Management Board is to foster a cooperative and constructive working relationship between employees, labor representatives, and managers within DOT by providing a forum for discussions between management and the unions on significant departmental issues. The Board will serve as an advisory committee providing information, advice and recommendations on cross-cutting departmental issues to DOT through the Assistant Secretary for Administration, and shall exist for two years from the date of the Charter. The Board will be comprised of seven management representatives and seven union representatives, appointed by the DOT’s operating administrations and unions. The Secretary of Transportation or his/her designee will appoint a Chairperson from among the Board’s membership.

The purpose of the October 22nd meeting is to establish a collaborative working relationship between Board members, determine the Board’s operating principles, and address approaches for achieving the objectives identified in the Board’s Charter.

Public Participation

We invite interested persons and organizations to submit comments. Mail or deliver your comments or recommendations to Stephen Gomez at the address shown above. Comments should be received by October 18, 2002 in order to be considered at the October 22nd meeting.

Issued in Washington, DC, on September 30, 2002.

For the U.S. Department of Transportation.

Linda Moody,
Associate Director, Human Resource Leadership Division.

[FR Doc. 02–25411 Filed 10–4–02; 8:45 am]

BILLING CODE 4910–62–P

DEPARTMENT OF TRANSPORTATION

Office of the Secretary

Privacy Act of 1974: System of Records

AGENCY: Office of the Secretary, DOT.

ACTION: Notice to amend a system of records.

SUMMARY: DOT intends to amend a system of record under the Privacy Act of 1974.

EFFECTIVE DATE: November 18, 2002. If no comments are received, the proposal will become effective on the above date. If comments are received, the comments will be considered and, where adopted, the documents will be republished with changes.

FOR FURTHER INFORMATION CONTACT: Yvonne L. Coates, Department of Transportation, Office of the Secretary, 400 7th Street, SW., Washington, DC 20590, (202) 366–6964 (telephone), (202) 366–7024 (fax), Yvonne.Coates@ost.dot.gov (Internet address).

SUPPLEMENTAL INFORMATION: The Department of Transportation system of records notice subject to the Privacy Act of 1974 (5 U.S.C. 552a), as amended, has been published in the Federal Register and is available from the above mentioned address.

DOT/ALL 9
SYSTEM NAME: Identification Media Record System.

SECURITY CLASSIFICATION: Unclassified, sensitive.

SYSTEM LOCATION: The system is located in the:

a. Office of Security and Administrative Management, M–40, 400 7th Street, SW., Washington, DC 20590; (for Office of the Secretary of Transportation and all DOT Agencies other than those listed below);

b. Commandant, United States Coast Guard Headquarters, G–O, Washington, DC 20593 and District and Area Offices.

c. Federal Aviation Administration, Office of Security and Investigations, 800 Independence Avenue, SW., Washington, DC 20591; and all FAA Regional Offices and Centers.

d. Federal Highway Administration, Operations and Services Divisions, 400 7th Street, SW., Washington, DC 20590, and all FHWA Regional Offices.

e. Transportation Security Administration, 400 7th Street, SW., Washington, DC 20590, and Federal Security Directors at various airports.

CATEGORIES OF INDIVIDUALS COVERED BY THE SYSTEM OF RECORDS:

Present and former employees, contractor employees, consultants, and other individuals or personnel that require access to DOT facilities, information, resources or information-based systems in any element of DOT.

CATEGORIES OF RECORDS IN THE SYSTEM:

Applications, photographs, receipts for DOT identification and verification media and official credentials, temporary building passes, security badges, security clearance level and type, date of clearance, clearance basis, entry on duty information, current duty assignment information, routing symbols, limited relevant portions of the background investigation date of background investigation, investigating agency and follow-up investigation data, date of birth, social security number, position title and position sensitivity, assignment to sensitive duty positions, facility access, gender, designations, automated information systems access designations, records of access authorizations granted, biometric data (fingerprint or other biometric data as determined by current standards), PKI certificates and encryption information, digital signature codes and verification data, personal information number (pin)/identification and verification media password, or identification record number and expiration date, applications for other identification needed for official duties, and other fields as dictated by the Governmental SmartCard Interoperability Standard.


PURPOSE(S):

• To control access to DOT facilities, information or information-based systems by authenticating the identity of each person using the system; the system will not be used to monitor or track individuals or their usage habits.

• To provide a ready concentration of employee personal data to facilitate issuance, accountability, and recovery of required identification media issued to employees, contractor employees, consultants, and other individuals or personnel who require access to DOT facilities, information or information-based systems in the performance of their duties.

• To provide for universal and positive verification and control for DOT employees, contractor employees, consultants, and other individuals or personnel needed to perform their official duties.

• To control and account for DOT identification and verification media, credentials, and security badges issued to DOT employees, former employees, contractors, and other individuals who require access to DOT facilities and information or information-based systems in the performance of their DOT or other official duties.

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

• Records may be disclosed to contractors for the limited purpose of assisting the Department or one of its elements in issuing, controlling and accounting for DOT identification and
verification media, credentials and security badges and maintaining associated databases.  
• Records may be disclosed to  
  Departmental contractors concerning  
  their own current and former employees  
  to facilitate the control and  
  accountability of DOT identification and  
  verification media, credential and  
  security badges issued to contract  
  employees.  
• See Prefatory Statement of General  
  Routine Uses.

DISCLOSURE TO CONSUMER REPORTING  
AGENCIES:  
None.

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

STORAGE:  
The records are maintained in an  
electronic database and may be on  
computer disks/chips, magnetic tape,  
and paper forms in file folders. The  
items of information set forth in the  
category of records section may be  
contained on an electronic computer  
chip or other media imbedded on the  
identification and verification medium  
of each employee, contractor, or other  
individual to whom the identification  
and verification media is issued.

RETRIEVABILITY:  
Retrieval from the system is by name,  
security number, date of birth,  
investigation type, and background and  
clearance level. The records maintained  
in the system are readily retrievable  
by name, security number, or employee  
identification number.

SAFEGUARDS:  
Computers provide privacy and  
access limitations to records by  
requiring a user name and password  
match or equivalent safeguards such as  
biometrics and public key infrastructure  
(PKI) technology. Access to  
decentralized segments is similarly  
controlled. Only those personnel with  
the need to have access to the system  
are given user names and passwords or  
equivalent technology. Data are  
manually and/or electronically stored in  
a locked room with limited access.  
The protection of the data/information and  
of the identification and verification media complies with  
NIST Standards; at no time will any  
data/information be placed on the  
media in a manner less secure than its  
original source.

RETENTION AND DISPOSAL:  
Hard copy of information including  
applications, photographs and  
identification media is destroyed  
automatically upon termination of  
employment and/or expiration of  
surrendered ID media. Inactive  
electronic records pertaining to  
applications, photographs, and  
identification media is removed from  
the video ID system monthly. The  
following schedules apply: General  
Records Schedule (GRS) 11, item 4,  
Space and Maintenance Records; and  
GRS 20, item 3a, Electronic Records.

SYSTEM MANAGER(S) AND ADDRESS:  
a. Office of Security and  
  Administrative Management, M–40,  
  Department of Transportation, 400 7th  
  Street, SW, Washington, DC 20590 (for  
  OST and all DOT agencies other than  
  those listed below).  
b. Commandant, G–O United States  
  Coast Guard, Washington, DC 20593.  
c. Director of Security and  
  Investigations, Federal Aviation  
  Administration, 800 Independence  
  Avenue, SW, Washington, DC 20591.  
d. Chief, Operations and Services  
  Division, Federal Highway  
  Administration, 400 7th Street, SW,  
  Washington, DC 20590.

NOTIFICATION PROCEDURE:  
Same as System Manager.  
Correspondence contesting records must  
include the full name and social  
security number of the individual  
concerned and documentation justifying  
the claim.

RECORD ACCESS PROCEDURES:  
Same as Notification procedure.

CONTESTING RECORD PROCEDURES:  
Same as Notification procedure.

RECORD SOURCE CATEGORIES:  
Individuals about whom the record is  
maintained, automated personnel  
systems maintained by DOT or any of  
its elements, and background and clearance  
investigation systems of records  
maintained by the DOT or any of its  
elements.

EXEMPTIONS CLAIMED FOR THE SYSTEM:  
None.


Yvonne L. Coates,  
Privacy Act Coordinator.

[FR Doc. 02–25412 Filed 10–4–02; 8:45 am]

BILLING CODE 4910–62–P

DEPARTMENT OF TRANSPORTATION  

Federal Aviation Administration  

Agency Information Collection Activity  
Under OMB Review  

AGENCY: Federal Aviation  
Administration (FAA), DOT.  

ACTION: Notice.

SUMMARY: In compliance with the  
Paperwork Reduction Act of 1995 (44  
U.S.C. 3501 et seq.), this notice  
announces that the Information  
Collection Request (ICR) abstracted  
below has been forwarded to the Office  
of Management and Budget (OMB) for  
extension of the currently approved  
collection. The ICR describes the nature  
of the information collection and the  
expected burden. The Federal Register  
Notice with a 60-day comment period  
soliciting comments on the following  
collection of information was published  
on June 12, 2002, page 40373.

DATES: Comments must be submitted on  
or before November 6, 2002. A comment  
to OMB is most effective if OMB  
receives it within 30 days of  
publication.

FOR FURTHER INFORMATION CONTACT: Judy  
Street on (202) 267–9895.

SUPPLEMENTARY INFORMATION:  

Federal Aviation Administration (FAA)  

Title: Operating Requirements:  
Domestic, Flag, and Supplemental  
Operations—Part 121.

Type of Request: Extension of a  
currently approved collection.

OMB Control Number: 2120–0008.

Forms(s): FAA Form 8070–1.

Affected Public: A total of 139 air  
operators.

Abstract: 14 CFR part 121 prescribes  
the requirements governing air carrier  
operators. The information collected is  
used to determine air operators’  
compliance with the minimum safety  
standards set out in the regulation and  
to determine the applicants’ eligibility  
for air operations certification. The  
respondents include private businesses.

Estimated Annual Burden Hours: An  
estimated 1,273,247 hours annually.

ADDRESSES: Send comments to the  
Office of Information and Regulatory  
Affairs, Office of Management and  
Budget, 725 17th Street, NW,  
Washington, DC 20503, Attention FAA  
Desk Officer.

Comments are invited on: Whether  
the proposed collection of information  
is necessary for the proper performance  
of the functions of the Department,  
including whether the information will  
have practical utility; the accuracy of  
the Department’s estimates of the