

general public and other Federal agencies to take this opportunity to comment on proposed and/or continuing information collections, as required by the Paperwork Reduction Act of 1995 (Pub. L. 104-13, 44 U.S.C. 3506(c)(2)(A)).

**DATES:** All comments should be submitted within 30 calendar days from the date of this publication.

**ADDRESSES:** All comments should be addressed to Desk Officer for NASA; Office of Information and Regulatory Affairs; Room 10236; New Executive Office Building; Washington, DC 20503.

**FOR FURTHER INFORMATION CONTACT:** Requests for additional information or copies of the information collection instrument(s) and instructions should be directed to Ms. Kathleen Shaeffer, Acting NASA Reports Officer, NASA Headquarters, 300 E Street SW., Mail Code V, Washington, DC 20546, (202) 358-1230, [kshaeff1@hq.nasa.gov](mailto:kshaeff1@hq.nasa.gov).

**SUPPLEMENTARY INFORMATION:**

**I. Abstract**

The National Aeronautics and Space Administration (NASA) is requesting Office of Management and Budget approval for a new information collection which will be used by NASA for the purpose of evaluating and selecting applicants for the NASA Science and Technology Scholarship Program (STSP). The NASA STSP's establishment was authorized by the NASA Workforce Flexibility Act of 2004.

**II. Method of Collection**

Collection of information will be entirely through an on line web-based questionnaire in order to minimize respondent burden.

**III. Data**

*Title:* NASA Science and Technology Scholarship Program (STSP) Application.

*OMB Number:* 2700-XXXX.

*Type of review:* New collection.

*Affected Public:* Individuals or households.

*Estimated Number of Respondents:* 2,500.

*Estimated Time Per Response:* 1.5 hours.

*Estimated Total Annual Burden Hours:* 3,750.

*Estimated Total Annual Cost:* \$0.

**IV. Request for Comments**

Comments are invited on: (1) Whether the proposed collection of information is necessary for the proper performance of the functions of NASA, including whether the information collected has

practical utility; (2) the accuracy of NASA's estimate of the burden (including hours and cost) of the proposed collection of information; (3) ways to enhance the quality, utility, and clarity of the information to be collected; and (4) ways to minimize the burden of the collection of information on respondents, including automated collection techniques or the use of other forms of information technology.

**John W. McManus,**

*Deputy Chief Information Officer.*

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**NATIONAL AERONAUTICS AND SPACE ADMINISTRATION**

[Notice (04-118)]

**NASA Advisory Council; Notice of Establishment Pursuant to the Federal Advisory Committee Act, 5 U.S.C. App Section 1 et seq**

*Agency:* National Aeronautics and Space Administration (NASA). The Administrator of the National Aeronautics and Space Administration has determined that the establishment of an Exploration Systems Advisory Committee is necessary and in the public interest in connection with the performance of duties imposed upon NASA by law. This determination follows consultation with the Committee Management Secretariat, General Services Administration.

*Name of Committee:* Exploration Systems Advisory Committee.

*Purpose and Objective:* The Committee will advise NASA Administrator on matters related to Exploration Systems. The Committee will draw on the expertise of its members and other sources to provide its advice and recommendations to the Agency. The Committee will hold meetings and make site visits as necessary to accomplish their responsibilities. The Committee will function solely as an advisory board and will comply fully with the provisions of the Federal Advisory Committee Act.

*Balanced Membership Plans:* The Committee will consist of non-NASA employees. In addition, there may be associated members selected for Committee, Subcommittees or Panels. The Committee may also request appointment of consultants to support specific tasks. Members of the Committee, Subcommittee and Panels will be chosen from among industry, academia, and government with recognized knowledge and expertise in fields relevant to Exploration Systems.

Total membership will reflect a balanced view.

*Duration:* Continuing.

*Responsible NASA Official:* Dr. Terri Lomax, Explorations Systems Mission Directorate, Office of Research, National Aeronautics and Space Administration, 300 E Street, SW., Washington, DC 20546, telephone (202) 358-1418.

**P. Diane Rausch,**

*Advisory Committee Management Officer, National Aeronautics and Space Administration.*

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**NATIONAL ARCHIVES AND RECORDS ADMINISTRATION**

**Agency Information Collection Activities: Submission for OMB Review; Comment Request**

**AGENCY:** National Archives and Records Administration (NARA).

**ACTION:** Notice.

**SUMMARY:** NARA is giving public notice that the agency has submitted to OMB for approval the information collection described in this notice. The public is invited to comment on the proposed information collection pursuant to the Paperwork Reduction Act of 1995.

**DATES:** Written comments must be submitted to OMB at the address below on or before December 3, 2004 to be assured of consideration.

**ADDRESSES:** Comments should be electronically mailed to:

*Daniel\_J.\_Costello@omb.eop.gov*; or faxed to 202-395-5806, Attn: Mr. Daniel Costello, Desk Officer for NARA.

**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 August 17, 2004 (69 FR 51109). 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:* National Archives Experience—Visitors Survey.

*OMB number:* 3095-00XX.

*Agency form number:* N/A.

*Type of review:* Regular.

*Affected public:* Individuals who visit the National Archives Experience in Washington, DC.

*Estimated number of respondents:* 4,200.

*Estimated time per response:* 10 minutes.

*Frequency of response:* On occasion (when an individual visits the National Archives Experience in Washington, DC).

*Estimated total annual burden hours:* 700 hours.

*Abstract:* The information collection is prescribed by EO 12862 issued September 11, 1993, which requires Federal agencies to survey their customers concerning customer service. The general purpose of this voluntary data collection is to (1) provide baseline data concerning the effectiveness of the National Archives Experience and its several venues in enhancing visitors' understanding that records matter, (2) measure customer satisfaction with the NAE, and (3) identify additional opportunities for improving the customers' experience.

Dated: October 28, 2004.

**L. Reynolds Cahoon,**

*Assistant Archivist for Human Resources and Information Services.*

[FR Doc. 04-24441 Filed 11-2-04; 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 notices 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 December 20, 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](mailto:records.mgt@nara.gov).

*Fax:* 301-837-3698.

Requesters must cite the control number, which appears in parentheses after the name of the agency that 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](mailto: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. National Archives and Records Administration, Government-wide (N1-GRS-04-05, 1 item, 1 temporary item). Revision to General Record Schedule 23, Item 7, which covers records of short term interest (including e-mail messages) which have minimal or no documentary or evidential value. The revisions reduce the retention period of these records, which were previously approved for disposal, and also clarify the series description.