

HQ AFSVA/SVOHL at (210) 652-8875 or by fax at (210) 652-7041.

*Title, Form Number, and OMB*

*Number:* Customer Comments, AF Form 3211, OMB Number 0701-0146.

*Needs and Uses:* Each guest of Air Force Lodging and its contract lodging operations are provided access to AF Form 3211. The AF Form 3211 gives each guest the opportunity to comment on facilities and services received. Completion and return of the form is optional. The information collection requirement is necessary for Wing leadership to assess the effectiveness of their Lodging program.

*Affected Public:* AFI 34-246, Air Force Lodging Program, specifies who is an authorized guest in Air Force Lodging. Some examples of the public include construction contractors and special guests of the Installation Commander.

*Annual Burden:* 16.67.

*Number of Respondents:* 200.

*Responses per Respondent:* 1.

*Average Burden per Response:* 5 minutes.

*Frequency:* On occasion.

#### **SUPPLEMENTARY INFORMATION:**

Respondents are authorized guests of Air Force Lodging. The AF Forms 3211 can be used for assessing background documentation/supporting material for all types of management decisions. Higher headquarters also reviews them during lodging assistance and Innkeeper Award competitions.

**Pamela Fitzgerald,**

*Air Force Federal Register Liaison Officer.*

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**BILLING CODE 5001-05-P**

## **DEPARTMENT OF DEFENSE**

### **Department of the Air Force**

#### **Air Force Academy Board of Visitors Meeting**

Pursuant to section 9355, title 10, United States Code, the U.S. Air Force Academy Board of Visitors will meet at the U.S. Air Force Academy, Colorado Springs, Colorado, 23-24 July 2004. The purpose of the meeting is to consider the morale and discipline, curriculum, instruction, physical equipment, fiscal affairs, academic methods, and other matters relating to the Academy. A portion of the meeting will be open to the public while other portions will be closed to the public to discuss matters listed in paragraphs (2), (6), and subparagraph (9)(B) of subsection (c) of section 552b, title 5, United States Code. The determination to close certain sessions is based on the consideration

that portions of the briefings and discussion will relate solely to the internal personnel rules and practices of the Board of Visitors or the Academy; involve information of a personal nature, the disclosure of which would constitute a clearly unwarranted invasion of personal privacy; or involve discussions of information the premature disclosure of which would be likely to frustrate implementation of future agency action. Meeting sessions will be held in various locations on the Academy grounds.

For further information, contact Lieutenant Colonel Tom Joyce, Military Assistant, Office of the Deputy Assistant Secretary of the Air Force (Force Management and Personnel), SAF/MRM, 1660 Air Force Pentagon, Washington, DC 20330-1660, (703) 693-9765.

**Pamela D. Fitzgerald,**

*Air Force Federal Register Liaison Officer.*

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## **DEPARTMENT OF EDUCATION**

### **Notice of Proposed Information Collection Requests**

**AGENCY:** Department of Education.

**SUMMARY:** The Acting Leader, Regulatory Information Management Group, Office of the Chief Information Officer, invites comments on the proposed information collection requests as required by the Paperwork Reduction Act of 1995.

**DATES:** Interested persons are invited to submit comments on or before September 21, 2004.

**SUPPLEMENTARY INFORMATION:** Section 3506 of the Paperwork Reduction Act of 1995 (44 U.S.C. chapter 35) requires that the Office of Management and Budget (OMB) provide interested Federal agencies and the public an early opportunity to comment on information collection requests. OMB may amend or waive the requirement for public consultation to the extent that public participation in the approval process would defeat the purpose of the information collection, violate State or Federal law, or substantially interfere with any agency's ability to perform its statutory obligations. The Acting Leader, Regulatory Information Management Group, Office of the Chief Information Officer, publishes that notice containing proposed information collection requests prior to submission of these requests to OMB. Each proposed information collection, grouped by office, contains the

following: (1) Type of review requested, e.g., new, revision, extension, existing or reinstatement; (2) Title; (3) Summary of the collection; (4) Description of the need for, and proposed use of, the information; (5) Respondents and frequency of collection; and (6) Reporting and/or Recordkeeping burden. OMB invites public comment. The Department of Education is especially interested in public comment addressing the following issues: (1) Is this collection necessary to the proper functions of the Department; (2) will this information be processed and used in a timely manner; (3) is the estimate of burden accurate; (4) how might the Department enhance the quality, utility, and clarity of the information to be collected; and (5) how might the Department minimize the burden of this collection on the respondents, including through the use of information technology.

Dated: July 19, 2004.

**Jeanne Van Vlandren,**

*Acting Leader, Regulatory Information Management Group, Office of the Chief Information Officer.*

### **Office of the Chief Information Officer**

*Type of Review:* New.

*Title:* Gateway to Educational Materials (GEM) Resource Annotation.

*Frequency:* On Occasion.

*Affected Public:* Individuals or household; Not-for-profit institutions.

*Reporting and Recordkeeping Hour Burden:*

Responses: 5,000.

Burden Hours: 600.

*Abstract:* The Gateway to Educational Materials (GEM) (<http://thegateway.org>) is an electronic catalog of lesson plans and other educational resources available on the Web from more than 500 member organizations. The goal of the catalog is to offer easy access to a range of educational resources, so that educators, parents, and students may quickly find educational resources that may be helpful and relevant to their needs.

Requests for copies of the proposed information collection request may be accessed from <http://edicsweb.ed.gov>, by selecting the "Browse Pending Collections" link and by clicking on link number 2591. When you access the information collection, click on "Download Attachments" to view. Written requests for information should be addressed to U.S. Department of Education, 400 Maryland Avenue, SW., Potomac Center, 9th Floor, Washington, DC 20202-4700. Requests may also be electronically mailed to the Internet address [OCIO\\_RIMG@ed.gov](mailto:OCIO_RIMG@ed.gov) or faxed to