

Dated: December 18, 2008.

**Morgan E. Frazier,**

*Alternate OSD Federal Register Liaison  
Officer, Department of Defense.*

**F032 AFCESA B**

**SYSTEM NAME:**

Automated Civil Engineer System  
Records.

**SYSTEM LOCATION:**

Defense Information Systems Agency  
(DISA), Systems Management Center,  
Montgomery, 401 East Moore Drive,  
Bldg 857, Gunter AFB, AL 36114-3001;

Defense Information Systems Agency  
(DISA), PAC DECC, 1942 Gaffney Street,  
Bldg 475, Suite 200, Pearl Harbor, HI  
96860-4582;

HQ U.S. Air Forces in Europe/A7RI,  
GEB 529 Room 104, 66877 Ramstein  
Flugplatz Germany.

**CATEGORIES OF INDIVIDUALS COVERED BY THE  
SYSTEM:**

Air Force military personnel, civilian,  
dependent and contractor personnel.

**CATEGORIES OF RECORDS IN THE SYSTEM:**

Include but not limited to individual's  
name, title (i.e., Mr., Mrs. or Ms.), Social  
Security Number (SSN), gender, date of  
birth, home and e-mail addresses, phone  
number, rank, and office symbol.

**AUTHORITY FOR MAINTENANCE OF THE SYSTEM:**

10 U.S.C. 9832, Property  
accountability; Regulations; 10 U.S.C.  
8013, Secretary of the Air Force; and  
E.O. 9397 (SSN).

**PURPOSE(S):**

To provide the Base Civil Engineer  
with the tools required to manage real  
property, housing and furnishings  
management. It provides accurate  
identification of military personnel  
assigned to military housing/  
dormitories. May be used by  
commanders and managers as a decision  
making tool for accountability of  
personnel living in these facilities  
during peace or wartime.

**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 DoD "Blanket Routine Uses"  
published at the beginning of the Air  
Force's compilation of record system  
notices apply to this system.

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

**STORAGE:**

Electronic storage media.

**RETRIEVABILITY:**

Individual's name and/or Social  
Security Number (SSN).

**SAFEGUARDS:**

Steps have been taken to limit the  
access to the Privacy data to only those  
users with the appropriate roles. Access  
to records is limited to persons  
responsible for servicing the record in  
performance of their official duties and  
who are properly screened and cleared  
for need-to-know. Access to the  
application is restricted by passwords  
which are changed periodically.

**RETENTION AND DISPOSAL:**

Records are retained until no longer  
needed and then deleted from the  
database by erasing or degaussing.

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

Automated Civil Engineer System/  
IWIMS Program Manager, HQ AFCESA/  
CEOI, 139 Barnes Drive, Suite 1,  
Tyndall AFB, FL 32403-5319, 1-888-  
232-6328.

**NOTIFICATION PROCEDURE:**

Individuals seeking to determine  
whether information about themselves  
is contained in this system should  
address written inquiries to the  
Automated Civil Engineer System/  
IWIMS Program Manager, HQ AFCESA/  
CEOI, 139 Barnes Drive, Suite 1,  
Tyndall AFB, FL 32403-5319.

Requests should contain full name,  
aliases, date and place of birth, Social  
Security Number (SSN), service  
number(s), or other information  
verifiable from the records.

**RECORD ACCESS PROCEDURES:**

Individuals seeking access to  
information about themselves contained  
in this system of records should address  
written inquiries to the Automated Civil  
Engineer System/IWIMS Program  
Manager, HQ AFCESA/CEOI, 139  
Barnes Drive, Suite 1, Tyndall AFB, FL  
32403-5319.

Requests should contain full name,  
aliases, date and place of birth, Social  
Security Number (SSN), service  
number(s), or other information  
verifiable from the records.

**CONTESTING RECORD PROCEDURES:**

The Air Force rules for accessing  
records, for contesting contents and  
appealing initial agency determinations

are published in Air Force Instruction  
37-132; 32 CFR part 806b; or may be  
obtained from the system manager.

**RECORD SOURCE CATEGORIES:**

From the individual.

**EXEMPTIONS CLAIMED FOR THE SYSTEM:**

None.

[FR Doc. E8-30868 Filed 12-29-08; 8:45 am]

**BILLING CODE 5001-06-P**

**DEPARTMENT OF DEFENSE**

**Department of the Air Force**

[Docket ID USAF-2008-0058]

**Privacy Act of 1974; System of  
Records**

**AGENCY:** Department of the Air Force,  
DoD.

**ACTION:** Notice to Add a System of  
Records.

**SUMMARY:** The Department of the Air  
Force proposes to add a system of  
records to its inventory of record  
systems subject to the Privacy Act of  
1974 (5 U.S.C. 552a), as amended.

**DATES:** The proposed action will be  
effective on January 29, 2009 unless  
comments are received that would  
result in a contrary determination.

**ADDRESSES:** Send comments to the Air  
Force Privacy Act Officer, Office of  
Warfighting Integration and Chief  
Information Officer, SAF/XCPPI, 1800  
Air Force Pentagon, Washington, DC  
20330-1800.

**FOR FURTHER INFORMATION CONTACT:** Mr.  
Kenneth Brodie at (703) 696-7558.

**SUPPLEMENTARY INFORMATION:** The  
Department of the Air Force's notices  
for systems of records subject to the  
Privacy Act of 1974 (5 U.S.C. 552a), as  
amended, have been published in the  
**Federal Register** and are available from  
the address above.

The proposed systems reports, as  
required by 5 U.S.C. 552a(r) of the  
Privacy Act, were submitted on  
December 17, 2008, to the House  
Committee on Oversight and  
Government Reform, the Senate  
Committee on Homeland Security and  
Governmental Affairs, and the Office of  
Management and Budget (OMB)  
pursuant to paragraph 4c of Appendix I  
to OMB Circular No. A-130, 'Federal  
Agency Responsibilities for Maintaining  
Records About Individuals,' dated  
February 8, 1996, (February 20, 1996, 61  
FR 6427).

Dated: December 18, 2008.

**Morgan E. Frazier,**

*Alternate OSD Federal Register Liaison  
Officer, Department of Defense.*

**F065 HAF B**

**SYSTEM NAME:**

Job Order Cost Accounting System II Records.

**SYSTEM LOCATION:**

Headquarters Air Force Materiel Command/SP, Wright-Patterson Air Force Base, OH 45433-5320 and Air Force Materiel Command bases and installations that uses Job Order Cost Accounting System as a management tool within the Air Force. Official mailing addresses are published as an appendix to the Component's compilation of system of records notices.

**CATEGORIES OF INDIVIDUALS COVERED BY THE SYSTEM:**

Civilian employees and military members paid with Air Force funds (includes Air National Guard and Air Force Reserve members).

**CATEGORIES OF RECORDS IN THE SYSTEM:**

Individual's name, Social Security Number (SSN), employment dates, payroll amounts, pay period, and demographic data.

**AUTHORITY FOR MAINTENANCE OF THE SYSTEM:**

United States Government Accountability Office (GAO) Policy and Procedures Manual, Title 2, Accounting (which includes documentation on Cost Accounting Standards; Department of Defense Instruction (DoDI) 3200.11, Major Range and Test Facility Base (MRTFB); DoD 7000.14, Financial Management Regulation, Volumes: 1, 4, 8; and E.O. 9397 (SSN).

**PURPOSE:**

A system that entails primarily financial analysis. It will be used to track Air Force Military and civilian payroll data costs at various Air Force management levels (unit, base, command). Information is compiled to calculate man-year costs and total payroll cost. Civilian personnel and military personal data are combined with payroll data and used to help identify employee demographics. The personal data also contains leave and compensatory time balances.

**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' published at the beginning of the Air Force'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:**

Electronic storage media.

**RETRIEVABILITY:**

By name and/or Social Security Number (SSN).

**SAFEGUARDS:**

Records are accessed for official use only by person(s) who are properly screened and cleared for need-to-know. Records are protected by standard Air Force access authentication procedures and by network system security software. The Air Force uses the approved public Key Infrastructure (PKI) certificates to force all authorized users to connect via a secure web.

**RETENTION AND DISPOSAL:**

Records are maintained for seven years by the creating organization, then destroyed by shredding or burning when the agency determines that the electronic records are superseded, obsolete, or no longer needed for administrative, legal, audit, or other operational purposes. After transfer to a Federal Records Center, stored for 2 years, then transferred to the National Archives for permanent retention.

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

Department of the Air Force, 554 ELSG/FND, 4225 Logistics Avenue, Bldg 262, Rm A035, Wright Patterson AFB, OH 45433-5761

**NOTIFICATION PROCEDURE:**

Individuals seeking to determine whether information about themselves is contained in this system of records should address written inquiries to the Department of Air Force, 554 ELSG/FND, 4225 Logistics Avenue, Wright Patterson AFB, OH 45433-5761.

Individual should provide their full name, aliases, date and place of birth, Social Security Number (SSN), service number(s), or other information verifiable.

An unsworn declaration under penalty of perjury in accordance with section 1746 of 28 U.S.C. or notarized signatures are acceptable as a means of proving the identity of the individual.

If an unsworn declaration is executed within the United States, its territories, possessions, or commonwealths, it shall read "I declare (or certify, verify, or state) under penalty of perjury that the foregoing is true and correct. Executed on (date). (Signature)".

If an unsworn declaration is executed outside the United States, it shall read "I declare (or certify, verify, or state) under penalty of perjury under the laws of the United States of America that the foregoing is true and correct. Executed on (date). (Signature)."

**RECORD ACCESS PROCEDURES:**

Individuals seeking access to information about themselves contained in this system of records should address written inquiries to Department of Air Force 554 ELSG/END, 4225 Logistics Avenue, Wright Patterson AFB, OH 45433-5244.

Individual should provide their full name, aliases, date and place of birth, Social Security Number (SSN), service number(s), or other information verifiable.

An unsworn declaration under penalty of perjury in accordance with section 1746 of 28 U.S.C. or notarized signatures are acceptable as a means of proving the identity of the individual.

If an unsworn declaration is executed within the United States, its territories, possessions, or commonwealths, it shall read "I declare (or certify, verify, or state) under penalty of perjury that the foregoing is true and correct. Executed on (date). (Signature)".

If an unsworn declaration is executed outside the United States, it shall read "I declare (or certify, verify, or state) under penalty of perjury under the laws of the United States of America that the foregoing is true and correct. Executed on (date). (Signature)."

**CONTESTING RECORDS PROCEDURES:**

The Air Force rules for accessing records, and for contesting contents and appealing initial agency determinations are published in Air Force Instruction 33-332; 32 CFR Part 806b; or from the system manager.

**RECORD SOURCE CATEGORIES:**

Individuals.

**EXEMPTIONS CLAIMED FOR THE SYSTEM:**

None.

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**BILLING CODE 5001-06-P**