

FOR FURTHER INFORMATION CONTACT:

Requests for additional information or copies of the proposed information collection and supporting statement should be directed to Tamee Fechhelm at telephone number 301-837-1694 or fax number 301-837-3213.

SUPPLEMENTARY INFORMATION: Pursuant to the Paperwork Reduction Act of 1995 (Pub. L. 104-13), NARA invites the general public and other Federal agencies to comment on proposed information collections. NARA published a notice of proposed collection for this information collection on March 11, 2004 (69 FR 11667 and 11668). No comments were received. NARA has submitted the described information collection to OMB for approval.

In response to this notice, comments and suggestions should address one or more of the following points: (a) Whether the proposed information collection is necessary for the proper performance of the functions of NARA; (b) the accuracy of NARA's estimate of the burden of the proposed information collection; (c) ways to enhance the quality, utility, and clarity of the information to be collected; and (d) ways to minimize the burden of the collection of information on respondents, including the use of information technology. In this notice, NARA is soliciting comments concerning the following information collection:

Title: Item Approval Request List.

OMB number: 3095-0025.

Agency form number: NA Form 14110 and 14110A.

Type of review: Regular.

Affected public: Business or for-profit, nonprofit organizations and institutions, Federal, State and local government agencies, and individuals or households.

Estimated number of respondents: 2,816.

Estimated time per response: 15 minutes.

Frequency of response: On occasion.

Estimated total annual burden hours: 704 hours.

Abstract: The information collection is prescribed by 36 CFR 1254.72. The collection is prepared by researchers who cannot visit the appropriate NARA research room or who request copies of records as a result of visiting a research room. NARA offers limited provisions to obtain copies of records by mail and requires requests to be made on prescribed forms for certain bodies of records. NARA uses the Item Approval Request List form to track reproduction requests and to provide information for customers and vendors.

Dated: May 20, 2004.

L. Reynolds Cahoon,

Assistant Archivist for Human Resources and Information Services.

[FR Doc. 04-12005 Filed 5-26-04; 8:45 am]

BILLING CODE 7515-01-P

NATIONAL ARCHIVES AND RECORDS ADMINISTRATION

Records Schedules; Availability and Request for Comments

AGENCY: National Archives and Records Administration (NARA).

ACTION: Notice of availability of proposed records schedules; request for comments.

SUMMARY: The National Archives and Records Administration (NARA) publishes notice at least once monthly of certain Federal agency requests for records disposition authority (records schedules). Once approved by NARA, records schedules provide mandatory instructions on what happens to records when no longer needed for current Government business. They authorize the preservation of records of continuing value in the National Archives of the United States and the destruction, after a specified period, of records lacking administrative, legal, research, or other value. Notice is published for records schedules in which agencies propose to destroy records not previously authorized for disposal or reduce the retention period of records already authorized for disposal. NARA invites public comments on such records schedules, as required by 44 U.S.C. 3303a(a).

DATES: Requests for copies must be received in writing on or before July 12, 2004. Once the appraisal of the records is completed, NARA will send a copy of the schedule. NARA staff usually prepare appraisal memorandums that contain additional information concerning the records covered by a proposed schedule. These, too, may be requested and will be provided once the appraisal is completed. Requesters will be given 30 days to submit comments.

ADDRESSES: You may request a copy of any records schedule identified in this notice by contacting the Life Cycle Management Division (NWML) using one of the following means:

Mail: NARA (NWML), 8601 Adelphi Road, College Park, MD 20740-6001.

E-mail: records.mgt@nara.gov.

FAX: 301-837-3698.

Requesters must cite the control number, which appears in parentheses after the name of the agency which submitted the schedule, and must

provide a mailing address. Those who desire appraisal reports should so indicate in their request.

FOR FURTHER INFORMATION CONTACT: Paul M. Wester, Jr., Director, Life Cycle Management Division (NWML), National Archives and Records Administration, 8601 Adelphi Road, College Park, MD 20740-6001. Telephone: 301-837-3120. E-mail: records.mgt@nara.gov.

SUPPLEMENTARY INFORMATION: Each year Federal agencies create billions of records on paper, film, magnetic tape, and other media. To control this accumulation, agency records managers prepare schedules proposing retention periods for records and submit these schedules for NARA's approval, using the Standard Form (SF) 115, Request for Records Disposition Authority. These schedules provide for the timely transfer into the National Archives of historically valuable records and authorize the disposal of all other records after the agency no longer needs them to conduct its business. Some schedules are comprehensive and cover all the records of an agency or one of its major subdivisions. Most schedules, however, cover records of only one office or program or a few series of records. Many of these update previously approved schedules, and some include records proposed as permanent.

No Federal records are authorized for destruction without the approval of the Archivist of the United States. This approval is granted only after a thorough consideration of their administrative use by the agency of origin, the rights of the Government and of private persons directly affected by the Government's activities, and whether or not they have historical or other value.

Besides identifying the Federal agencies and any subdivisions requesting disposition authority, this public notice lists the organizational unit(s) accumulating the records or indicates agency-wide applicability in the case of schedules that cover records that may be accumulated throughout an agency. This notice provides the control number assigned to each schedule, the total number of schedule items, and the number of temporary items (the records proposed for destruction). It also includes a brief description of the temporary records. The records schedule itself contains a full description of the records at the file unit level as well as their disposition. If NARA staff has prepared an appraisal memorandum for the schedule, it too includes information about the records.

Further information about the disposition process is available on request.

Schedules Pending:

1. Department of Defense, National Geospatial-Intelligence Agency (N1-537-04-1, 6 items, 3 temporary items). Files accumulated by individual members of agency committees. Also included are electronic copies of documents created using word processing and electronic mail. Proposed for permanent retention are recordkeeping copies of mission program and policy files, agreement files, and committee files accumulated by the committee's sponsor or secretariat. This schedule authorizes the agency to apply the proposed disposition instructions to any recordkeeping medium.

2. Department of Homeland Security, Transportation Security Administration (N1-560-04-6, 5 items, 5 temporary items). Subject and reference files accumulated by the Office of Legislative Affairs. Also included are electronic copies of records created using electronic mail and word processing.

3. Department of Justice, Federal Bureau of Prisons (N1-129-04-01, 4 items, 4 temporary items). Inputs, outputs, data files, and documentation associated with an electronic system that contains financial and accounting data for payable and receivable accounts, factory inventories, production schedules, and other management information relating to Federal Prison Industries.

4. Department of Justice, Federal Bureau of Prisons (N1-129-04-2, 4 items, 4 temporary items). Inputs, outputs, data files, and documentation associated with the National Institute of Correction's Registrar Database, which is used to administer training programs.

5. Department of Justice, Federal Bureau of Prisons (N1-129-04-3, 4 items, 4 temporary items). Inputs, outputs, data files, and documentation associated with the National Institute of Correction's Information Center Library Database, which serves as the library's online catalog.

6. Department of Justice, Federal Bureau of Prisons (N1-129-04-4, 5 items, 5 temporary items). Inputs, outputs, data files, and documentation associated with the National Institute of Correction's Information Center Requestor Database, which is used to manage requests for information. Also included are electronic copies of records created using electronic mail and word processing.

7. Department of Justice, Federal Bureau of Prisons (N1-129-04-5, 4 items, 4 temporary items). Inputs,

outputs, data files, and documentation associated with the National Institute of Correction's Information Center Research Databases, which contain information concerning corrections facilities and corrections programs.

8. Department of the Treasury, Bureau of the Public Debt (N1-53-04-2, 1 item, 1 temporary item). Daily accounting transactions processed by the Customer Accounting Branch. Included are records relating to such matters as staledated and returned payments, redemption of accrual savings bonds and income bonds, and other financial transactions.

9. Department of the Treasury, Bureau of the Public Debt (N1-53-04-3, 2 items, 2 temporary items). Records maintained at Federal Reserve Banks relating to the savings bond program consisting of bond owners' change of address requests and documents relating to payroll savings bonds arrangements between companies and the Government.

10. Department of the Treasury, Bureau of the Public Debt (N1-53-04-4, 2 items, 2 temporary items). Security copies of retired savings securities maintained as scanned images or on microfilm.

11. Department of the Treasury, Bureau of the Public Debt (N1-53-04-5, 1 item, 1 temporary item). Forms used to certify whether or not departing employees have removed non-record documents when they separate from the agency.

12. Department of the Treasury, Bureau of Engraving and Printing (N1-318-04-24, 41 items, 40 temporary items). Records relating to environmental matters, safety, and employee health. Records relate to such subjects as waste management, lead abatement, hazardous material removal, employee accident reporting, and clean air emissions reporting. Also included are records created using electronic mail and word processing. Proposed for permanent retention are recordkeeping copies of environmental assessment reports.

13. Office of Personnel Management, Center for Federal Investigative Services (N1-478-04-1, 2 items, 2 temporary items). Files relating to investigations. This schedule reduces the retention period of these records, which were previously approved for disposal.

Dated: May 19, 2004.

Michael J. Kurtz,

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

[FR Doc. 04-12006 Filed 5-26-04; 8:45 am]

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 7, 2004 from 10 a.m. to 11 a.m.

ADDRESSES: The U.S. Capitol Building, Room S-219, Washington, DC.

FOR FURTHER INFORMATION CONTACT: Richard H. Hunt, Director; Center for Legislative Archives; (202) 501-5350.

SUPPLEMENTARY INFORMATION:

Agenda

Capitol Visitor Center Orientation Film;

Electronic Records Archives;
Senate Legislative Information Project;

Pilot of Document Management System for Senate Offices and the Ohio Congressional Archives;

Activities report of the Center for Legislative Archives; and

Other current issues and new business.

The meeting is open to the public.

Dated: May 21, 2004.

Mary Ann Hadyka,

Committee Management Officer.

[FR Doc. 04-11956 Filed 5-26-04; 8:45 am]

BILLING CODE 7515-01-P

NATIONAL SCIENCE FOUNDATION

Notice of Permit Applications Received Under the Antarctic Conservation Act of 1978 (P.L. 95-541)

AGENCY: National Science Foundation.

ACTION: Notice of Permit Applications Received under the Antarctic Conservation Act of 1978, P.L. 95-541.

SUMMARY: The National Science Foundation (NSF) is required to publish notice of permit applications received to conduct activities regulated under the Antarctic Conservation Act of 1978. NSF has published regulations under the Antarctic Conservation Act at Title