

typically not be available to the agency unless submitted by the debtor.

**II. Current Actions:** Failure of the agency to request the information described would either violate the debtor's rights under the Debt Collection Act of 1982 or limit the agency's ability to collect outstanding debts.

If a debtor wishes to appeal an agency action based on undue financial hardship, he/she may be asked to submit information on his/her assets, income, liabilities, or other information considered necessary by the hearing official for evaluating the appeal. Use of the information will be explained to the debtor when it is requested; consent to use the information for the specified purpose will be implied from the debtor's submission of the information.

**III. Type of Review:** Extension without change.

**IV. Agency:** Office of the Chief Financial Officer.

**V. Title:** Salary Offset.

**VI. OMB Number:** 1225-0038.

**VII. Agency Number:** N/A.

**VIII. Affected Public:** Federal employees.

**IX. Cite/Reference/Form/etc:** It is estimated that 25% of the individuals indebted to the Department will contest the proposed collection action and will request a review and/or appeal an action based on undue financial hardship. In some cases the debtor will make one request, but not the other. However, in most cases, it is expected that the debtor will request both actions—first, review of the determination of indebtedness, and second, relief because of undue financial hardship.

Annual burden was estimated based on a review of debtor responses to similar requests for information. Debtors typically respond in 1-2 page letters, supplemented by copies of documents. Letters are most often typewritten. Annual burden is based on a 1¼ hour time allotment to prepare and type a letter. Debtors will not be asked to respond on a form.

**X. Estimated Total Burden Hours:** 375.

**XI. Estimated Total Burden Cost:**

*Estimated annual cost to the Federal Government:* \$31,485.

*Estimated annual cost to the respondents:* \$8,136.

Comments submitted in response to this comment request will be summarized and/or included in the request for Office of Management and Budget approval of the information collection request; they will also become a matter of public record.

Dated: May 20, 1997.

**Mark M. Wolkow,**

*Financial Systems Analyst.*

[FR Doc. 97-13800 Filed 5-23-97; 8:45 am]

BILLING CODE 4510-23-M

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## NATIONAL AERONAUTICS AND SPACE ADMINISTRATION

[Notice 97-073]

### NASA Advisory Council, Aeronautics and Space Transportation Technology Advisory Committee, Air Traffic Management Research and Development Executive Steering Committee; Meeting

**AGENCY:** National Aeronautics and Space Administration.

**ACTION:** Notice of meeting.

**SUMMARY:** In accordance with the Federal Advisory Committee Act, Public Law 92-463, as amended, the National Aeronautics and Space Administration announces a NASA Advisory Council, Aeronautics and Space Transportation Technology Advisory Committee, Air Traffic Management Research and Development Executive Steering Committee meeting.

**DATES:** June 11 and 12, 1997, 8:00 a.m. to 5:30 p.m.

**ADDRESSES:** National Aeronautics and Space Administration, Ames Research Center, Building 262, Room 100, Moffett Field, CA 94035.

**FOR FURTHER INFORMATION CONTACT:** Mr. Herbert W. Schlickemaier, National Aeronautics and Space Administration, Headquarters, Washington, DC 20546, 202/358-4638.

**SUPPLEMENTARY INFORMATION:** The meeting will be open the public up to the seating capacity of the room. Agenda topics for the meeting are as follows:.

—FAA reports on the National Airspace System (NAS) Operational Concept for 2005; NAS Architecture; and Flight 2000

—Reports on Industry-Government "Communications Navigation and Surveillance (CNS)/Air Traffic Management (ATM) Focus Team"

—Report from the FAA-NASA Interagency Air Traffic Management Integrated Product Team

—NASA reports on Advanced Air Traffic Technology and Terminal Area

—Productivity elements of Advanced Subsonic Technology program; and related on-going ATM-related research and technology

It is imperative that the meeting be held on these dates to accommodate the scheduling priorities of the key

participants. Visitors will be requested to sign a visitors register.

Dated: May 20, 1997.

**Leslie M. Nolan,**

*Advisory Committee Management Officer.*

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## NATIONAL ARCHIVES AND RECORDS ADMINISTRATION

### Records Schedules; Availability and Request for Comments

**AGENCY:** National Archives and Records Administration, Office of Records Services.

**ACTION:** Notice of availability of proposed records schedules; request for comments.

**SUMMARY:** The National Archives and Records Administration (NARA) publishes notice at least once monthly of certain Federal agency requests for records disposition authority (records schedules). Records schedules identify records of sufficient value to warrant preservation in the National Archives of the United States. Schedules also authorize agencies after a specified period to dispose of records lacking administrative, legal, research, or other value. Notice is published for records schedules that propose the destruction of records not previously authorized for disposal, or reduce the retention period for records already authorized for disposal. NARA invites public comments on such schedules, as required by 44 U.S.C. 3303a(a).

**DATES:** Requests for copies must be received in writing on or before June 11, 1997. Once the appraisal of the records is completed, NARA will send a copy of the schedule. The requester will be given 30 days to submit comments.

**ADDRESSES:** Address requests for single copies of schedules identified in this notice to the Civilian Appraisal Staff (NWRC), National Archives and Records Administration, College Park, MD 20740-6001. Requesters must cite the control number assigned to each schedule when requesting a copy. The control number appears in the parentheses immediately after the name of the requesting agency.

**FOR FURTHER INFORMATION CONTACT:** Michael L. Miller, Director, Records Management Programs, National Archives and Records Administration, 8601 Adelphi Road, College Park, MD 20740-6001, telephone (301) 713-7110.

**SUPPLEMENTARY INFORMATION:** Each year U.S. Government agencies create billions of records on paper, film,