

# Notices

This section of the FEDERAL REGISTER contains documents other than rules or proposed rules that are applicable to the public. Notices of hearings and investigations, committee meetings, agency decisions and rulings, delegations of authority, filing of petitions and applications and agency statements of organization and functions are examples of documents appearing in this section.

## DEPARTMENT OF AGRICULTURE

### Office of Civil Rights

#### Notice of Intent To Seek Approval To Collect Information

**AGENCY:** Office of Civil Rights, USDA:

**ACTION:** Notice and request for comments.

**SUMMARY:** In accordance with the Paperwork Reduction Act of 1995 (Pub. L. 104-13) and the Office of Management and Budget (OMB) regulations at 5 CFR part 1320, this notice announces the Office of Civil Rights' (CR) intention to request approval for a new information collection aimed at standardizing race, ethnicity, sex, national origin, disability status, and age data across the Department. The establishment of such a collection will assist the United States Department of Agriculture (USDA) agencies in improving program services and benefits. USDA continues to seek ways to improve delivery of program services and benefits, fulfill various civil rights responsibilities, and increase participation for those who are eligible to receive benefits and assistance.

**DATES:** Comments on this notice must be received by August 23, 2004.

**FOR FURTHER INFORMATION CONTACT:** Requests for additional information or comments regarding this notice should be directed to Mr. Joe McNeill, Office of Civil Rights, U.S. Department of Agriculture, 1400 Independence Ave., SW., Room 331-W, Washington, DC 20250; e-mail: [Joe.mcneill@usda.gov](mailto:Joe.mcneill@usda.gov), telephone: (202) 720-0438.

**SUPPLEMENTARY INFORMATION:**

*Title:* Customer Information.  
*OMB Number:* 0503-NEW.  
*Expiration Date:* Three years from date of issuance.  
*Type of Request:* New Collection.  
*Abstract:* The purpose of the collection is to standardize the collection of race, ethnicity, sex,

national origin, disability status, and age data for all USDA agencies, and to further ensure that this information is collected only once for each customer. When established, this information will assist the Office of Civil Rights and USDA agencies in monitoring programs and will be the basis for several different reports required by statute.

*Background:* The civil rights policy of the USDA requires each agency to analyze the civil rights impact(s) of policies, actions, or decisions that will affect federally conducted the federally assisted programs and activities and the USDA workforce. In order to assesses the civil rights impact, data on programs, activities, and employment must be analyzed in a consistent manner with respect to the race, ethnicity, sex, national origin, disability status, and age of customers, applicants, and participants. Currently, no uniform method of reporting and tabulating race and ethnicity data exists in USDA. There are 17 program agencies each with a potential array of program applicants and participants. The collection of data is necessary to provide each agency, and the USDA as a whole, with the composition of its customers, particularly from a race and ethnicity standpoint. Further, data is necessary to give USDA a baseline on its applicants and participants and assist it in planning and assisting its customers. The goal of a comprehensive USDA collection of race, ethnicity, sex, national origin, disability status, and age data is to reduce the burden on citizens to provide this type of information by creating a single voluntary survey transaction where the data is collected, one time in a standard format. For subsequent transactions where this information is needed to provide services or improve program participation, the Department will reuse the data previously collected.

This Information Collection Request is intended, over a three-year period, to consolidate a number of agency collections of race, ethnicity, sex, national origin, disability status, and age data and to minimize the number of separate forms and transactions required to obtain USDA services, thereby reducing the burden in collecting this information from the public. When collected manually, a paper form will be used in conjunction with the appropriate program application form as

a tear-off where the application for services will be transmitted to the appropriate agency for action, and the paper form will be transmitted to a Departmental repository to be used in subsequent customer transactions and for applicable Civil Rights analysis and reporting. Data from the paper form will be entered electronically into the Departmental repository. When collected electronically, the data will reside in an enterprise customer repository that will collect and track customer information. While the demographic data would be available for management reporting purposes and a flag would graphically indicate to USDA employees that the information had been previously collected, no direct employee access to the data would be provided. As required by the Privacy Act, existing customer data Systems of Record will be modified or created if applicable.

*Estimate of Burden:* For the initial collection of race, ethnicity, sex, national origin, disability status, and age information, the estimated burden is 3 minutes per response. The burden is the same whether collected manually through a Departmental form or collected electronically as a customer enters the [USDA.gov](http://USDA.gov) web portal. Estimated Total Annual Burden on Respondents: The Department estimates there are 36,655,000 customers subject to the collection of race, ethnicity, sex, national origin, disability status, and age data. Based on an estimated 3 minutes response time, the estimated annual burden is 1,832,750 hours. The breakdown by customer group is provided below.

Customer type	Estimated number <sup>1</sup>
Producers .....	2,200,000
Agribusiness and Cooperatives	100,000
Low-Income Families and Individuals .....	20,000,000
Children and Caregivers .....	55,000
Rural Communities and Businesses .....	2,000,000
Researchers and Academic Community .....	1,300,000
Landowners and Conservationists .....	10,000,000
<b>Total .....</b>	<b>36,655,000</b>

<sup>1</sup> Data obtained from the *Audience Analysis* document prepared in support of the eGovernment Web Presence initiative.

Comments: Comments are invited on (a) 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 as described; (b) the accuracy of the Agency's estimate of burden of the proposed collection of information, including the validity of methodology and assumptions used; (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 those who are to respond, including the use of appropriate, automated, electronic, mechanical or other technology. Comments should be addressed to the address in the preamble. All responses to this notice will be summarized and included in the request for Office of Management and Budget (OMB) approval. All comments will also become a matter of public record.

**Vernon B. Parker,**

*Assistant Secretary for Civil Rights.*

[FR Doc. 04-14193 Filed 6-22-04; 8:45 am]

**BILLING CODE 3410-98-M**

## DEPARTMENT OF AGRICULTURE

### Forest Service

#### Glenn/Colusa County Resource Advisory Committee

**AGENCY:** Forest Service, USDA.

**ACTION:** Notice of meeting.

**SUMMARY:** The Glenn/Colusa County Resource Advisory Committee (RAC) will meet in Willows, California. Agenda items to be covered include: (1) Introductions, (2) Approval of Minutes, (3) Public Comment, (4) Small Diameter Wood CD, (5) Report from Monitoring Sub-Committee, (6) Re-Applications for RAC Membership, (7) Website Proposal/Possible Action, (8) Meeting Time Change?, (9) General Discussion, (9) Next Agenda.

**DATES:** The meeting will be held on June 28, 2004, from 1:30 p.m. and end at approximately 4:30 p.m.

**ADDRESSES:** The meeting will be held at the Mendocino National Forest Supervisor's Office, 825 N. Humboldt Ave., Willows, CA 95988. Individuals wishing to speak or propose agenda items must send their names and proposals to Jim Giachino, DFO, 825 N. Humboldt Ave., Willows, CA 95988.

**FOR FURTHER INFORMATION CONTACT:** Bobbin Gaddini, Committee Coordinator, USDA, Mendocino National Forest, Grindstone Ranger

District, PO Box 164, Elk, Creek, CA 95939. (530) 968-5329; e-mail [gaddini@fs.fed.us](mailto:gaddini@fs.fed.us).

**SUPPLEMENTARY INFORMATION:** The meeting is open to the public. Committee discussion is limited to Forest Service staff and Committee members. However, persons who wish to bring matters to the attention of the Committee may file written statements with the Committee staff before or after the meeting. Public input sessions will be provided and individuals who made written requests by June 25, 2004, will have the opportunity to address the committee at those sessions.

Dated: June 17, 2004.

**James F. Giachino,**

*Designated Federal Official.*

[FR Doc. 04-14161 Filed 6-22-04; 8:45 am]

**BILLING CODE 3410-11-M**

## DEPARTMENT OF COMMERCE

### Submission for OMB Review; Comment Request

DOC has submitted to the Office of Management and Budget (OMB) for clearance the following proposal for collection of information under the provisions of the Paperwork Reduction Act of 1995, Public Law 104-13.

*Bureau:* International Trade Administration.

*Title:* Non-Tariff Barriers Survey.

*Agency Form Number:* ITA 4150P.

*OMB Number:* 0625-0241.

*Type of Request:* Regular Submission.

*Burden:* 33 Hours.

*Number of Respondents:* 200.

*Average Hours Per Response:* 10 Minutes.

*Needs and Uses:* The International Trade Administration's Office of Environmental Technologies Industries (ETI) office is the principal resource and key contact point within the U.S. Department of Commerce for American environmental technology companies. ETI's goal is to facilitate and increase exports of environmental technologies, goods and services by providing support and guidance to U.S. exporters. One aspect of increasing exports is to reduce trade barriers and non-tariff measures. ETI works closely with the Office of the U.S. Trade Representative on trade negotiations and trade liberalization initiatives. The information collected by this survey will be used to support these projects and enable ETI to maintain a current, up-to-date list of non-tariff measures that create trade barriers for U.S. exports of environmental goods and services.

*Affected Public:* Businesses and other environmental industry organizations.

*Frequency:* On Occasion.

*Respondent's Obligation:* Voluntary.

*OMB Desk Officer:* David Rostker, (202) 395-7340.

Copies of the above information collection proposal can be obtained by writing Diana Hynek, Departmental Paperwork Clearance Officer, Department of Commerce, Room 6625, 14th & Constitution, NW., Washington, DC 20230; E-mail: [dHynek@doc.gov](mailto:dHynek@doc.gov).

Written comments and recommendations for the proposed information collection should be sent to David Rostker, OMB Desk Officer, Room 10202, New Executive Office Building, Washington, DC 20503 within 30 days of the publication of this notice in the **Federal Register**.

Dated: June 18, 2004.

**Madeleine Clayton,**

*Management Analyst, Office of the Chief Information Officer.*

[FR Doc. 04-14224 Filed 6-22-04; 8:45 am]

**BILLING CODE 3510-DR-P**

## DEPARTMENT OF COMMERCE

### Submission for OMB Review; Comment Request

DOC has submitted to the Office of Management and Budget (OMB) for clearance the following proposal for collection of information under the provisions of the Paperwork Reduction Act (44 U.S.C. chapter 35).

*Agency:* U.S. Census Bureau.

*Title:* 2004 Panel of the Survey of Income & Program Participation, Wave 3 Topical Modules.

*Form Number(s):* SIPP 24305(L)

Director's Letter; SIPP/CAPI Automated Instrument; SIPP 24003 Reminder Card.

*Agency Approval Number:* 0607-0905.

*Type of Request:* Revision of a currently approved collection.

*Burden:* 148,028 hours.

*Number of Respondents:* 97,650.

*Avg Hours Per Response:* 30 minutes.

*Needs and Uses:* The U.S. Census Bureau requests authorization from the Office of Management and Budget (OMB) to conduct the Wave 3 topical module interview for the 2004 Panel of the Survey of Income and Program Participation (SIPP). We are also requesting approval for a few replacement questions in the reinterview instrument. The core SIPP and reinterview instruments were cleared under Authorization No. 0607-0905.

The SIPP is designed as a continuing series of national panels of interviewed households that are introduced every few years, with each panel having