. While on site, OVC personnel will expect to review various documents and files such as (1) financial and program manuals and procedures governing the VOCA grant program; (2) financial records, reports, and audit reports for the State grantee and all VOCA subrecipients; (3) the State grantee's VOCA application kit, procedures, and guidelines for subawarding VOCA funds; and (4) all other State grantee and subrecipient records and files.

In addition, OVC will visit selected subrecipients and will review similar documents such as (1) financial records, reports, and audit reports; (2) policies and procedures governing the organization and the VOCA funds; (3) programmatic records of victims' services; and (4) timekeeping records and other supporting documentation for costs supported by VOCA funds.

Suspension and Termination of Funding

If, after notice and opportunity for a hearing, OVC finds that a State grantee has failed to comply substantially with VOCA, the M7100.1D, the Final Program Guidelines, or another implementing regulation or requirements, OVC may suspend or terminate funding to the State grantee and/or take other appropriate action. At such time, State grantees may request a hearing on the justification for the suspension and/or termination of VOCA funds. VOCA subrecipients, within the State, may not request a hearing at the Federal level. However, VOCA subrecipients who believe that the State grantee has violated a program and/or financial requirement are not precluded from bringing the alleged violation(s) to the attention of OVC.

Aileen Adams,

Director, Office for Victims of Crime, Office of Justice Programs.

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DEPARTMENT OF LABOR

Office of the Secretary

Agency Recordkeeping/Reporting Requirements Under Review by the Office of Management and Budget (OMB)

May 4, 1995.

The Department of Labor has submitted the following public information collection requests (ICRs) to the Office of Management and Budget (OMB) for review and clearance under the Paperwork Reduction Act (44 U.S.C.

Chapter 35) of 1980, as amended (Pub. L. 96-511). Copies may be obtained by calling the Department of Labor Departmental Clearance officer, Kenneth A. Mills ((202) 219-5095). Comments and questions about the ICRs listed below should be directed to Mr. Mills, Office of Information Resources Management Policy, U.S. Department of Labor, 200 Constitution Avenue NW., room N-1301, Washington, DC 20210. Comments should also be sent to the

Office of Information and Regulatory Affairs, Attn: OMB Desk Officer for (BLS/DM/ESA/ETA/OAW/MSHA/OSHA/PWBA/VETS), Office of Management and Budget, room 10325, Washington, DC 20503 (202) 395-7316. Individuals who use a telecommunications device for the deaf (TTY/TDD) may call (202) 219-4720 between 1:00 p.m. and 4:00 p.m. Eastern time, Monday through Friday.
Type of Review: New.

Agency: Employment and Training Administration.
Title: Short-Time Compensation Survey of States and Employers.
OMB Number: None.
Frequency: One-time.
Affected Public: Business or other for-profit; State, Local or Tribal Government.

Survey	Re-spond-ents	Average time per respondent	Total
Employer STC Users	500	40 minutes	334
Employer STC Non-users	250	20 minutes	83
States with STC	18	120 minutes	36
States without STC	35	45 minutes	26
Total burden hours:	479		

Description: Information is needed on attitudes and uses of short-time compensation (STC) programs by States and employers. This information will be analyzed as part of an evaluation of the STC program.

Theresa M. O'Malley,
Acting Departmental Clearance Officer.
 [FR Doc. 95-11463 Filed 5-9-95; 8:45 am]
 BILLING CODE 4510-30-M

Privacy Act of 1974; Publication of a New System of Records; Amendment of an Existing System

AGENCY: Office of the Secretary, Labor.
ACTION: Notice of a New Systems of Records; amendment of an existing system of records.

SUMMARY: The Privacy Act of 1974 requires that each agency publish notice of all of the systems of records that it maintains. This document adds a new system of records to this Department's current systems of records. With the addition of this new system of records, the Department will be maintaining 141 systems of records. The Department also hereby amends an existing system of records, with respect to the Purpose category, to clarify that these records are used for statistical research and to evaluate the DOL Flexiplace Pilot Programs. Finally, the categories for System Location and for System Manager and Address are amended.

DATES: Persons wishing to comment on this new systems of records may do so by June 19, 1995.

EFFECTIVE DATE: Unless there is a further notice in the **Federal Register** this new system of records will become effective on July 5, 1995. The amendments to

DOL/OASAM-31 are administrative (non-substantive), and therefore, will become effective on May 10, 1995.

ADDRESSES: Written comments may be mailed or delivered to Robert A. Shapiro, Associate Solicitor, Division of Legislation and Legal Counsel, 200 Constitution Avenue, N.W., Room N-2428, Washington, DC 20210.

FOR FURTHER INFORMATION CONTACT: Miriam McD. Miller, Co-Counsel for Administrative Law, Office of the Solicitor, Department of Labor, 200 Constitution Avenue, N.W., Room N-2428, Washington, DC 20210, telephone (202) 219-8188.

SUPPLEMENTARY INFORMATION: Pursuant to section three of the Privacy Act of 1974 (5 U.S.C. 552a(e)(4)), hereinafter referred to as the Act, the Department hereby publishes notice of a new system of records currently maintained pursuant to the Act. This document supplements this Department's last publication in full of all of its Privacy Act systems of records. On September 23, 1993, in Volume 58 at Page 49548 of the **Federal Register**, we published a notice of all 138 systems of records which were maintained under the Act. Of those 138 systems, there were 37 new systems. On April 25, 1994 (59 FR 18156) the Department published two new systems, which brings the total of system of records to 140.

1. The new system presented herein is entitled DOL/ILAB-1, Arbitrators/Experts/Consultant Candidates' Biographies. The system contains biographies of arbitrators, experts and consultant candidates who are nominated or selected for positions for the U.S. National Administrative Office or for the Secretariat for the North American Agreement on Labor

Cooperation (NAALC) which is a supplement to the North American Free Traded Agreement (NAFTA).

2. The Department also hereby amends an existing system of records, with respect to the purpose category, to clarify that these records are used for statistical research and to evaluate the DOL Flexiplace Pilot Programs. Finally, the categories for System Location and for System Manager and Address are amended.

Universal Routine Uses

In its September 23, 1993 publication, the Department gave notice of eleven paragraphs containing routine uses which apply to all of its systems of records, except for DOL/OASAM-5 and DOL/OASAM-7. These eleven paragraphs were presented in the General Prefatory Statement for that document, and it appeared at Pages 49554-49555 of Volume 58 of the **Federal Register**. Those eleven paragraphs were republished in an April 15, 1994 document in order to correct grammatical mistakes in the September 23, 1993 version. At this time we are republishing the April 15, 1994 version of the General Prefatory Statement as a convenience to the reader of this document. This republication will correct a typographical error in paragraph 8 of the General Prefatory Statement whereby the word "identity" is corrected to read "identify".

The public, the Office of Management and Budget (OMB), and the Congress are invited to submit written comments on this new system. A report on this new system has been provided to OMB and to the Congress as required by OMB Circular A-130, Revised, and 5 U.S.C. 552a(r).