

RETRIEVABILITY:

Retrieved by name, Employee Identification Number or Social Security Number.

SAFEGUARDS:

Records are accessed by person(s) responsible for servicing the record system in performance of their official duties and by authorized personnel who are properly screened and cleared for need-to-know. Records are stored in locked rooms and cabinets. Those in computer storage devices are protected by computer system software.

RETENTION AND DISPOSAL:

Destroy reports generated at preparing activities when no longer needed. Destroy Individual Attendance and Overtime records after GAO audit or when 6 years old, whichever is sooner.

SYSTEM MANAGER(S) AND ADDRESS:

Commanding officers at Air Force organizations, offices, or functions to which the individual is assigned. Official mailing addresses are published as an appendix to the Air Force's compilation of systems of records notices.

NOTIFICATION PROCEDURE:

Individuals seeking to determine whether information about themselves is contained in this system should address written inquiries to the commanding officer of their organization. Official mailing addresses are published as an appendix to the Air Force's compilation of records notices.

Inquiries should contain the individual's full name, home address, Social Security Number or Employee Identification Number, organization, pay period, and must be signed.

RECORD ACCESS PROCEDURES:

Individuals seeking access to records about themselves contained in this system of records should address written inquiries to the commanding officer of their organization. Official mailing addresses are published as an appendix to the Air Force's compilation of records notices.

Inquiries should contain the individual's full name, home address, Social Security Number or Employee Identification Number, organization, pay period, and must be signed.

CONTESTING RECORD PROCEDURES:

The Air Force's rules for accessing records, and for contesting contents and appealing initial agency determinations are published in Air Force Instruction 37-132; 32 CFR part 806b; or may be obtained from the system manager.

RECORD SOURCE CATEGORIES:

Individual; time sheets; and work schedules.

EXEMPTIONS CLAIMED FOR THE SYSTEM:

None.

[FR Doc. 03-25852 Filed 10-10-03; 8:45 am]

BILLING CODE 5001-08-P

DEPARTMENT OF DEFENSE**Department of the Air Force****Privacy Act of 1974; System of Records**

AGENCY: Department of the Air Force, DoD.

ACTION: Notice to amend systems of records.

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

In addition, a portion of the Preamble to the Air Force Compilation of systems of records notices is being amended as identified below.

DATES: This proposed action will be effective without further notice on November 13, 2003 unless comments are received which result in a contrary determination.

ADDRESSES: Send comments to the Air Force Privacy Act Manager, Office of the Chief Information Officer, AF-CIO/P, 1155 Air Force Pentagon, Washington, DC 20330-1155.

FOR FURTHER INFORMATION CONTACT: Mrs. Anne Rollins at (703) 601-4043.

SUPPLEMENTARY INFORMATION: The Department of the Air Force 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: October 6, 2003.

Patricia Toppings,

Alternate OSD Federal Register Liaison Officer, Department of Defense.

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United States Air Force**How Systems of Records Are Arranged**

In the Air Force, records are grouped by subject series. Each series has records about a specific activity or function to which a subject title and number is given. Systems of records are grouped in the same way. For example, a system of records on personnel security clearances may be found in "Security—31," and one about Judge Advocate Personnel Records in "Law—51". These numbers are part of the system identification, which precede the notices. They look like this: F031 AF SF A or F051 AFJA C. The letter "F" means Air Force. The first three digits (031 and 051) show that the records pertain to Security and Law respectively. The letters that follow indicate to whom the system applies and/or the Office of Primary Responsibility (OPR). For example, in system F031 AF SF A, AF indicates that this is an Air Force-wide system, with SF denoting Security Forces as the OPR. The last alpha designation is for internal management control. In the records system F051 AFJA C, (without a space between the AF and JA) indicates this is a Judge Advocate General System and applies to the office of The Judge Advocate General only.

A "DoD" in the identifier means that the Air Force system is a DoD-wide system of records and applies to all DoD Components.

Using the Index Guide

The systems of records maintained by the Air Force are contained within the subject series that are listed below.

This list identifies each series in the order in which it appears in this issuance. Use the list to identify subject areas of interest. Having done so, use the series number (for example 031 for Security) to locate the systems of records grouping in which you are interested.

System Identification Series—Subject Series

Flying Operations—011
Operations—010
Maintenance—021
Supply—023
Transportation—024
Security—031
Civil Engineering—032
Communications and Information—033
Services—034
Public Affairs—035
Personnel—036
Manpower and Organization—038
Medical—044
Law—051
Chaplain—052
Scientific/Research Development—061

Financial Management—065
Special Investigations—071
Command Policy—090
Safety—091

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F031 AF SP E

SYSTEM NAME:

Security Forces Management Information System (SFMIS) (August 29, 2003, 68 FR 51998).

CHANGES:

System identifier:
Delete entry and replace with 'F031 AF SF B'.

* * * * *

RETENTION AND DISPOSAL:

Delete entry and replace with 'Destroy offenses reportable under Brady, Lautenberg, or involving sex offender registration 99 years after entry into the SFMIS database; Class A offenses and military offenses of confinement of more than 1 year or death is adjudged by court-martial 5 years from entry into database or term of confinement whichever is later; Class B offenses 3 years after entry into database or term of confinement, whichever is later; military offenses other than those disposed of by Article 15/ Administrative Sanction 3 years after entry into database; offenses disposed of by Article 15/Administrative Sanction 6 months after entry into database; and records on acquittals, set aside actions and unfounded allegations immediately after action is completed.'

* * * * *

F031 AF SF B

SYSTEM NAME:

Security Forces Management Information System (SFMIS).

SYSTEM LOCATION:

DISA MegaCenter, Building 857, 401 E. Drive, Maxwell Air Force Base-Gunter Annex, AL 36114-3001; security forces units at all levels can access the system.

CATEGORIES OF INDIVIDUALS COVERED BY THE SYSTEM:

Individuals involved in incidents and accidents occurring on Air Force (AF) installations, or reportable incidents occurring off base, including all active duty military personnel, reserve and guard; DoD civilians and other civilians; and retirees, who may be victims, witnesses, complainants, offenders, suspects, drivers; individuals who have had tickets issued on base, or had their license suspended or revoked; those persons barred from the installation;

and persons possessing a licensed firearm.

CATEGORIES OF RECORDS IN THE SYSTEM:

Data on individuals (victims, witnesses, complainants, offenders, suspects, and drivers) involved in incidents may include, but is not limited to, name; Social Security Number; date of birth; place of birth; home address and phone; alias; race; ethnicity; sex; marital status; identifying marks (tattoos, scars, etc.); height; weight; eye and hair color; date, location, nature and details of the incident/offense to include whether alcohol, drugs and/or weapons were involved; driver's license information; tickets issued; vehicle information; suspension/revocation or barment records; whether bias against any particular group was involved; if offense involved sexual harassment; actions taken by military commanders (*e.g.*, administrative and/or non-judicial measures, to include sanctions imposed); referral actions; court-martial results and punishments imposed; confinement information, to include location of correctional facility, gang/cult affiliation if applicable; and release/parole/clemency eligibility dates.

AUTHORITY FOR MAINTENANCE OF THE SYSTEM:

10 U.S.C. 8013, Secretary of the Air Force; DoD Directive 7730.47, Defense Incident Based Reporting System (DIBRS); Air Force Instruction 31-203, Security Forces Management Information System; 18 U.S.C. 922 note, Brady Handgun Violence Prevention Act; 28 U.S.C. 534 note, Uniform Federal Crime Reporting Act; 42 U.S.C. 10601 *et seq.*, Victims Rights and Restitution Act of 1990; and E.O. 9397 (SSN).

PURPOSE(S):

Serves as a repository of criminal and specified other non-criminal incidents used to satisfy statutory and regulatory reporting requirements, specifically to provide crime statistics required by the Department of Justice (DoJ) under the Uniform Federal Crime Reporting Act; to provide personal information required by the DoJ under the Brady Handgun Violence Prevention Act; and statistical information required by DoD under the Victim's Rights and Restitution Act; and to enhance AF's capability to analyze trends and to respond to executive, legislative, and oversight requests for statistical crime data relating to criminal and other high-interest incidents.

Security Forces commanders will use criminal/statistical data for local law enforcement purposes. The system

generates reports for use by the Air Force Security Forces at all levels of command, provides security forces commanders the ability to view criminal statistics and apply whatever actions are necessary for enforcement.

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 the Department of Justice for criminal reporting purposes and as required by the Brady Handgun Violence Prevention Act.

To courts and state, local, and foreign law enforcement agencies for valid judicial proceedings.

To victims and witnesses to comply with the Victim and Witness Assistance Program, the Sexual Assault Prevention and Response Program, and the Victims' Rights and Restitution Act of 1990.

The DoD "Blanket Routine Uses" published at the beginning of the Air Force's compilation of systems of records notices apply to this system.

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

STORAGE:

Maintained on computers and computer output products; some paper reports are generated.

RETRIEVABILITY:

Records are retrieved by name or Social Security Number.

SAFEGUARDS:

Records are accessed by person(s) responsible for servicing the record system in performance of their official duties, and by authorized personnel who are properly screened and cleared for need-to-know. Records are stored in computer storage devices which are protected by computer system software.

RETENTION AND DISPOSAL:

Destroy offenses reportable under Brady, Lautenberg, or involving sex offender registration 99 years after entry into the SFMIS database; Class A offenses and military offenses of confinement of more than 1 year or death is adjudged by court-martial 5 years from entry into database or term of confinement whichever is later; Class B offenses 3 years after entry into database or term of confinement, whichever is later; military offenses other than those disposed of by Article

15/Administrative Sanction 3 years after entry into database; offenses disposed of by Article 15/Administrative Sanction 6 months after entry into database; and records on acquittals, set aside actions and unfounded allegations immediately after action is completed.

SYSTEM MANAGER(S) AND ADDRESS:

Reports and Analysis Program Manager, Police Services Branch, Headquarters Air Force Security Forces Center (HQ AFSFC/SFOP), 1517 Billy Mitchell Boulevard, Lackland Air Force Base, TX 78236-0119.

NOTIFICATION PROCEDURE:

Individuals seeking to access records about themselves contained in the system should address written requests to their servicing Security Forces Administrative Reports Section (SFAR) or visit the system manager at HQ Air Force Security Forces Center, Police Services Branch (HQ AFSFC/SFOP), 1517 Billy Mitchell Boulevard, Lackland Air Force Base, TX 78236-0119.

Individuals must identify themselves by full name, rank, home address, Social Security Number and present a military ID, valid driver's license, or some other form of identification when appearing in person.

RECORD ACCESS PROCEDURES:

Individuals seeking to access records about themselves contained in the system should address written requests to their servicing Security Forces Administrative Reports Section (SFAR) or visit the system manager at HQ Air Force Security Forces Center, Police Services Branch (HQ AFSFC/SFOP), 1517 Billy Mitchell Boulevard, Lackland Air Force Base, TX 78236-0119.

Individuals must identify themselves by full name, rank, home address, and Social Security Number.

CONTESTING RECORDS PROCEDURES:

The Air Force rules for accessing records, for contesting contents and appealing initial agency determinations are published in Air Force Instruction 37-132; 32 CFR part 806b; or may be obtained from the system manager.

RECORD SOURCE CATEGORIES:

Information obtained from individuals; DoD and civilian law enforcement authorities, security flight personnel, desk sergeants, operations personnel, staff judge advocates, courts-martial, correctional institutions and facilities, and administrative reports branch personnel.

EXEMPTIONS CLAIMED FOR THE SYSTEM:

Parts of this system may be exempt pursuant to 5 U.S.C. 552a(j)(2) if the

information is compiled and maintained by a component of the agency, which performs as its principle function any activity pertaining to the enforcement of criminal laws.

An exemption rule for this exemption has been promulgated in accordance with requirements of 5 U.S.C. 553(b)(1), (2), and (3), (c) and (e) and published in 32 CFR part 806b. For additional information contact the system manager. [FR Doc. 03-25853 Filed 10-10-03; 8:45 am]

BILLING CODE 5001-08-P

ENVIRONMENTAL PROTECTION AGENCY

[FRL-7573-7]

Request for Applications for Essential Use Exemptions to the Production and Import Phaseout of Ozone Depleting Substances Under the Montreal Protocol for the Years 2005 and 2006

AGENCY: Environmental Protection Agency (EPA).

ACTION: Notice.

SUMMARY: Through this action, the Environmental Protection Agency (EPA) is requesting applications for essential use allowances for calendar years 2005 and 2006. Essential use allowances provide exemptions to the production and import phaseout of ozone-depleting substances and must be authorized by the Parties to the Montreal Protocol on Substances that Deplete the Ozone Layer. The U.S. Government will use the applications received in response to this notice as the basis for its nomination of essential use allowances at the Sixteenth Meeting of the Parties to the Montreal Protocol on Substances that Deplete the Ozone Layer (the Protocol), to be held in 2004.

DATES: Applications for essential use exemptions must be submitted to EPA no later than November 13, 2003 in order for the U.S. Government to complete its review and to submit nominations to the United Nations Environment Programme and the Protocol Parties in a timely manner.

ADDRESSES: Send two copies of application materials to: Scott Monroe, Global Programs Division (6205J), U.S. Environmental Protection Agency, 1200 Pennsylvania Avenue, NW, Washington, DC 20460. (For applications sent via courier service, use the following direct mailing address: 1310 L Street, NW, Washington, DC 20005.) *Confidentiality:* Application materials that are confidential should be submitted under separate cover and be clearly identified as "trade secret," "proprietary," or

"company confidential." Information covered by a claim of business confidentiality will be disclosed only to authorized government personnel. Please note that data will be presented in aggregate form by the United States as part of the nomination to the Parties. If no claim of confidentiality accompanies the information when it is received by EPA, the information may be made available to the public by EPA without further notice to the company (40 CFR 2.203).

FOR FURTHER INFORMATION CONTACT:

Scott Monroe at the above address, or by telephone at (202) 343-9712, by fax at (202) 343-2337, or by e-mail at monroe.scott@epa.gov. General information may be obtained from EPA's stratospheric protection Web site at <http://www.epa.gov/ozone>.

SUPPLEMENTARY INFORMATION:

Table of Contents

- I. Background on the Essential Use Nomination Process
- II. Information Required for Essential Use Applications for Production or Importation of Class I Substances in 2005 and 2006

I. Background—The Essential Use Nomination Process

As described in previous **Federal Register** (FR) documents,¹ the Parties to the Protocol agreed during the Fourth Meeting in Copenhagen on November 23-25, 1992, to accelerate the phaseout schedules for Class I ozone-depleting substances. Specifically, the Parties agreed that non-Article 5 Parties (that is, developed countries) would phase out the production and consumption of halons by January 1, 1994, and the production and consumption of other class I substances (under 40 CFR part 82, subpart A), except methyl bromide, by January 1, 1996. The Parties also reached decisions and adopted resolutions on a variety of other matters, including the criteria to be used for allowing "essential use" exemptions from the phaseout of production and importation of controlled substances. Decision IV/25 of the Fourth Meeting of the Parties details the specific criteria and review process for granting essential use exemptions.

Decision IV/25 states that " * * * a use of a controlled substance should qualify as "essential" only if: (i) it is necessary for the health, safety or is

¹ 58 FR 29410, May 20, 1993; 59 FR 52544, October 18, 1994; 60 FR 54349, October 23, 1995; 61 FR 51110, 0 30, 1996; 62 FR 51655, October 2, 1997; 63 FR 42629, August 10, 1998; 64 FR 50083, September 15, 1999; 65 FR 65377, November 1, 2000; and 200166 FR 56102, November 6, 2001.