

a. To disclose information to Federal agencies to assist them in planning for executive development programs.

b. To provide information to the FEI Alumni Association for the purpose of mailing association materials to an alumni's home or business address.

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

**STORAGE:**

Records are maintained in hard copy (for 2 years) and automated form.

**RETRIEVABILITY:**

Records are retrieved by the name of the individual on whom they are maintained. A secondary identifier will be the Social Security Number of an individual (the secondary identifier will not be released in any records). Records may also be retrieved by agency, location and FEI programs.

**SAFEGUARDS:**

Records kept by FEI officials are maintained in a secured area with access limited to those authorized personnel at FEI whose duties require access. Distribution of information is limited to FEI program participants and specified recipients. In addition:

- a. At the request of the individual, his or her home address and telephone number will not be released;
- b. Social Security Numbers will not be included in any information released.
- c. At the request of the employing agency, information relating to the individual's status (*i.e.*, position title) will not be released.

**RETENTION AND DISPOSAL:**

Hard copies of applicant files are destroyed after a maximum of 3 years. The automated data base is an ongoing file system.

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

Director, Federal Executive Institute, Office of Executive and Management Development, Office of Personnel Management, 1301 Emmet Street, Charlottesville, VA 22903-4899; Computer Specialist, Federal Executive Institute, Office of Executive and Management Development, Office of Personnel Management, 1301 Emmet Street, Charlottesville, VA 22903-4899.

**NOTIFICATION PROCEDURE:**

Individuals wishing to inquire whether this system contains information about them should contact the system manager(s). Individuals must furnish the following information for their records to be located and identified:

- a. Name (possibly Social Security Number).

- b. Agency.
- c. FEI program attended and dates.

**RECORD ACCESS PROCEDURE:**

Individuals wishing to request access to their records should contact the system manager(s). Individuals must furnish the following information for their records to be located and identified:

- a. Name (possibly Social Security Number).
  - b. Agency.
  - c. FEI program attended and dates.
- Individuals requesting access must also follow OPM's Privacy Act regulations regarding verification of identity and access to records (5 CFR part 297).

**CONTESTING RECORD PROCEDURE:**

Individuals wishing to request amendment of records about them should contact the system manager(s). Individuals must furnish the following information for their records to be located and identified:

- a. Name (possibly Social Security Number).
  - b. Agency.
  - c. FEI program attended and dates.
- Individuals requesting amendment must follow OPM's Privacy Act regulations regarding verification of identity and amendment of records (5 CFR part 297).

**RECORD SOURCE CATEGORIES:**

All information in the system comes from:

- a. The individuals to whom the records pertain.
- b. Employing agency.

[FR Doc. 99-27234 Filed 11-1-99; 8:45 am]

BILLING CODE 6325-01-P

**SMALL BUSINESS ADMINISTRATION**

[Declaration of Disaster #3224]

**State of Arizona**

As a result of the President's major disaster declaration on October 15, 1999, I find that Maricopa County, Arizona constitutes a disaster area due to damages caused by severe storms, flooding, and high winds that occurred September 14-23, 1999. Applications for loans for physical damage as a result of this disaster may be filed until the close of business on December 14, 1999, and for loans for economic injury until the close of business on July 17, 2000 at the address listed below or other locally announced locations: U.S. Small Business Administration, Disaster Area 4 Office, P.O. Box 13795, Sacramento, CA 95853-4795.

In addition, applications for economic injury loans from small businesses located in the following contiguous counties in Arizona may be filed until the specified date at the above location: Gila, La Paz, Pima, Pinal, Yavapai, and Yuma.

The interest rates are:

	Percent
For Physical Damage:	
Homeowners With Credit Available Elsewhere .....	7.250
Homeowners Without Credit Available Elsewhere .....	3.625
Businesses With Credit Available Elsewhere .....	8.000
Businesses and Non-Profit Organizations Without Credit Available Elsewhere .....	4.000
Others (Including Non-Profit Organizations) With Credit Available Elsewhere .....	7.000
For Economic Injury:	
Businesses and Small Agricultural Cooperatives Without Credit Available Elsewhere .....	4.000

The number assigned to this disaster for physical damage is 322411 and for economic injury the number is 9F2800.

(Catalog of Federal Domestic Assistance Program Nos. 59002 and 59008)

Dated: October 22, 1999.

**Bernard Kulik,**

*Associate Administrator for Disaster Assistance.*

[FR Doc. 99-28592 Filed 11-1-99; 8:45 am]

BILLING CODE 8025-01-P

**SMALL BUSINESS ADMINISTRATION**

[Declaration of Disaster #3225]

**State of Florida**

As a result of the President's major disaster declaration on October 20, 1999, I find that the following counties in the State of Florida constitute a disaster area due to damages caused by Hurricane Irene beginning on October 14, 1999 and continuing: Brevard, Broward, Collier, Dade, Glades, Hendry, Highlands, Indian River, Martin, Monroe, Okeechobee, Orange, Osceola, Palm Beach, Polk, St. Lucie, Seminole, and Volusia. Applications for loans for physical damage as a result of this disaster may be filed until the close of business on December 18, 1999 and for economic injury until the close of business on July 20, 2000 at the address listed below or other locally announced locations: U.S. Small Business Administration, Disaster Area 2 Office, One Baltimore Place, Suite 300, Atlanta, GA 30308.