

**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 printcuts. 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 of 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(d)(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.