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[Notices]

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DEPARTMENT OF THE TREASURY

Fiscal Service

Privacy Act of 1974, as Amended; System of Records Notice

AGENCY: Financial Management Service, Fiscal Service, Treasury.

ACTION: Notice of systems of records.

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SUMMARY: In accordance with the requirements of the Privacy Act of

1974, as amended, 5 U.S.C. 552a, Financial Management Service is

publishing its inventory of Privacy Act systems of records.

SUPPLEMENTARY INFORMATION: Pursuant to the Privacy Act of 1974 (5

U.S.C. 552a) and the Office of Management and Budget Circular No. A-

130, Financial Management Service (FMS) has completed a review of its

Privacy Act systems of records notices to identify minor changes to

those notices. The systems of records were last published in their

entirety on May 15, 2009, at 74 FR 23006-23021.

The following system of records was added to FMS's inventory of

Privacy Act notices since May 9, 2000:

FMS .008--Mailing List Records--Treasury/FMS, published on December

16, 2010, at 75 FR 78802.

On August 17, 2011, FMS published a notice in the Federal Register

that amended the scope of the categories of individuals covered by the

system and the categories of records in the system. 76 FR 51123.

On July 19, 2011, FMS published a notice in the Federal Register

that amended system of record FMS .006 (Direct Deposit Enrollment

Records) to modify the scope of the categories of records in the

system, update one routine use and update the record source categories.

76 FR 42765. On February 15, 2012, FMS published a notice in the

Federal Register that: (a) Combined two pre-existing systems of records

(FMS .002-Payment Issue Records for Regular Recurring Benefit Payments

and FMS .016-Payment Records for Other Than Regular Recurring Benefit

Payments) into one system of record. The resulting system of record is

FMS .002 (Payment Records--Financial Management Service). 77 FR 8947.

The same Federal Register notice also modified routine

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use FMS .014 (Debt Collection Operations System) to reflect updated

sources of information, routine uses and other matters.

The systems notices are reprinted in their entirety following the

Table of Contents.

Systems Covered by This Notice

This notice covers all systems of records adopted by the FMS as of

[enter date of FR publication]. The systems notices are reprinted in

their entirety following the Table of Contents.

Dated: October 9, 2012.

Melissa Hartman,

Deputy Assistant Secretary for Privacy, Transparency, and Records,

Financial Management Service (FMS).

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FMS .001--Administrative Records.

FMS .002--Payment Records--Treasury/FMS.

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FMS .005--FMS Personnel Records.

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FMS .008--Mailing List Records--Treasury/FMS.

FMS .010--Records of Accountable Officers' Authority With Treasury.

FMS .012--Pre-complaint Counseling and Complaint Activities.

FMS .013--Gifts to the United States.

FMS .014--Debt Collection Operations System.

FMS .017--Collections Records.

TREASURY/FMS .001

SYSTEM NAME:

Administrative Records--Treasury/FMS.

SYSTEM LOCATION:

FMS, U.S. Department of the Treasury, Prince George's Metro Center

II, 3700 East-West Highway, Room 144, Hyattsville, MD 20782. Also,

please see Appendix I.

CATEGORIES OF INDIVIDUALS COVERED BY THE SYSTEM:

FMS personnel.

CATEGORIES OF RECORDS IN THE SYSTEM:

(1) Motor Vehicle Accident Reports. (2) Parking Permits. (3)

Distribution lists of individuals requesting various Treasury

publications. (4) Treasury Credentials.

AUTHORITY FOR MAINTENANCE OF THE SYSTEM:

5 U.S.C. 301.

ROUTINE USES OF RECORDS MAINTAINED IN THE SYSTEM, INCLUDING CATEGORIES

OF USERS AND THE PURPOSES OF SUCH USES:

These records may be used to:

(1) Disclose to GSA for driver's permits, parking permits, accident

reports, and credentials;

(2) Disclose to GPO or FMS contractors for servicing the public on

Treasury publications and managing subscriptions to the appropriate

publications;

(3) Disclose to appropriate agencies, entities, and persons when

(a) the Department suspects or has confirmed that the security or

confidentiality of information in the system of records has been

compromised; (b) the Department has determined that as a result of the

suspected or confirmed compromise there is a risk of harm to economic

or property interests, identity theft or fraud, or harm to the security

or integrity of this system or other systems or programs (whether

maintained by the Department or another agency or entity) that rely

upon the compromised information; and (c) the disclosure made to such

agencies, entities, and persons is reasonably necessary to assist in

connection with the Department's efforts to respond to the suspected or

confirmed compromise and prevent, minimize, or remedy such harm.

POLICIES AND PRACTICES FOR STORING, RETRIEVING, ACCESSING, RETAINING,

AND DISPOSING OF RECORDS IN THE SYSTEM:

STORAGE:

Records in this system are stored electronically or on paper in

secure facilities in a locked drawer behind a locked door.

RETRIEVABILITY:

Records may be retrieved by name and Treasury publication.

SAFEGUARDS:

Locked containers.

Administrative Procedure--names are only given to those who control

the listing.

RETENTION AND DISPOSAL:

(1) Distribution List [printed materials]--destroyed after

appropriate revision of mailing list or after three months, whichever

is sooner.

(2) Motor Vehicle Accident Reports--destroyed six years after the

end of the fiscal year during which the records were created.

(3) Treasury Credentials--destroyed in accordance with National

Archives and Records Administration (NARA) General Records Schedule 11,

item 4.

(4) Parking Permits--destroyed two years after the end of the

fiscal year during which the records were created.

SYSTEM MANAGER(S) AND ADDRESS:

Director, Facilities Management Division, FMS, U.S. Department of

the Treasury, Prince George's Metro Center II, 3700 East-West Highway,

Room 144, Hyattsville, MD 20782.

NOTIFICATION PROCEDURE:

Inquiries under the Privacy Act of 1974 shall be sent to the

Disclosure Officer, FMS, U.S. Department of the Treasury, Liberty

Center Building, 401 14th Street SW., Washington, DC 20227. All

individuals making inquiries should provide with their request as much

descriptive matter as is possible to identify the particular record

desired. The system manager will advise as to whether the Service

maintains the record requested by the individual.

RECORD ACCESS PROCEDURES:

Individuals requesting information under the Privacy Act of 1974

concerning procedures for gaining access or contesting records should

write to the Disclosure Officer at the address shown above. All

individuals are urged to examine the rules of the U.S. Department of

the Treasury published in 31 CFR Part 1, subpart C concerning

requirements of this Department with respect to the Privacy Act of

1974.

CONTESTING RECORD PROCEDURES:

See ``Record Access Procedures'' above.

RECORD SOURCE CATEGORIES:

Financial Management Service personnel.

EXEMPTIONS CLAIMED FOR THE SYSTEM:

None.

Appendix I to FMS .001

Motor Vehicle Accident Reports: Prince George's Metro Center II,

3700 East-West Highway, Room 127, Hyattsville, MD 20782.

Parking Permits: 1. Prince George's Metro Center II, 3700 East-West

Highway, Room 127, Hyattsville, MD 20782.

2. Liberty Center Building, 401 14th Street SW., Room 118,

Washington, DC 20227. Distribution List: Prince George's Metro Center

II, 3700 East-West Highway, Hyattsville, MD 20782.

Treasury Credentials: Prince George's Metro Center II, 3700 East-

West Highway, Room 158-B, Hyattsville, MD 20782.

TREASURY/FMS .002

SYSTEM NAME:

Payment Records--Treasury/FMS.

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SYSTEM LOCATION:

The FMS, U.S. Department of the Treasury, Washington, DC 20227.

Records are also located throughout the United States at FMS operations

centers, Federal Records Centers, Federal Reserve Banks acting as

Treasury's fiscal agents, and financial institutions acting as

Treasury's financial agents. Additional addresses may be obtained from

the system managers.

CATEGORIES OF INDIVIDUALS COVERED BY THE SYSTEM:

Individuals who are the intended or actual recipients of payments

disbursed by the United States Government.

CATEGORIES OF RECORDS IN THE SYSTEM:

Payment records showing a payee's name; Social Security number,

employer identification number, or other agency identification or

account number; physical and/or electronic mailing address; telephone

numbers; payment amount; date of issuance; trace number or other

payment identification number, such as Treasury check number and

symbol; financial institution information, including the routing number

of his or her financial institution and the payee's account number at

the financial institution; and vendor contract and/or purchase order

number.

AUTHORITY FOR MAINTENANCE OF THE SYSTEM:

5 U.S.C. 301; 31 U.S.C. 3325, and 31 U.S.C. 3321 note; Executive

Order 6166, dated June 10, 1933.

ROUTINE USES OF RECORDS MAINTAINED IN THE SYSTEM, INCLUDING CATEGORIES

OF USERS AND THE PURPOSES OF SUCH USES:

These records may be used to:

(1) Disclose to the banking industry for payment verification;

(2) Disclose to Federal investigative agencies, Departments and

agencies for whom payments are made, and payees;

(3) Disclose pertinent information to appropriate Federal, State,

local or foreign agencies responsible for investigating or prosecuting

the violations of, or for enforcing or implementing, a statute, rule,

regulation, order, or license, where the disclosing agency becomes

aware of an indication of a violation or potential violation of civil

or criminal law or regulation;

(4) Disclose information to a Federal, State, or local agency

maintaining civil, criminal or other relevant enforcement information

or other pertinent information, which has requested information

relevant or necessary to the requesting agency's or the bureau's hiring

or retention of an individual, or issuance of a security clearance,

license, contract, grant, or other benefit;

(5) Disclose information to a court, magistrate, mediator, or

administrative tribunal in the course of presenting evidence; to

counsel, experts, or witnesses in the course of civil discovery,

litigation, or settlement negotiations, in response to a subpoena, or

in connection with criminal law proceedings;

(6) Disclose information to foreign governments in accordance with

formal or informal international agreements;

(7) Provide information to a congressional office in response to an

inquiry made at the request of the individual to whom the record

pertains;

(8) Provide information to the news media in accordance with

guidelines contained in 28 CFR 50.2 which relate to an agency's

functions relating to civil and criminal proceedings;

(9) Provide information to unions recognized as exclusive

bargaining representatives under the Civil Service Reform Act of 1978,

5 U.S.C. 7111 and 7114;

(10) Provide information to third parties during the course of an

investigation to the extent necessary to obtain information pertinent

to the investigation;

(11) Disclose information concerning delinquent debtors to Federal

creditor agencies, their employees, or their agents for the purpose of

facilitating or conducting Federal administrative offset, Federal tax

refund offset, Federal salary offset, or for any other authorized debt

collection purpose;

(12) Disclose information to any State, Territory or Commonwealth

of the United States, or the District of Columbia to assist in the

collection of State, Commonwealth, Territory or District of Columbia

claims pursuant to a reciprocal agreement between FMS and the State,

Commonwealth, Territory or the District of Columbia, or pursuant to

Federal law that authorizes the offset of Federal payments to collect

delinquent obligations owed to the State, Commonwealth, Territory, or

the District of Columbia;

(13) Disclose to the Defense Manpower Data Center and the United

States Postal Service and other Federal agencies through authorized

computer matching programs for the purpose of identifying and locating

individuals who are delinquent in their repayment of debts owed to the

Department or other Federal agencies in order to collect those debts

through salary offset and administrative offset, or by the use of other

debt collection tools;

(14) Disclose information to a contractor of the FMS for the

purpose of performing routine payment processing services, subject to

the same limitations applicable to FMS officers and employees under the

Privacy Act;

(15) Disclose information to a fiscal or financial agent of the

FMS, its employees, agents, and contractors, or to a contractor of the

FMS, for the purpose of ensuring the efficient administration of

payment processing services, subject to the same or equivalent

limitations applicable to FMS officers and employees under the Privacy

Act;

(16) Disclose information to appropriate agencies, entities, and

persons when (a) the Department suspects or has confirmed that the

security or confidentiality of information in the system of records has

been compromised; (b) the Department has determined that as a result of

the suspected or confirmed compromise there is a risk of harm to

economic or property interests, identity theft or fraud, or harm to the

security or integrity of this system or other systems or programs

(whether maintained by the Department or another agency or entity) that

rely upon the compromised information; and (c) the disclosure made to

such agencies, entities, and persons is reasonably necessary to assist

in connection with the Department's efforts to respond to the suspected

or confirmed compromise and prevent, minimize, or remedy such harm; and

(17) Disclose information to (a) a Federal or state agency, its

employees, agents (including contractors of its agents) or contractors;

or, (b) a fiscal or financial agent designated by the FMS or other

Department of the Treasury bureau or office, including employees,

agents or contractors of such agent; or, (c) a contractor of the FMS,

for the purpose of identifying, preventing, or recouping improper

payments to an applicant for, or recipient of, Federal funds, including

funds disbursed by a state in a state-administered, Federally funded

program; disclosure may be made to conduct computerized comparisons for

this purpose.

POLICIES AND PRACTICES FOR STORING, RETRIEVING, ACCESSING, RETAINING,

AND DISPOSING OF RECORDS IN THE SYSTEM:

STORAGE:

Records in this system are stored electronically or on paper in

secure facilities in a locked drawer behind a locked door.

RETRIEVABILITY:

Records may be retrieved by name, social security number, employer

identification number, agency-supplied identifier, date of payment, or

trace

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number or other payment identifying information, such as check number.

SAFEGUARDS:

All official access to the records is on a need-to-know basis, as

authorized by a business line manager at FMS, or a fiscal or financial

agent of the United States, consistent with agent authority granted by

Treasury or FMS. Procedural and physical safeguards, such as personal

accountability, audit logs, and specialized communications security,

are utilized. Each user of computer systems containing records has

individual passwords (as opposed to group passwords) or other unique,

secure access authentication credentials for which he or she is

responsible. Thus, a security manager can identify access to the

records by user. Access to computerized records is limited, through use

of access codes, encryption techniques, and/or other internal

mechanisms, to those whose official duties require access. Storage

facilities are secured by various means such as security guards, badge

access, and locked doors with key entry.

RETENTION AND DISPOSAL:

FMS has submitted a records schedule to the NARA with a proposed

retention period of seven years. Until NARA approves the proposed

records schedule, disposal is not authorized.

SYSTEM MANAGER(S) AND ADDRESS:

Chief Disbursing Officer, FMS, 401 14th Street SW., Washington, DC

20227.

NOTIFICATION PROCEDURE:

Inquiries under the Privacy Act of 1974 shall be addressed to the

Disclosure Officer, FMS, 401 14th Street SW., Washington, DC 20227. All

individuals making inquiries should provide with their request as much

descriptive matter as is possible to identify the particular record

desired. The system manager will advise as to whether the FMS maintains

the record requested by the individual.

RECORD ACCESS PROCEDURES:

Individuals requesting information under the Privacy Act of 1974

concerning procedures for gaining access or contesting records should

write to the Disclosure Officer at the address shown above. All

individuals are urged to examine the rules of the U.S. Department of

the Treasury published in 31 CFR, Part 1, subpart C concerning

requirements of this Department with respect to the Privacy Act of

1974.

CONTESTING RECORD PROCEDURES:

See ``Record Access Procedures'' above.

RECORD SOURCE CATEGORIES:

Information in this system is provided by Federal departments and

agencies responsible for certifying, disbursing, and collecting Federal

payments; Treasury or FMS-designated fiscal and financial agents of the

United States that process payments and collections; and commercial

database vendors. Each of these record sources may include information

obtained from individuals.

EXEMPTIONS CLAIMED FOR THE SYSTEM:

None.

TREASURY/FMS .003

SYSTEM NAME:

Claims and Inquiry Records on Treasury Checks, and International

Claimants--Treasury/FMS.

SYSTEM LOCATION:

FMS, U.S. Department of the Treasury, Prince George's Metro Center

II, 3700 East-West Highway, Room 727D, Hyattsville, MD 20782.

CATEGORIES OF INDIVIDUALS COVERED BY THE SYSTEM:

(1) Payees and holders of Treasury checks, (2) Claimants awarded

benefits under the War Claims Act and the International Claims

Settlement Act of 1949.

CATEGORIES OF RECORDS IN THE SYSTEM:

(1) Treasury check claim file: Treasury check, claim of payee with

name and address, settlement action taken.

(2) Awards for claims for losses sustained by individuals.

AUTHORITY FOR MAINTENANCE OF THE SYSTEM:

5 U.S.C. 301; (1) For Treasury check claims--31 U.S.C. 71 with

delegation of authority from Comptroller General of the United States;

(2) International claims--50 U.S.C. 2012; 22 U.S.C. 1627, 1641, 1642.

ROUTINE USES OF RECORDS MAINTAINED IN THE SYSTEM, INCLUDING CATEGORIES

OF USERS AND THE PURPOSES OF SUCH USES:

(1) Information is routinely disclosed to endorsers concerning

checks for which there is liability, Federal agencies, State and local

law enforcement agencies, General Accountability Office, Congressional

offices and media assistance offices on behalf of payee claimants.

(2) International Claims--Information in files is used by claimants

(awardees) and their representatives, Foreign Claims Settlement

Commission, and Congressmen. These records and information in the

records may be used to:

(a) Disclose pertinent information to appropriate Federal, State,

local or foreign agencies responsible for investigating or prosecuting

the violations of, or for enforcing or implementing, a statute, rule,

regulation, order, or license, where the disclosing agency becomes

aware of an indication of a violation or potential violation of civil

or criminal law or regulation;

(b) Disclose information to a Federal, State, or local agency,

maintaining civil, criminal or other relevant enforcement information

or other pertinent information, which has requested information

relevant to or necessary to the requesting agency's or the bureau's

hiring or retention of an individual, or issuance of a security

clearance, license, contract, grant, or other benefit;

(3) Disclose information to a court, magistrate, or administrative

tribunal of competent jurisdiction;

(4) Disclose information to foreign governments in accordance with

formal or informal international agreements;

(5) Provide information to a congressional office in response to an

inquiry made at the request of the individual to whom the record

pertains;

(6) Provide information to the news media in accordance with

guidelines contained in 28 CFR 50.2 which relate to an agency's

functions relating to civil and criminal proceedings;

(7) Provide information to unions recognized as exclusive

bargaining representatives under the Civil Service Reform Act of 1978,

5 U.S.C. 7111 and 7114;

(8) Provide information to third parties during the course of an

investigation to the extent necessary to obtain information pertinent

to the investigation;

(9) Disclose information to the public when attempts by FMS to

locate the claimant have been unsuccessful. This information is limited

to the claimant's name and city and state of last known address, and

the amount owed to the claimant. (This routine use does not apply to

the Iran Claims Program or the Holocaust Survivors Claims Program or

other claims programs that statutorily prohibit disclosure of claimant

information); and

(10) Disclose information to appropriate agencies, entities, and

persons when (a) the Department suspects or has confirmed that the

security or confidentiality of information in the system of records has

been compromised; (b) the Department has determined that as a result of

the

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suspected or confirmed compromise there is a risk of harm to economic

or property interests, identity theft or fraud, or harm to the security

or integrity of this system or other systems or programs (whether

maintained by the Department or another agency or entity) that rely

upon the compromised information; and (c) the disclosure made to such

agencies, entities, and persons is reasonably necessary to assist in

connection with the Department's efforts to respond to the suspected or

confirmed compromise and prevent, minimize, or remedy such harm.

POLICIES AND PRACTICES FOR STORING, RETRIEVING, ACCESSING, RETAINING,

AND DISPOSING OF RECORDS IN THE SYSTEM:

STORAGE:

Records in this system are stored electronically or on paper in

secure facilities in a locked drawer behind a locked door.

RETRIEVABILITY:

Records may be retrieved by:

(1) Name of payee and check number and symbol;

(2) Alpha cross-reference to case number; and

(3) Name of claimant or alpha reference to claim number.

SAFEGUARDS:

(1) Secured building.

(2) Secured files in secured building.

RETENTION AND DISPOSAL:

Disposal of electronic Treasury check claims records is not

authorized at this time.\1\ Hardcopy international claims records are

scheduled to be destroyed 10 years after the end of the fiscal year in

which the case was closed.

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\1\ FMS has submitted a records schedule to the NARA with a

proposed retention period of seven years for most electronic

Treasury check claims records, and a proposed retention period of 20

years for certain trust-fund-related records. Until NARA approves

the proposed records schedule, disposal is not authorized.

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SYSTEM MANAGER(S) AND ADDRESS:

Category 1: Director, Financial Processing Division, Prince

George's Metro Center II, 3700 East-West Highway, Room 727D,

Hyattsville, MD 20782. Category 2: Director, Funds Management Division,

Prince George's Metro Center II, 3700 East-West Highway, Room 620D,

Hyattsville, MD 20782.

NOTIFICATION PROCEDURE:

Inquiries under the Privacy Act of 1974 shall be addressed to the

Disclosure Officer, Financial Management Service, 401 14th Street SW.,

Washington, DC 20227. All individuals making inquiries should provide

with their request as much descriptive matter as is possible to

identify the particular record desired. The system managers will advise

as to whether FMS maintains the record requested by the individual.

RECORD ACCESS PROCEDURES:

Individuals requesting information under the Privacy Act of 1974

concerning procedures for gaining access or contesting records should

write to: Disclosure Officer, Financial Management Service, U.S.

Department of the Treasury, 401 14th Street SW., Washington, DC 20227.

All individuals are urged to examine the rules of the U.S.

Department of the Treasury published in 31 CFR Part 1, subpart C

concerning requirements of this Department with respect to the Privacy

Act of 1974.

CONTESTING RECORD PROCEDURES:

See ``Record Access Procedures'' above.

RECORD SOURCE CATEGORIES:

(1) Individual payees of Treasury checks, endorsers of Treasury

checks, investigative agencies, contesting claimants.

(2) Awards certified to Treasury for payment by Foreign Claims

Settlement Commission.

EXEMPTIONS CLAIMED FOR THE SYSTEM:

None.

TREASURY/FMS .004

SYSTEM NAME:

Education and Training Records--Treasury/FMS.

SYSTEM LOCATION:

Washington, DC 20227; Financial Management Service, U.S. Department

of the Treasury, 1990 K Street NW., Suite 300, Washington, DC 20006.

CATEGORIES OF INDIVIDUALS COVERED BY THE SYSTEM:

All Government employees (including separated employees, in certain

cases) and other individuals who access and apply for FMS training

services.

CATEGORIES OF RECORDS IN THE SYSTEM:

(1) Personal Profile--Account Record;

(2) Transcript Record;

(3) Enrollment Status Record;

(4) Job Skills Record;

(5) Individual Development Plan Record;

(6) Assessment Performance Results Record;

(7) Managerial Approval/Disapproval Status Record;

(8) Class Roster Record;

(9) Certificate--Training Program Status Record;

(10) Class Evaluation Record;

(11) Payment Record;

(12) Statistical Reports--retrievable by names: (a) Personnel

Transcript Report, (b) Class Enrollment Report, (c) Class Payment/

Billing Report, (d) Status of Training Report, (e) Ad hoc Training

Report, and (f) Other similar files or registers.

AUTHORITY FOR MAINTENANCE OF THE SYSTEM:

5 U.S.C. 301; 31 U.S.C. 321; 31 U.S.C. chapter 33; 31 U.S.C. 3720.

PURPOSE(S):

The purpose of this system is to maintain records about Government

employees and other individuals who participate in FMS' education and

training program. The information contained in the records will assist

FMS in properly tracking individual training and accurately account for

training revenue and expenditures generated through the FMS' training

programs (for example, Learning Management System (LMS)). For FMS

personnel, the records contained in FMS' training records will also

assist managers' active participation in their employees' learning

plans. FMS maintains the information necessary to ensure that FMS keeps

accurate records related to classes, including a training participant's

training and enrollment status, class completion information,

transcripts and certificates of accomplishment. FMS also maintains the

records to ensure that financial records pertaining to a training

participant's payment for training fees are maintained accurately. FMS'

training records will serve to report receipts to the appropriate

Federal agency (currently the Treasury Department's Bureau of Public

Debt) responsible for maintaining FMS' financial records for training.

Finally, the information contained in the covered records will be used

for collateral purposes related to the training processes, such as the

collection of statistical information on training programs, development

of computer systems, investigation of unauthorized or fraudulent

activity related to submission of information to FMS for training

program purposes and the collection of debts arising out of such

activity.

ROUTINE USES OF RECORDS MAINTAINED IN THE SYSTEM, INCLUDING CATEGORIES

OF USERS AND THE PURPOSES OF SUCH USES:

These records may be used to disclose information to:

(1) Appropriate Federal, State, local or foreign agencies

responsible for

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investigating or prosecuting the violation of, or for enforcing or

implementing, a statute, rule, regulation, order, or license;

(2) A court, magistrate, or administrative tribunal, in the course

of presenting evidence, including disclosures to opposing counsel or

witnesses, for the purpose of civil discovery, litigation, or

settlement negotiations or in response to a subpoena, where relevant or

potentially relevant to a proceeding, or in connection with criminal

law proceedings;

(3) A congressional office in response to an inquiry made at the

request of the individual to whom the record pertains;

(4) Federal agencies, financial institutions, and contractors for

the purpose of performing financial management services, including, but

not limited to, processing payments, investigating and rectifying

possible erroneous reporting information, testing and enhancing related

computer systems, creating and reviewing statistics to improve the

quality of services provided, or conducting debt collection services;

(5) Federal agencies, their agents and contractors for the purposes

of facilitating the collection of receipts, determining the acceptable

method of collection, the accounting of such receipts, and the

implementation of programs related to the receipts being collected as

well as status of their personnel training, statistical training

information;

(6) Financial institutions, including banks and credit unions, and

credit card companies for the purpose of collections and/or

investigating the accuracy of information required to complete

transactions using electronic methods and for administrative purposes,

such as resolving questions about a transaction;

(7) Unions recognized as exclusive bargaining representatives under

the Civil Service Reform Act of 1978, 5 U.S.C. 7111 and 7114;

(8) Foreign governments in accordance with formal or informal

international agreements and if they maintain proper administrative or

financial controls related to the training activity;

(9) Third parties during the course of an investigation to the

extent necessary to obtain information pertinent to the investigation;

(10) Federal agencies, their agents and contractors, credit

bureaus, and employers of individuals who owe delinquent debt when the

debt arises from the unauthorized use of electronic payment methods.

The information will be used for the purpose of collecting such debt

through offset, administrative wage garnishment, referral to private

collection agencies, litigation, reporting the debt to credit bureaus,

or for any other authorized debt collection purpose;

(11) Representatives of the NARA who are conducting records

management inspections under authority of 44 U.S.C. 2904 and 2906; and

(12) Appropriate agencies, entities, and persons when (a) the

Department suspects or has confirmed that the security or

confidentiality of information in the system of records has been

compromised; (b) the Department has determined that as a result of the

suspected or confirmed compromise there is a risk of harm to economic

or property interests, identity theft or fraud, or harm to the security

or integrity of this system or other systems or programs (whether

maintained by the Department or another agency or entity) that rely

upon the compromised information; and (c) the disclosure made to such

agencies, entities, and persons is reasonably necessary to assist in

connection with the Department's efforts to respond to the suspected or

confirmed compromise and prevent, minimize, or remedy such harm.

POLICIES AND PRACTICES FOR STORING, RETRIEVING, ACCESSING, RETAINING,

AND DISPOSING OF RECORDS IN THE SYSTEM:

STORAGE:

Records in this system are stored electronically or on paper in

secure facilities in a locked drawer behind a locked door.

RETRIEVABILITY:

Electronic training data can be retrieved by Class Name and/or

Organization Name and Participant Name. Electronic financial data can

be retrieved by Name, Organization and payment information (Credit

Card, Form 182, DD Form 1556, for example).

SAFEGUARDS:

All hardcopy records are maintained in a secured building, secured

room, and locked cabinets. FMS personnel access to training data is

primarily for the purpose of using the training services or

administering the LMS. For technical and administrative purposes, non-

FMS personnel access is limited to contractors who are maintaining the

LMS system in the normal performance of their duties and have completed

non-disclosure statements and undergone security background checks

consistent with their access in accordance with the existing contract.

RETENTION AND DISPOSAL:

Retention periods vary by record type, up to a maximum of 7 years

after last training activity.

SYSTEM MANAGER AND ADDRESS:

Assistant Commissioner, Management, Human Resources Division, FMS,

U.S. Department of the Treasury, Prince George's Metro Center II, 3700

East-West Highway, Hyattsville, MD 20782.

NOTIFICATION PROCEDURE:

Inquiries under the Privacy Act of 1974 shall be addressed to the

Disclosure Officer, FMS, 401 14th Street SW., Washington, DC 20227. All

individuals making inquiries should provide with their request as much

descriptive matter as is possible to identify the particular record

desired. The system manager will advise as to whether the Service

maintains the record requested by the individual.

RECORD ACCESS PROCEDURES:

Individuals requesting information under the Privacy Act of 1974,

as amended, concerning procedures for gaining access to or contesting

records should write to the Disclosure Officer. All individuals are

urged to examine the rules of the U.S. Department of the Treasury

published in 31 CFR Part 1, subpart C, and appendix G, concerning

requirements of this Department with respect to the Privacy Act of

1974.

CONTESTING RECORD PROCEDURES:

See ``Record Access Procedures'' above.

RECORD SOURCE CATEGORIES:

Information in this system is provided by: The individual on whom

the record is maintained; the individual's employer, other governmental

agency or educational institutions.

EXEMPTIONS CLAIMED FOR THE SYSTEM:

None.

TREASURY/FMS .005

SYSTEM NAME:

FMS Personnel Records--Treasury/FMS.

SYSTEM LOCATION:

FMS, U.S. Department of the Treasury, 401 14th Street SW.,

Washington, DC 20227; FMS, U.S. Department of the Treasury, Prince

George's Metro Center II, 3700 East-West Highway, Hyattsville, MD

20782.

CATEGORIES OF INDIVIDUALS COVERED BY THE SYSTEM:

All Government employees (including separated employees, in certain

cases) and applicants.

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CATEGORIES OF RECORDS IN THE SYSTEM:

(1) Locator Cards.

(2) Incentive Awards Record.

(3) Official Personnel Folder.

(4) Personnel Roster.

(5) Logs of SF-52's.

(6) Correspondence File.

(7) Position Listings.

(8) Position Descriptions with Evaluation Statements.

(9) Personnel Management Evaluation Survey Reports.

(10) Request for Certification File.

(11) Merit Promotion File.

(12) Exit Interview File.

(13) Performance File.

(14) Statistical Reports--retrievable by names: (a) Personnel

Status Report, (b) Ad Hoc Retiree Report, (c) Monthly EEO report, (d)

Direct Hire Authority Report, (e) Registers Worked File, (f) Statements

of Employment and Financial Interest, and (g) Other similar files or

registers.

(15) Training Course Nominations.

(16) Evaluation of Training Program.

(17) Tuition Assistance Files.

(18) Senior Executive Service Development File.

(19) Management Development File.

AUTHORITY FOR MAINTENANCE OF THE SYSTEM:

Executive Order 10561, dated September 13, 1954, Federal Personnel

Manual, and Title 5 of U.S.C. Code.

ROUTINE USES OF RECORDS MAINTAINED IN THE SYSTEM, INCLUDING CATEGORIES

OF USERS AND THE PURPOSES OF SUCH USES:

These records may be used to:

(1) Disclose pertinent information to appropriate Federal, State,

local or foreign agencies responsible for investigating or prosecuting

the violations of, or for enforcing or implementing, a statute, rule,

regulation, order, or license, where the disclosing agency becomes

aware of an indication of a violation or potential violation of civil

or criminal law or regulation;

(2) Disclose information to a Federal, State, or local agency,

maintaining civil, criminal or other relevant enforcement information

or other pertinent information, which has requested information

relevant to or necessary to the requesting agency's or the bureau's

hiring or retention of an individual, or issuance of a security

clearance, license, contract, grant, or other benefit;

(3) Disclose information to a court, magistrate, or administrative

tribunal in the course of presenting evidence, including disclosures to

opposing counsel or witnesses in the course of civil discovery,

litigation, or settlement negotiations, in response to a subpoena, or

in connection with criminal law proceedings;

(4) Disclose information to foreign governments in accordance with

formal or informal international agreements;

(5) Provide information to a congressional office in response to an

inquiry made at the request of the individual to whom the record

pertains;

(6) Provide information to the news media in accordance with

guidelines contained in 28 CFR 50.2 which relate to an agency's

functions relating to civil and criminal proceedings;

(7) Provide information to unions recognized as exclusive

bargaining representatives under the Civil Service Reform Act of 1978,

5 U.S.C. 7111 and 7114;

(8) Provide information to third parties during the course of an

investigation to the extent necessary to obtain information pertinent

to the investigation; and

(9) Disclose information to appropriate agencies, entities, and

persons when (a) the Department suspects or has confirmed that the

security or confidentiality of information in the system of records has

been compromised; (b) the Department has determined that as a result of

the suspected or confirmed compromise there is a risk of harm to

economic or property interests, identity theft or fraud, or harm to the

security or integrity of this system or other systems or programs

(whether maintained by the Department or another agency or entity) that

rely upon the compromised information; and (c) the disclosure made to

such agencies, entities, and persons is reasonably necessary to assist

in connection with the Department's efforts to respond to the suspected

or confirmed compromise and prevent, minimize, or remedy such harm.

POLICIES AND PRACTICES FOR STORING, RETRIEVING, ACCESSING, RETAINING,

AND DISPOSING OF RECORDS IN THE SYSTEM:

STORAGE:

Hardcopy/Electronic.

RETRIEVABILITY:

Alphabetically by name; also in some instances by organization,

then Social Security number.

SAFEGUARDS:

Secured building, secured room, and locked cabinets. Non-FMS access

is limited to investigators from OPM, etc., members of Fair Employment

staff and Union officials.

RETENTION AND DISPOSAL:

Delete/destroy in accordance with NARA General Records Schedule 1.

SYSTEM MANAGER(S) AND ADDRESS:

Director, Personnel Management Division, FMS, U.S. Department of

the Treasury, Prince George's Metro Center II, 3700 East-West Highway,

Room 115-F, Hyattsville, MD 20782.

NOTIFICATION PROCEDURE:

Inquiries under the Privacy Act of 1974 shall be addressed to the

Disclosure Officer, FMS, 401 14th Street SW., Washington, DC 20227. All

individuals making inquiries should provide with their request as much

descriptive matter as is possible to identify the particular record

desired. The system manager will advise as to whether the Service

maintains the record requested by the individual.

RECORD ACCESS PROCEDURES:

Individuals requesting information under the Privacy Act of 1974

concerning procedures for gaining access or contesting records should

write to the Disclosure Officer at the address shown above. All

individuals are urged to examine the rules of the U.S. Department of

the Treasury published in 31 CFR Part 1, subpart C concerning

requirements of this Department with respect to the Privacy Act of

1974.

CONTESTING RECORD PROCEDURES:

See ``Record Access Procedures'' above.

RECORD SOURCE CATEGORIES:

Applicant Personnel Action Forms (SF-50), SF-171 (completed by

applicant), Payroll Actions References, Educational Institutions, etc.

EXEMPTIONS CLAIMED FOR THE SYSTEM:

None.

TREASURY/FMS .006

SYSTEM NAME:

Direct Deposit Enrollment Records--Treasury/FMS.

SYSTEM LOCATION:

Records are located at the Federal Reserve Bank, acting in its

capacity as Treasury's fiscal agent, 2200 North Pearl Street, Dallas,

TX 75201.

CATEGORIES OF INDIVIDUALS COVERED BY THE SYSTEM:

Individuals who enroll with the FMS to receive Federal payments

from the Federal Government via an electronic funds transfer program

known as ``Direct Deposit.''

CATEGORIES OF RECORDS IN THE SYSTEM:

The records may contain identifying information, such as an

individual's name(s), social security number, home

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address, home and work telephone number, and personal email address

(home and work), and date of birth; about an individual's bank

account(s) and other types of accounts to which payments are made, such

as the individual's bank account number and the financial institution

routing and transit number; information about an individual's payments

received from the United States, including the type of payment received

and the Federal agency responsible for authorizing the payment;

information related to the cancellation or suspension of an

individual's Direct Express(R) debit card \2\ by FMS's financial agent;

and information provided by an individual regarding a hardship due to a

remote geographic location or about his or her inability to manage a

bank account or prepaid debit card due to mental impairment.

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\2\ Direct Express(R) is a registered service mark of the FMS,

U.S. Department of the Treasury. The Direct Express(R) debit card is

issued by FMS's financial agent, Comerica Bank.

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AUTHORITY FOR MAINTENANCE OF THE SYSTEM:

5 U.S.C. 301; 31 U.S.C. 321; 31 U.S.C. chapter 33; 31 U.S.C. 3332.

PURPOSE(S):

The purpose of this system is to maintain records about individuals

who wish to enroll in the Direct Deposit program in order to receive

Federal payments directly to a bank account or other similar type of

account via electronic funds transfer, rather than by paper check. The

records are used to process Direct Deposit enrollment applications that

may be received directly by FMS, its fiscal agents, and/or contractors.

The records are collected and maintained to guarantee that Direct

Deposit enrollment applications are processed properly to ensure that a

recipient's Federal payment will be disbursed to the correct account.

Without the appropriate information, FMS, its fiscal agents and

contractors, would not be able to process the Direct Deposit enrollment

application as requested by the individual authorizing the Direct

Deposit. The information will also be used for collateral purposes

related to the processing of Direct Deposit enrollments, such as

collection of statistical information on operations, development of

computer systems, investigation of unauthorized or fraudulent activity,

and the collection of debts arising out of such activity.

ROUTINE USES OF RECORDS MAINTAINED IN THE SYSTEM, INCLUDING CATEGORIES

OF USERS AND THE PURPOSES OF SUCH USES:

These records may be used to disclose information to:

(1) Appropriate Federal, State, local or foreign agencies

responsible for investigating or prosecuting the violation of, or for

enforcing or implementing, a statute, rule, regulation, order, or

license, where the disclosing agency becomes aware of a potential

violation of civil or criminal law or regulation;

(2) A court, magistrate, or administrative tribunal, in the course

of presenting evidence, including disclosures to opposing counsel or

witnesses, for the purpose of civil discovery, litigation, or

settlement negotiations or in response to a subpoena, where relevant or

potentially relevant to a proceeding, or in connection with criminal

law proceedings;

(3) A congressional office in response to an inquiry made at the

request of the individual to whom the record pertains;

(4) Fiscal agents, financial agents, financial institutions, and

contractors for the purposes of (a) Processing Direct Deposit

enrollment applications, including, but not limited to, processing

Direct Deposit enrollment forms and implementing programs related to

Direct Deposit; investigating and rectifying possible erroneous

information; creating and reviewing statistics to improve the quality

of services provided; conducting debt collection services for debts

arising from Direct Deposit activities; or developing, testing and

enhancing computer systems; and (b) processing waivers from the

requirement to receive payments electronically, including, but not

limited to, processing automatic waivers and applications for waivers,

as well as implementing the waivers; investigating and rectifying

possible erroneous information or fraud; creating and reviewing

statistics to improve the quality of services provided; or developing,

testing and enhancing computer systems.

(5) Federal agencies, their agents and contractors for the purposes

of facilitating the processing of Direct Deposit enrollment

applications and the implementation of programs related to Direct

Deposit;

(6) Federal agencies, their agents and contractors, credit bureaus,

and employers of individuals who owe delinquent debt for the purpose of

garnishing wages, only when the debt arises from the unauthorized or

improper use of the Direct Deposit program. The information will be

used for the purpose of collecting such debt through offset,

administrative wage garnishment, referral to private collection

agencies, litigation, reporting the debt to credit bureaus, or for any

other authorized debt collection purpose;

(7) Financial institutions, including banks and credit unions, for

the purpose of disbursing payments and/or investigating the accuracy of

information required to complete transactions using Direct Deposit and

for administrative purposes, such as resolving questions about a

transaction;

(8) Representatives of the NARA who are conducting records

management inspections under authority of 44 U.S.C. 2904 and 2906; and

(9) Appropriate agencies, entities, and persons when (a) the

Department suspects or has confirmed that the security or

confidentiality of information in the system of records has been

compromised; (b) the Department has determined that as a result of the

suspected or confirmed compromise there is a risk of harm to economic

or property interests, identity theft or fraud, or harm to the security

or integrity of this system or other systems or programs (whether

maintained by the Department or another agency or entity) that rely

upon the compromised information; and (c) the disclosure made to such

agencies, entities, and persons is reasonably necessary to assist in

connection with the Department's efforts to respond to the suspected or

confirmed compromise and prevent, minimize, or remedy such harm.

DISCLOSURE TO CONSUMER REPORTING AGENCIES:

Debt information concerning a government claim against a debtor

when the debt arises from the unauthorized use of Direct Deposit is

also furnished, in accordance with 5 U.S.C. 552a(b)(12) and 31 U.S.C.

3711(e), to consumer reporting agencies, as defined by the Fair Credit

Reporting Act, 5 U.S.C. 1681(f), to encourage repayment of a delinquent

debt.

POLICIES AND PRACTICES FOR STORING, RETRIEVING, ACCESSING, RETAINING,

AND DISPOSING OF RECORDS IN THE SYSTEM:

STORAGE:

Records in this system are stored electronically or on paper in

secure facilities in a locked drawer behind a locked door.

RETRIEVABILITY:

Records are retrieved by name, social security number, telephone

number, transaction identification number, or other alpha/numeric

identifying information.

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SAFEGUARDS:

All official access to the system of records is on a need-to-know

basis only, as authorized by a business line manager at FMS or FMS's

fiscal agent. Procedural and physical safeguards, such as personal

accountability, audit logs, and specialized communications security,

are utilized. Each user of computer systems containing records has

individual passwords (as opposed to group passwords) for which he or

she is responsible. Thus, a security manager can identify access to the

records by user. Access to computerized records is limited, through use

of access codes, encryption techniques, and/or other internal

mechanisms, to those whose official duties require access. Storage

facilities are secured by various means such as security guards, badge

access, and locked doors with key entry.

RETENTION AND DISPOSAL:

Electronic and paper records for enrollments and associated

transactions will be retained for six (6) months or as otherwise

required by statute or court order. Records in electronic media are

electronically erased using industry-accepted techniques, and in

accordance with applicable FMS policies regarding the retention and

disposal of fiscal agency records. Paper records are destroyed in

accordance with fiscal agency archive and disposal procedures and

applicable FMS policies regarding the retention and disposal of fiscal

agency records.

SYSTEM MANAGER(S) AND ADDRESS:

Assistant Commissioner, Payment Management, EFT Strategy Division,

Financial Management Service, 401 14th Street SW., Washington, DC

20227.

NOTIFICATION PROCEDURE:

Inquiries under the Privacy Act of 1974, as amended, shall be

addressed to the Disclosure Officer, Financial Management Service, 401

14th Street SW., Washington, DC 20227. All individuals making inquiries

should provide with their request as much descriptive matter as is

possible to identify the particular record desired. The system manager

will advise as to whether FMS maintains the records requested by the

individual.

RECORD ACCESS PROCEDURES:

Individuals requesting information under the Privacy Act of 1974,

as amended, concerning procedures for gaining access to or contesting

records should write to the Disclosure Officer. All individuals are

urged to examine the rules of the U.S. Department of the Treasury

published in 31 CFR Part 1, subpart C, and appendix G, concerning

requirements of this Department with respect to the Privacy Act of

1974, as amended.

CONTESTING RECORD PROCEDURES:

See ``Record Access Procedures'' above.

RECORD SOURCE CATEGORIES:

Information in this system is provided by the individual on whom

the record is maintained (or by his or her authorized representative),

other persons who electronically authorize payments from the Federal

government, Federal agencies responsible for authorizing payments,

Federal agencies responsible for disbursing payments, Treasury

financial agents, and Treasury fiscal agents that process Direct

Deposit enrollment applications, and contractors.

EXEMPTIONS CLAIMED FOR THE SYSTEM:

None.

TREASURY/FMS .007

SYSTEM NAME:

Payroll and Pay Administration--Treasury/FMS.

SYSTEM LOCATION:

FMS, U.S. Department of the Treasury, Prince George's Metro Center

II, 3700 East-West Highway, Room 133 and 101A, Hyattsville, MD 20782;

and Room 120, Liberty Center Building, Washington, DC 20227.

CATEGORIES OF INDIVIDUALS COVERED BY THE SYSTEM:

All employees of the Service and separated employees.

CATEGORIES OF RECORDS IN THE SYSTEM:

(1) Official Payroll Folder (a) Levy and Garnishment Records. (b)

SF-1192--Savings Bond Authorization. (c) SF-1199A--Allotment of Pay to

Savings Account. (d) Copies of SF-50--Notification of Personnel Action.

(e) Withholding Tax Exemptions. (f) Copy of Health Benefit Designation.

(g) Copy of Life Insurance Forms. (h) Payroll Change Slips. (i)

Combined Federal Campaign Designations. (j) Copy of SF-1150. (2) Time

and Attendance Reports (a) SF-71 Request for Leave. (b) Court Leave

Documents. (c) Request for Advancement of Leave. (3) Payroll

Comprehensive Listing (a) Current Payment Information. (b) Record of

Leave Earned and Used. (c) All Deductions from Pay. (d) Personnel

Information such as Grade, Step, Salary, Title, Date of Birth, Social

Security Number, Veterans Preference, Tenure, etc. (4) Payroll Control

Registers.

AUTHORITY FOR MAINTENANCE OF THE SYSTEM:

Title 5--Pay, Leave and Allowances.

ROUTINE USES OF RECORDS MAINTAINED IN THE SYSTEM, INCLUDING CATEGORIES

OF USERS AND THE PURPOSES OF SUCH USES:

These records may be used to disclose information:

(1) To Federal Agencies and to State and Local Agencies for tax

purposes; and

(2) To appropriate agencies, entities, and persons when (1) the

Department suspects or has confirmed that the security or

confidentiality of information in the system of records has been

compromised; (2) the Department has determined that as a result of the

suspected or confirmed compromise there is a risk of harm to economic

or property interests, identity theft or fraud, or harm to the security

or integrity of this system or other systems or programs (whether

maintained by the Department or another agency or entity) that rely

upon the compromised information; and (3) the disclosure made to such

agencies, entities, and persons is reasonably necessary to assist in

connection with the Department's efforts to respond to the suspected or

confirmed compromise and prevent, minimize, or remedy such harm.

POLICIES AND PRACTICES FOR STORING, RETRIEVING, ACCESSING, RETAINING,

AND DISPOSING OF RECORDS IN THE SYSTEM:

STORAGE:

Records in this system are stored electronically or on paper in

secure facilities in a locked drawer behind a locked door. The records

are stored on magnetic disc, tape, digital media, and CD-ROM.

RETRIEVABILITY:

Records may be retrieved by Social Security Number.

SAFEGUARDS:

Records in this system are safeguarded in a secured building,

secured room and locked cabinets.

RETENTION AND DISPOSAL:

Dispose of in accordance with NARA General Records Schedule 2.

SYSTEM MANAGER(S) AND ADDRESS:

Director, Personnel Management Division, FMS, Prince George's Metro

Center II, 3700 East-West Highway, Room 115-F, Hyattsville, MD 20782.

NOTIFICATION PROCEDURE:

Inquiries under the Privacy Act of 1974 shall be addressed to the

Disclosure Officer, 401 14th Street SW., Washington, DC 20227. All

individuals making inquiries should provide with

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their request as much descriptive matter as is possible to identify the

particular record desired. The system manager will advise as to whether

FMS maintains the record requested by the individual.

RECORD ACCESS PROCEDURES:

Individuals requesting information under the Privacy Act of 1974

concerning procedures for gaining access or contesting records should

write to the Disclosure Officer at the address shown above. All

individuals are urged to examine the rules of the U.S. Department of

the Treasury published in 31 CFR Part 1, subpart C concerning

requirements of this Department with respect to the Privacy Act of

1974.

CONTESTING RECORD PROCEDURES:

See ``Record Access Procedures'' above.

RECORD SOURCE CATEGORIES:

From individual Service employees.

EXEMPTIONS CLAIMED FOR THE SYSTEM:

None.

Treasury/FMS .008

SYSTEM NAME:

Mailing List Records--Treasury/FMS.

SYSTEM LOCATION:

Records are located at the offices of FMS, 401 14th Street SW.,

Washington, DC 20227, or its fiscal or financial agents at various

locations. The addresses of the fiscal or financial agents may be

obtained by contacting the System Manager below.

CATEGORIES OF INDIVIDUALS COVERED BY THE SYSTEM:

Low- to moderate-income individuals, who are more likely to be

unbanked or underbanked, who could potentially receive Federal tax

refund payments, and whose names and addresses are included on mailing

lists purchased from commercial providers.

CATEGORIES OF RECORDS IN THE SYSTEM:

The records may contain identifying information, such as an

individual's name(s) and address.

AUTHORITY FOR MAINTENANCE OF THE SYSTEM:

5 U.S.C. 301; 31 U.S.C. 321; 31 U.S.C. chapter 33; 31 U.S.C. 3332;

Title XII of the Dodd-Frank Wall Street Reform and Consumer Protection

Act (Pub. L. 111-203, Jul. 21, 2010).

PURPOSE(S):

The purpose of this system is to maintain limited records (names

and addresses) about low to moderate income individuals, who are more

likely to be unbanked or under-banked, and who could potentially

receive Federal tax refund payments. The records are used to send

letters to individuals informing them of the benefits of electronic

payments and Treasury-recommended account options for receiving

payments electronically. Without the information, FMS, its fiscal or

financial agents and contractors, would not be able to directly notify

prospective payment recipients about the benefits of electronic

payments and the Treasury-recommended account options for the receipt

of Federal payments electronically.

The information will also be used to study the effectiveness of

offering account options to individuals for the purpose of receiving

Federal payments. To study program efficacy, FMS may use its mailing

list records to collect aggregate statistical information on the

success and benefits of direct mail and the use of commercial database

providers.

ROUTINE USES OF RECORDS MAINTAINED IN THE SYSTEM, INCLUDING CATEGORIES

OF USERS AND THE PURPOSES OF SUCH USES:

These records may be used to disclose information to:

(1) The U.S. Department of Justice (``DOJ'') for its use in

providing legal advice to the Department or in representing the

Department in a proceeding before a court, adjudicative body, or other

administrative body before which the Department is authorized to

appear, where the use of such information by the DOJ is deemed by the

Department to be relevant and necessary to the litigation, and such

proceeding names as a party or interests: (a) The Department or any

component thereof; (b) Any employee of the Department in his or her

official capacity; (c) Any employee of the Department in his or her

individual capacity where DOJ has agreed to represent the employee; or

(d) The United States, where the Department determines that litigation

is likely to affect the Department or any of its components.

(2) A congressional office in response to an inquiry made at the

request of the individual to whom the record pertains.

(3) Fiscal agents, financial agents, and contractors for the

purpose of mailing information to individuals about the benefits of

electronic Federal payments and Treasury-recommended account options

for receipt of federal payments electronically, including, but not

limited to, processing direct mail or performing other marketing

functions; and creating and reviewing statistics to improve the quality

of services provided.

(4) Federal agencies, their agents and contractors for the purposes

of implementing and studying options for encouraging current and

prospective Federal payment recipients to receive their Federal

payments electronically.

(5) Representatives of the NARA who are conducting records

management inspections under authority of 44 U.S.C. 2904 and 2906.

(6) Appropriate agencies, entities, and persons when: (a) FMS

suspects or has confirmed that the security or confidentiality of

information in the system of records has been compromised; (b) FMS has

determined that as a result of the suspected or confirmed compromise

there is a risk of harm to economic or property interests, identity

theft or fraud, or harm to the security or integrity of this system or

other systems or programs (whether maintained by FMS or another agency

or entity) that rely upon the compromised information; and (c) the

disclosure made to such agencies, entities, and persons is reasonably

necessary to assist in connection with FMS's efforts to respond to the

suspected or confirmed compromise and prevent, minimize, or remedy such

harm.

POLICIES AND PRACTICES FOR STORING, RETRIEVING, ACCESSING, RETAINING,

AND DISPOSING OF RECORDS IN THE SYSTEM:

STORAGE:

Records in this system are stored electronically or on paper in

secure facilities in a locked drawer behind a locked door. The records

are store on magnetic disc, tape, digital media, and CD-ROM.

RETRIEVABILITY:

Records are retrieved by name, address, or other alpha/numeric

identifying information.

SAFEGUARDS:

All official access to the system of records is on a need-to-know

basis only, as authorized by a business line manager at FMS or FMS's

fiscal or financial agent. Procedural and physical safeguards, such as

personal accountability, audit logs, and specialized communications

security, are utilized. Each user of computer systems containing

records has individual passwords (as opposed to group passwords) for

which he or she is responsible. Thus, a security manager can identify

access to the records by user. Access to computerized records is

limited, through use of access codes, encryption techniques, and/or

other

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internal mechanisms, to those whose official duties require access.

Storage facilities are secured by various means such as security

guards, badge access, and locked doors with key entry.

RETENTION AND DISPOSAL:

Electronic and paper records for mail operations based on the use

of the mailing list records will be retained in accordance with FMS's

record retention requirements or as otherwise required by statute or

court order. FMS disposes, or arranges for the disposal of records in

electronic media using industry-accepted techniques, and in accordance

with applicable FMS policies regarding the retention and disposal of

fiscal or financial agency records. Paper records are destroyed in

accordance with fiscal or financial agency archive and disposal

procedures and applicable FMS policies regarding the retention and

disposal of fiscal agency records.

SYSTEM MANAGER(S) AND ADDRESS:

Agency Enterprise Solutions Division, Payment Management, FMS, 401

14th Street SW., Washington, DC 20227.

NOTIFICATION PROCEDURE:

Inquiries under the Privacy Act of 1974, as amended, shall be

addressed to the Disclosure Officer, Financial Management Service, 401

14th Street SW., Washington, DC 20227. All individuals making inquiries

should provide with their request as much descriptive matter as is

possible to identify the particular record desired. The system manager

will advise as to whether FMS maintains the records requested by the

individual.

RECORD ACCESS PROCEDURES:

Individuals requesting information under the Privacy Act of 1974,

as amended, concerning procedures for gaining access to or contesting

records should write to the Disclosure Officer. All individuals are

urged to examine the rules of the U.S. Department of the Treasury

published in 31 CFR Part 1, subpart C, and appendix G, concerning

requirements of this Department with respect to the Privacy Act of

1974, as amended.

CONTESTING RECORD PROCEDURES:

See ``Record Access Procedures'' above.

RECORD SOURCE CATEGORIES:

Information in this system is provided by commercial database

providers based on publicly available information.

EXEMPTIONS CLAIMED FOR THE SYSTEM:

None.

TREASURY/FMS .010

SYSTEM NAME:

Delegations and Designations of Authority for Disbursing

Functions--Treasury/FMS.

SYSTEM LOCATION:

Kansas City Regional Financial Center (KFC), FMS, Department of the

Treasury, 4241 NE 34th Street, Kansas City, MO 64117.

CATEGORIES OF INDIVIDUALS COVERED BY THE SYSTEM:

Heads of Agencies, Certifying Officers, Designated Agents, and

other Federal employees designated to perform specific disbursement-

related functions.

CATEGORIES OF RECORDS IN THE SYSTEM:

Records are maintained on the designation or removal of individuals

to act in a specified capacity pursuant to a proper authorization.

AUTHORITY FOR MAINTENANCE OF THE SYSTEM:

5 U.S.C. 301; Executive Order 6166, dated June 10, 1933.

ROUTINE USES OF RECORDS MAINTAINED IN THE SYSTEM, INCLUDING CATEGORIES

OF USERS AND THE PURPOSES OF SUCH USES:

These records may be used to:

(1) Disclose to banking institutions, Federal Reserve Banks, and

Government agencies for verification of information on authority of

individuals to determine propriety of actions taken by such

individuals;

(2) Disclose pertinent information to appropriate Federal, State,

local or foreign agencies responsible for investigating or prosecuting

the violations of, or for enforcing or implementing, a statute, rule,

regulation, order, or license, where the disclosing agency becomes

aware of an indication of a violation or potential violation of civil

or criminal law or regulation;

(3) Disclose information to a Federal, State, or local agency,

maintaining civil, criminal or other relevant enforcement information

or other pertinent information, which has requested information

relevant to or necessary to the requesting agency's or the bureau's

hiring or retention of an individual, or issuance of a security

clearance, license, contract, grant, or other benefit;

(4) Disclose information to a court, magistrate, or administrative

tribunal in the course of presenting evidence, including disclosures to

opposing counsel or witnesses in the course of civil discovery,

litigation, or settlement negotiations, in response to a subpoena, or

in connection with criminal law proceedings;

(5) Disclose information to foreign governments in accordance with

formal or informal international agreements;

(6) Provide information to a congressional office in response to an

inquiry made at the request of the individual to whom the record

pertains;

(7) Provide information to the news media in accordance with

guidelines contained in 28 CFR 50.2 which relate to an agency's

functions relating to civil and criminal proceedings;

(8) Provide information to unions recognized as exclusive

bargaining representatives under the Civil Service Reform Act of 1978,

5 U.S.C. 7111 and 7114;

(9) Provide information to third parties during the course of an

investigation to the extent necessary to obtain information pertinent

to the investigation; and

(10) Disclose information to appropriate agencies, entities, and

persons when (a) the Department suspects or has confirmed that the

security or confidentiality of information in the system of records has

been compromised; (b) the Department has determined that as a result of

the suspected or confirmed compromise there is a risk of harm to

economic or property interests, identity theft or fraud, or harm to the

security or integrity of this system or other systems or programs

(whether maintained by the Department or another agency or entity) that

rely upon the compromised information; and (c) the disclosure made to

such agencies, entities, and persons is reasonably necessary to assist

in connection with the Department's efforts to respond to the suspected

or confirmed compromise and prevent, minimize, or remedy such harm.

POLICIES AND PRACTICES FOR STORING, RETRIEVING, ACCESSING, RETAINING,

AND DISPOSING OF RECORDS IN THE SYSTEM:

STORAGE:

Records in this system are stored electronically or on paper in

secure facilities in a locked drawer behind a locked door.

RETRIEVABILITY:

Records may be retrieved by name.

SAFEGUARDS:

Access to computerized records is limited through use of access

codes, encryption techniques, and/or other internal mechanisms, to

those whose official duties require access. Storage facilities are

secured by various means such as security guards, badge access, locked

doors and locked cabinets.

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RETENTION AND DISPOSAL:

Hardcopy records--destroy three years after authority is revoked.

Electronic records--disposal is not authorized at this time.\3\

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\3\ FMS must submit a records schedule to NARA. Until NARA

approves the proposed records schedule, disposal is not authorized.

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SYSTEM MANAGER(S) AND ADDRESS:

Director, Kansas City Regional Financial Center (KFC), FMS,

Department of the Treasury, 4241 NE. 34th Street, Kansas City, MO

64117.

NOTIFICATION PROCEDURE:

Inquiries under the Privacy Act of 1974 shall be addressed to the

Disclosure Officer, FMS, 401 14th Street SW., Washington, DC 20227. All

individuals making inquiries should provide with their request as much

descriptive matter as is possible to identify the particular record

desired. The system managers will advise as to whether the Service

maintains the record requested by the individual.

RECORD ACCESS PROCEDURES:

Individuals requesting information under the Privacy Act of 1974

concerning procedures for gaining access or contesting records should

write to the Disclosure Officer. All individuals are urged to examine

the rules of the U.S. Department of the Treasury published in 31 CFR

Part 1, subpart C concerning requirements of this Department with

respect to the Privacy Act of 1974.

CONTESTING RECORD PROCEDURES:

See ``Record Access Procedures'' above.

RECORD SOURCE CATEGORIES:

Government Departments and Agencies requiring services of Treasury

Department for issuance and payment of Treasury checks.

EXEMPTIONS CLAIMED FOR THE SYSTEM:

None.

TREASURY/FMS .012

SYSTEM NAME:

Pre-complaint Counseling and Complaint Activities--Treasury/FMS.

SYSTEM LOCATION:

Financial Management Service, U.S. Treasury Department, Prince

George's Metro Center II, 3700 East-West Highway, Room 132,

Hyattsville, MD 20782.

CATEGORIES OF INDIVIDUALS COVERED BY THE SYSTEM:

Employees seeking services of EEO Counselors.

CATEGORIES OF RECORDS IN THE SYSTEM:

Monthly pre-complaint activity reports from seven Financial Centers

and Headquarters.

AUTHORITY FOR MAINTENANCE OF THE SYSTEM:

5 U.S.C. 7154; 42 U.S.C. 200e-16; Executive Order 11478; and 5 CFR

Part 713.

ROUTINE USES OF RECORDS MAINTAINED IN THE SYSTEM, INCLUDING CATEGORIES

OF USERS AND THE PURPOSES OF SUCH USES:

These records may be used to:

(1) Keep records on EEO Counseling activities for annual submission

to Treasury; and

(2) Disclose information to appropriate agencies, entities, and

persons when (a) the Department suspects or has confirmed that the

security or confidentiality of information in the system of records has

been compromised; (b) the Department has determined that as a result of

the suspected or confirmed compromise there is a risk of harm to

economic or property interests, identity theft or fraud, or harm to the

security or integrity of this system or other systems or programs

(whether maintained by the Department or another agency or entity) that

rely upon the compromised information; and (c) the disclosure made to

such agencies, entities, and persons is reasonably necessary to assist

in connection with the Department's efforts to respond to the suspected

or confirmed compromise and prevent, minimize, or remedy such harm.

POLICIES AND PRACTICES FOR STORING, RETRIEVING, ACCESSING, RETAINING,

AND DISPOSING OF RECORDS IN THE SYSTEM:

STORAGE:

Records in this system are stored on paper in secure facilities in

a locked drawer behind a locked door.

RETRIEVABILITY:

Records may be retrieved by station and date of receipt.

SAFEGUARDS:

Staff supervision is maintained during the day. Records are kept

locked in the files.

RETENTION AND DISPOSAL:

Destroy EEO case files 4 years after final adjustment. Destroy pre-

complaint counseling reports after 1 year.

SYSTEM MANAGER(S) AND ADDRESS:

EEO Officer, FMS, Prince George's Metro Center II, 3700 East-West

Highway, Room 132, Hyattsville, MD 20782.

NOTIFICATION PROCEDURE:

Inquiries under the Privacy Act of 1974 shall be addressed to the

Disclosure Officer, 401 14th Street SW., Washington, DC 20227. All

individuals making inquiries should provide with their request as much

descriptive matter as is possible to identify the particular record

desired. The system manager will advise as to whether FMS maintains the

record requested by the individual.

RECORD ACCESS PROCEDURES:

Individuals requesting information under the Privacy Act of 1974

concerning procedures for gaining access or contesting records should

write to the Disclosure Officer. All individuals are urged to examine

the rules of the U.S. Department of the Treasury published in 31 CFR

Part 1, subpart C concerning requirements of this Department with

respect to the Privacy Act of 1974.

CONTESTING RECORD PROCEDURES:

See ``Record Access Procedures'' above.

RECORD SOURCE CATEGORIES:

Monthly submissions by Financial Centers and Headquarters.

EXEMPTIONS CLAIMED FOR THE SYSTEM:

None.

TREASURY/FMS .013

SYSTEM NAME:

Gifts to the United States--Treasury/FMS.

SYSTEM LOCATION:

FMS, U.S. Department of the Treasury, Prince George's Metro Center

II, 3700 East-West Highway, Hyattsville, MD 20782.

CATEGORIES OF INDIVIDUALS COVERED BY THE SYSTEM:

Donors of intervivos and testamentary gifts to the United States.

CATEGORIES OF RECORDS IN THE SYSTEM:

Correspondence, copies of wills and court proceedings, and other

material related to gifts to the United States.

AUTHORITY FOR MAINTENANCE OF THE SYSTEM:

31 U.S.C. 3113.

ROUTINE USES OF RECORDS MAINTAINED IN THE SYSTEM, INCLUDING CATEGORIES

OF USERS AND THE PURPOSES OF SUCH USES:

The records may be used to disclose information to appropriate

agencies, entities, and persons when (1) the Department suspects or has

confirmed that the security or confidentiality of information in the

system of records has been compromised; (2) the Department

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has determined that as a result of the suspected or confirmed

compromise there is a risk of harm to economic or property interests,

identity theft or fraud, or harm to the security or integrity of this

system or other systems or programs (whether maintained by the

Department or another agency or entity) that rely upon the compromised

information; and (3) the disclosure made to such agencies, entities,

and persons is reasonably necessary to assist in connection with the

Department's efforts to respond to the suspected or confirmed

compromise and prevent, minimize, or remedy such harm.

POLICIES AND PRACTICES FOR STORING, RETRIEVING, ACCESSING, RETAINING,

AND DISPOSING OF RECORDS IN THE SYSTEM:

STORAGE:

Records in this system are stored on paper in secure facilities in

a locked drawer behind a locked door.

RETRIEVABILITY:

Records may be retrieved by name of donor.

SAFEGUARDS:

Access is limited to persons on official business.

RETENTION AND DISPOSAL:

Permanent retention.

SYSTEM MANAGER(S) AND ADDRESS:

Financial Information Management, Directorate, FMS, Prince George's

Metro Center II, 3700 East-West Highway, Hyattsville, MD 20782.

NOTIFICATION PROCEDURE:

Individuals wishing to be notified if they are named in this system

of records, or gain access to records maintained in this system must

submit a written request containing the following elements:

(1) Identify the record system;

(2) Identify the category and type of records sought; and

(3) Provide at least two items of secondary identification (date of

birth, employee identification number, dates of employment or similar

information). Address inquiries to Disclosure Officer (See ``Record

Access Procedures'' below).

RECORD ACCESS PROCEDURES:

Disclosure Officer, Financial Management Service, U.S. Department

of the Treasury, Liberty Center Building, 401 14th Street SW.,

Washington, DC 20227.

CONTESTING RECORD PROCEDURES:

See ``Record Access Procedures'' above.

RECORD SOURCE CATEGORIES:

Individuals, executors, administrators and other involved persons.

EXEMPTIONS CLAIMED FOR THE SYSTEM:

None.

TREASURY/FMS .014

SYSTEM NAME:

Debt Collection Operations System--Treasury/FMS.

SYSTEM LOCATION:

Records are also located throughout the United States at FMS

operations centers, Federal Records Centers, Federal Reserve Banks

acting as Treasury's fiscal agents, and financial institutions acting

as Treasury's financial agents. Additional addresses may be obtained

from the system managers.

CATEGORIES OF INDIVIDUALS COVERED BY THE SYSTEM:

Individuals who owe debts to: (a) The United States, through one or

more of its departments and agencies; and/or (b) States, territories

and commonwealths of the United States, and the District of Columbia

(hereinafter collectively referred to as ``States'').

CATEGORIES OF RECORDS IN THE SYSTEM:

Debt records containing information about the debtor(s), the type

of debt, the governmental entity to which the debt is owed, and the

debt collection tools utilized to collect the debt. The records may

contain identifying information, such as name(s) and taxpayer

identifying number (i.e., Social Security Number or employer

identification number); debtor contact information, such as work and

home address, and work and home telephone numbers; information

concerning the financial status of the debtor and his/her household,

including income, assets, liabilities or other financial burdens, and

any other resources from which the debt may be recovered; and name of

employer and employer address. Debts include unpaid taxes, loans,

assessments, fines, fees, penalties, overpayments, advances, extensions

of credit from sales of goods or services, and other amounts of money

or property owed to, or collected by, the Federal Government or a

State, including past due support which is being enforced by a State.

The records also may contain information about: (a) The debt, such as

the original amount of the debt, the debt account number, the date the

debt originated, the amount of the delinquency or default, the date of

delinquency or default, basis for the debt, amounts accrued for

interest, penalties, and administrative costs, and payments on the

account; (b) Actions taken to collect or resolve the debt, such as

copies of demand letters or invoices, documents or information required

for the referral of accounts to collection agencies or for litigation,

and collectors' notes regarding telephone or other communications

related to the collection or resolution of the debt; and (c) The

referring or governmental agency that is collecting or owed the debt,

such as name, telephone number, and address of the agency contact.

AUTHORITY FOR MAINTENANCE OF THE SYSTEM:

Federal Claims Collection Act of 1966 (Pub. L. 89-508), as amended

by the Debt Collection Act of 1982 (Pub. L. 97-365, as amended);

Deficit Reduction Act of 1984 (Pub. L. 98-369, as amended); Debt

Collection Improvement Act of 1996 (Pub. L. 104-134, sec. 31001);

Taxpayer Relief Act of 1997 (Pub. L. 105-34); Internal Revenue Service

Restructuring and Reform Act of 1998 (Pub. L. 105-206); 26 U.S.C. 6402;

26 U.S.C. 6331; 31 U.S.C. Chapter 37 (Claims), Subchapter I (General)

and Subchapter II (Claims of the U.S. Government); 31 U.S.C. 3321 note.

PURPOSE(S):

The purpose of this system is to maintain records about individuals

who owe debt(s) to the United States, through one or more of its

departments and agencies, and/or to States, including past due support

enforced by States. The information contained in the records is

maintained for the purpose of taking action to facilitate the

collection and resolution of the debt(s) using various collection

methods, including, but not limited to, requesting repayment of the

debt by telephone or in writing, offset, levy, administrative wage

garnishment, referral to collection agencies or for litigation, and

other collection or resolution methods authorized or required by law.

The information also is maintained for the purpose of providing

collection information about the debt to the agency collecting the

debt, to provide statistical information on debt collection operations,

and for the purpose of testing and developing enhancements to the

computer systems which contain the records. The information also is

maintained for the purpose of resolving delinquent debts owed by

debtors who are ineligible for Federally funded programs until the

delinquency is resolved, and for identifying, preventing, or recouping

improper payments to individuals who owe delinquent obligations to

Federal and/or state agencies.

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ROUTINE USES OF RECORDS MAINTAINED IN THE SYSTEM, INCLUDING CATEGORIES

OF USERS AND THE PURPOSES OF SUCH USES:

These records may be used to disclose information to:

(1) Appropriate Federal, State, local or foreign agencies

responsible for investigating or implementing, a statute, rule,

regulation, order, or license;

(2) A court, magistrate, mediator, or administrative tribunal in

the course of presenting evidence; counsel, experts, or witnesses in

the course of civil discovery, litigation, or settlement negotiations,

in response to a subpoena, or in connection with criminal law

proceedings;

(3) A congressional office in response to an inquiry made at the

request of the individual to whom the record pertains;

(4) Any Federal agency, State or local agency, U.S. territory or

commonwealth, or the District of Columbia, or their agents or

contractors, including private collection agencies (consumer and

commercial):

a. To facilitate the collection of debts through the use of any

combination of various debt collection methods required or authorized

by law, including, but not limited to;

(i) Request for repayment by telephone or in writing;

(ii) Negotiation of voluntary repayment or compromise agreements;

(iii) Offset of Federal payments, which may include the disclosure

of information contained in the records for the purpose of providing

the debtor with appropriate pre-offset notice and to otherwise comply

with offset prerequisites, to facilitate voluntary repayment in lieu of

offset, and to otherwise effectuate the offset process;

(iv) Referral of debts to private collection agencies, to Treasury-

designated debt collection centers, or for litigation;

(v) Administrative and court-ordered wage garnishment;

(vi) Debt sales;

(vii) Publication of names and identities of delinquent debtors in

the media or other appropriate places; and

(viii) Any other debt collection method authorized by law;

b. To conduct computerized comparisons to locate Federal payments

to be made to debtors;

c. To conduct computerized comparisons to locate employers of, or

obtain taxpayer identifying numbers or other information about, an

individual for debt collection purposes;

d. To collect a debt owed to the United States through the offset

of payments made by States, territories, commonwealths, or the District

of Columbia;

e. To account or report on the status of debts for which such

entity has a financial or other legitimate need for the information in

the performance of official duties;

f. For the purpose of denying Federal financial assistance in the

form of a loan or loan guaranty to an individual who owes delinquent

debt to the United States or who owes delinquent child support that has

been referred to FMS for collection by administrative offset;

g. To develop, enhance and/or test database, matching,

communications, or other computerized systems which facilitate debt

collection processes; or

h. For any other appropriate debt collection purpose.

(5) The Department of Defense, the U.S. Postal Service, or other

Federal agency for the purpose of conducting an authorized computer

matching program in compliance with the Privacy Act of 1974, as

amended, to identify and locate individuals receiving Federal payments

including, but not limited to, salaries, wages, and benefits, which may

include the disclosure of information contained in the records for the

purpose of requesting voluntary repayment or implementing Federal

employee salary offset or other offset procedures;

(6) The Department of Justice or other Federal agency:

a. when requested in connection with a legal proceeding, or

b. to obtain concurrence in a decision to compromise, suspend, or

terminate collection action on a debt;

(7) Any individual or other entity who receives Federal payments as

a joint payee with a debtor for the purpose of providing notice of, and

information about, offsets from such Federal payments; and

(8) Any individual or entity:

a. To facilitate the collection of debts through the use of any

combination of various debt collection methods required or authorized

by law, including, but not limited to:

(i) Administrative and court-ordered wage garnishment;

(ii) Report information to commercial credit bureaus;

(iii) Conduct asset searches or locate debtors;

(iv) Publish names and identities of delinquent debtors in the

media or other appropriate places; or

(v) Debt sales;

b. For the purpose of denying Federal financial assistance in the

form of a loan or loan guaranty to an individual who owes delinquent

debt to the United States or who owes delinquent child support that has

been referred to FMS for collection by administrative offset; or

c. For any other appropriate debt collection purpose. Disclosure to

consumer reporting agencies including for the provision of routine debt

collection services by an FMS contractor subject to the same

limitations applicable to FMS officers and employees under the Privacy

Act; and

(9) Appropriate agencies, entities, and persons when (A) the

Department suspects or has confirmed that the security or

confidentiality of information in the system of records has been

compromised; (B) the Department has determined that as a result of the

suspected or confirmed compromise there is a risk of harm to economic

or property interests, identity theft or fraud, or harm to the security

or integrity of this system or other systems or programs (whether

maintained by the Department or another agency or entity) that rely

upon the compromised information; and (C) the disclosure made to such

agencies, entities, and persons is reasonably necessary to assist in

connection with the Department's efforts to respond to the suspected or

confirmed compromise and prevent, minimize, or remedy such harm.

(10) (a) A Federal or state agency, its employees, agents

(including contractors of its agents) or contractors; or, (b) a fiscal

or financial agent designated by the FMS or other Department of the

Treasury bureau or office, including employees, agents or contractors

of such agent; or, (c) a contractor of the FMS, for the purpose of

identifying, preventing, or recouping improper payments to an applicant

for, or recipient of, Federal funds, including funds disbursed by a

state in a state-administered, Federally funded program; disclosure may

be made to conduct computerized comparisons for this purpose.

DISCLOSURE TO CONSUMER REPORTING AGENCIES:

Debt information concerning a government claim against a debtor is

also furnished, in accordance with 5 U.S.C. 552a(b)(12) and 31 U.S.C.

3711(e), to consumer reporting agencies, as defined by the Fair Credit

Reporting Act, 5 U.S.C. 1681(f), to encourage repayment of a delinquent

debt.

POLICIES AND PRACTICES FOR STORING, RETRIEVING, ACCESSING, RETAINING,

AND DISPOSING OF RECORDS IN THE SYSTEM:

STORAGE:

Records in this system are stored electronically or on paper in

secure facilities in a locked drawer behind a locked door.

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RETRIEVABILITY:

Records may be retrieved by various combinations of name, taxpayer

identifying number (i.e., social security number or employer

identification number), or debt account number.

SAFEGUARDS:

All officials access the system of records on a need-to-know basis

only, as authorized by the system manager. Procedural and physical

safeguards are utilized, such as accountability, receipt records, and

specialized communications security. Access to computerized records is

limited, through use of access codes, entry logs, and other internal

mechanisms, to those whose official duties require access. Hard-copy

records are held in steel cabinets, with access limited by visual

controls and/or lock systems. During normal working hours, files are

attended by responsible officials; files are locked up during non-

working hours. The building is patrolled by uniformed security guards.

RETENTION AND DISPOSAL:

Retention periods vary by record type, up to a maximum of seven

years after the end of the fiscal year in which a debt is resolved or

returned to the agency as uncollectible.

SYSTEM MANAGER(S) AND ADDRESS:

System Manager, Debt Management Services, FMS, 401 14th Street SW.,

Washington, DC 20227.

NOTIFICATION PROCEDURE:

Inquiries under the Privacy Act of 1974, as amended, shall be

addressed to the Disclosure Officer, FMS, 401 14th Street SW.,

Washington, DC 20227. All individuals making inquiries should provide

with their request as much descriptive matter as is possible to

identify the particular record desired. The system manager will advise

as to whether FMS maintains the records requested by the individual.

RECORD ACCESS PROCEDURES:

Individuals requesting information under the Privacy Act of 1974,

as amended, concerning procedures for gaining access or contesting

records should write to the Disclosure Officer. All individuals are

urged to examine the rules of the U.S. Department of the Treasury

published in 31 CFR Part 1, subpart C, and appendix G, concerning

requirements of this Department with respect to the Privacy Act of

1974, as amended.

CONTESTING RECORD PROCEDURES:

See ``Record Access Procedures'' above.

RECORD SOURCE CATEGORIES:

Information in this system is provided by the individual on whom

the record is maintained; Federal and State agencies to which the debt

is owed; Federal agencies and other entities that employ the individual

or have information concerning the individual's employment or financial

resources; Federal and State agencies issuing payments; collection

agencies; locator and asset search companies, credit bureaus, and other

database vendors; Federal, State or local agencies furnishing

identifying information and/or debtor address information; and/or

public documents.

EXEMPTIONS CLAIMED FOR THE SYSTEM:

None.

TREASURY/FMS .017

SYSTEM NAME:

Collections Records--Treasury/FMS.

SYSTEM LOCATION:

Records are located at the FMS, U.S. Department of the Treasury,

Liberty Center Building (Headquarters), 401 14th Street SW.,

Washington, DC 20227. Records are also located throughout the United

States at various Federal Reserve Banks and financial institutions,

which act as Treasury's fiscal and financial agents. The address(es) of

the fiscal and financial agents may be obtained from the system manager

below.

CATEGORIES OF INDIVIDUALS COVERED BY THE SYSTEM:

Individuals who electronically authorize payments to the Federal

government through the use of communication networks, such as the

Internet, via means such as Automated Clearing House (ACH), check

conversion, credit card, and/or stored value card.

CATEGORIES OF RECORDS IN THE SYSTEM:

Collections records containing information about individuals who

electronically authorize payments to the Federal government to the

extent such records are covered by the Privacy Act of 1974. The records

may contain identifying information, such as an individual's name(s),

taxpayer identifying number (i.e., Social Security Number or employer

identification number), home address, home telephone number, and

personal email address (home and work); an individual's employer's

name, address, telephone number, and email address; an individual's

date of birth and driver's license number; information about an

individual's bank account(s) and other types of accounts from which

payments are made, such as financial institution routing and account

number; credit card numbers; information about an individual's payments

made to or from the United States (or to other entities such as private

contractors for the Federal government), including the amount, date,

status of payments, payment settlement history, and tracking numbers

used to locate payment information; user name and password assigned to

an individual; other information used to identify and/or authenticate

the user of an electronic system to authorize and make payments, such

as a unique question and answer chosen by an individual; information

concerning the authority of an individual to use an electronic system

(access status) and the individual's historical use of the electronic

system. The records also may contain information about the governmental

agency to which payment is made and information required by such agency

as authorized or required by law. The information contained in the

records covered by FMS's system of records is necessary to process

financial transactions while protecting the government and the public

from financial risks that could be associated with electronic

transactions. It is noted that the system covers records obtained in

connection with various mechanisms that are either used currently or

may be used in the future for electronic financial transactions. Not

every transaction will require the maintenance of all of the

information listed in this section. The categories of records cover the

broad spectrum of information that might be connected to various types

of transactions.

AUTHORITY FOR MAINTENANCE OF THE SYSTEM:

5 U.S.C. 301; 31 U.S.C. 321; 31 U.S.C. chapter 33; 31 U.S.C. 3720

PURPOSE(S):

The purpose of this system is to maintain records about individuals

who electronically authorize payments to the Federal government. The

information contained in the records is maintained for the purpose of

facilitating the collection and reporting of receipts from the public

to the Federal government and to minimize the financial risk to the

Government and the public of unauthorized use of electronic payment

methods. Examples of payment mechanisms authorized electronically

include ACH, check conversion, credit card, or stored value cards.

Individuals may authorize payments using paper check conversion or

Internet-based systems through programs such as ``[Pay.gov](http://www.gpo.gov/fdsys/pkg/FR-2012-10-15/html/Pay.gov)'' and

``Electronic Federal

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Taxpayer Payment System (EFTPS).'' The information also is maintained

to:

(a) Provide collections information to the Federal agency

collecting the public receipts;

(b) Authenticate the identity of individuals who electronically

authorize payments to the Federal government;

(c) Verify the payment history and eligibility of individuals to

electronically authorize payments to the Federal government;

(d) Provide statistical information on collections operations;

(e) Test and develop enhancements to the computer systems that

contain the records; and

(f) Collect debts owed to the Federal government from individuals

when the debt arises from the unauthorized use of electronic payment

methods.

FMS's use of the information contained in the records is necessary

to process financial transactions while protecting the government and

the public from financial risks that could be associated with

electronic transactions. The records are collected and maintained for

three primary reasons. First, in order to process a payment

electronically, a payor needs to submit his or her name and bank

account or credit card account information. Without such information,

FMS would not be able to process the payment as requested by the

individual authorizing the payment. Second, to authenticate the

identity of the person initiating the electronic transaction, FMS may,

in some instances, require some or all of the information described in

``Categories of records in the system,'' above, depending upon the

level of risk associated with a particular type of transaction. Third,

to verify the financial and other information provided by the person

initiating the electronic transaction and to evaluate the payor's

ability to make the payment authorized, FMS may compare information

submitted with information available in FMS's electronic transaction

historical database or commercial databases used for verification

purposes, much like a store clerk determines whether someone paying by

paper check has a history of writing bad checks. The ability to

research historical transaction information will help eliminate the

risk of fraudulent activity, such as the purchase of government

products using an account with insufficient funds or using a stolen

identity. By collecting and maintaining a certain amount of unique

personal information about an individual who purchases goods from the

government, FMS can help ensure that the individual's sensitive

financial information will not be fraudulently accessed or used by

anyone other than the individual.

In addition, the information contained in the covered records will

be used for collateral purposes related to the processing of financial

transactions, such as collection of statistical information on

operations, development of computer systems, investigation of

unauthorized or fraudulent activity related to electronic transactions,

and the collection of debts arising out of such activity.

ROUTINE USES OF RECORDS MAINTAINED IN THE SYSTEM, INCLUDING CATEGORIES

OF USERS AND THE PURPOSES OF SUCH USES:

These records may be used to disclose information to:

(1) Appropriate Federal, state, local or foreign agencies

responsible for investigating or prosecuting the violation of, or for

enforcing or implementing, a statute, rule, regulation, order, or

license, but only if the investigation, prosecution, enforcement or

implementation concerns a transaction(s) or other event(s) that

involved (or contemplates involvement of), in whole or part, an

electronic method of collecting receipts for the Federal government.

The records and information may also be disclosed to commercial

database vendors to the extent necessary to obtain information

pertinent to such an investigation, prosecution, enforcement or

implementation;

(2) Commercial database vendors for the purposes of authenticating

the identity of individuals who electronically authorize payments to

the Federal government, to obtain information on such individuals'

payment or check writing history, and for administrative purposes, such

as resolving a question about a transaction. For purposes of this

notice, the term ``commercial database vendors'' means vendors who

maintain and disclose information from consumer credit, check

verification, and address databases;

(3) A court, magistrate, or administrative tribunal, in the course

of presenting evidence, including disclosures to opposing counsel or

witnesses, for the purpose of civil discovery, litigation, or

settlement negotiations or in response to a subpoena, where arguably

relevant to the litigation, or in connection with criminal law

proceedings;

(4) A congressional office in response to an inquiry made at the

request of the individual to whom the record pertains;

(5) Fiscal agents, financial agents, financial institutions, and

contractors for the purpose of performing financial management

services, including, but not limited to, processing payments,

investigating and rectifying possible erroneous reporting information,

creating and reviewing statistics to improve the quality of services

provided, conducting debt collection services, or developing, testing

and enhancing computer systems;

(6) Federal agencies, their agents and contractors for the purposes

of facilitating the collection of receipts, determining the acceptable

method of collection, the accounting of such receipts, and the

implementation of programs related to the receipts being collected;

(7) Federal agencies, their agents and contractors, credit bureaus,

and employers of individuals who owe delinquent debt for the purpose of

garnishing wages only when the debt arises from the unauthorized use of

electronic payment methods. The information will be used for the

purpose of collecting such debt through offset, administrative wage

garnishment, referral to private collection agencies, litigation,

reporting the debt to credit bureaus, or for any other authorized debt

collection purpose;

(8) Financial institutions, including banks and credit unions, and

credit card companies for the purpose of collections and/or

investigating the accuracy of information required to complete

transactions using electronic methods and for administrative purposes,

such as resolving questions about a transaction; and

(9) Appropriate agencies, entities, and persons when (a) the

Department suspects or has confirmed that the security or

confidentiality of information in the system of records has been

compromised; (b) the Department has determined that as a result of the

suspected or confirmed compromise there is a risk of harm to economic

or property interests, identity theft or fraud, or harm to the security

or integrity of this system or other systems or programs (whether

maintained by the Department or another agency or entity) that rely

upon the compromised information; and (c) the disclosure made to such

agencies, entities, and persons is reasonably necessary to assist in

connection with the Department's efforts to respond to the suspected or

confirmed compromise and prevent, minimize, or remedy such harm.

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DISCLOSURE TO CONSUMER REPORTING AGENCIES:

Debt information concerning a government claim against a debtor

when the debt arises from the unauthorized use of electronic payment

methods is also furnished, in accordance with 5 U.S.C. 552a(b)(12) and

31 U.S.C. 3711(e), to consumer reporting agencies, as defined by the

Fair Credit Reporting Act, 5 U.S.C. 1681(f), to encourage repayment of

a delinquent debt.

POLICIES AND PRACTICES FOR STORING, RETRIEVING, ACCESSING, RETAINING,

AND DISPOSING OF RECORDS IN THE SYSTEM:

STORAGE:

Records in this system are stored electronically in secure

facilities in a locked drawer behind a locked door.

RETRIEVABILITY:

Records may be retrieved by account number (such as financial

institution account number or credit card account number), name

(including an authentication credential, e.g., a user name), social

security number, transaction identification number, or other alpha/

numeric identifying information.

SAFEGUARDS:

All officials access the system of records on a need-to-know basis

only, as authorized by the system manager after security background

checks. Procedural and physical safeguards, such as personal

accountability, audit logs, and specialized communications security,

are utilized. Accountability and audit logs allow systems managers to

track the actions of every user of the system. Each user has an

individual password (as opposed to a group password) for which he or

she is responsible. Thus, a system manager can identify access to the

records by user. Access to computerized records is limited, through use

of encryption, access codes, and other internal mechanisms, to those

whose official duties require access. Storage facilities are secured by

various means such as security guards, locked doors with key entry, and

limited virtual access requiring a physical token.

RETENTION AND DISPOSAL:

Disposal is not authorized at this time.\4\

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\4\ FMS is updating its records schedules for these records to

provide for a retention period of seven years for most collections

records, and a retention period of 20 years for certain trust-fund-

related records. FMS must submit the record schedules to NARA. Until

NARA approves the updated records schedules, disposal is not

authorized.

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SYSTEM MANAGER(S) AND ADDRESS:

Assistant Commissioner, Federal Finance, FMS, 401 14th Street SW.,

Washington, DC 20227.

NOTIFICATION PROCEDURE:

Inquiries under the Privacy Act of 1974, as amended, shall be

addressed to the Disclosure Officer, FMS, 401 14th Street SW.,

Washington, DC 20227. All individuals making inquiries should provide

with their request as much descriptive matter as is possible to

identify the particular record desired. The system manager will advise

as to whether FMS maintains the records requested by the individual.

RECORD ACCESS PROCEDURES:

Individuals requesting information under the Privacy Act of 1974,

as amended, concerning procedures for gaining access to or contesting

records should write to the Disclosure Officer. All individuals are

urged to examine the rules of the U.S. Department of the Treasury

published in 31 CFR Part 1, subpart C, and appendix G, concerning

requirements of this Department with respect to the Privacy Act of

1974, as amended.

CONTESTING RECORD PROCEDURES:

See ``Record Access Procedures'' above.

RECORD SOURCE CATEGORIES:

Information in this system is provided by the individual on whom

the record is maintained (or by his or her authorized representative),

other persons who electronically authorize payments to the Federal

government, Federal agencies responsible for collecting receipts,

Federal agencies responsible for disbursing and issuing Federal

payments, Treasury fiscal and financial agents that process

collections, and commercial database vendors.

EXEMPTIONS CLAIMED FOR THE SYSTEM:

None.

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