

ATTN: TAPC-PDR-P, Stop C55, Ft. Belvoir, VA 22060-5576.  
**FOR FURTHER INFORMATION CONTACT:** Ms. Janice Thornton at (703) 806-4390 or DSN 656-4390.

**SUPPLEMENTARY INFORMATION:** The complete inventory of Department of the Army record system notices subject to the Privacy Act of 1974 (5 U.S.C. 552a), as amended, have been published in the **Federal Register** and are available from the address above.

The proposed system report, as required by 5 U.S.C. 552a(r) of the Privacy Act was submitted on February 17, 1998, to the House Committee on Government Reform and Oversight, the Senate Committee on Governmental Affairs, and the Office of Management and Budget (OMB) pursuant to paragraph 4c of Appendix I to OMB Circular No. A-130, 'Federal Agency Responsibilities for Maintaining Records About Individuals,' dated February 8, 1996, (61 FR 6427, February 20, 1996).

Dated: February 24, 1998.

**L.M. Bynum,**

*Alternate OSD Federal Register Liaison Officer, Department of Defense.*

**A0635/690 TAPC**

**SYSTEM NAME:**

Army Career and Alumni Program, Pre-separation and Job Assistance Counseling.

**SYSTEM LOCATION:**

Primary location: Headquarters, U.S. Total Army Personnel Command, ATTN: TAPC-PDT-O, 2461 Eisenhower Avenue, Alexandria, VA 22331-0476.

Secondary locations: Army Career and Alumni Program Centers. A complete list of ACAP centers may be obtained by writing to the system manager.

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

Department of Defense military personnel (active/reserve duty) and their spouses; U.S. Coast Guard personnel and their spouses; Department of Defense civilian employees; U.S. Army National Guard personnel and their spouses; DoD personnel who retired no earlier than ninety (90) days prior to the date they requested ACAP services; and widows and widowers of deceased active duty military personnel.

**CATEGORIES OF RECORDS IN THE SYSTEM:**

Files contain individual's name, home address, Social Security Number, date of birth, job qualifications, DD Form 2648 (Pre-Separation Counseling Checklist), and similar or pre-separation/transition counseling related documents.

**AUTHORITY FOR MAINTENANCE OF THE SYSTEM:**

5 U.S.C. 301, Departmental Regulations; 10 U.S.C., Chapter 58; DoD Directive 1332.35; and E.O. 9397 (SSN).

**PURPOSE(S):**

To provide transition planning/counseling for individuals so that they may re-enter the civilian job market.

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

In addition to those disclosures generally permitted under 5 U.S.C. 552a(b) of the Privacy Act, these records or information contained therein may specifically be disclosed outside the DoD as a routine use pursuant to 5 U.S.C. 552a(b)(3) as follows:

To Commission on Servicemembers and Veterans Transition Assistance or its contractors, for purposes of carrying out those functions as set forth in Pub. L. 104-275, section 702.

The 'Blanket Routine Uses' set forth at the beginning of the Army's compilation of systems of records notices also apply to this system.

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

**STORAGE:**

Information is stored electronically on computers and on paper in file folders.

**RETRIEVABILITY:**

By name or Social Security Number.

**SAFEGUARDS:**

All records are maintained in secured areas, accessible only to designated personnel whose official duties require they have access. The personal computer system can only be accessed through a system of passwords known only to the individual and the system administrator/supervisor. Paper files are secured in locked file cabinets. The areas where the personal computer and paper files are located are secured after duty hours in locked buildings.

**RETENTION AND DISPOSAL:**

Disposition pending.

**SYSTEM MANAGER(S) AND ADDRESS:**

Commander, U.S. Total Army Personnel Command, ATTN: TAPC-PDT-O, 2461 Eisenhower Avenue, Alexandria, VA 22331-0476.

**NOTIFICATION PROCEDURE:**

Individuals seeking to determine whether information about themselves is contained in the system should address written inquiries to the Director of the ACAP Center where transition assistance was obtained or contact the system manager.

Requesting individual must submit full name and Social Security Number.

**RECORD ACCESS PROCEDURES:**

Individuals seeking access to records about themselves contained in this system should address written inquiries to the Director of the ACAP Center where transition assistance was obtained or contact the system manager.

Requesting individual must submit full name and Social Security Number.

**CONTESTING RECORD PROCEDURES:**

The Army's rules for accessing records, and for contesting contents and appealing initial agency determinations are contained in Army Regulation 340-21; 32 CFR part 505; or may be obtained from the system manager.

**RECORD SOURCE CATEGORIES:**

From the individual, Army records and reports, and the U.S. Coast Guard records.

**EXEMPTIONS CLAIMED FOR THE SYSTEM:**

None.

[FR Doc. 98-5188 Filed 2-27-98; 8:45 am]

BILLING CODE 5000-04-F

**DEPARTMENT OF DEFENSE**

**Department of the Army**

**Privacy Act of 1974; System of Records**

**AGENCY:** Department of the Army, DoD.  
**ACTION:** Notice to amend system of records.

**SUMMARY:** The Department of the Army is amending two systems of records notices in its existing inventory of record systems subject to the Privacy Act of 1974, (5 U.S.C. 552a), as amended.

**DATES:** This proposed actions will be effective without further notice on April 1, 1998, unless comments are received which result in a contrary determination.

**ADDRESSES:** Privacy Act Officer, Records Management Program Division, U.S. Total Army Personnel Command, ATTN: TAPC-PDR-P, Stop C55, Ft. Belvoir, VA 22060-5576.

**FOR FURTHER INFORMATION CONTACT:** Ms. Janice Thornton at (703) 806-4390 or DSN 656-4390.

**SUPPLEMENTARY INFORMATION:** The Department of the Army systems of records notices subject to the Privacy Act of 1974, (5 U.S.C. 552a), as amended, have been published in the **Federal Register** and are available from the address above.

The specific changes to the records systems being amended are set forth

below followed by the notices, as amended, published in their entirety. The proposed amendments are not within the purview of subsection (r) of the Privacy Act of 1974, (5 U.S.C. 552a), as amended, which requires the submission of a new or altered system report.

Dated: February 24, 1998.

**L.M. Bynum,**

*Alternate OSD Federal Register Liaison Officer, Department of Defense.*

**A0001-20 SALL**

**SYSTEM NAME:**

Congressional Inquiry File (*February 22, 1993, 58 FR 10027*).

**CHANGES:**

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**RETENTION AND DISPOSAL:**

In the first sentence, change '5 years' to '2 years'.

\* \* \* \* \*

**A0001-20 SALL**

**SYSTEM NAME:**

Congressional Inquiry File.

**SYSTEM LOCATION:**

Chief of Legislative Liaison, Office of the Secretary of the Army, 101 Army Pentagon, Washington, DC 20310-0101.

A segment of this system may exist at Department of the Army staff agencies, field operating agencies, major commands, installations, and activities. Official mailing addresses are published as an appendix to the Army's compilation of systems of records notices.

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

Any citizen who writes to a Member of Congress requesting that the Member solicit information from the Department of the Army on their behalf.

**CATEGORIES OF RECORDS IN THE SYSTEM:**

Individual's request to the Member of Congress, the Member's inquiry to the Army, the Army's response, and relevant supporting documents.

**AUTHORITY FOR MAINTENANCE OF THE SYSTEM:**

10 U.S.C. 1034.

**PURPOSE(S):**

To conduct necessary research and/or investigations so as to provide information responsive to Congressional inquiries.

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

In addition to those disclosures generally permitted under 5 U.S.C.

552a(b) of the Privacy Act, these records or information contained therein may specifically be disclosed outside the DoD as a routine use pursuant to 5 U.S.C. 552a(b)(3) as follows:

The 'Blanket Routine Uses' set forth at the beginning of the Army's compilation of systems of records notices also apply to this system.

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

**STORAGE:**

Paper records in file folders and on microfilm records in an automatic retrieval device.

**RETRIEVABILITY:**

Retrieved by Congressmen and individual's name.

**SAFEGUARDS:**

Records are maintained in areas accessible only to authorized persons having official need therefor in the performance of their duties.

**RETENTION AND DISPOSAL:**

In the Chief of Legislative Liaison, Office of the Secretary of the Army, records are destroyed after 2 years. In other offices of legislative coordination and control at Army Staff level and at headquarters of major and subordinate commands, records are destroyed after 3 years; at lower echelons, records are destroyed after 2 years.

**SYSTEM MANAGER(S) AND ADDRESS:**

Chief of Legislative Liaison, Office of the Secretary of the Army, 101 Army Pentagon, Washington, DC 20310-0101.

**NOTIFICATION PROCEDURE:**

Individuals seeking to determine if information about themselves is contained in this record system should address written inquiries to the Chief of Legislative Liaison, Office of the Secretary of the Army, 101 Army Pentagon, Washington, DC 20310-0101; or to the legislative liaison and control officer at the Army Staff or field office known to have the record. Official mailing addresses are published as an appendix to the Army's compilation of systems of records notices.

For verification purposes, individual should provide the full name, current address and telephone number, and sufficient detail to permit locating the record.

**RECORD ACCESS PROCEDURES:**

Individuals seeking access to information about themselves contained in this system should address written inquiries to the Chief of Legislative Liaison, Office of the Secretary of the

Army, 101 Army Pentagon, Washington, DC 20310-0101; or to the legislative liaison and control officer at the Army Staff or field office known to have the record. Official mailing addresses are published as an appendix to the Army's compilation of systems of records notices.

For verification purposes, individual should provide the full name, current address and telephone number, and sufficient detail to permit locating the record.

**CONTESTING RECORD PROCEDURES:**

The Army's rules for accessing records, and for contesting contents and appealing initial agency determinations are contained in Army Regulation 340-21; 32 CFR part 505; or may be obtained from the system manager.

**RECORD SOURCE CATEGORIES:**

From the individual Member of Congress; Army records and reports.

**EXEMPTIONS CLAIMED FOR THE SYSTEM:**

None.

**A0040-57a DASG**

**SYSTEM NAME:**

DoD DNA Registry (*October 3, 1997, 62 FR 51835*).

**CHANGES:**

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**RETENTION AND DISPOSAL:**

Delete the parenthetical phrase in the first paragraph '(pending final approval of this reduced retention period by the National Archives and Records Administration)'.

\* \* \* \* \*

**A0040-57a DASG**

**SYSTEM NAME:**

Armed Forces Repository of Specimen Samples for the Identification of Remains.

**SYSTEM LOCATION:**

Armed Forces Repository of Specimen Samples for the Identification of Remains, Armed Forces Institute of Pathology, 16050 Industrial Drive, Gaithersburg, MD 20877-1414.

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

Department of Defense military personnel (active and reserve). Civilian family members of Department of Defense military personnel (active and reserve) who voluntarily provide specimens for DNA typing for purpose of identifying the human remains of family members.

DoD civilian and contractor personnel deploying with the armed forces.

Other individuals may also be included in this system when the Armed Forces Institute of Pathology (AFIP) is requested by Federal, state, local and foreign authorities to identify human remains.

**CATEGORIES OF RECORDS IN THE SYSTEM:**

Specimen collections from which a DNA typing can be obtained (oral swabs, blood and blood stains, bone, and tissue), and the DNA typing results. Accession number, specimen locator information, collection date, place of collection, individual's name, Social Security Number, right index fingerprint, signature, branch of service, sex, race and ethnic origin, address, place and date of birth, and relevant kindred information, past and present.

**AUTHORITY FOR MAINTENANCE OF THE SYSTEM:**

5 U.S.C. 301, Departmental Regulations; 10 U.S.C. 131; 10 U.S.C. 3013, Secretary of Army; 10 U.S.C. 5013, Secretary of the Navy; 10 U.S.C. 8013, Secretary of the Air Force; E.O. 9397 (SSN); Deputy Secretary of Defense memorandum dated December 16, 1991; and Assistant Secretary of Defense (Health Affairs) memoranda dated January 5, 1993, March 9, 1994, April 2, 1996, and October 11, 1996.

**PURPOSE(S):**

Information in this system of records will be used for the identification of human remains. The data collected and stored will not be analyzed until needed for the identification of human remains.

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

In addition to those disclosures generally permitted under 5 U.S.C. 552a(b) of the Privacy Act, these records or information contained therein may specifically be disclosed outside the DoD as a routine use pursuant to 5 U.S.C. 552a(b)(3) as follows:

To Federal, state, local and foreign authorities when the Armed Forces Institute of Pathology (AFIP) is requested to identify human remains.

To a proper authority, as compelled by other applicable law, in a case in which **all** of the following conditions are present:

(1) The responsible DoD official has received a proper judicial order or judicial authorization;

(2) The specimen sample is needed for the investigation or prosecution of a crime punishable by one year or more of confinement;

(3) No reasonable alternative means for obtaining a specimen for DNA profile analysis is available; and

(4) The use is approved by the Assistant Secretary of Defense for Health Affairs.

The Army's 'Blanket Routine Uses' *do not* apply to this system.

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

**STORAGE:**

Records are stored manually and electronically.

**RETRIEVABILITY:**

By individual's surname, sponsor's Social Security Number, date of birth, and specimen reference or AFIP accession number.

**SAFEGUARDS:**

Access to the Armed Forces Institute of Pathology is controlled. Computerized records are maintained in controlled areas accessible only to authorized personnel. Entry to these areas is restricted to those personnel with a valid requirement and authorization to enter. All personnel whose duties require access to, or processing and maintenance of personnel information are trained in the proper safeguarding and use of the information. Any DNA typing information obtained will be handled as confidential medical information.

**RETENTION AND DISPOSAL:**

Records are maintained 50 years and then destroyed by shredding or incineration.

Statistical data used for research and educational projects are destroyed after end of project.

Military personnel, their civilian family members, or others may request early destruction of their individual remains identification specimen samples following the conclusion of the donor's complete military service or other applicable relationship to DoD. For this purpose, complete military service is not limited to active duty service; it includes all service as a member of the Selected Reserves, Individual Ready Reserve, Standby Reserve or Retired Reserve.

In the case of DoD civilians and contractor personnel, early destruction is allowed when the donor is no longer deployed by DoD in a geographic area which requires the maintenance of such samples. Upon receipt of such requests, the samples will be destroyed within 180 days, and notification of the destruction sent to the donor.

Requests for early destruction may be sent to the Repository Administrator, Armed Forces Repository of Specimen Samples for the Identification of

Remains, Armed Forces Institute of Pathology, Washington, DC 20306-6000.

**SYSTEM MANAGER(S) AND ADDRESS:**

Chief Information Officer, Office of the Surgeon General, U.S. Army Medical Command, ATTN: MCIM, 2050 Worth Road, Suite 13, Fort Sam Houston, TX 78234-6013.

**NOTIFICATION PROCEDURE:**

Individuals seeking to determine whether information about themselves is contained in this system should address written inquiries to the Administrator, Repository and Research Services, ATTN: Armed Forces Repository of Specimen Samples for the Identification of Remains, Armed Forces Institute of Pathology, Walter Reed Army Medical Center, Washington, DC 20306-6000.

Requesting individual must submit full name, Social Security Number and date of birth of military member and branch of military service, if applicable, or accession/reference number assigned by the Armed Forces Institute of Pathology, if known. For requests made in person, identification such as military ID card or valid driver's license is required.

**RECORD ACCESS PROCEDURES:**

Individuals seeking access to information about themselves or deceased family members contained in this system should address written inquiries to the Administrator, Repository and Research Services, ATTN: Armed Forces Repository of Specimen Samples for the Identification of Remains, Armed Forces Institute of Pathology, Walter Reed Army Medical Center, Washington, DC 20306-6000.

Requesting individual must submit full name, Social Security Number and date of birth of military member and branch of military service, if applicable, or accession/reference number assigned by the Armed Forces Institute of Pathology, if known.

**CONTESTING RECORD PROCEDURES:**

The Army's rules for accessing records, and for contesting contents and appealing initial agency determinations are contained in Army Regulation 340-21; 32 CFR part 505; or may be obtained from the system manager.

**RECORD SOURCE CATEGORIES:**

Individual, family member, diagnostic test, other available administrative or medical records obtained from civilian or military sources.

## EXEMPTIONS CLAIMED FOR THE SYSTEM:

None.

[FR Doc. 98-5192 Filed 2-27-98; 8:45 am]

BILLING CODE 5000-04-F

## DEPARTMENT OF DEFENSE

## Department of the Army, Corps of Engineers

## Coastal Engineering Research Board (CERB)

**AGENCY:** U.S. Army Corps of Engineers, DoD.

**ACTION:** Notice of meeting.

**SUMMARY:** In accordance with Section 10(a)(2) of the Federal Advisory Committee Act (Pub. L. 92-463), announcement is made of the following committee meeting:

*Name of Committee:* Coastal Engineering Research Board (CERB).

*Dates of Meeting:* March 17-18, 1998.

*Place:* U.S. Army Engineer Waterways Experiment Station, Vicksburg, Mississippi.

*Time:* 8:30 a.m. to 5:00 p.m. (March 17, 1998); 8:30 a.m. to 3:00 p.m. (March 18, 1998).

**FOR FURTHER INFORMATION CONTACT:**

Inquiries and notice of intent to attend the meeting may be addressed to Colonel Robin R. Cababa, Executive Secretary, Coastal Engineering Research Board, U.S. Army Engineer Waterways Experiment Station, 3909 Halls Ferry Road, Vicksburg, Mississippi 39180-6199.

**SUPPLEMENTARY INFORMATION:****Proposed Agenda**

The 1999 Coastal Engineering Program Review is to be held March 17-18, 1998. On Tuesday, March 17, a review of the Coastal Program work units concerning coastal navigation hydrodynamics, and coastal sedimentation and dredging will be presented. On Wednesday, March 18, coastal structure evaluation and design will be discussed, as well as proposed work units.

This meeting is open to the public, but since seating capacity of the meeting room is limited, advance notice of intent to attend, although not required, is requested in order to assure adequate arrangements for those wishing to attend.

**Gregory D. Showalter,**

*Army Federal Register Liaison Officer.*

[FR Doc. 98-5383 Filed 2-27-98; 8:45 am]

BILLING CODE 3710-PU-M

## DEPARTMENT OF EDUCATION

## Notice of Proposed Information Collection Requests

**AGENCY:** Department of Education.

**ACTION:** Proposed collection; comment request.

**SUMMARY:** The Deputy Chief Information Officer, Office of the Chief Information Officer, invites comments on the proposed information collection requests as required by the Paperwork Reduction Act of 1995.

**DATES:** Interested persons are invited to submit comments on or before May 1, 1998.

**ADDRESSES:** Written comments and requests for copies of the proposed information collection requests should be addressed to Patrick J. Sherrill, Department of Education, 600 Independence Avenue, S.W., Room 5624, Regional Office Building 3, Washington, DC 20202-4651.

**FOR FURTHER INFORMATION CONTACT:**

Patrick J. Sherrill (202) 708-8196. Individuals who use a telecommunications device for the deaf (TDD) may call the Federal Information Relay Service (FIRS) at 1-800-877-8339 between 8 a.m. and 8 p.m., Eastern time, Monday through Friday.

**SUPPLEMENTARY INFORMATION:** Section 3506 of the Paperwork Reduction Act of 1995 (44 U.S.C. Chapter 35) requires that the Office of Management and Budget (OMB) provide interested Federal agencies and the public an early opportunity to comment on information collection requests. OMB may amend or waive the requirement for public consultation to the extent that public participation in the approval process would defeat the purpose of the information collection, violate State or Federal law, or substantially interfere with any agency's ability to perform its statutory obligations. The Deputy Chief Information Officer, Office of the Chief Information Officer, publishes this notice containing proposed information collection requests prior to submission of these requests to OMB. Each proposed information collection, grouped by office, contains the following: (1) Type of review requested, e.g., new, revision, extension, existing or reinstatement; (2) Title; (3) Summary of the collection; (4) Description of the need for, and proposed use of, the information; (5) Respondents and frequency of collection; and (6) Reporting and/or Recordkeeping burden. OMB invites public comment at the address specified above. Copies of the requests are available from Patrick J. Sherrill at the address specified above.

The Department of Education is especially interested in public comment addressing the following issues: (1) Is this collection necessary to the proper functions of the Department, (2) will this information be processed and used in a timely manner, (3) is the estimate of burden accurate, (4) how might the Department enhance the quality, utility, and clarity of the information to be collected, and (5) how might the Department minimize the burden of this collection on the respondents, including through the use of information technology.

Dated: February 24, 1998.

**Gloria Parker,**

*Deputy Chief Information Officer, Office of the Chief Information Officer.*

**Office of Educational Research and Improvement**

*Type of Review:* New.

*Title:* Study of Charter Schools Accountability.

*Frequency:* On occasion.

*Affected Public:* Not-for-profit institutions; State, local or Tribal Gov't, SEAs or LEAs.

*Reporting Burden and Recordkeeping:* Responses: 60.

Burden Hours: 40.

*Abstract:* This two-year study will look at accountability relationships between charter schools and their sponsoring state/agencies and whether these relationships are defined by law or developed in practice. One part of the study is a survey of a sample of authorizing agencies in six states.

**Office of Educational Research and Improvement**

*Type of Review:* Revision.

*Title:* Common Core of Data Surveys.

*Frequency:* Annually.

*Affected Public:* Federal Government; State, local or Tribal Gov't, SEAs or LEAs.

*Reporting Burden and Recordkeeping:* Responses: 57.

Burden Hours: 10,901.

*Abstract:* The Common Core of Data Surveys collect data annually from state education agencies about students and staff involved in the public elementary and secondary education system: membership, number of graduates and dropouts, and staff employed in instruction, administration, and support. The surveys also collect information about school and agency characteristics, and revenues and expenditures for public elementary and secondary education.

[FR Doc. 98-5206 Filed 2-27-98; 8:45 am]

BILLING CODE 4000-01-P