

to Marine Corps units/activities, dependents, and other individuals designated as personal contacts.

**CATEGORIES OF RECORDS IN THE SYSTEM:**

Names, home addresses, work addresses, contact telephone numbers, contact e-mail addresses, relationship information, and the last four digits of the military members' Social Security Number (SSN).

**AUTHORITY FOR MAINTENANCE OF THE SYSTEM:**

10 U.S.C. 5013; Secretary of the Navy; 10 U.S.C. 5041, Headquarters, U.S. Marine Corps; MCO 1754.6A and NAVMC 1754.6A, Marine Corps Family Team Building; and E.O. 9397 (SSN).

**PURPOSE(S):**

To effect clear and direct communication between Marine Corps family readiness officers and military members, their family members, and other individuals designated by the military member, in order to ensure family preparedness and readiness before, during, and after a military member's deployment and related absence from the family. Note that this tool will not be used to communicate casualty notification or assistance information.

**ROUTINE USES OF RECORDS MAINTAINED IN THE SYSTEM, INCLUDING CATEGORIES OF USERS AND THE PURPOSES OF SUCH USES:**

In addition to those disclosures generally permitted under 5 U.S.C. 552a(b) of the Privacy Act, these records or information contained therein may specifically be disclosed outside the DoD as a routine use pursuant to 5 U.S.C. 552a(b)(3) as follows: The 'Blanket Routine Uses' that appear at the beginning of the Navy's compilation of systems of records notices apply to this system.

**POLICIES AND PRACTICES FOR STORING, RETRIEVING, ACCESSING, RETAINING, AND DISPOSING OF RECORDS IN THE SYSTEM:**

**STORAGE:**

Paper records and electronic storage media.

**RETRIEVABILITY:**

Name and last four digits of the military member's SSN or the name and relationship for individuals other than military members.

**SAFEGUARDS:**

Password controlled system, file, and element access based on predefined need-to-know basis. Computer facilities and terminals are located in restricted areas accessible only to authorized persons that are properly screened, cleared and trained. Manual records and

computer printouts are available only to authorized personnel having a need-to-know. Data is encrypted while at rest and during transmission.

Physical access to terminals, terminal rooms, buildings and activities' grounds are controlled by locked terminals and rooms, guards, personnel screening, or visitor registers.

**RETENTION AND DISPOSAL:**

Per SECNAV M-5210.1, disposition for these records is unauthorized. Records will not be destroyed until a disposition is approved.

**SYSTEM MANAGER(S) AND ADDRESS:**

Policy Manager: Commandant of the Marine Corps, Headquarters, U.S. Marine Corps, Marine Corps Community Services, 3280 Russell Road, MCB Quantico, VA 22134-5009.

Secondary Managers: Directors of Marine Corps Community Services (MCCS) offices. Official mailing addresses are published on the MCCS Web site at <http://www.usmc-mccs.org/downloads/mccsdir.pdf>.

**NOTIFICATION PROCEDURE:**

Individuals seeking to determine whether information about themselves is contained in this system should address written inquiries to the MCCS office servicing the activity where the Marine is currently stationed. Official mailing addresses are published on the MCCS Web site at <http://www.usmc-mccs.org/downloads/mccsdir.pdf>.

The written inquiry should include the individual's full name, the last four digits of their Social Security Number (SSN), and written signature.

**RECORD ACCESS PROCEDURE:**

Individuals seeking to access information about themselves contained in this system should address written inquiries to the MCCS office servicing the activity where the Marine is currently stationed. Official mailing addresses are published on the MCCS Web site at <http://www.usmc-mccs.org/downloads/mccsdir.pdf>.

The written inquiry should include the individual's full name, the last four digits of their Social Security Number (SSN), and written signature.

**CONTESTING RECORD PROCEDURES:**

The Navy's rules for accessing records, and for contesting contents and appealing initial agency determinations are published in Secretary of the Navy Instruction 5211.5; 32 CFR part 701; or may be obtained from the system manager.

**RECORD SOURCE CATEGORIES:**

Individuals, military personnel record files, and/or the Marine Corps Total Force System database.

**EXEMPTIONS CLAIMED FOR THE SYSTEM:**

None.

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**BILLING CODE 5001-06-P**

**DEPARTMENT OF EDUCATION**

**Notice of Proposed Information Collection Requests**

**AGENCY:** Department of Education.

**SUMMARY:** The IC Clearance Official, Regulatory Information Management Services, Office of Management, 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 January 12, 2009.

**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 IC Clearance Official, Regulatory Information Management Services, Office of Management, 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: November 5, 2008.

**Angela C. Arrington,**

*IC Clearance Official, Regulatory Information Management Services, Office of Management.*

### Office of Safe and Drug Free Schools

*Type of Review:* Revision.

*Title:* Gun-Free Schools Act Report.

*Frequency:* Annually.

*Affected Public:* Businesses or other for-profit; State, Local, or Tribal Gov't, SEAs or LEAs.

*Reporting and Recordkeeping Hour Burden:*

Responses: 7,221.

Burden Hours: 14,756.

*Abstract:* The Gun-Free Schools Act (GFSA) requires States to provide annual reports to the Secretary of Education concerning implementation of the GFSA's requirements based on information collected from local educational agencies (LEAs) in their applications requesting assistance. The GFSA requires each State receiving ESEA funds to have in effect a State law requiring LEAs to expel from school for a period of not less than one year a student found to have brought a firearm to school or to have possessed a firearm at school. The GFSA also requires LEAs that receive ESEA funds to adopt a policy requiring referral to the criminal justice or juvenile delinquency system of any student who brings a firearm to school or possesses a firearm at school.

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 3854. 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., LBJ, Washington, DC 20202-4537. Requests may also be electronically mailed to [ICDocketMgr@ed.gov](mailto:ICDocketMgr@ed.gov) or faxed to 202-401-0920. Please specify the complete title of the information collection when making your request.

Comments regarding burden and/or the collection activity requirements should be electronically mailed to [ICDocketMgr@ed.gov](mailto:ICDocketMgr@ed.gov). Individuals who use a telecommunications device for the deaf (TDD) may call the Federal

Information Relay Service (FIRS) at 1-800-877-8339.

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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: November 5, 2008.

**Angela C. Arrington,**

*IC Clearance Official, Regulatory Information Management Services, Office of Management.*

### Office of Innovation and Improvement

*Type of Review:* New Collection.

*Title:* Transition to Teaching Evaluation.

*Frequency:* Other: At the end of the third year and end of final year of the TTT grant.

*Affected Public:* Not-for-profit institutions; State, Local, or Tribal Gov't, SEAs or LEAs.

*Reporting and Recordkeeping Hour Burden:*

Responses: 135.

Burden Hours: 45.

*Abstract:* This is a request for approval to collect information from Transition to Teaching (TTT) grantees that will be used to describe the extent to which local education agencies that received TTT grant funds have met the goals relating to teacher recruitment and retention described in their application. TTT grantees are funded for a period of five years. Currently, grantees are required by statute to submit an interim project evaluation to ED at the end of the third project year and a final project evaluation at the project's end. In turn, the TTT program is required to prepare and submit to the Secretary and to Congress interim and final program evaluations containing the results of these grantee project evaluation reports. An analysis of these reports has provided some data on grantee activities, but the poor quality of some reports and missing or incomplete data in others have made it difficult to aggregate data across grantees in order to accurately describe to Congress the extent of program implementation. This proposed data collection would allow ED to gather data on a common set of indicators across grantees to describe program implementation, and to investigate the conditions under which projects have been successful at recruiting, preparing and retaining highly qualified teachers in high-need schools in high-need LEAs.

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 3908. 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.,