

approximately one hour to complete a semi-annual progress report. The Semi-annual Progress Report is divided into sections that pertain to the different types of activities that grantees may engage in and the different types of grantees that receive funds. Grantees must complete only those sections that are relevant to their activities.

(6) *An estimate of the total public burden (in hours) associated with the collection:* The total estimated annual hour burden to complete the Semi-annual Progress Report is 155.

If additional information is required contact: Brenda E. Dyer, Department Deputy Clearance Officer, Policy and Planning Staff, Justice Management Division, Department of Justice, Patrick Henry Building, Suite 1600, 601 D Street, NW., Washington, DC 20530.

Dated: August 22, 2003.

**Brenda E. Dyer,**

*Department Deputy Clearance Officer,  
Department of Justice.*

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**BILLING CODE 4410-18-P**

## NEIGHBORHOOD REINVESTMENT CORPORATION

### Sunshine Act; Meeting; Regular Board of Directors Meeting

**TIME & DATE:** 10 a.m., Wednesday, September 3, 2003.

**PLACE:** Neighborhood Reinvestment Corporation, 1325 G Street, NW., Suite 800, Washington, DC 2005.

**STATUS:** Open.

**CONTACT PERSON FOR MORE INFORMATION:**

Jeffrey T. Bryson, General Counsel/  
Secretary (202) 220-2372;  
*jbryson@nw.org.*

**AGENDA:**

- I. Call to Order
- II. Approval of Minutes: May 28, 2003, Annual Meeting
- VIII. Audit Committee Meeting
- IX. Budget Committee Meeting
- X. Treasurer's Report
- XI. Executive Directors Quarterly Management Report
  - c. Strategic Planning Update
  - d. Friends of NeighborWorks®
- XII. Adjournment

**Jeffrey T. Bryson,**

*General Counsel/Secretary.*

[FR Doc. 03-22121 Filed 8-26-03; 11:25 am]

**BILLING CODE 7570-01-M**

## PENSION BENEFIT GUARANTY CORPORATION

### Submission of Information Collection for OMB Review; Comment Request; Customer Satisfaction Surveys and Focus Groups

**AGENCY:** Pension Benefit Guaranty Corporation.

**ACTION:** Notice of request for extension of OMB approval.

**SUMMARY:** The Pension Benefit Guaranty Corporation is requesting that the Office of Management and Budget extend its approval of a collection of information under the Paperwork Reduction Act. The purpose of the information collection, which will be conducted through focus groups and surveys over a three-year period, is to help the PBGC assess the efficiency and effectiveness with which it serves its customers and to design actions to address identified problems.

**DATES:** Comments should be submitted on or before September 29, 2003.

**ADDRESSES:** Comments should be mailed to the Office of Information and Regulatory Affairs of the Office of Management and Budget, Attention: Desk Officer for Pension Benefit Guaranty Corporation, Washington, DC 20503.

Copies of the request for extension (including the collection of information) may be obtained by writing to the PBGC's Communications and Public Affairs Department, suite 240, 1200 K Street NW., Washington, DC 20005-4026, or by visiting that office or calling (202) 326-4040 during normal business hours. (TTY and TDD users may call the Federal relay service toll-free at 1-800-877-8339 and ask to be connected to (202) 326-4040.)

**FOR FURTHER INFORMATION CONTACT:**

Thomas H. Gabriel, Attorney, Office of the General Counsel, Suite 340, 1200 K Street NW., Washington, DC 20005, (202) 326-4020. (TTY and TDD users may call the Federal relay service toll-free at 1-800-877-8339 and ask to be connected to (202) 326-4020.)

**SUPPLEMENTARY INFORMATION:** An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number.

The PBGC is requesting that OMB extend its approval, for a three-year period, of a generic collection of information consisting of customer satisfaction focus groups and surveys (OMB No. 1212-0053; expires September 30, 2003). The information

collection will further the goals of Executive Order 12862, Setting Customer Service Standards, which states the Federal Government must seek to provide "the highest quality of service delivered to customers by private organizations providing a comparable or analogous service."

The PBGC uses customer satisfaction focus groups and surveys to find out about the needs and expectations of its customers and assess how well it is meeting those needs and expectations. By keeping these avenues of communication open, the PBGC can continually improve service to its customers, including plan participants and beneficiaries, plan sponsors and their affiliates, plan administrators, pension practitioners, and others involved in the establishment, operation and termination of plans covered by the PBGC's insurance program. Because the areas of concern to the PBGC and its customers vary and may quickly change, it is important that the PBGC have the ability to evaluate customer concerns quickly by developing new vehicles for gathering information under this generic approval. The focus groups and surveys will provide important information on customer attitudes about the delivery and quality of agency services and will be used as part of an ongoing process to improve PBGC programs.

Participation in the focus groups and surveys will be voluntary. The PBGC estimates that the average annual burden will total 2,500 burden hours for 9,500 respondents (an average of about one-quarter hour per respondent). The PBGC will consult with OMB regarding each specific information collection during the approval period.

On March 7, 2003, the PBGC published in the **Federal Register** a notice of intention to request extension of OMB approval of this collection. No comments were received in response to the notice.

Issued at Washington, DC this 22nd day of August 2003.

**Gail Sevin,**

*Acting Director, Corporate Policy and Research Department, Pension Benefit Guaranty Corporation.*

[FR Doc. 03-22017 Filed 8-27-03; 8:45 am]

**BILLING CODE 7708-01-P**

## SECURITIES AND EXCHANGE COMMISSION

### Proposed Collection; Comment Request

*Upon Written Request; Copies Available From: Securities and Exchange Commission, Office of Filings and*