

company by acquiring 100 percent of the voting shares of Scottsdale Commercial Bank, Scottsdale, Arizona, a *de novo* bank. Comments on this application must be received not later than October 4, 1983.

**D. Board of Governors of the Federal Reserve System** (William W. Wiles, Secretary), Washington, D.C. 20551:

1. *Georgia First Financial Corp.*, Calhoun, Georgia; to become a bank holding company by acquiring 100 percent of the voting shares of The Calhoun First National Bank, Calhoun, Georgia. This application may be inspected at the offices of the Board of Governors or the Federal Reserve Bank of Atlanta. Comments on this application must be received not later than October 7, 1983.

Board of Governors of the Federal Reserve System, September 7, 1983.

James McAfee,

*Associate Secretary of the Board.*

[FR Doc. 83-24856 Filed 9-12-83; 8:45 am]

BILLING CODE 6210-01-M

#### Acquisition of Bank Shares by a Bank Holding Company; National Bancshares Corporation of Texas

The company listed in this notice has applied for the Board's approval under section 3(a)(3) of the Bank Holding Company Act (12 U.S.C. 1842(a)(3)) to acquire voting shares or assets of a bank. The factors that are considered in acting on the application are set forth in section 3(c) of the Act (12 U.S.C. 1842(c)).

The application may be inspected at the offices of the Board of Governors, or at the Federal Reserve Bank indicated. With respect to the application, interested persons may express their views in writing to the address indicated. Any comment on the application that requests a hearing must include a statement of why a written presentation would not suffice in lieu of a hearing, identifying specifically any questions of fact that are in dispute and summarizing the evidence that would be presented at a hearing.

**A. Federal Reserve Bank of Dallas** (Anthony J. Montelaro, Vice President), 400 South Akard Street, Dallas, Texas 75222:

1. *National Bancshares Corporation of Texas*, San Antonio, Texas; to acquire 100 percent of the voting shares of Heights State Bank, Houston, Texas. Comments on this application must be received not later than October 5, 1983.

Board of Governors of the Federal Reserve System, September 7, 1983.

James McAfee,

*Associate Secretary of the Board.*

[FR Doc. 83-24657 Filed 9-12-83; 8:45 am]

BILLING CODE 6210-01-M

## DEPARTMENT OF HEALTH AND HUMAN SERVICES

### Food and Drug Administration

[Docket No. 83D-0247]

#### Animal Drugs, Feeds, and Related Products; Efficacy Evaluation of Canine/Feline Anthelmintics; Availability of a Draft Guideline

**AGENCY:** Food and Drug Administration.

**ACTION:** Notice.

**SUMMARY:** The Food and Drug Administration (FDA) is announcing the availability of a draft guideline prepared by its Bureau of Veterinary Medicine entitled "Guideline for Efficacy Evaluation of Canine/Feline Anthelmintics." The guideline is for use in establishing the effectiveness of certain canine and feline anthelmintic new animal drugs. A copy of the draft guideline is available for public review to permit submission of comments to be considered in developing a final guideline.

**ADDRESS:** Written comments and requests for single copies should be sent to the Dockets Management Branch (HFA-305), Food and Drug Administration, Rm. 4-62, 5600 Fishers Lane, Rockville, MD 20857.

**DATE:** Comments by April 18, 1984.

**FOR FURTHER INFORMATION CONTACT:** Bob G. Griffith, Bureau of Veterinary Medicine (HFV-112), Food and Drug Administration, 5600 Fishers Lane, Rockville, MD 20857, 301-443-3430.

**SUPPLEMENTARY INFORMATION:** The Federal Food, Drug, and Cosmetic Act (the act) requires that a new animal drug be the subject of an approved new animal drug application (NADA) before it may be marketed. Section 512(b)(1) of the act (21 U.S.C. 360b(b)(1)) requires that each NADA include full reports of investigations which show that the drug is safe and effective for use. Section 512(d) of the act and 21 CFR 514.111 describe the studies needed in an NADA to show that a new animal drug is safe and effective and may be approved. The draft "Guideline for Efficacy Evaluation of Canine/Feline Anthelmintics" describes tests that an NADA sponsor may use to obtain the information needed in evaluating effectiveness of anthelmintic new animal drugs for

canines and/or felines: titration of recommended dose, dose confirmation trials, and clinical field trials.

The draft guideline is being made available for public comment before being issued as the formal position of the agency. FDA is inviting public comment on the draft guideline which will be considered in determining whether revisions are warranted.

The agency is also prepared to meet with interested parties during the comment period to discuss the draft guideline. In accordance with 21 CFR 10.65 and 10.80, FDA will prepare memoranda summarizing any such meetings, which will be incorporated in the public file on the guideline. If, after considering the comments and making appropriate changes, FDA concludes that the guideline is appropriate, the guideline will be made final, and its availability will be announced under 21 CFR 10.90(b). That section of FDA's regulations provides for the use of a guideline to establish procedures of general applicability that are not legal requirements but are acceptable to the agency. A person who follows a guideline is assured that use of its procedures in a study will be acceptable to the agency. A person may also choose to use alternative procedures. If a person chooses to depart from a guideline, that person should discuss the matter in advance with the agency to prevent expenditures of resources for work that the agency may later determine to be unacceptable.

A copy of the draft guideline is available for public examination at the Dockets Management Branch (address above). Interested persons may obtain a single copy of the draft guideline by submitting a request to that office.

Interested persons may, on or before April 18, 1984, submit written comments on the draft guideline to the Dockets Management Branch. Two copies of any comments should be submitted, except that individuals may submit one copy. Submissions should be identified with the docket number found in brackets in the heading of this document. Received comments may be seen in the Dockets Management Branch between 9 a.m. and 4 p.m., Monday through Friday.

Dated: September 7, 1983.

Mervin H. Shumate,  
*Acting Associate Commissioner for  
Regulatory Affairs.*

[FR Doc. 83-24652 Filed 9-12-83; 8:45 am]

BILLING CODE 4160-01-M

[Docket No. 83N-0308]

**International Drug Scheduling;  
Convention on Psychotropic  
Substances; Stimulant and/or  
Hallucinogenic Drugs****AGENCY:** Food and Drug Administration.  
**ACTION:** Notice.

**SUMMARY:** The Food and Drug Administration (FDA) is requesting interested persons to submit data or comments concerning abuse potential, actual abuse, and medical usefulness and trafficking of 30 stimulant and/or hallucinogenic drugs. This information will be considered in preparing a response from the United States to the World Health Organization (WHO) regarding abuse liability, actual abuse, and trafficking of these drugs. WHO will use this information to consider whether to recommend that certain international restrictions be placed on these drugs. This notice requesting information is required by law.

**DATE:** Comments by November 14, 1983.**ADDRESS:** Written comments to the Dockets Management Branch (HFA-305), Food and Drug Administration, Rm. 4-62, 5600 Fishers Lane, Rockville, MD 20857.**FOR FURTHER INFORMATION CONTACT:** Edwin V. Dutra, Jr., National Center for Drugs and Biologics (HFN-7), Food and Drug Administration, 5600 Fishers Lane, Rockville, MD 20857, 301-443-8490.

**SUPPLEMENTARY INFORMATION:** The United States is a party to the 1971 Convention on Psychotropic Substances. Article 2 of the Convention on Psychotropic Substances provides that if a party to that Convention or WHO has information about a substance which in its opinion may require international control or change in such control, it shall so notify the Secretary-General of the United Nations and provide the Secretary-General with information in support of its opinion.

The Controlled Substances Act (CSA) [Title II of the Comprehensive Drug Abuse Prevention and Control Act of 1970] provides that when WHO notifies the United States under Article 2 of the Convention on Psychotropic Substances that it has information that may justify adding a drug or other substance to one of the schedules of that Convention, transferring a drug or substance from one schedule to another, or deleting it from the schedules, the Secretary of State must transmit the notice to the Secretary of the Department of Health and Human Services (DHHS). The Secretary of DHHS must then publish the notice in the *Federal Register* and provide opportunity for interested

persons to submit comments to assist DHHS in preparing scientific and medical evaluations about the drug or substance.

The Secretary of DHHS received the following notice from WHO on behalf of the Secretary-General:

The Secretary-General of the United Nations presents his compliments to the Secretary of State of the United States of America and has the honour to draw attention to a request from the Director-General of the World Health Organization for assistance in obtaining data on the following thirty substances:

Cathine (*norsseudoephedrine*)  
Cathinone  
Clobenzorex  
Dimethoxyamphetamine  
Dimethoxybromoamphetamine (DOB)  
Ethylamphetamine  
Fenbutrazate  
Fencamfamin  
Fenetylline  
Fenproporex  
Furfenorex  
Levamphetamine  
Levomethamphetamine  
Mefenorex  
Methoxyamphetamine (PMA)  
Methoxymethylenedioxyamphetamine  
Methylenedioxyamphetamine (MDA)  
Morazone  
Para-methoxyamphetamine  
Para-oxyamphetamine  
Pemoline  
Propylhexedrine  
Pyrovalerone  
Trimethoxyamphetamine (TMA)  
4-Bromo-2,5-dimethoxyphenethylamine  
2,5-Dimethoxy-4-ethylamphetamine (DOET)  
N,N-Dimethylamphetamine  
N-Ethyl-3,4-methylenedioxyamphetamine (N-Ethyl-MDA)  
5-Methoxy-3, 4-methylenedioxyamphetamine (MMDA)  
3,4-Methylenedioxyamphetamin (MDMA)

In March 1984 a WHO expert group will review these substances to determine whether WHO should recommend to the Commission on Narcotic Drugs that any of them should be brought under the control of the Convention on Psychotropic Substances.

The Secretary-General would accordingly be most grateful if Governments would submit data on each substance concerning the extent or likelihood of abuse, the degree of seriousness of the public health and social problems associated with such abuse and its usefulness in medical therapy.

It would also be very useful if Governments would indicate whether any of the above-mentioned substances have been seized from the illicit drug traffic during the past three years, and, if so, the amount seized, the number of such seizures and, where this could be determined, the provenance of the substances. Any additional information on clandestine laboratories where these substances may have been manufactured and on precursors used in this process would also be valuable.

In view of the fact that a report must be prepared for WHO on this subject, it would be appreciated if the information could be transmitted to the Secretary-General by 15 December 1983. Replies should be addressed to the attention of the Director of the Division of Narcotic Drugs, Vienna International Centre, P.O. Box 500, A-1400, Vienna, Austria.

July 25, 1983.

Therefore, as required by section 201(d)(2)(A) of the Controlled Substances Act (21 U.S.C. 811(d)(2)(A)), FDA on behalf of DHHS invites interested persons to submit data or comments regarding the named 30 drugs.

Of the 30 drugs listed in the notice above, only pemoline and propylhexedrine are currently marketed in the United States. Pemoline, a prescription drug, is a central nervous system stimulant indicated, along with other forms of treatment, for a stabilizing effect in children with a certain behavioral syndrome. Pemoline is controlled domestically in CSA schedule IV. Propylhexedrine, an over-the-counter drug, is a nasal decongestant not now controlled under the CSA. Of the 28 remaining substances from the notice above, 18 are not controlled domestically under the CSA and 10 are controlled domestically in CSA schedule I. The 10 substances currently controlled in CSA schedule I are dimethoxyamphetamine (DMA), dimethoxybromo-amphetamine (DOB), ethylamphetamine, fenetylline, methoxyamphetamine (PMA), methoxymethylenedioxyamphetamine, methylenedioxyamphetamine (MDA), para-methoxyamphetamine, trimethoxyamphetamine (TMA), and 5-methoxy-3, 4 methylenedioxyamphetamine (MMDA). Drugs or substances controlled in CSA schedule I have a high potential for abuse and no currently accepted medical use in treatment in the United States.

Data and information received in response to this notice will be used to prepare scientific and medical information on these drugs, with a particular focus on each drug's abuse liability. DHHS will forward that information to WHO, through the Secretary of State, for WHO's consideration in deciding whether to recommend international control of any of these drugs. Such control could limit, among other things, the manufacture and distribution (import/export) of these drugs, and could impose certain recordkeeping requirements on them.

DHHS will not now make any recommendations to WHO regarding whether any of these drugs should be subjected to international controls.

Rather, DHHS, will defer such consideration until WHO has made official recommendations to the Commission on Narcotic Drugs, which are expected to be made in the second half of 1984. Any DHHS position regarding international control of these drugs will be preceded by another Federal Register notice soliciting public comment as required by 21 U.S.C. 811(d)(2)(B).

Interested persons may, on or before November 14, 1983, submit to the Docket Management Branch (address above) written comments regarding this action. Two copies of any comments are to be submitted, except that individuals may submit one copy. Comments are to be identified with the docket number found in brackets in the heading of this document. Received comments may be seen in the office above between 9 a.m. and 4 p.m., Monday through Friday.

Dated: September 7, 1983.

Mervin H. Shumate,

Acting Associate Commissioner for  
Regulatory Affairs.

[FR Doc. 83-24851 Filed 9-12-83; 8:45 am]

BILLING CODE 4160-01-M

## DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

### Office of the Secretary

[Docket No. D-83-706]

#### Delegation of Authority to Assistant Secretary for Public and Indian Housing

**AGENCY:** Office of the Secretary, HUD.

**ACTION:** Notice of delegation of  
authority.

**SUMMARY:** The Secretary of Housing and Urban Development has established within the Department a new position of Assistant Secretary for Public and Indian Housing and by this notice is transferring appropriate authority from the Assistant Secretary for Housing—Federal Housing Commissioner to the new Assistant Secretary for Public and Indian Housing.

**EFFECTIVE DATE:** September 7, 1983.

#### FOR FURTHER INFORMATION CONTACT:

Thomas Sherman, Director, Office of Public Housing, Room 4100, Department of Housing and Urban Development, 451 Seventh Street, SW., Washington, D.C. 20410. Telephone: (202) 755-6340 (this is not a toll-free number).

**SUPPLEMENTARY INFORMATION:** The Secretary of Housing and Urban Development has established within the Department a new position of Assistant Secretary for Public and Indian Housing

to carry out the Department's programs relating to public housing and Indian housing. These programs, which have been administered by the Assistant Secretary for Housing—Federal Housing Commissioner, are now being transferred to the new Assistant Secretary for Public and Indian Housing. In this connection, the Secretary is delegating the authority to exercise these functions to the new Assistant Secretary and withdrawing such authority from the Assistant Secretary for Housing—Federal Housing Commissioner.

Accordingly, the Secretary of Housing and Urban Development delegates as follows:

**Section A. Authority delegated.** The following authority (previously delegated to the Assistant Secretary for Housing—Federal Housing Commissioner) is hereby delegated to the Assistant Secretary for Public and Indian Housing, except as is otherwise provided herein under Section B:

(1) The authority of the Secretary with respect to all Public Housing and Indian Housing Programs (including but not limited to Rental Housing, Turnkey III Housing and Mutual Help Housing) administered under the United States Housing Act of 1937, as amended (42 U.S.C. 1437-1437n), and, to the extent related to such programs, the authority of the Public Housing Commissioner and of the other officers and offices of the Public Housing Administration vested in the Secretary under Section 5(a) of the Department of Housing and Urban Development Act (42 U.S.C. 3534(a)).

(2) The authority of the Secretary with respect to insurance and bonding functions for the following programs:

(a) Housing programs authorized by the United States Housing Act of 1937, as amended (42 U.S.C. 1437-1437n);

(b) Slum Clearance and Urban Renewal Program, authorized by Title I of the Housing Act of 1949 (42 U.S.C. 1450-1468) and Section 312 of the Housing Act of 1954 (42 U.S.C. 1450 Note);

(c) New Communities Program, authorized by the Housing Act of 1968 (42 U.S.C. 3901-3914) and the Urban Growth and New Community Development Act of 1970 (42 U.S.C. 4501-4532); and

(d) Comprehensive Planning (701b Program), authorized by the Housing Act of 1954 (40 U.S.C. 461).

(3) The authority of the Secretary to waive rules and regulations relating to programs the authority for which is delegated under this Section A, as provided in 24 CFR 899.101.

**Section B. Authority excepted.** The authority delegated to the Assistant

Secretary for Public and Indian Housing under Section A shall not include any authority to:

(1) Administer any function or program authorized under: (a) Section 10(c) or Section 23 of the United States Housing Act of 1937 (42 U.S.C. 1410(c), 1421(b)); or (b) Section 8 of the United States Housing Act of 1937, as amended (42 U.S.C. 1437(f)), including insurance and bonding functions for any Section 8 program;

(2) Issue notes or other obligations for purchase by the Secretary of the Treasury; or

(3) Sue and be sued.

**Section C. Authority to redelegate.** Any of the authority delegated to the Assistant Secretary for Public and Indian Housing under Section A may be redelegated by the Assistant Secretary to other employees of the Department, except for the authority to:

(1) Issue rules and regulations; or

(2) Waive rules and regulations.

**Section D. Superseded.** All authority previously delegated to the Assistant Secretary for Housing—Federal Housing Commissioner which is delegated herein under Section A to the Assistant Secretary for Public and Indian Housing is hereby revoked, and all previous delegations of such authority are superseded by this delegation of authority. However, any redelegations of authority previously made with respect to the programs and functions described in Section A (which are in effect on the effective date of this delegation of authority) shall remain in effect until expressly modified or superseded under Section C.

**Section E. Conclusive evidence of authority.** This notice of delegation of authority shall be conclusive evidence of the authority of the Assistant Secretary for Public and Indian Housing (or a delegate) to execute, in the name of the Secretary, any instrument or document relinquishing or transferring any right, title or interest of the Department in or to real or personal property.

(Secs. 5(a), 7(d), Department of Housing and Urban Development Act, 42 U.S.C. 3534(a), 3535(d))

Dated: September 7, 1983.

Samuel R. Pierce, Jr.,  
Secretary of Housing and Urban  
Development.

[FR Doc. 83-24823 Filed 9-12-83; 8:45 am]

BILLING CODE 4210-01-M

**DEPARTMENT OF THE INTERIOR****Privacy Act of 1974; Revision and Update of Systems of Records**

This notice updates and revises the information which the Department of the Interior has published describing systems of records maintained which are subject to the requirements of Section 3 of the Privacy Act of 1974 (5 U.S.C. 552a). Except as noted below, all changes being published are editorial in nature, and reflect organization changes and other minor administrative revisions which have occurred since the publication of the material in the Federal Register on April 11, 1977 (42 FR 19035), and July 3, 1980 (45 FR 45381).

Twenty-five systems of records notices for records maintained by the Bureau of Indian Affairs are updated and republished in their entirety below. Fifteen of the notices are revised to add a compatible disclosure to consumer reporting agencies. They are: BIA-1, BIA-2, BIA-3, BIA-4, BIA-5, BIA-7, BIA-8, BIA-10, BIA-11, BIA-13, BIA-14, BIA-15, BIA-17, BIA-22, and BIA-23.

Part X of the Appendix containing addresses of facilities of the Department which pertains to the Bureau of Indian Affairs (published at 42 FR 18992-18995) is revised and updated. The detailed listing of Bureau of Indian Affairs field facilities is no longer required for use with the Bureau's system notices and is deleted. The revised Part X of the Appendix is published below.

The system notices published below shall become effective on September 13, 1983. Additional information regarding this notice may be obtained from the Departmental Privacy Act Officer, Office of the Secretary (PIR), U.S. Department of the Interior, Washington, D.C. 20240.

Dated: September 7, 1983.

Richard R. Hile

Deputy Assistant Secretary of the Interior.

**Appendix****X. Bureau of Indian Affairs**

Bureau of Indian Affairs, U.S. Department of the Interior, 18th and C Streets, N.W., Washington, D.C. 20245

**INTERIOR/BIA-1****SYSTEM NAME:**

Property Loan Agreement Files—Interior, BIA-1.

**SYSTEM LOCATION:**

All Area and Agency Offices (For a listing of specific locations, contact the Systems Manager.)

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

Individual Indians or non-Indians having a need for Government-owned real or personal property for use in a Bureau program.

**CATEGORIES OF RECORDS IN THE SYSTEM:**

(1) Records of accountability for Government-owned real or personal property loaned to individuals, and (2) records concerning individuals which have arisen as a result of that individual's misuse of or damage to Government-owned or Government-leased real or personal property.

**AUTHORITY FOR MAINTENANCE OF THE SYSTEM:**

40 U.S.C. 483(6).

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

The primary use of the records is to identify individuals responsible for government-owned real or personal property by agreement. Disclosures outside the Department of the Interior may be made (1) to the U.S. Department of Justice when related to litigation or anticipated litigation, (2) of information indicating a violation or potential violation of a statute, regulation, rule, order or license, to appropriate Federal, State, local or foreign agencies responsible for investigating or prosecuting the violation or for enforcing or implementing the statute, rule, regulation, order or license, (3) from the record of an individual in response to an inquiry from a Congressional office made at the request of that individual.

**DISCLOSURE TO CONSUMER REPORTING AGENCIES:**

Disclosures pursuant to 5 U.S.C. 552a(b) (12). Pursuant to 5 U.S.C. 552a (b)(12), disclosures may be made to a consumer reporting agency as defined in the Fair Credit Reporting Act (15 U.S.C. 1681a(f)) or the Federal Claims Collection Act of 1986 (31 U.S.C. 3701(a)(3)).

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

Manual: letter files.

**RETRIEVABILITY:**

(a) Indexed by individual name and cross-referenced by tribal name, contract or use permit number; (b) retrieved by manual search

**SAFEGUARDS:**

In accordance with 43 CFR 2.51

**RETENTION AND DISPOSAL:**

Destroy one year after property is returned.

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

Director, Office of Administration  
Bureau of Indian Affairs, Department of the Interior, 1951 Constitution Avenue, N.W., Washington, D.C. 20245.

**NOTIFICATION PROCEDURE:**

To determine whether the records are maintained on you in this system, write to the System Manager or, with respect to records maintained in the office for which he is responsible, an Area Director or Agency Superintendent. See 43 CFR 2.60.

**RECORD ACCESS PROCEDURES:**

To see your records, write the officials listed in the Notification procedure. Describe as specifically as possible the records sought. If copies are desired, indicate the maximum you are willing to pay. See 43 CFR 2.63.

**CONTESTING RECORD PROCEDURES:**

To request corrections or the removal of material from your files, write the System Manager. See 43 CFR 2.71

**RECORD SOURCE CATEGORIES:**

Individual on whom the record is maintained, Bureau of Indian Affairs employees, supervisors.

**INTERIOR/BIA-2****SYSTEM NAME:**

Safety Management Information—Interior, BIA-2.

**SYSTEM LOCATION:**

(1) All Area, Agency and Field Offices of the BIA. (2) Director, Office of Administration, Bureau of Indian Affairs, Department of the Interior, 1951 Constitution Avenue, N.W., Washington, D.C. 20245. (For a listing of specific locations, contact the Systems Manager.)

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

(1) Employee operators and incidental operators of government-owned vehicles and equipment. (2) Federal employees who have had an accident or incident. (3) Injured employees who submit claims for medical attention or loss of earning capability due to on-the-job injury. (4) Individuals filing tort claims against the U.S. Government.

**CATEGORIES OF RECORDS IN THE SYSTEM:**

(1) Documents supporting the issuance of SF-46 Motor Vehicle Identification Cards to employees. (2) reports of accident/incident by agency, area, name

of person involved and social security number, (3) employee claims case files pertaining to claims submitted to the Office of Workmen's Compensation, and (4) case files with supporting documents pertaining to tort claims filed by an individual against the U.S. Government, and (5) records concerning individuals which have arisen as a result of that individual's misuse of or damage to Government-owned or Government-leased motor vehicles, other equipment/facilities, and salary overpayments as a result of misuse of leave relating to Office of Workmen's Compensation claims deemed to be invalid.

**AUTHORITY FOR MAINTENANCE OF THE SYSTEM:**

5 U.S.C. 7902, 28 U.S.C. 2671-2680, 31 U.S.C. 242-243.

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

The primary use of the record is to provide complete record-keeping on qualified motor vehicle operators in BIA, employee accidents or incidents, Federal employees compensation claims and adjudication of tort claims. Disclosures outside the U.S. Department of the Interior may be made (1) to the U.S. Department of Justice when related to litigation or anticipated litigation, (2) of information indicating a violation or potential violation of a statute, regulation, rule, order or license, to appropriate Federal, State, local or foreign agencies responsible for investigating or prosecuting the violation or for enforcing or implementing the statute, rule, regulation, order or license, (3) from the record of an individual in response to an inquiry from a Congressional office made at the request of that individual, (4) to a Federal agency which has requested information relevant or necessary to its hiring or retention of an employee, or issuance of a security clearance, license, contract, grant or other benefit, (5) to Federal, State, or local agencies where necessary to obtain information relevant to the hiring or retention of an employee, or the issuance of a security clearance, contract, license, grant or other benefit.

**DISCLOSURE TO CONSUMER REPORTING AGENCIES:**

Disclosures pursuant to 5 U.S.C. 552a(b)(12). Pursuant to 5 U.S.C. 552a(b)(12), disclosures may be made to a consumer reporting agency as defined in the Fair Credit Reporting Act (15 U.S.C. 1681a(f)) or the Federal Claims Collection Act of 1966 (31 U.S.C. 3701(a)(3)).

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

**STORAGE:**

Manual: letter files.

**RETRIEVABILITY:**

(a) Indexed alphabetically by name of employee; (b) Retrieved by manual search.

**SAFEGUARDS:**

In accordance with 43 CFR 2.51.

**RETENTION AND DISPOSAL:**

Records permanently retained.

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

Director, Office of Administration, Bureau of Indian Affairs, Department of the Interior, 1951 Constitution Avenue, N.W., Washington, D.C. 20245.

**NOTIFICATION PROCEDURE:**

To determine whether the records are maintained on you in this system, write to the System Manager or with respect to records maintained in the office for which he is responsible, the Agency or School Superintendent, the Area or Field Office Director. See 43 CFR 2.60.

**RECORD ACCESS PROCEDURES:**

To see your records, write the officials listed in the Notification procedure. Describe as specifically as possible the records sought. If copies are desired, indicate the maximum you are willing to pay. See 43 CFR 2.63.

**CONTESTING RECORD PROCEDURES:**

To request corrections or the removal of material from your files, write the System Manager. See 43 CFR 2.71.

**RECORD SOURCE CATEGORIES:**

Claimants. Individuals on whom the record is maintained.

**INTERIOR/BIA-3**

**SYSTEM NAME:**

Individual Indian Monies—Interior, BIA—3.

**SYSTEM LOCATION:**

(1) All Area and Agency Offices of the BIA or contractors processing IIM accounts for them. (2) Division of Accounting Management, Bureau of Indian Affairs, P.O. Box 2088, Albuquerque, NM 87103. For a listing of specific locations, contact the systems Manager.

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

Individual Indians who have money accounts.

**CATEGORIES OF RECORDS IN THE SYSTEM:**

(1) General ledgers showing deposits and withdrawals from Indians' accounts and money folders with supporting documentation, and (2) records concerning overdrafts paid to individuals from the IIM account.

**AUTHORITY FOR MAINTENANCE OF THE SYSTEM:**

25 U.S.C. 151.

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

The primary uses of the records are to control individual Indian's money accounts and to disclose to them the status of those accounts. (b) Provides management with an automated information system for program planning, reporting and management utilization. Disclosures outside the Department of the Interior may be made (1) granting of access or transfer to another Federal agency, a State or local government, Indian tribal group or to any individual or establishment that, under contract to the BIA or as the result of some form of legal transfer of the program to them, will have jurisdiction for the IIM program now under the jurisdiction of the BIA, (2) to the U.S. Department of Justice when related to litigation or anticipated litigation, (3) of information indicating a violation or potential violation of a statute, regulation, rule, order or license, to appropriate Federal, State, local or foreign agencies responsible for investigating or prosecuting the violation or for enforcing or implementing the statute, rule, regulation, order or license, (4) from the record of an individual in response to an inquiry from a Congressional office made at the request of that individual, (5) to a Federal agency which has requested information relevant or necessary to its hiring or retention of an employee, or issuance of a security clearance, license, contract, grant or other benefit.

**DISCLOSURE TO CONSUMER REPORTING AGENCIES:**

Disclosures pursuant to 5 U.S.C. 552a(b)(12). Pursuant to 5 U.S.C. 552a(b)(12), disclosures may be made to a consumer reporting agency as defined in the Fair Credit Reporting Act (15 U.S.C. 1681a(f)) or the Federal Claims Collection Act of 1966 (31 U.S.C. 3701(a)(3)).

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

**STORAGE:**

Manual: maintained in letter files, cardex, and binders for non-automated areas; Computer: maintained in computer translatable form on magnetic tape for automated areas.

**RETRIEVABILITY:**

(a) Indexed by name of identifying number. (b) Retrieved by manual search and through computer batch processes.

**SAFEGUARDS:**

In accordance with 43 CFR 2.51.

**RETENTION AND DISPOSAL:**

Closed files are transferred to the appropriate GSA Federal Records Center five years after probate and other actions are completed. Prior information on magnetic tape erased as updated information is added to the system.

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

Director, Office of Administration, Bureau of Indian Affairs, 1951 Constitution Avenue, N.W., Washington, D.C. 20245.

**NOTIFICATION PROCEDURE:**

To determine whether the records are maintained on you in this system, write to the System Manager or, with respect to records maintained in the office for which he is responsible, an Area Director or Agency Superintendent. See 43 CFR 2.60.

**RECORD ACCESS PROCEDURES:**

To see your records, write the officials listed in the Notification procedure. Describe as specifically as possible the records sought. If copies are desired, indicate the maximum you are willing to pay. See 43 CFR 2.63.

**CONTESTING RECORD PROCEDURES:**

To request corrections or the removal of material from your files, write the System Manager. See 43 CFR 2.71.

**RECORD SOURCE CATEGORIES:**

Individual on whom record is maintained, depositors in the accounts and claimants against the accounts.

**INTERIOR/BIA-4**

**SYSTEM NAME:**

Indian Land Records—Interior, BIA-4.

**SYSTEM LOCATION:**

(1) Land Records Improvement Program liaison Office Bureau of Indian Affairs, 500 Gold Ave., S.W., Albuquerque, NM 87103. (2) Title plants at the following five Area Offices of the

BIA: Portland, Billings, Anadarko, Aberdeen and Albuquerque. (3) Central Area, Agency and Field Offices of the BIA. (For a listing of specific locations, contact the Systems Manager.)

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

Individual Indians and Indian tribal groups that owners of land held in trust by the government.

**CATEGORIES OF RECORDS IN THE SYSTEM:**

(1) Land description, current ownership, probate and title history of Indian trust lands, and (2) records concerning individuals which have arisen as a result of that individual's receipt of overpayment(s) relative to land disposal, leases, sales and rentals.

**AUTHORITY FOR MAINTENANCE OF THE SYSTEM:**

25 U.S.C. 392.

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

The primary uses of the records are (a) to identify individual Indians' and Indian Tribal Groups' interest in lands held in trust, (b) land acquisition and disposal and tenure and management purposes, (c) adjudication of rights to the land or resources, (d) administration leases, sales, rentals, transfers, (e) land statistics for BIA personnel information uses, and (f) to answer questions regarding land rights. Disclosures outside the Department of the Interior may be made (1) to transfer or disclose to another Federal agency, a State or local government, or to any individual or establishment that has been appointed to act as trustee for Indian lands, (2) to the Department of Justice when related to litigation or anticipated litigation, (3) of information indicating a violation or potential violation of a statute, regulation, rule, order or license, to appropriate Federal, State, local or foreign agencies responsible for investigating or prosecuting the violation or for enforcing or implementing the statute, rule, regulation, order or license, (4) from the record of an individual or tribe in response to an inquiry from a Congressional office made at the request of that individual or authorized tribal official, (5) to title insurance and abstracting companies and attorneys for the purposes of determining ownership of an encumbrance against title.

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

**DISCLOSURE TO CONSUMER REPORTING AGENCIES:**

*Disclosures pursuant to 5 U.S.C. 552a(b)(12).* Pursuant to 5 U.S.C. 552a(b)(12), disclosures may be made to a consumer reporting agency as defined in the Fair Credit Reporting Act (15 U.S.C. 1681a(f)) or the Federal Claims Collection Act of 1966 (31 U.S.C. 3701(a)(3)).

**STORAGE:**

Manual: basic legal documents in letter files at the five title plants and input documents and printed copies in letter files at the Albuquerque Office, the five title plants, and the Area, Agency and Field Offices. Computer: mag-tape and disk.

**RETRIEVABILITY:**

(a) Indexed by name of identification number of individual. Historical Index Computer files are in order by land location. Current owners are in order by land location and then by owner identification number. (b) Retrieved by manual search, use of computer printouts and batch inquiries of the computer.

**SAFEGUARDS:**

In accordance with 43 CFR 2.51.

**RETENTION AND DISPOSAL:**

Records permanently retained. Records permanently retained for historical index. Prior information on mag-tape and disk is erased as new data is added for the current owner files.

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

Director, Office of Trust Responsibilities, Bureau of Indian Affairs, 18th and C Streets, N.W., Washington, D.C. 20245.

**NOTIFICATION PROCEDURE:**

To determine whether the records are maintained on you in this system, write to the System Manager or, with respect to records maintained in the office for which he is responsible, an Area or Field Office Director, or an Agency Superintendent See 43 CFR 2.60.

**RECORD ACCESS PROCEDURES:**

To see your records, write the officials listed in the Notification procedure. Describe as specifically as possible the records sought. If copies are desired, indicate the maximum you are willing to pay. See 43 CFR 2.63.

**CONTESTING RECORD PROCEDURES:**

To request corrections or the removal of material from your files, write the System Manager. See 43 CFR 2.71.

**RECORD SOURCE CATEGORIES:**

Legal records such as titles, deeds, probates and birth notices.

**INTERIOR/BIA-5****SYSTEM NAME:**

Indian Land Leases—Interior, BIA-5.

**SYSTEM LOCATION:**

(1) Area, Agency and Field Offices of the BIA. (2) Division of Automatic Data Processing Services, Bureau of Indian Affairs, 500 Gold Ave., S.W., Albuquerque, NM 87103. (3) Contractors, including Indian tribal groups and other federal agencies. (For a listing of specific locations, contact the Systems Manager.)

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

Individual Indian and Indian tribal groups that are owners of real property held in trust by the government, and individuals or groups that are potential or actual lessees of that property.

**CATEGORIES OF RECORDS IN THE SYSTEM:**

Land description, heirship and current ownership of Indian trust lands and real property; identification of owners and lessees; water, surface and subsurface rights on that land; conservation, irrigation and land use projects; and information on all types of leases, including grazing, farming, minerals and mining, timber, business, etc; and records concerning individuals which have arisen as a result of that individual's receipt of overpayment(s) relative to the distribution of leased income.

**AUTHORITY FOR MAINTENANCE OF THE SYSTEM:**

25 U.S.C. 415.

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

The primary uses of the records are (a) to control leases on Indian trust lands and real property, (b) for the collection and distribution of lease income (c) protection of water, surface and subsurface rights on Indian trust lands, and (d) planning, and implementing conservation, irrigation and land use projects on Indian lands. Disclosures outside the Department of the Interior may be made, (1) to another Federal agency, a State or local government, Indian tribal group or contractor having jurisdiction of programs ordinarily the responsibility of

the BIA, (2) to the Department of Justice when related to litigation or anticipated litigation, (3) of information indicating a violation or potential violation of a statute, regulation, rule, order or license to appropriate Federal, State, local or foreign agencies responsible for investigating or prosecuting the violation or for enforcing or implementing the statute, rule, regulation, order or license, (4) to title insurance and abstracting companies and attorneys for the purposes of determining ownership of and encumbrances against title.

**DISCLOSURE TO CONSUMER REPORTING AGENCIES:**

*Disclosures pursuant to 5 U.S.C. 552a(b)(12).* Pursuant to 5 U.S.C. 552a(b)(12), disclosures may be made to a consumer reporting agency as defined in the Fair Credit Reporting Act (15 U.S.C. 1681a(f)) or the Federal Claims Collection Act of 1966 (31 U.S.C. 3701(a)(3)).

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

Manual: letter files and maps.  
Computer: mag-tape.

**RETRIEVABILITY:**

(a) Indexed by name of identification number of the individual. Computer file is in order by reservation and then by land lease numbers. (b) Retrieved by manual search, use of computer printouts, and batch inquiries of the computer.

**SAFEGUARDS:**

Most records are maintained in accordance with 43 CFR 2.51 for both manual and computer records. A program will be initiated to bring the safeguards for the remaining systems of records up to the same standards.

**RETENTION AND DISPOSAL:**

Records held two years after lease expiration and then transferred to the Federal Records Center. Records permanently retained on mag-tape. Prior information on mag-tape is erased as new data or changes are added.

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

Director, Office of Trust Responsibilities, Bureau of Indian Affairs, 18th and C Streets N.W., Washington, D.C. 20245.

**NOTIFICATION PROCEDURE:**

To determine whether the records are maintained on you in this system, write to the System Manager or, with respect to records maintained in the office for

which he is responsible, an Area or Field Office Director, or an Agency Superintendent See 43 CFR 2.60.

**RECORD ACCESS PROCEDURES:**

To see your records, write the officials listed in the Notification procedure. Describe as specifically as possible the records sought. If copies are desired, indicate the maximum you are willing to pay. See 43 CFR 2.63.

**CONTESTING RECORD PROCEDURES:**

To request corrections or the removal of material from your files, write the System Manager. See 43 CFR 2.71.

**RECORD SOURCE CATEGORIES:**

Individual on whom record is maintained. Titles, deeds, birth and death notices, all types of land and water rights and usages documents.

**INTERIOR/BIA-6****SYSTEM NAME:**

Navajo-Hopi Joint Use Project—Interior, BIA-6.

**SYSTEM LOCATION:**

(1) Joint Use Administrative Office, 125 E. Birch St. Arizona Bank Bldg., Flagstaff, Arizona 86001. (2) Division of Automatic Data Processing Services, Bureau of Indian Affairs, 500 Gold Ave., SW., Albuquerque, NM 87103.

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

Navajo and Hopi Indians who are residents of the Joint Use Area in Arizona.

**CATEGORIES OF RECORDS IN THE SYSTEM:**

Census enumerations, and inventories and ownerships of property improvements (includes livestock inventories).

**AUTHORITY FOR MAINTENANCE OF THE SYSTEM:**

25 U.S.C. 631, et seq.

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

The primary use of the records is to identify improvements locations, ownership and residents of the Joint Use Administration. Disclosures outside the Department of the Interior may be made (1) for Tribal Government use in adjudicating land disputes, (2) to Relocation Commission to identify resident and location and ownership of improvements, (3) U.S. Federal Courts concerned with the project, (4) to the U.S. Department of Justice when related to litigation or anticipated litigation, (5) of information indicating a violation or

potential violation of a statute, regulation, rule, order or license, to appropriate Federal, State, local or foreign agencies responsible for investigating or prosecuting the violation or for enforcing or implementing the statute, rule, regulation, order or license, and (6) from the record of an individual in response to an inquiry from a Congressional office made at the request of that individual.

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

**STORAGE:**

Manual: letter files and computer printouts at the JUA Office. Computer: disk files with mag-tape backup.

**RETRIEVABILITY:**

(a) Indexed by name of individual. (b) Retrieved by manual search. Computer listings are by name in alphabetical order, also location and individual assigned number. Records are accessed from disk by location and individual's assigned number or a real estate improvement number in a batch process mode.

**SAFEGUARDS:**

In accordance with 43 CFR 2.51.

**RETENTION AND DISPOSAL:**

Disk files are perpetual. Prior information on disk is erased as new data is added.

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

Project Officer, Joint Use Administrative Office, 125 E. Birch St., Arizona Bank Building, Flagstaff, Arizona 86001.

**NOTIFICATION PROCEDURE:**

To determine whether the records are maintained on you in this system, write to the System Manager. See 43 CFR 2.60.

**RECORD ACCESS PROCEDURES:**

To see your records, write the System Manager or the Offices cited under "Systems Location". Describe as specifically as possible the records sought. If copies are desired, indicate the maximum you are willing to pay. See 43 CFR 2.63.

**CONTESTING RECORD PROCEDURES:**

To request corrections or the removal of material from your files, write the System Manager. See 43 CFR 2.71.

**RECORD SOURCE CATEGORIES:**

Navajo and Hopi residents of the Joint Use Area and enumeration surveyors who are interviewing claimants and physically examining property improvements.

**INTERIOR/BIA-7**

**SYSTEM NAME:**

Tribal Rolls—Interior, BIA

**SYSTEM LOCATION:**

(1) All Area, Agency and Field Offices of the BIA. (2) Director, Office of Indian Services, Bureau of Indian Affairs, 18th and C Streets, N.W., Washington, D.C. 20245. (3) Division of Automatic Data Processing Services, Bureau of Indian Affairs, 500 Gold Ave., S.W., Albuquerque, NM 87103. (For a listing of specific locations, contact the System Manager.)

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

Individual Indians who are applying for or have been assigned interests of any kind in Indian tribes, bands, pueblos or corporations.

**CATEGORIES OF RECORDS IN THE SYSTEM:**

Documents supporting Individual Indians claims to interests in Indian tribal groups, including birth, marriage and death notices; records of actions taken (approvals, rejections, appeals); rolls of approved individuals; records of actions taken (judgement distributions, per capita payments, shares of stocks); ownership and census data taken using the rolls as a base; and records concerning individuals which have arisen as a result of that individual's receipt of funds or income to which that individual was not entitled or the entitlement was exceeded in the distribution of such funds.

**AUTHORITY FOR MAINTENANCE OF THE SYSTEM:**

25 U.S.C. 163.

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

The primary uses of the records are (a) to determine eligibility of individuals who participate in or enjoy benefits from an interest in a tribal group, and (b) provide lists of approved enrollees used to distribute funds or income, or as a base to gather census or ownership data for planning purposes. Disclosures outside the Department of the Interior may be made (1) to the Tribe, Band, Pueblo or corporation of which the individual to whom a record pertains is a member or a stockholder, (2) to the U.S. Department of Justice when related to litigation or anticipated litigation, (3) of information indicating a violation or potential violation of a statute, regulation, rule, order or license, to appropriated Federal, State, local or foreign agencies responsible for investigating or prosecuting the

violation or for enforcing or implementing the statute, rule, regulation, order or license, (4) from the record of an individual in response to an inquiry from a Congressional office made at the request of that individual, (5) to a Federal agency which has requested information relevant or necessary to its hiring or retention of an employee, or issuance of a security clearance, license, contract, grant or other benefit, (6) to Federal, State or local agencies where necessary to obtain information relevant to the hiring or retention of an employee, or the issuance of a security clearance, contract, license, grant or other benefit.

**DISCLOSURE TO CONSUMER REPORTING AGENCIES:**

*Disclosures pursuant to 5 U.S.C. 552a(b)(12).* Pursuant to 5 U.S.C. 552a(b)(12), disclosures may be made to a consumer reporting agency as defined in the Fair Credit Reporting Act (15 U.S.C. 1681a(f)) or the Federal Claims Collection Act of 1966 (31 U.S.C. 3701(a)(3)).

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

**STORAGE:**

Manual: letter files and computer printouts. Computer: Disk files with mag-tape backup protection.

**RETRIEVABILITY:**

(a) Indexed by name, identification numbers, family numbers, etc. (b) Retrieved by manual search or computer inquiry.

**SAFEGUARDS:**

In accordance with 43 CFR 2.51.

**RETENTION AND DISPOSAL:**

Records permanently retained. Disk files are perpetual. Prior information on disk is erased as new data is added or changed.

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

Director, Office of Indian Services, Bureau of Indian Affairs, 18th and C Streets N.W., Washington, D.C. 20245.

**NOTIFICATION PROCEDURE:**

To determine whether the records are maintained on you in this system, write to the System Manager or with respect to records maintained in the office for which he is responsible, an Agency Superintendent or an Area or Field Office Director. See 43 CFR 2.60.

**RECORD ACCESS PROCEDURES:**

To see your records, write the officials listed in the Notification procedure. Describe as specifically as possible the

records sought. If copies are desired, indicate the maximum you are willing to pay. See 43 CFR 2.63.

**CONTESTING RECORD PROCEDURES:**

To request corrections or the removal of material from your files, write the System Manager. See 43 CFR 2.71.

**RECORD SOURCE CATEGORIES:**

Individual on whom record is maintained. Birth, marriage and death certificates, and family and tribal histories.

**INTERIOR/BIA-8**

**SYSTEM NAME:**

Indian Social Services Case Files—Interior, BIA-8.

**SYSTEM LOCATION:**

All Area, Agency and Field Offices of the BIA. (For a listing of specific locations, contact the System Manager.)

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

Individual Indians who apply and receive social services and direct assistance from the Bureau of Indian Affairs on Indian reservations.

**CATEGORIES OF RECORDS IN THE SYSTEM:**

Case files and related card files giving history of social services and direct assistance to individual Indians; and records concerning individuals which have arisen as a result of that individual's receipt of payment or overpayment of direct assistance funds which the individual was not entitled and/or for the misuse of funds disbursed under the direct entitlement program.

**AUTHORITY FOR MAINTENANCE OF THE SYSTEM:**

25 U.S.C. 13.

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

The primary uses of the records are (a) provides permanent individual records on social services and direct assistance to individual Indians. (b) Provides management with an automated information system for program planning, reporting and management utilization. Disclosures outside the Department of the Interior may be made (1) granting or access of transfer to another Federal agency, a State or local government Indian tribal group or to any individual or establishment that will have jurisdiction whether by contract to the BIA, by assumption of trust responsibilities or by other means, for social services programs now controlled by the BIA, (2) to the U.S. Department of

Justice when related to litigation or anticipated litigation, (3) of information indicating a violation or potential violation of a statute, regulation, rule, order or license to appropriate Federal, State, local or foreign Agencies responsible for investigating or prosecuting the violation or for enforcing or implementing the statute, rule, regulation, order or license, (4) from the record of an individual in response to an inquiry from a Congressional office made at the request of that individual, (5) to a Federal agency which has requested information relevant or necessary to its hiring or retention of an employee, or issuance of a security clearance, license, contract, grant or other benefit, (6) to Federal, State or local agencies where necessary to obtain information relevant to the hiring or retention of an employee, or the issuance of a security clearance, contract, license, grant or other benefit.

**DISCLOSURE TO CONSUMER REPORTING AGENCIES:**

*Disclosures pursuant to 5 U.S.C. 552a(b)(12).* Pursuant to 5 U.S.C. 552a(b)(12), disclosures may be made to a consumer reporting agency as defined in the Fair Credit Reporting Act (15 U.S.C. 1681a(f)) or the Federal Claims Collection Act of 1966 (31 U.S.C. 3701(a)(3)).

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

**STORAGE:**

Manual; letter files; computer-maintained in computer translatable form on magnetic tape for automated areas.

**RETRIEVABILITY:**

(a) Indexed alphabetically by name of applicant and/or recipient. (b) Retrieved by manual search.

**SAFEGUARDS:**

In accordance with 43 CFR 2.51.

**RETENTION AND DISPOSAL:**

Transfer inactive files to GSA Federal Records Center five years.

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

Director, Office of Indian Services, Bureau of Indian Affairs, 18th and C Streets N.W., Washington, D.C. 20245.

**NOTIFICATION PROCEDURE:**

To determine whether the records are maintained on you in this system write to the System Manager, or, with respect to records maintained in the office for which he is responsible, an Agency Superintendent or an Area or Field Office Director. See 43 CFR 2.60.

**RECORD ACCESS PROCEDURES:**

To see your records, write the officials listed in the Notification procedure. Describe as specifically as possible the records sought. If copies are desired, indicate the maximum you are willing to pay. See 43 CFR 2.63.

**CONTESTING RECORD PROCEDURES:**

To request corrections or the removal of material from your files, write the System Manager. See 43 CFR 2.71.

**RECORD SOURCE CATEGORIES:**

Individual on whom record is maintained.

**INTERIOR/BIA-9.**

**SYSTEM NAME:**

Traders License Files—Interior, BIA-9.

**SYSTEM LOCATION:**

All Area and Agency Offices of the BIA. (For a listing of specific locations, contact the Systems Manager.)

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

Applicants requesting licenses to trade on Indian reservations.

**CATEGORIES OF RECORDS IN THE SYSTEM:**

Case files containing applications, bond forms, copies of licenses and related correspondence.

**AUTHORITY FOR MAINTENANCE OF THE SYSTEM:**

25 U.S.C. 261.

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

The primary use of the record is to identify individuals authorized to trade Indian reservations. Disclosures outside the Department of the Interior may be made (1) to the U.S. Department of Justice when related to litigation or anticipated litigation, and (2) of information indicating a violation or potential violation of a statute, regulation, rule, order or license, to appropriate Federal, State, local or foreign agencies responsible for investigating or prosecuting the violation or for enforcing or implementing the statute, rule, regulation, order or license.

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

**STORAGE:**

Manual; letter files at Area and Agency Offices.

**RETRIEVABILITY:**

(a) Indexed alphabetically by name of applicant. (b) Retrieved by manual search.

**SAFEGUARDS:**

In accordance with 43 CFR 2.51.

**RETENTION AND DISPOSAL:**

Transfer to the GSA Federal Records Center five years after case becomes inactive.

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

Director, Office of Indian Services, Bureau of Indian Affairs, 18th and C Streets N.W., Washington, D.C. 20245.

**NOTIFICATION PROCEDURE:**

To determine whether the records are maintained on you in this system, write to the System Manager or, for records maintained in the office for which he is responsible, an Agency Superintendent or an Area Director See 43 CFR 2.60.

**RECORD ACCESS PROCEDURES:**

To see your records, write the officials listed in the Notification procedure. Describe as specifically as possible the records sought. If copies are desired, indicate the maximum you are willing to pay. See 43 CFR 2.63.

**CONTESTING RECORD PROCEDURES:**

To request corrections or the removal of material from your files, write the System Manager. See 43 CFR 2.71.

**RECORD SOURCE CATEGORIES:**

Individual on whom record is maintained.

**INTERIOR/BIA-10****SYSTEM NAME:**

Indian Housing Improvement program—Interior, BIA-10.

**SYSTEM LOCATION:**

(1) Division of Housing Services, Bureau of Indian Affairs, 1951 Constitution Avenue, N.W., Washington, D.C. 20245. (2) All Area and Agency Offices. (For a listing of specific locations, contact the System Manager.)

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

Individual Indians who qualify as housing improvement participants.

**CATEGORIES OF RECORDS IN THE SYSTEM:**

(1) Housing applications, financial records, and engineering drawing material, and (2) records concerning individuals which have arisen as a result of that individual's receipt of Housing Improvement Program funds for which the individual did not meet prescribed eligibility criteria, or as a

result of the individual's misuse of funds for the purpose(s) disbursed.

**AUTHORITY FOR MAINTENANCE OF THE SYSTEM:**

25 U.S.C. 13.

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

The primary uses of the records are (a) to maintain a management control of funds distributed to each individual and (b) to provide a progress report on housing improvements. Provides management with an automated information system for program planning, reporting and management utilization. disclosures outside the Department of the Interior may be made (1) disclosure or transfer to another Federal agency, a State or local government, an Indian tribal group or a contractor that will have jurisdiction over programs now controlled by the BIA (2) to the U.S. Department of Justice when related to litigation or anticipated litigation, (3) of information indicating a violation or to appropriate Federal, State, local or foreign agencies responsible for investigating or prosecuting the violation or for enforcing or implementing the statute, rule, regulation, order or license, (4) from the record of an individual in response to an inquiry from a Congressional office made at the request of that individual, (5) to a Federal agency which has requested information relevant or necessary to its hiring or retention of an employee, or issuance of a security clearance, license, contract, grant or other benefit.

**DISCLOSURE TO CONSUMER REPORTING AGENCIES:**

Disclosures pursuant to 5 U.S.C. 552a(b)(12). Pursuant to 5 U.S.C. 552a(b)(12), disclosures may be made to a consumer reporting agency as defined in the Fair Credit Reporting Act (15 U.S.C. 1681a(f)) or the Federal Claims Collection Act of 1966 (31 U.S.C. 3701(a)(3)).

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

Manual letter files. Computer: Maintained in computer translatable form on magnetic tape for automated areas.

**RETRIEVABILITY:**

(a) Indexed by name of applicant. (b) Retrieved by manual search.

**SAFEGUARDS:**

In accordance with 43 CFR 2.51.

**RETENTION AND DISPOSAL:**

Records permanently retained.

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

Director, Office of Indian Services, Bureau of Indian Affairs, 18th and C Sts, N.W., Washington, D.C. 20245

**NOTIFICATION PROCEDURE:**

To determine whether the records are maintained on you in this system, write to the System Manager or, with respect to records maintained in the office for which he is responsible, the Agency Superintendent or the Area or Field Office Director. See 43 CFR 2.60

**RECORD ACCESS PROCEDURES:**

To see your records, write the officials listed in the Notification procedure. Describe as specifically as possible the records sought. If copies are desired, indicate the maximum you are willing to pay. See 43 CFR 2.63.

**CONTESTING RECORD PROCEDURES:**

To request correction or the removal of material from your files, write the System Manager. See 43 CFR 2.71.

**RECORD SOURCE CATEGORIES:**

Individual on whom record is maintained.

**INTERIOR/BIA-11****SYSTEM NAME:**

Indian Business Development Program (Grants)—Interior, BIA-11.

**SYSTEM LOCATION:**

(1) Office of Indian Services, Bureau of Indian Affairs, 18th and C Streets, N.W., Washington, D.C. 20245. (2) Division of ADP Services, Bureau of Indian Affairs, 500 Gold Ave., S.W., Albuquerque, NM 87103. (3) Area and Agency Offices. (For a listing of specific locations, contact the Systems Manager.)

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

Indian Business Grant applicants.

**CATEGORIES OF RECORDS IN THE SYSTEM:**

(1) Grant application and supporting documents including financial transactions recording obligations and disbursements of grant funds, and (2) records concerning individuals which have arisen as a result of that individual's receipt of grant funds for which the individual did not meet prescribed eligibility criteria or as a result of the individual's misuse of funds for the purpose(s) disbursed.

**AUTHORITY FOR MAINTENANCE OF THE SYSTEM:**

88 Stat. 77 (1974).

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

The primary use of the record is to identify individual receiving grant. Disclosures outside the Department of the Interior may be made (1) transfer or disclosure to another Federal agency, a State or local government, an Indian tribal group or a contractor that will have jurisdiction over programs now managed by the BIA, (2) to the Economic Development Administration, Farmers Home Administration and Small Business Administration in regard to participating funding packages between these agencies and BIA, (3) to the U.S. Department of Justice when related to litigation or anticipated litigation, (4) of information indicating a violation or potential violation of a statute, regulation, rule, order or license, to appropriate Federal, State, local or foreign agencies responsible for investigating or prosecuting the violation or for enforcing or implementing the statute, rule, regulation, order or license, (5) from the record of an individual in response to an inquiry from a Congressional office made at the request of that individual.

**DISCLOSURE TO CONSUMER REPORTING AGENCIES:**

Disclosures pursuant to 5 U.S.C. 552a(b)(12). Pursuant to 5 U.S.C. 552a(b)(12), disclosures may be made to a consumer reporting agency as defined in the Fair Credit Reporting Act (15 U.S.C. 1681a(f)) or the Federal Claims Collection Act of 1966 (31 U.S.C. 3701(a)(3)).

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

Manual: letter files and computer printouts. Computer: mag-tape/disk.

**RETRIEVABILITY:**

(a) Indexed by individual's name or control number. (b) Retrieved by manual search and through batch inquiries of computer.

**SAFEGUARDS:**

In accordance with 43 CFR 2.51.

**RETENTION AND DISPOSAL:**

Records permanently retained. Prior information on mag-tape is erased as new data is added.

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

Director, Office of Indian Services, Bureau of Indian Affairs, 18th and C Streets N.W., Washington, D.C. 20245.

**NOTIFICATION PROCEDURE:**

To determine whether the records are maintained on you in this system, write to the Systems Manager or, with respect to records maintained in the office for which he is responsible, an Area Director or an Agency Superintendent. (See 43 CFR 2.60.)

**RECORD ACCESS PROCEDURES:**

To see your records, write the Systems Manager or the offices cited under "Systems Location". Describe as specifically as possible the records sought. If copies are desired, indicate the maximum you are willing to pay. See 43 CFR 2.63.

**CONTESTING RECORD PROCEDURES:**

To request corrections or the removal of material from your files, write the Systems Manager. See 43 CFR 2.71.

**RECORD SOURCE CATEGORIES:**

Individual on whom record is maintained. Legal records such as titles, deeds, probates and birth notices.

**INTERIOR/BIA-12****SYSTEM NAME:**

Indian Trust Land Mortgages—Interior, BIA-12

**SYSTEM LOCATION:**

Area and Agency Offices. (For a listing of specific locations, contact the Systems Manager.)

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

Individual Indians who mortgaged trust land to customary lenders.

**CATEGORIES OF RECORDS IN THE SYSTEM:**

Mortgage records and supporting documents.

**AUTHORITY FOR MAINTENANCE OF THE SYSTEM:**

25 U.S.C. 483(a).

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

The primary uses of the records are (a) to furnish lender with information on applicant and on status of land and (b) to maintain current information on payments and balances of loan. Disclosures outside the Department of the Interior may be made (1) to disclose or transfer to another Federal agency, a State or local government, an Indian tribal group or a contractor that will have jurisdiction over programs now

managed by the BIA, (2) to the Economic Development Administration, Farmers Home Administration and Small Business Administration in regard to participating funding between those agencies and BIA, (3) to the U.S. Department of Justice when related to litigation or anticipated litigation, (4) of information indicating a violation or potential violation of a statute, regulation, rule, order or license, to appropriate Federal State, local or foreign agencies responsible for investigating or prosecuting the violation or for enforcing or implementing the statute, rule, regulation, order or license, and (5) from the record of an individual in response to an inquiry from a Congressional office made at the request of that individual, (6) to title insurance and abstracting companies and attorneys for the purposes of determining ownership of and encumbrances against title.

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

Manual: letter files.

**RETRIEVABILITY:**

(a) Indexed by individual's name. (b) Retrieved by manual search.

**SAFEGUARDS:**

In accordance with 43 CFR 2.51.

**RETENTION AND DISPOSAL:**

Records are permanently retained.

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

Director, Office of Trust Responsibilities, Bureau of Indian Affairs, 18th and C Streets N.W., Washington, D.C. 20245

**NOTIFICATION PROCEDURE:**

To determine whether the records are maintained on you in this system, write to the System Manager or, with respect to records maintained in the office for which he is responsible, an Area or Field Office Director, or any Agency Superintendent. (See 43 CFR 2.60.)

**RECORD ACCESS PROCEDURES:**

To see your records, write the officials listed in the Notification procedure. Describe as specifically as possible the records sought. If copies are desired, indicate the maximum you are willing to pay. (See 43 CFR 2.63.)

**CONTESTING RECORD PROCEDURES:**

To request correction or the removal of material from your files, write the System Manager. (See 43 CFR 2.71.)

**RECORD SOURCE CATEGORIES:**

Mortgage applicants.

**INTERIOR/BIA-13****SYSTEM NAME:**

Indian Loan Files—Interior, BIA—13.

**SYSTEM LOCATION:**

(1) Office of Indian Services, Bureau of Indian Affairs, 18th and C Streets, NW., Washington, D.C. 20245. (2) Division of ADP Services, Bureau of Indian Affairs, 500 Gold Ave., SW., Albuquerque, NM 87103. (3) Area and Agency offices. (For a listing of specific locations, contact the System Manager.)

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

Applicants who applied for or received loans. Applicants who applied for or received guaranteed loans.

**CATEGORIES OF RECORDS IN THE SYSTEM:**

(1) Loan applications and supporting documents, record of payment cards, guaranty agreements, eligibility certificates, default documents, and/or promissory notes, and (2) records concerning an individual's refusal to make required loan payments when it is determined by the United States that the individual has sufficient assets to pay and/or as a result of the individual's misuse of loan proceeds.

**AUTHORITY FOR MAINTENANCE OF THE SYSTEM:**

25 U.S.C. 482, 461, et seq.

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

The primary uses of the records are (a) to maintain a record of payments and unpaid balances and (b) to provide information on payments made for paying interest subsidy, credits obtained, service loans, and premiums paid by lenders. Disclosures outside the Department of the Interior may be made (1) disclosure or transfer to another Federal agency, a State or local government, an Indian tribal group or a contractor that will have jurisdiction over programs now maintained by the BIA, (2) to the Economic Development Administration, Farmers Home Administration and Small Business Administration, in regard to participating funding between those agencies and BIA, (3) to the U.S. Department of Justice when related to litigation or anticipated litigation, (4) of information indicating a violation or potential violation of a statute, regulation, rule, order or license, to appropriate Federal, State, local or foreign agencies responsible for investigating or prosecuting the

violation or for enforcing or implementing the statute, rule, regulation, order or license, (5) from the record of an individual in response to an inquiry from a Congressional office made at the request of that individual.

**DISCLOSURE TO CONSUMER REPORTING AGENCIES:**

Disclosures pursuant to 5 U.S.C. 552a(b)(12). Pursuant to 5 U.S.C. 552a(b)(12), disclosures may be made to a consumer reporting agency as defined in the Fair Credit Reporting Act (15 U.S.C. 1681a(f)) or the Federal Claims Collection Act of 1966 (31 U.S.C. 3701(a)(3)).

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

Manual: letter files, applications and computer printouts. Computer: mag-tape/disk.

**RETRIEVABILITY:**

Indexed by individual's name, control number or tribal name. (b) Retrieved by manual search and through batch inquiries.

**SAFEGUARDS:**

In accordance with 43 CFR 2.51.

**RETENTION AND DISPOSAL:**

Destroy seven years after loan is paid, cancelled, or otherwise disposed of. Prior information on mag-tape is erased as new data is added.

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

Director, Office of Indian Services, Bureau of Indian Affairs, 18th and C Street NW., Washington, D.C. 20245.

**NOTIFICATION PROCEDURE:**

To determine whether the records are maintained on you in this system, write to the Systems Manager or, with respect to records maintained in the office for which he is responsible, an Area Director or an Agency Superintendent. See 43 CFR 2.60.

**RECORD ACCESS PROCEDURES:**

To see your records, write the Systems Manager or the offices cited under 'Systems Location'. Describe as specifically as possible the records sought. If copies are desired, indicate the maximum you are willing to pay. See 43 CFR 2.63.

**CONTESTING RECORD PROCEDURES:**

To request corrections or the removal of material from your files, write the System Manager. See 43 CFR 2.71.

**RECORD SOURCE CATEGORIES:**

Individual on whom record is maintained.

**INTERIOR/BIA-14****SYSTEM NAME:**

Travel Accounting System—Interior, BIA-14.

**SYSTEM LOCATION:**

(1) Division of Accounting Management, Bureau of Indian Affairs, 500 Gold Ave., S.W., Albuquerque, NM 87103. (2) All Area, Agency, and Field Offices (including the Washington Office) of the BIA. (For a listing of specific locations, contact the Systems Manager.)

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

Individuals who are traveling at government expense.

**CATEGORIES OF RECORDS IN THE SYSTEM:**

(1) Travel authorization, advances and vouchers, and (2) records concerning an individual's inability to file a proper travel voucher within prescribed time lines to liquidate a travel advance, to repay the difference between an advance and an audited travel voucher, or as a result of an individual's misuse of funds advanced for official travel.

**AUTHORITY FOR MAINTENANCE OF THE SYSTEM:**

5 U.S.C. 5701, et seq.

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

The primary use of the record is to identify individuals who are authorized to travel and be reimbursed by the government. Disclosures outside the Department of the Interior may be made (1) disclosure or transfer to another Federal agency, a State or local government, an Indian tribal group or a contractor that will have jurisdiction over programs now controlled by the BIA and that require personal travel at program expense, (2) to the U.S. Department of Justice when related to litigation or anticipated litigation, (3) of information indicating a violation or potential violation of a statute, regulation, rule, order or license, to appropriate Federal, State, local or foreign agencies responsible for investigating or prosecuting the violation or for enforcing or implementing the statute, rule, regulation, order or license

**DISCLOSURE TO CONSUMER REPORTING AGENCIES:**

*Disclosure pursuant to 5 U.S.C. 552a(b)(12).* Pursuant to 5 U.S.C. 552a(b)(12), disclosures may be made to a consumer reporting agency as defined in the Fair Credit Reporting Act (15 U.S.C. 1681a(f)) or the Federal Claims Collection Act of 1966 (31 U.S.C. 3701(a)(3)).

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

Manual: Input documents and printed copies are maintained at the Albuquerque Office and at Area, Agency and Field Offices for individuals under their jurisdiction; Computer: maintained in computer translatable form on mag-tape.

**RETRIEVABILITY:**

(a) Indexed by name or identification number of traveler. (b) Retrieved by manual search or batch computer processing.

**SAFEGUARDS:**

In accordance with 43 CFR 2.51.

**RETENTION AND DISPOSAL:**

Records are retained in current status pending final action which is accomplished through batched computer processing. Historical records retained one year then transferred to Federal Records Center.

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

Director, Office of Administration, Bureau of Indian Affairs, 1951 Constitution Avenue, N.W., Washington, D.C. 20245.

**NOTIFICATION PROCEDURE:**

To determine whether the records are maintained on you in this system, write to the System Manager or, with respect to records maintained in the office for which he is responsible, the Agency or School Superintendent, or the Area or Field Office Director. See 43 CFR 2.60.

**RECORD ACCESS PROCEDURES:**

To see your records, write the officials listed in the Notification procedure. Describe as specifically as possible the records sought. If copies are desired, indicate the maximum you are willing to pay. See 43 CFR 2.63.

**CONTESTING RECORD PROCEDURES:**

To request corrections or the removal of material from your files, write the System Manager. See 43 CFR 2.71.

**RECORD SOURCE CATEGORIES:**

Individual on whom record is maintained.

**INTERIOR/BIA-15****SYSTEM NAME:**

Trip Reports—Interior, BIA—15

**SYSTEM LOCATION:**

Central Office, Area, Agency and Field Office of the BIA. (For a listing of specific locations, contact the Systems Manager.)

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

Federal employees who are assigned to travel as part of their job.

**CATEGORIES OF RECORDS IN THE SYSTEM:**

(1) Copies of reports to supervisors and management officials documenting employee travel, findings and recommendations, and (2) records concerning an individual's failure to submit a prescribed trip report to substantiate official travel when the individual was granted an advance for such travel and as a result of an official trip report that does not substantiate the travel authorized and the individual was advanced funds and/or reimbursed funds for authorized travel.

**AUTHORITY FOR MAINTENANCE OF THE SYSTEM:**

5 U.S.C. 5701, 25 U.S.C.

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

The primary use of the record is to provide local files which identify staff officer trip reports by name of individual for each BIA program office. Disclosures outside the Department of the Interior may be made (1) to the U.S. Department of Justice when related to litigation or anticipated litigation, (2) of information indicating a violation or potential violation of a statute, regulation, rule, order or license, to appropriate Federal, State, local or foreign agencies responsible for investigating or prosecuting the violation or for enforcing or implementing the statute, rule, regulation, order or license.

**DISCLOSURE TO CONSUMER REPORTING AGENCIES:**

*Disclosures pursuant to 5 U.S.C. 552a(b)(12).* Pursuant to 5 U.S.C. 552a(b)(12), disclosures may be made to a consumer reporting agency as defined in the Fair Credit Reporting Act (15 U.S.C. 1681a(f)) or the Federal Claims Collection Act of 1966 (31 U.S.C. 3701(a)(3)).

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

Manual-letter files.

**RETRIEVABILITY:**

(a) Indexed alphabetically by name of traveler. (b) Retrieved by manual search.

**SAFEGUARDS:**

In accordance with 43 CFR 2.51.

**RETENTION AND DISPOSAL:**

As administrative copies, records are destroyed after four years.

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

Deputy Assistant Secretary—Indian Affairs (Operations), U.S. Department of the Interior, 18th and C Streets, N.W., Washington, D.C. 20240.

**NOTIFICATION PROCEDURE:**

To determine whether the records are maintained on you in this system, write to the Agency Superintendent, the Area or Field Office director with respect to records maintained in the office for which he is responsible or to the System Manager in the Washington Office. See 43 CFR 2.60.

**RECORD ACCESS PROCEDURES:**

To see your records, write the officials listed in the Notification procedure. Describe as specifically as possible the records sought. If copies are desired, indicate the maximum you are willing to pay. See 43 CFR 2.63.

**CONTESTING RECORD PROCEDURES:**

To request corrections or the removal of material from your files, write the System Manager. See 43 CFR 2.71.

**RECORD SOURCE CATEGORIES:**

Individual travelers who prepare the reports.

**INTERIOR/BIA-16****SYSTEM NAME:**

Travel Files—Interior, BIA—16

**SYSTEM LOCATION:**

Central Office, Area, Agency and Field Offices of the BIA. (For a listing of specific locations, contact the Systems Manager.)

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

Federal employees who are authorized to travel at government expense.

**CATEGORIES OF RECORDS IN THE SYSTEM:**

Copies of correspondence, requests, travel authorizations and orders, itineraries and similar papers pertaining to an employees travel.

**AUTHORITY FOR MAINTENANCE OF THE SYSTEM:**

5 U.S.C. 5701, et seq.

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

The primary use of the records are (a) to provide administrative copy files on each traveler for local office use, (b) Provides management with an automated information system for program planning, reporting and management utilization. Disclosures outside the Department of the Interior may be made (1) to the U.S. Department of Justice when related to litigation or anticipated litigation, and (2) of information indicating a violation or potential violation of a statute, regulation, rule, order or license, to appropriate Federal, State, local or foreign agencies responsible for investigating or prosecuting the violation or for enforcing or implementing the statute, rule, regulation, order or license.

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

Manual: letter files; Computer: Maintained in computer translatable form on magnetic tape for automated areas.

**RETRIEVABILITY:**

Indexed alphabetically by name of traveler. (b) Retrieved by manual search.

**SAFEGUARDS:**

In accordance with 43 CFR 2.51.

**RETENTION AND DISPOSAL:**

As administrative copies, records are destroyed after four years.

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

Director, Office of Administration,  
Bureau of Indian Affairs, 1951  
Constitution Avenue, N.W., Washington,  
D.C. 20242.

**NOTIFICATION PROCEDURE:**

To determine whether the records are maintained on you in this system, write to the System Manager or with respect to records maintained in the office for which he is responsible, the Agency or School Superintendent, or the Area or Field Office Director. See 43 CFR 2.60.

**RECORD ACCESS PROCEDURES:**

To see your records write the officials listed in the Notification procedure. Describe as specifically as possible the records sought. If copies are desired, indicate the maximum you are willing to pay. See 43 CFR 2.63.

**CONTESTING RECORD PROCEDURES:**

To request corrections or the removal of material from your files, write the System Manager. See 43 CFR 2.71.

**RECORD SOURCE CATEGORIES:**

Individual on whom record is maintained.

**INTERIOR/BIA-17****SYSTEM NAME:**

Payroll—Interior, BIA-17.

**SYSTEM LOCATION:**

(1) Division of Employee Data and Compensation, Bureau of Indian Affairs, 500 Gold Ave., SW., Albuquerque, NM 87103. (2) Input documents supplied by all Area, Agency and Field Offices. (For a listing of specific locations, contact the Systems Manager.)

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

All employees of the BIA, including all types of employment.

**CATEGORIES OF RECORDS IN THE SYSTEM:**

Time and attendance data from each pay station are matched with personnel data at the Albuquerque Data Center and payrolls are prepared for distribution by Treasury (RDO), and numerous reports and call-ups are printed out; records concerning an individual's failure to repay salary overpayments and/or as a result of the individual's misuse of leave privileges while employed with the BIA.

**AUTHORITY FOR MAINTENANCE OF THE SYSTEM:**

5 U.S.C. 5101, 31 U.S.C.

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

The primary uses of the records are (a) to prepare payrolls for distribution by the Regional Disbursing Offices of Department of Treasury and (b) to report results to the Office of Personnel Management. Disclosures outside the Department of the Interior may be made (1) granting of access or transfer to a Federal, State or local agency, or to an Indian tribal group or any establishment or individual that assumes jurisdiction, whether by contract to the BIA or by legal transfer, of any program under the control of the BIA, (2) to the Department of the Treasury for preparation of (a) payroll checks and (b) payroll deduction and other checks to Federal, State and local government agencies, nongovernmental organizations and individuals, (3) to the Internal Revenue Service and to State, Commonwealth, Territorial and local governments for tax purposes, (4) to the Office of Personnel

Management in connection with the Civil Service Retirement System, (5) disclosure to another Federal agency to which an employee has transferred, (6) to the U.S. Department of Justice when related to litigation or anticipated litigation, (7) of information indicating a violation or potential violation of a statute, regulation, rule, order or license, to appropriate Federal, State, local or foreign agencies responsible for investigating or prosecuting the violation or for enforcing or implementing the statute, rule, regulation, order or license, (8) from the record of an individual in response to an inquiry from a Congressional office made at the request of that individual, (9) to a Federal agency which has requested information relevant or necessary to its hiring or retention of an employee, or issuance of a security clearance, license, contract, grant or other benefit, (10) to Federal, State or local agencies where necessary to obtain information relevant to the hiring or retention of an employee, or the issuance of a security clearance, contract, license, grant or other benefit.

**DISCLOSURE TO CONSUMER REPORTING AGENCIES:**

*Disclosure pursuant to 5 U.S.C. 552a(b)(12).* Pursuant to 5 U.S.C. 552a(b)(12), disclosure may be made to a consumer reporting agency as defined in the Fair Credit Reporting Act (15 U.S.C. 1681a(f)) or the Federal Claims Collection Act of 1966 (31 U.S.C. 3701(a)(3)).

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

Manual: Computer printouts, microfiche, microfilm and special input and output forms are retained by user in the Employee Data and Compensation administrative offices; Computer: Master, History, and Recycle Data maintained on mag-tape/disk; a tape backup is stored in off-site vault.

**RETRIEVABILITY:**

(a) Indexed by name and identifying number of the employee. Computer printouts are in order alphabetic by last name, numeric by social security number and numeric by state code. (b) Retrieved from disk and/or mag-tape, indexed by name and social security number.

**SAFEGUARDS:**

In accordance with 43 CFR 2.51.

**RETENTION AND DISPOSAL:**

Computer printouts are kept one pay period then shredded, microfiche and microfilm are permanent. Disk files are permanent, outdated information is written over during updates; mag-tape files are permanent, yearly and cyclic.

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

Director, Office of Administration,  
Bureau of Indian Affairs, 1951  
Constitution Avenue, NW., Washington,  
D.C. 20245.

**NOTIFICATION PROCEDURE:**

To determine whether the records are maintained on you in this system, write to the System Manager or, with respect to records maintained in the office for which he is responsible, an Area or Field Office Director or Agency Superintendent. See 43 CFR 2.60.

**RECORD ACCESS PROCEDURES:**

To see your records write the officials listed in the Notification procedure. Describe as specifically as possible the records sought. If copies are desired, indicate the maximum you are willing to pay. See 43 CFR 2.63.

**CONTESTING RECORD PROCEDURES:**

To request corrections or the removal of material from your files, write the System Manager. See 43 CFR 2.71.

**RECORD SOURCE CATEGORIES:**

Individual on whom record is maintained.

**INTERIOR/BIA-18****SYSTEM NAME:**

Law Enforcement Services—Interior,  
BIA-18.

**SYSTEM LOCATION:**

(1) All Area, Agency and Field Offices of the BIA. (2) Director, Office of Indian Services, Bureau of Indian Affairs, 18th and C Streets, N.W., Washington, D.C. 20245. (For a listing of specific locations, contact the Systems Manager.)

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

(1) Individuals violating laws on Indian Reservations and those who appear in court for violations of 25 CFR regulations. (2) Individuals primarily interested in Indian Affairs who advocate violence as a means of obtaining their goals.

**CATEGORIES OF RECORDS IN THE SYSTEM:**

Documentation includes statements of witnesses, statutes involved, evidence seized, photographs, final disposition reports and related correspondence.

**AUTHORITY FOR MAINTENANCE OF THE SYSTEM:**

25 U.S.C. 1, 1a, 13; 18 U.S.C. 3055; Act of May 10, 1939, 58 Stat. 693; 53 Stat. 520.

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

The primary use of the records is to identify individuals who have been arrested on Indian Reservations and who have appeared in court for violations of 25 CFR regulations: Disclosures outside the Department of the Interior may be made to the U.S. Department of Justice when related to litigation or anticipated litigation, (2) of information indicating a violation or potential violation of a statute, regulation, rule, order or license, to appropriate Federal, State, local or foreign agencies responsible for investigating or prosecuting the violation or for enforcing or implementing the statute, rule, regulation, order or license, (3) from the record of an individual in response to an inquiry from a Congressional office made at the request of that individual, (4) to a Federal agency which has requested information relevant or necessary to its hiring or retention of an employee, or issuance of a security clearance, license, contract, grant or other benefit, and (5) to Federal, State or local agencies where necessary to obtain information relevant to the hiring or retention of an employee or the issuance of a security clearance, contract, license, grant or other benefit.

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

Maintained in manual form in file folders throughout Area and Agency offices.

**RETRIEVABILITY:**

Cross referenced by individual's name, case number and docket number.

**SAFEGUARDS:**

Maintained with safeguards meeting the requirements of 43 CFR 2.51 for manual records.

**RETENTION AND DISPOSAL:**

Transfer to GSA Federal Records Center five years after case is closed.

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

Director, Office of Indian Services,  
Bureau of Indian Affairs, 18th and C  
Streets, N.W., Washington, D.C. 20245.

**SYSTEMS EXEMPTED FROM CERTAIN PROVISIONS OF THE ACT:**

Under the general exemption authority provided by 5 U.S.C. 552a(j)(2), the Department of the Interior has adopted a regulation, 43 CFR 2.79(a), which exempts this system from all of the provisions of 5 U.S.C. 552a and the regulations in 43 CFR Part 2, Subpart D, except subsections (b), (c) (1) and (2), (e)(4) (A) through (F), (e) (6), (7), (9), (10), and (11) and (i) of 5 U.S.C. 552a and the portions of the regulations in 43 CFR Part 2, Subpart D implementing these subsections. The reasons for adoption of this regulation are set out at 40 FR 37317 (August 28, 1975).

**INTERIOR/BIA-19****SYSTEM NAME:**

Indian Association Stock Purchase  
Records—Interior, BIA—19.

**SYSTEM LOCATION:**

Agency Offices (For a listing of specific locations, contact the Systems Manager.)

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

Indian stockholders.

**CATEGORIES OF RECORDS IN THE SYSTEM:**

Records of purchase of stock in Indian associations by individuals.

**AUTHORITY FOR MAINTENANCE OF THE SYSTEM:**

25 U.S.C. 1, 1a, 13.

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

The primary use of the record is to identify individual Indians who have stocks in Indian Associations. Disclosures outside the Department of the Interior may be made (1) to another Federal agency, State of local government, an Indian tribal group or a contractor that will have jurisdiction over programs now managed by the BIA, (2) to the Economic Development Administration, Farmers Home Administration and Small Business Administration in regard to participating funding between these agencies and the BIA, (3) to the U.S. Department of Justice when related to litigation or anticipated litigation, (4) of information indicating a violation or potential violation of a statute, regulation, rule, order or license, to appropriate Federal, State, local or foreign agencies responsible for investigating or prosecuting the violation or for enforcing or implementing the statute, rule, regulation, order or license, and (5) from the record of an individual in response

to an inquiry from a Congressional office made at the request of that individual.

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

**STORAGE:**

Letter files.

**RETRIEVABILITY:**

(a) Indexed by individual's name. (b) Retrieved by manual search.

**SAFEGUARDS:**

In accordance with 43 CFR 2.51.

**RETENTION AND DISPOSAL:**

Destroy three years after disposal of stocks.

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

Director, Office of Indian Services, Bureau of Indian Affairs, 18th and C Streets, N.W., Washington, D.C. 20245.

**NOTIFICATION PROCEDURE:**

To determine whether the records are maintained on you in this system, write to the System Manager or, with respect to records maintained in the office for which he is responsible, an Area or Field Office Director, or an Agency Superintendent. See 43 CFR 2.60.

**RECORD ACCESS PROCEDURES:**

To see your records, write the officials listed in the Notification procedure. Describe as specifically as possible the records sought. If copies are desired, indicate the maximum you are willing to pay. See 43 CFR 2.63.

**CONTESTING RECORD PROCEDURES:**

To request corrections or the removal of material from your files, write the System Manager. See 43 CFR 2.71.

**RECORD SOURCE CATEGORIES:**

Individual on whom record is maintained.

**INTERIOR/BIA-20**

**SYSTEM NAME:**

Correspondence Files system—Interior, BIA-20.

**SYSTEM LOCATION:**

Office of Administration, Bureau of Indian Affairs, 1951 Constitution Avenue, N.W., Washington, D.C. 20245.

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

Individuals who correspond with or apply to the BIA Central Office on significant business or program matters.

**CATEGORIES OF RECORDS IN THE SYSTEM:**

Subject and case files pertaining to individual Indians and tribes on various BIA programs and subject matters.

**AUTHORITY FOR MAINTENANCE OF THE SYSTEM:**

5 U.S.C. 301, 43 U.S.C. 1457, 44 U.S.C. 3101, Reorganization Plan 3 of 1950, 25 U.S.C. 1a, 2.

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

The primary use of the record is to provide information for use by Department of the Interior; BIA; Indian Tribes; Indian Claims Commission; and the Indian Claims Division, Office of Finance, GSA. Disclosures outside the Department of the Interior may be made (1) to another Federal agency, a State or local government, an Indian Tribal Group or a contractor that will have jurisdiction over programs now controlled by the BIA, (2) to the U.S. Department of Justice when related to litigation or anticipated litigation, (3) of information indicating a violation or potential violation of a statute, regulation, rule, order or license, to appropriate Federal, State, local or foreign agencies responsible for investigating or prosecuting the violation or for enforcing or implementing the statute, rule, regulation, order or license, and (4) from the record of an individual in response to an inquiry from a Congressional office made at the request of that individual.

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

**STORAGE:**

Manual: letter files.

**RETRIEVABILITY:**

(a) Cross-indexed by name of person or firm name and subject. (b) Retrieved by manual search.

**SAFEGUARDS:**

In accordance with 43 CFR 2.51.

**RETENTION AND DISPOSAL:**

Records are permanent and are transferred to the GSA Federal Records Center after four years.

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

Director, Office of Administration, Bureau of Indian Affairs, 1951 Constitution Avenue, N.W., Washington, D.C. 20245.

**NOTIFICATION PROCEDURE:**

To determine whether the records are maintained on you in this system write to the System Manager. See 43 CFR 2.60.

**RECORD ACCESS PROCEDURES:**

To see your records, write the System Manager. Describe as specifically as possible the records sought. If copies are desired, indicate the maximum you are willing to pay. See 43 CFR 2.63.

**CONTESTING RECORD PROCEDURES:**

To request corrections or the removal of material from your files, write the System Manager. See 43 CFR 2.71.

**RECORD SOURCE CATEGORIES:**

Individual on whom the record is maintained.

**INTERIOR/BIA-21**

**SYSTEM NAME:**

Correspondence Control System—Interior, BIA-21.

**SYSTEM LOCATION:**

Office of the Commissioner, Bureau of Indian Affairs, Department of the Interior, 18th and C Streets, N.W., Washington, D.C. 20245.

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

U.S. Senators and Congressmen, Governors of States, Indian leaders.

**CATEGORIES OF RECORDS IN THE SYSTEM:**

Correspondence.

**AUTHORITY FOR MAINTENANCE OF THE SYSTEM:**

5 U.S.C. 301, 43 U.S.C. 1457, 44 U.S.C. 3101, Reorganization Plan 3 of 1950, 25 U.S.C. 1a, 2.

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

The primary use of the record is to provide control for prompt handling or priority correspondence by the Bureau of Indian Affairs. Disclosures outside the Department of the Interior may be made (1) to the U.S. Department of Justice when related to litigation or anticipated litigation, and (2) of information indicating a violation or potential violation of a statute, regulation, rule, order or license, to appropriate Federal, State, local or foreign agencies responsible for investigating or prosecuting the violation or for enforcing or implementing the statute, rule, regulation, order or license.

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

**STORAGE:**

Maintained in manual form in file folders.

**RETRIEVABILITY:**

Indexed alphabetically by name of congressman or letter writer.

**SAFEGUARDS:**

Maintained with safeguards meeting the requirements of 43 CFR 2.51 for manual records.

**RETENTION AND DISPOSAL:**

Copies are destroyed after one year.

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

Deputy Assistant Secretary—Indian Affairs (Operations), Bureau of Indian Affairs, Department of the Interior, 18th and C Streets, N.W., Washington, D.C. 20245.

**NOTIFICATION PROCEDURE:**

To determine whether the records are maintained on you in this system, write to the System Manager. See 43 CFR 2.60.

**RECORD ACCESS PROCEDURES:**

To see your records, write the System Manager. Describe as specifically as possible the records sought. If copies are desired, indicate the maximum you are willing to pay. See 43 CFR 2.63.

**CONTESTING RECORD PROCEDURES:**

To request corrections or the removal of material from your files, write the System Manager. See 43 CFR 2.71.

**RECORD SOURCE CATEGORIES:**

Individual from whom incoming letter was received.

**INTERIOR/BIA-22****SYSTEM NAME:**

Indian Student Records—Interior, BIA-22.

**SYSTEM LOCATION:**

All Area and Agency Offices and BIA schools. (2) Indian Education Resources Center, Bureau of Indian Affairs, 123 Fourth Street, S.W., Albuquerque, NM 87103. (3) Division of ADP Services, Bureau of Indian Affairs, 500 Gold Ave., S.W., Albuquerque, NM 87103. (4) Washington, Computer Center, Department of the Interior, 18th and C Street, N.W., Washington, D.C. 20242. (For a listing of specific locations, contact the Systems Manager.)

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

Students or potential students at BIA schools (including contact schools) and applicants for or recipients of BIA scholarships or educational grants.

**CATEGORIES OF RECORDS IN THE SYSTEM:**

Student case files, attendance and performance records, banking records and expenditures of tribal benefit funds,

and applications for grants and grant agreements; and records concerning and individual's misuse of BIA scholarship or educational grant funds or as a result of that individual's receipt of payment or overpayment of funds for which the individual was not eligible or entitled.

**AUTHORITY FOR MAINTENANCE OF THE SYSTEM.**

25 U.S.C. 271, et seq.

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

The primary use of the record is to provide permanent individual student records on all phases of the education of Indians in BIA schools or under Government Education Grants. Disclosures outside the Department of the Interior may be made to (1) another federal agency, a State or local government, Indian Tribal Group or to any individual or establishment that will have jurisdiction whether by contract to the BIA, by assumptions of Trust Responsibilities or by other means for school programs now controlled by the BIA; (2) to any domestic recognized school, whether public, private, parochial or other, of those portions of students' records specified by the requesting school as being necessary for the acceptance, placement or satisfactory performance of the student at the requesting school. (3) to an individual or establishment of those portions of students records specified by the requester as necessary for a decision concerning the hiring or retention of the student as an employee of the requester, (4) to a Federal, State or local agency maintaining civil, criminal or other relevant enforcement information, such as current licenses, if necessary to obtain information relevant to an agency decision concerning the hiring or retention of an employee, the issuance of a security clearance, the letting of a contract, or the issuance of a license, grant or other benefit by the requesting agency, (5) to a Federal agency which has requested information relevant or necessary to its hiring or retention of an employee, or issuance of a security clearance, license, contract, grant or other benefit, (6) to persons having official involvement in conjunction with a student's application for/or grant of financial aid, (7) to parents of a dependent student as defined in section 152 of the Internal Revenue Code of 1954, as amended, (8) to accreditation agencies in order to carry out their accrediting functions (9) to the Department of Health, Education and Welfare and other governmental

education officials when necessary to carry out their functions, (10) to an educational testing center or similar institution as part of validation research authorized by the school involved, (11) to the U.S. Department of Justice when related to litigation or anticipated litigation, (12) of information indicating a violation or potential violation of a statute, regulation, rule, order or license, to appropriate Federal, State, local or foreign agencies responsible for investigating or prosecuting the violation or for enforcing or implementing the statute, rule, regulations, order or license, and (13) from the record of an individual in response to an inquiry from a Congressional office made at the request of that individual.

**DISCLOSURE TO CONSUMER REPORTING AGENCIES:**

Disclosures pursuant to 5 U.S.C. 552a(b) (12); Pursuant to 5 U.S.C. 552a(b)(12), disclosures may be made to a consumer reporting agency as defined in the Fair Credit Reporting Act (15 U.S.C. 1681a(f)) or the Federal Claims Collection Act of 1966 (31 U.S.C. 3701(a)(3)).

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

Manual: Student case letter files at the schools; Computer: student identification data on mag-tape/disk.

**RETRIEVABILITY:**

(a) Indexed by name of student and filed by student identification number. (b) Retrieved by manual search and through batch inquiries of computer.

**SAFEGUARDS:**

In accordance with 43 CFR 2.51.

**RETENTION AND DISPOSAL:**

Records permanently retained.

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

Director, Office of Indian Education Programs, Bureau of Indian Affairs, 18th and C Streets, N.W., Washington, D.C. 20245.

**NOTIFICATION PROCEDURE:**

To determine whether the records are maintained on you in this system write to the System Manager or, with respect to records maintained in the office for which he is responsible, an Area Director, and Agency or School Superintendent or a School Principal. (See 43 CFR 2.60.)

**RECORD ACCESS PROCEDURES:**

To see your records, write the System Manager or the offices cited under "Records Location". Describe as specifically as possible the records sought. If copies are desired, indicate the maximum you are willing to pay. (See 43 CFR 2.63.)

**CONTESTING RECORD PROCEDURES:**

To request corrections or the removal of material for your files, write the System Manager. (See 43 CFR 2.63.)

**RECORD SOURCE CATEGORIES:**

Individual on whom record is maintained, his parents, teachers, counselors, school principals doctors, etc.

**INTERIOR/BIA-23****SYSTEM NAME:**

Employment Assistance Case Files—Interior, BIA-23.

**SYSTEM LOCATION:**

Central Office, Area, Agency and Employment Assistance Program Contractors of the BIA. (For a listing of specific locations, contact the Systems Manager.)

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

Individual Indians who are given assistance in connection with direct employment service or adult vocational training.

**CATEGORIES OF RECORDS IN THE SYSTEM:**

Applications for assistance, departure and arrival schedules, records documenting financial assistance, training plans, contact sheets recording counseling and guidance service, employment referral and placement records, and reports on progress. Case history of employment assistance for individual Indians; records on a individual's receipt of payment or overpayment of direct employment services or vocational training grant funds for which the individual was not entitled, payment exceeded entitlement or as a result of the individual's misuse of employment assistance funds granted.

**AUTHORITY FOR MAINTENANCE OF THE SYSTEM:**

25 U.S.C. 13.

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

The primary uses of the records are (a) to identify individual Indians who are given direct employment or vocational training, and (b) to provide permanent records on Employment

Assistance to individual Indians. (c) Provides management with an automated information system for program planning, reporting and management utilization. Disclosures outside the Department of the Interior may be made (1) to another Federal agency, a State or local government, Indian Tribal Group or to any individual or establishment that will have jurisdiction whether by contact to the BIA, by assumption of Trust Responsibilities or by other means, for Employment Assistance Programs now controlled by the BIA, (2) to the U.S. Department of Justice when related to litigation or anticipated litigation, (3) of information indicating a violation or potential violation of a statute, regulation, rule order or license, to appropriate Federal, State local or foreign agencies responsible for investigation or prosecuting the violation or for enforcing or implementing the statute, rule, regulation, order or license, (4) from the record of an individual in response to an inquiry from a Congressional office made at the request of that individual, (5) to Federal, State or local agencies where necessary to obtain information relevant to the hiring or retention of an employee, or the issuance of a security clearance, contract license, grant or other benefit.

**DISCLOSURE TO CONSUMER REPORTING AGENCIES:**

*Disclosures payment to 5 U.S.C. 552a(b)(12)*, disclosures may be made to a consumer reporting agency as defined in the Fair Credit Reporting Act (15 U.S.C. 1681a(f)) or the Federal Claims Collection Act of 1966 (31 U.S.C. 3701(a)(3)).

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

Manual: letter files. Computer: Maintained in computer translatable form on magnetic tape for automated areas.

**RETRIEVABILITY:**

(a) Indexed alphabetically by name of applicant and/or recipient. (b) Retrieved by manual search.

**SAFEGUARDS:**

In accordance with 43 CFR 2.51.

**RETENTION AND DISPOSAL:**

Transfer inactive files to GSA Federal Records Center five years after case is closed.

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

Director, Office of Indian Services, Bureau of Indian Affairs, 18th and C Streets, N.W., Washington, D.C. 20245.

**NOTIFICATION PROCEDURE:**

To determine whether the records are maintained on you in this system, write to the System Manager or, with respect to records maintained in the office for which he is responsible, an Agency Superintendent or an Area or Field Office Director. See 43 CFR 2.60.

**RECORD ACCESS PROCEDURES:**

To see your records, write the officials listed in the Notification procedure. Describe as specifically as possible the records sought. If copies are desired, indicate the maximum you are willing to pay. See 43 CFR 2.63.

**CONTESTING RECORD PROCEDURES:**

To request corrections or the removal of material from your files, write the System Manager. See 43 CFR 2.71.

**RECORD SOURCE CATEGORIES:**

Individual on whom record is maintained, Schools, law enforcement agencies, employers, doctors, other Bureau of Indian Affairs activities having dealings with the applicant, other whom applicant has dealt.

**INTERIOR/BIA-24****SYSTEM NAME:**

Timber Cutting and Fire Trespass Claims Case Files—Interior, BIA-24.

**SYSTEM LOCATION:**

Central Office, Area, Agency and Field Offices of the BIA. (For a listing of specific locations, contact the Systems Manager.)

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

Indian landowners who have filed trespass claims for fire or cutting damage to Indian forest lands under Bureau of Indian Affairs supervision.

**CATEGORIES OF RECORDS IN THE SYSTEM:**

Investigation and Claims Case Files on trespass actions involving fire or cutting damage to Indian forestlands under Bureau of Indian Affairs supervision.

**AUTHORITY FOR MAINTENANCE OF THE SYSTEM:**

13 U.S.C. 1, 1A, 13; Act of May 10, 1939; 58 Stat. 520.

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

The primary uses of the records are (a) to identify unauthorized timber cutting claims filed against trespassers and/or converters, (b) for property damage claims filed against careless or negligent originators of wildfire which trespasses Indian property, and (c) establishing amounts and types of timber trespassed and their value. Disclosures outside the Department of the Interior may be made (1) authorized legal representative of Tribal Groups or members if necessary for litigation, (2) to the Department of Justice when related to litigation or anticipated litigation, (3) of information indicating a violation or potential violation of a statute, regulation, rule, order or license, to appropriate Federal, State, local or foreign agencies responsible for investigating or prosecuting the violation or for enforcing or implementing the statute, rule, regulation, order or license.

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

Maintained in manual form in file folders.

**RETRIEVABILITY:**

Indexed by name of landowner.

**SAFEGUARDS:**

Maintained with safeguards meeting the requirements of 43 CFR 2.51 for manual records.

**RETENTION AND DISPOSAL:**

Records are disposed of after claims have been settled or closed out in full.

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

Director, Office of Trust Responsibilities, Bureau of Indian Affairs, 18th and C Streets N.W., Washington, D.C. 20245.

**NOTIFICATION PROCEDURE:**

System Manager or with respect to records maintained in the office for which he is responsible, the Agency or the Area Office Director. A written and signed request stating that the requester seeks information concerning records pertaining to him is required. See 43 CFR 2.60.

**RECORD ACCESS PROCEDURES:**

A request for access may be addressed the same as the notification. The request must be in writing and be signed by the requester. The request

must meet the content requirements of 43 CFR 2.63.

**CONTESTING RECORD PROCEDURES:**

A petition for amendment shall be addressed to the System Manager and meet the requirements of 43 CFR 2.71.

**RECORD SOURCE CATEGORIES:**

Indian landowners.

**SYSTEMS EXEMPTED FROM CERTAIN PROVISIONS OF THE ACT:**

Under the general exemption authority provided by 5 U.S.C. 43 CFR 2.79(b), which exempts this system from the provisions of 5 U.S.C. 552a(c)(3), (d), (e)(1), (e)(4)(G), (H) and (I) and (f) and the portions of 43 CFR Part 2, Subpart D which implement these subsections. The reasons for adoptions of this regulation are set out at 40 FR 50432 (October 29, 1975).

**INTERIOR/BIA-25****SYSTEM NAME:**

Integrated Records Management System—Interior, BIA-25

**SYSTEM LOCATION:**

(1) Division of Systems Operation, Bureau of Indian Affairs, 500 Gold Ave., SW., Albuquerque, New Mexico 87103;

(2) Central, Area, Agency and Field Offices, Schools of the BIA or contractors providing time-share services to the BIA: (For a listing of specific locations, contact the Systems Manager.)

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

Individual Indian and Indian Tribal Groups that are owners of real property held in trust by the Government, individuals or groups that are potential or actual lessees of that property, individuals who have been assigned interests of any in Indian Tribes, Pueblos or corporations, and individual Indians who have money accounts.

**CATEGORIES OF RECORDS IN THE SYSTEM:**

Land description, current ownership, dower and life estate interest, information on all types of leases or other land uses including grazing, farming, minerals mining, timber and business, etc. Information on individuals including name, address, aliases, sex date of birth, tribal membership and blood quantum, etc. General ledgers showing deposits and withdrawals from Indian accounts.

**AUTHORITY FOR MAINTENANCE OF THE SYSTEM:**

25 U.S.C. 151, 25 U.S.C. 392, 25 U.S.C. 415, and 25 U.S.C. 163.

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

The primary uses of the records are: (a) To control individual Indians money accounts and disclose to them the status of those accounts.

(b) Identification of individual Indians and Indian Tribal groups with interest in lands held in trust.

(c) Control of leases on Indian trust lands and real property, and collection and distribution of lease income.

(d) Bill individual owners or lessees for irrigation.

(e) Determination of eligibility of individuals to participate in or enjoy benefits from an interest in or enjoy benefits from an interest in a tribal group.

(f) Lists of approved enrollees used to distribute funds or income, or as a base to gather consensus or ownership data for planning purposes. Disclosures outside the Department of the Interior may be made.

(1) To the Tribe, band, Pueblo or corporation of which the individual to whom a record pertains is a member or a stockholder.

(2) To a Federal, state or local agency maintaining civil, criminal or other relevant enforcement information, such as current licenses, if necessary to obtain information relevant to an agency decision concerning the hiring or retention of an employee, the issuance of a security clearance, the letting of a contract, or the issuance of a license, grant or other benefit.

(3) To a Federal agency, in response to its request, in connection with the hiring or retention of an employee, the issuance of a security clearance, the reporting of an investigation of an employee, the letting of a contract, or the issuance of a license, grant or other benefit by the requesting agency's decision on the matter.

(4) To the U.S. Department of Justice in the event of litigation or potential litigation involving the records or the subject matter of the records.

(5) Transfer, in the event there is indicated a violation or a potential violation of a statute, regulation, rule, order or license whether civil, criminal or regulatory in nature, to the appropriate agency or agencies, whether federal, state, local or foreign, charged with the responsibility of enforcing or implementing the statute, rule, regulation, order or license violated or potentially violated.

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

**STORAGE:**

Manual: letter files, computer readable media, input forms and computer printouts. Computer: mag tape and disk files.

**RETRIEVABILITY:**

(a) Indexed by name, identification numbers, family numbers, lease numbers, tract numbers, etc.

(b) Retrieved by manual search or computer inquiry.

**SAFEGUARDS:**

In accordance with 43 CFR 2.51.

**RETENTION AND DISPOSAL:**

Permanent records are retrieved. Closed or inactive records are transferred to GSA storage. Prior information on mag tape erased as updated information is added to the system.

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

Assistant Director, Administrative Services Center, 500 Gold Ave., SW., Albuquerque, NM 87103.

**NOTIFICATION PROCEDURE:**

System Manager or with respect to records maintained in the office for which he is responsible, an Agency Superintendent or an Area or Field Office Director. A written and signed request stating that the requester seeks information concerning records pertaining to him is required. See 43 CFR 2.60.

**RECORD ACCESS PROCEDURES:**

A request for access may be addressed the same as for Notification. The request must be in writing and be signed by the requester, and must meet the content requirements of 43 CFR 2.63.

**CONTESTING RECORD PROCEDURES:**

A petition for amendment shall be addressed to the System Manager and must meet the requirements of 43 CFR 2.71.

**RECORD SOURCE CATEGORIES:**

Enrollees or claimants. Birth, marriage and death certificates, and family and tribal histories. Owners and lessees. Titles, deeds, probates, all types of land and water rights and usages documents. Individual Indians, depositors in the accounts and claimants against the accounts.

[PR Doc. 83-24859 Filed 9-12-83; 8:45 am]

BILLING CODE 4310-02-M

**Bureau of Land Management**

**Bureau Forms Submitted for Review**

The proposal for the collection of information listed below has been submitted to the Office of Management and Budget for approval under the provisions of the Paperwork Reduction Act (44 U.S.C. Chapter 35). Copies of the proposed information collection requirement and related forms and explanatory material may be obtained by contacting the Bureau of Land Management's clearance officer at the phone number listed below. Comments and suggestions on the requirement should be made directly to the Bureau clearance officer and the Office of Management and Budget Reviewing Official at 202-395-7340.

Title: American Flats User Preference Study  
Bureau Form Number: N/A  
Frequency: One season  
Description of Respondents: Recreation Visitors to Public Lands  
Annual Responses: 2440  
Annual Burden Hours: 250  
Bureau clearance officer (alternate): Linda Gibbs, 202-653-8853

James M. Parker,  
Acting Director.

August 1, 1983.

[FR Doc. 83-24811 Filed 9-12-83; 8:45 am]

BILLING CODE 4310-84-M

**National Park Service**

**National Register of Historic Places; Pending Nominations; Alabama**

Nominations for the following properties being considered for listing in the National Register were received by the National Park Service before September 3, 1983. Pursuant to § 60.13 of 36 CFR Part 60 written comments concerning the significance of these properties under the National Register criteria for evaluation may be forwarded to the National Register, National Park Service, U.S. Department of the Interior, Washington, D.C. 20243. Written comments should be submitted by September 28, 1983.

Carol D. Shull,

Chief of Registration, National Register.

**ALABAMA**

*Jefferson County*

Birmingham, *First National-John A. Hand Building*, 17 N. 20th St.

**ARKANSAS**

*Monroe County*

Clarendon, *Moore-Jacobs House*, 500 N. Main St.

*Pulaski County*

Little Rock, *First Missionary Baptist Church*, 701 S. Gaines St. North Little Rock, *Matthews House*, 406 Goshen

**CALIFORNIA**

*Los Angeles County*

Torrance, *Torrance School (Torrance High School Campus TR)*, 2200 W. Carson

**COLORADO**

*La Plata County*

Durango, *Colorado Ute Power Plant*, 14th St. and Animas River

**FLORIDA**

*Duval County*

Jacksonville, *Stanton, Edwin M., School*, 521 W. Ashley St.

*Escambia County*

Pensacola, *Crystal Ice Company Building*, 2024 N. Davis St.

Pensacola, *Edmunds, John, Apartment House (Mirodor)*, 2007 E. Gadsden St.

**IOWA**

*Decatur County*

Lamoni vicinity, *Liberty Hall*, Main St.

*Iowa County*

Norway vicinity, *Lenox Township Church of the New Jerusalem*, S. of Norway

*Johnson County*

Iowa City, *Summit Apartment Building*, 228 S. Summit St.

*Polk County*

Des Moines, *Scottish Rite Consistory Building*, 6th Ave. and Park St.

*Wapello County*

Ottumwa, *Foster/Bell House*, 205 E. 5th St.

*Woodbury County*

Sioux City, *Everist, H. H., House*, 37 McDonald Dr.

**KENTUCKY**

*Madison County*

Richmond, *Arlington (Richmond MRA)*, Lexington Rd.

Richmond, *Blair Park (Richmond MRA)*, 100 Rosedale St.

Richmond, *Bronston Place (Richmond MRA)*, Woodland Ave.

Richmond, *Burnwood (Richmond MRA)*, Burnam Court

Richmond, *Clay, Pattie Field, House (Richmond MRA)*, W. Main St.

Richmond, *Eastern Kentucky University Historic District (Richmond MRA)*, Lancaster, Crabbe Sts. and University Dr.

Richmond, *Elmwood (Richmond MRA)*, Lancaster Ave.

Richmond, *Holloway, William, House (Rosehill) (Richmond MRA)*, Hillsdale St.

Richmond, *Mt. Pleasant (Richmond MRA)*, 2nd and Water Sts.

Richmond, *Richmond Cemetery (Richmond MRA)*, E. Main St.