

informational posters and Y2K public awareness videotapes.

9. Department of State, Bureau of Political-Military Affairs (N1-59-01-22, 30 items, 22 temporary items). Records of the Office of Defense Trade Controls relating to the regulation of the export of defense articles and services. Records include arms export case files, arms exporter license registration files, disclosure files, correspondence files, and procedures files. Also included are electronic copies of documents created using electronic mail and word processing. Proposed for permanent retention are recordkeeping copies of reports on exports, international arms traffic regulations files, technical assistance to foreign countries agreement files, and compliance files. Also proposed for permanent retention is a database containing information about munitions-related items being sent to foreign countries.

10. Department of State, Bureau of Political-Military Affairs (N1-59-01-18, 14 items, 7 temporary items). Electronic copies of documents created in the Office of Plans, Policy, and Analysis using electronic mail and word processing. Proposed for retention are recordkeeping copies of files on small arms and light weapons, critical infrastructure and information security, non-lethal weapons, security assistance, land mine policy, defense planning, and defense trade.

11. Department of Transportation, Federal Motor Carrier Safety Administration (N1-557-01-1), 9 items, 9 temporary items). Inputs, master files, outputs, and system documentation pertaining to the Licensing and Insurance System, an electronic system relating to the issuance of interstate operating authority for for-hire motor carriers, freight forwarders, and property brokers. Data includes applications for operating authorities, designation of process agents, certifications of insurance, surety bonds, and cancellation notices. Also included are electronic copies of documents created using electronic mail and word processing.

12. Department of the Treasury, Bureau of Alcohol, Tobacco and Firearms (N1-436-02-1, 4 items, 4 temporary items). Records of polygraph examinations given as part of criminal investigations or pre-employment applicant screening. This schedule reduces the retention period for employment examinations, which were previously approved for disposal. Also included are electronic copies of documents created using electronic mail and word processing.

13. Department of Veterans Affairs, Veterans Health Administration (N1-15-01-3, 10 items, 8 temporary items). Paper and electronic records used by the Environmental Agents Service to create, update, and modify records in the Agent Orange Registry, including electronic copies of records created using electronic mail and word processing. The registry is used to track patient demographics, generate hypotheses for research studies, report birth defects among veterans' children, and assist in the planning and delivery of health care services. The master data files maintained on optical disk and related documentation are proposed for permanent retention.

14. Department of Veterans Affairs, Veterans Health Administration (N1-15-01-4, 7 items, 7 temporary items). Paper and electronic records relating to the National Prosthetic Patient Database, including electronic copies of records created using electronic mail and word processing. Records include personal identifying information of patients, names of suppliers and issuers, transaction descriptions, and other information pertaining to the procurement of prosthetic devices.

15. Administrative Office of the U.S. Courts, Office of the General Counsel (N1-116-02-2, 6 items, 5 temporary items). Legal precedent reference files, tort claims files, and citizen and prisoner correspondence files. Also included are electronic copies of documents created using electronic mail and word processing. Recordkeeping copies of tort claims involving extensive litigation or widespread media attention are proposed for permanent retention. Recordkeeping copies of the legal precedent subject files were previously scheduled for permanent retention.

16. Environmental Protection Agency, Office of Prevention, Pesticides, and Toxic Substances (N1-412-01-7, 3 items, 2 temporary items). Records accumulated in connection with citizen petitions for changes to rules relating to the Toxic Substances and Control Act that have been microfilmed. Also included are electronic copies of documents created using electronic mail and word processing. Microfilm copies of records and paper records that have not been filmed are proposed for permanent retention.

Dated: May 24, 2002.

**Michael J. Kurtz,**

*Assistant Archivist for Record Services—  
Washington, DC.*

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**BILLING CODE 7515-01-P**

## **NATIONAL ARCHIVES AND RECORDS ADMINISTRATION**

### **Advisory Committee on the Records of Congress; Meeting**

**AGENCY:** National Archives and Records Administration.

**ACTION:** Notice of meeting.

**SUMMARY:** In accordance with the Federal Advisory Committee Act, the National Archives and Records Administration (NARA) announces a meeting of the Advisory Committee on the Records of Congress. The committee advises NARA on the full range of programs, policies, and plans for the Center for Legislative Archives in the Office of Records Services.

**DATES:** June 24, 2002, from 10 a.m. to 11 a.m.

**ADDRESSES:** Whittall Pavilion, Library of Congress, Thomas Jefferson Building, Ground Floor.

**FOR FURTHER INFORMATION CONTACT:** Michael L. Gillette, Director, Center for Legislative Archives, (202) 501-5350.

**SUPPLEMENTARY INFORMATION:**

#### **Agenda**

Report of the task force on the Congressional Papers Roundtable Forum Legislative records outside of official custody Activities report of the Center for Legislative Archives Other current issues and new business.

The meeting is open to the public.

Dated: May 29, 2002.

**Mary Ann Hadyka,**

*Committee Management Officer.*

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## **NATIONAL FOUNDATION ON THE ARTS AND THE HUMANITIES**

### **National Endowment for the Arts; Combined Arts Advisory Panel**

Pursuant to section 10(a)(2) of the Federal Advisory Committee Act (Pub. L. 92-463), as amended, notice is hereby given that two meetings of the Combined Arts Advisory Panel, to the National Council on the Arts, Music section (Creativity and Organizational Capacity categories) will be held at the Nancy Hanks Center, 1100 Pennsylvania Avenue, NW., Washington, DC, 20506 as follows:

*Music (A):* July 8-10, 2002, Room 714 (Creativity category). The panel will meet from 9 a.m. to 6 p.m. on July 8th and 9th and from 9 a.m. to 5:30 p.m. on July 10th. This meeting will be closed.

*Music (B):* July 22-25, 2002, Room 714 (Creativity and Organizational