

maintain, and distribute an instructional guide in hard copy format where the information can be readily updated and delivered leveraging current Web and other automated technology.

OPM intends to reconstruct the resume builder in the USAJOBS Web site to be in line with the data elements collected in the revised *OF 612*. The resume builder will contain the critical elements applied across the Federal government to assess an applicant's qualifications. Thus, the new design will capture only the essential information Federal agencies use to evaluate applicants for Federal jobs under the authority of sections 1104, 1302, 3301, 3304, 3320, 3361, 3393, and 3394 of title 5 United States Code.

The *Optional Application for Federal Employment (OF 612)* and the resume builder in the USAJOBS Web site contain questions regarding the applicant's education history, including dates of attendance, name, type and place of institution, and degrees earned. Due to the increasing number of claimed degrees earned from non-accredited or bogus institutions, commonly referred to as diploma mills, the revised versions include an accreditation field. This field asks the applicant to show whether the college or university is accredited by, or is in pre-accreditation status of, an accrediting organization recognized by the U.S. Department of Education at the time the applicant attended the institution. The revised forms also advise the applicant not to list education from diploma mills, degrees based solely on life experiences, or obtained from schools with little or no academic standards.

The USAJOBS Web site is the Federal Government's official one-stop source for Federal jobs and employment information. USAJOBS is operated by OPM and provides job vacancy information, employment fact sheets, and job applications/forms and on-line resume development. Job seekers may create a "My USAJOBS" account where they can create up to five resumes, or convert and store an existing one. These resumes are stored in one location where they can be updated, saved, or sent at any time.

Comments are particularly invited on: whether this information is necessary for the proper performance of functions of the Office of Personnel Management, and whether it will have practical utility; whether our estimate of the public burden of this collection of information is accurate, and based on valid assumptions and methodology; and ways in which we can further minimize the burden of the collection of information on those who are to

respond, through the use of appropriate technological collection techniques or other forms of information technology.

We estimate 245,000 applications will be completed annually using the *OF 612*. The public reporting burden for the collection of the data will vary from 20 to 240 minutes, with an average of 40 minutes per response, including time for reviewing instructions, searching existing data sources, gathering data, and completing and reviewing the information. The annual estimated burden is 9,800 hours.

We estimate 3,510,600 applications will be completed annually using the resume builder in the USAJOBS Web site. The public reporting burden for the collection of the data will vary from 20 to 240 minutes, with an average of 40 minutes per response, including time for reviewing instructions, searching existing data sources, gathering data, and completing and reviewing the information. The annual estimated burden is 9,800 hours.

For copies of this proposal, contact Mary Beth Smith-Toomey on (202) 606-8358, FAX (202) 418-3251 or via E-mail to MaryBeth.Smith-Toomey@opm.gov. Please include a mailing address with your request.

DATES: Comments on this proposal should be received within 60 calendar days from the date of this publication.

ADDRESSES: Send or deliver comments to—U.S. Office of Personnel Management, USAJOBS, ATTN: Mariana Pardo, U.S. Office of Personnel Management, 1900 E Street, NW., Room 2469, Washington, DC 20415.

U.S. Office of Personnel Management.

Kay Coles James,

Director.

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OFFICE OF PERSONNEL MANAGEMENT

Excepted Service

AGENCY: Office of Personnel Management.

ACTION: Notice.

SUMMARY: This gives notice of OPM decisions granting authority to make appointments under Schedules A, B and C in the excepted service as required by 5 CFR 6.6 and 213.103.

FOR FURTHER INFORMATION CONTACT: Mr. Art Walker, Center for Leadership and Executive Resources Policy, Division for Strategic Human Resources Policy, (202) 606-1506.

SUPPLEMENTARY INFORMATION: Appearing in the listing below are the individual authorities established under a Schedule B authority that was approved in August 3, 2004, and Schedule C's between September 1, 2004, and September 30, 2004. Future notices will be published on the fourth Tuesday of each month, or as soon as possible thereafter. A consolidated listing of all authorities as of June 30 is published each year.

Schedule A

No Schedule A appointments were approved for September 2004.

Schedule B

U.S. Department of Agriculture
213.3213(b)(1)

Temporary positions of professional Research Scientists, GS-15 or below, in the Agricultural Research Service, Economic Research Service, and the Forest Service, when such positions are established in support the Research Associateship Program and are filled by person having a doctoral degree in an appropriate field of study for research activities of mutual interest to appointees and the agency. Appointments are limited to proposals approved by the appropriate Administrator. Appointments may be made for initial periods not to exceed 2 years and may be extended for up to 2 additional years. Extension beyond 4 years, up to a maximum of 2 additional years, may be granted, but only in very rare and unusual circumstances, as determined by the Human Resources Officer for the Research, Education, and Economics Mission Area, or the Human Resources Officer, Forest Service. Effective August 3, 2004.

Schedule C

The following Schedule C appointments were approved for September 2004:

Section 213.3303 Executive Office of the President

Office of National Drug Control Policy

QQGS60010 Public Affairs Specialist to the Associate Director, Public Affairs. Effective September 2, 2004.

QQGS60009 Legal Analyst to the General Counsel. Effective September 14, 2004.

QQGS00028 White House Liaison and Intergovernmental Affairs Specialist to the Chief of Staff. Effective September 20, 2004.

Section 213.3304 Department of State

DSGS60790 Special Assistant to the Assistant Secretary for Economical

Business Affairs. Effective September 7, 2004.

DSGS60792 Legislative Management Officer to the Assistant Secretary for Legislative and Intergovernmental Affairs. Effective September 7, 2004.

DSGS60793 Chief, Voluntary Visitors Division to the Assistant Secretary for Education and Cultural Affairs. Effective September 7, 2004.

DSGS60794 Special Assistant to the Assistant Secretary for Public Affairs. Effective September 7, 2004.

DSGS60786 Senior Advisor to the Coordinator. Effective September 7, 2004.

DSGS60795 Member, Policy Planning Staff to the Director, Policy Planning Staff. Effective September 7, 2004.

DSGS60789 Senior Advisor to the Under Secretary for Public Diplomacy and Public Affairs. Effective September 14, 2004.

DSGS60785 Foreign Affairs Officer to the Assistant Secretary for International Organizational Affairs. Effective September 17, 2004.

DSGS60796 Program Analyst to the Assistant Secretary for Education and Cultural Affairs. Effective September 28, 2004.

Section 213.3305 Department of the Treasury

DYGS00444 Special Assistant to the Deputy Assistant Secretary (Public Liaison, Strategic Planning and Business Development). Effective September 14, 2004.

DYGS00445 Senior Advisor to the Secretary (Scheduling) to the Chief of Staff. Effective September 23, 2004.

Section 213.3306 Department of Defense

DDGS16834 Staff Assistant to the Principal Deputy Under Secretary of Defense for Policy. Effective September 17, 2004.

DDGS16839 Supervisory Public Affairs Specialist to the Deputy Assistant Secretary of Defense (Internal Communications). Effective September 23, 2004.

DDGS16838 Defense Fellow to the Special Assistant to the Secretary of Defense for White House Liaison. Effective September 24, 2004.

DDGS16836 Defense Fellow to the Special Assistant to the Secretary of Defense for White House Liaison. Effective September 29, 2004.

Section 213.3307 Department of the Army

DWGS60051 Special Assistant to the Assistant Secretary of the Army (Research, Development and Acquisition). Effective September 10, 2004.

DWGS00083 Personal and Confidential Assistant to the Principal Deputy Assistant Secretary of the Army (Acquisition, Logistics and Technology) and Director for Iraq Reconstruction and Program Management. Effective September 29, 2004.

Section 213.3308 Department of the Navy

DNGS00064 Confidential Assistant to the Assistant Secretary of Navy (Installations and Environment). Effective September 17, 2004.

Section 213.3310 Department of Justice

DJGS00237 Press Assistant to the Director, Office of Public Affairs. Effective September 24, 2004.

Section 213.3311 Department of Homeland Security

DMGS00264 Executive Assistant to the Chief of Staff. Effective September 7, 2004.

DMGS00269 Special Assistant to the Under Secretary for Science and Technology. Effective September 07, 2004.

DMGS00259 Counter Narcotics Liaison to the Counter Narcotics Officer. Effective September 08, 2004.

Section 213.3314 Department of Commerce

DCGS00676 Senior Advisor to the Assistant Secretary for Manufacturing and Services. Effective September 24, 2004.

DCGS00651 Public Affairs Specialist to the Director of Public Affairs. Effective September 29, 2004.

Section 213.3315 Department of Labor

DLGS60126 Special Assistant to the Deputy Assistant Secretary for Labor Management Programs. Effective September 23, 2004.

Section 213.3316 Department of Health and Human Services

DHGS60527 Confidential Assistant (Scheduling) to the Director of Scheduling. Effective September 23, 2004.

Section 213.3317 Department of Education

DBGS00360 Deputy Secretary's Regional Representative to the Deputy Assistant Secretary for Regional Services. Effective September 21, 2004.

DBGS00359 Confidential Assistant to the Deputy Assistant Secretary for Enforcement. Effective September 22, 2004.

DBGS00358 Special Assistant to the Deputy Assistant Secretary for

Enforcement. Effective September 28, 2004.

DBGS00362 Deputy Secretary's Regional Representative to the Deputy Assistant Secretary for Regional Services. Effective September 30, 2004.

Section 213.3318 Environmental Protection Agency

EPGS04022 Senior Advisor to the Deputy Assistant Administrator for Water. Effective September 14, 2004.

EPGS60018 Great Lakes Special Assistant to the Administrator. Effective September 23, 2004.

Section 213.3325 United States Tax Court

JCGS60078 Trial Clerk to the Chief Judge. Effective September 20, 2004.

Section 213.3327 Department of Veterans Affairs

DVGS60032 Director, Center for Faith Based Community Initiatives to the Assistant Secretary for Public and Intergovernmental Affairs. Effective September 14, 2004.

Section 213.3331 Department of Energy

DEGS00430 Confidential Assistant to the Deputy Administrator for Defense Nuclear Nonproliferation. Effective September 16, 2004.

DEGS00427 Policy Advisor to the Assistant Secretary for Environment, Safety and Health. Effective September 28, 2004.

Section 213.3355 Social Security Administration

SZGS00013 Special Assistant to the Commissioner (Advance and Liaison) to the Commissioner. Effective September 23, 2004.

Section 213.3384 Department of Housing and Urban Development

DUGS00170 Staff Assistant to the Assistant Secretary for Public and Indian Housing. Effective September 23, 2004.

Authority: 5 U.S.C. 3301 and 3302; E.O. 10577, 3 CFR 1954-1958 Comp., P.218.

Office of Personnel Management.

Kay Coles James,

Director.

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