

STATUS: Closed.

Matters to be Considered:

1. Personnel actions (appointments, promotions, assignments, reassignments, and salary actions) involving individual Federal Reserve System employees.

2. Any items carried forward from a previously announced meeting.

CONTACT PERSON FOR MORE INFORMATION:

Mr. Joseph R. Coyne, Assistant to the Board; (202) 452-3204. You may call (202) 452-3207, beginning at approximately 5 p.m. two business days before this meeting, for a recorded announcement of bank and bank holding company applications scheduled for the meeting.

Dated: November 22, 1996.

William W. Wiles,

Secretary of the Board.

[FR Doc. 96-30395 Filed 11-22-96; 3:35 am]

BILLING CODE 6210-01-P

GENERAL SERVICES ADMINISTRATION

Privacy Act of 1974; System of Records

AGENCY: General Services Administration.

ACTION: Notice of a revised system of records subject to the Privacy Act of 1974.

SUMMARY: GSA proposes to revise a system of records, Employee-related files, GSA/Agency-1, to reflect that it plans to include long-distance telephone call detail records among the types of records in the system and to reflect a new routine use that GSA may disclose information from the system to the Federal Parent Locator Service to assist in locating a noncustodial parent to establish and enforce child-support obligations against the delinquent parent. A revised system report has been filed with the Chairman of the House Committee on Government Reform and Oversight, the Chairman of the Senate Committee on Governmental Affairs, and the Office of Management and Budget.

DATES: Any interested person may submit written comments about this change in the system. GSA must receive the comments on or before the 40th day after it publishes this notice. The system becomes effective without further notice on the 40th day after GSA publishes the notice, unless the comments received cause the agency to change its decision.

ADDRESS: Address comments to Elaine P. Dade, Records Officer, General Services Administration (CAI), Washington, DC 20405.

FOR FURTHER INFORMATION CONTACT: William M. McHugh, Privacy Act Liaison, at (202) 501-2983.

SUPPLEMENTARY INFORMATION: The purpose of maintaining telephone call-detail records is to learn whether a Federal employee has placed unauthorized long-distance telephone calls. Disclosing information to the Federal Parent Locator Service is done to facilitate establishing and enforcing child support from a delinquent parent. The procedures used would require routinely matching Federal personnel records with State records to learn if there are any Federal employees who are delinquent in meeting child-support payments.

Dated: October 29, 1996.

Kenneth S. Stacey,

Director, Information and Organization Management Division (CAI).

GSA/Agency-1

SYSTEM NAME:

Employee-related files.

SYSTEM LOCATION:

The system of records may be located at the supervisory or administrative office level at all GSA facilities and at commissions, committees, and small agencies serviced by GSA.

CATEGORIES OF INDIVIDUALS COVERED BY THE SYSTEM:

The individuals covered are present and former employees of GSA and of commissions, committees, and small agencies serviced by GSA; applicants or potential applicants for positions in GSA, persons employed by other agencies for employee relief bills, volunteer workers, and uncompensated workers.

CATEGORIES OF RECORDS IN THE SYSTEM:

The system records contain the individual's name; social security number; birth date; home and emergency addresses and telephone numbers; personnel actions; professional registration; qualifications; training; employment history; awards; counseling; reprimands; grievances; appeals; leave; pay attendance; work assignments; performance ratings; injuries; permit and pass applications; unpaid debt complaints, including nonpayment of child support; travel; outside employment; congressional employee relief bills; and telephone call details. The system does not include official personnel files covered by OPM/GOVT-1.

AUTHORITY FOR MAINTENANCE OF THE SYSTEM:

Authority for the system comes from the Federal Property and Administrative

Services Act of 1949 (63 Stat. 377); Title 5 U.S.C. and Title 31 U.S.C., generally; and Executive Order (E.O.) 12953, February 27, 1995.

PURPOSE(S):

To maintain a personnel record system covering employees and uncompensated workers. The system is used to initiate personnel actions, schedule training, counsel employees on their performance, propose disciplinary action, and manage personnel in general.

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

a. To disclose information to a Federal, State, local, or foreign agency responsible for investigating, prosecuting, enforcing or carrying out a statute, rule, regulation, or order where GSA becomes aware of a violation or potential violation of civil or criminal law or regulation.

b. To disclose information to another Federal agency or a court when the Government is a party to a judicial proceeding.

c. To disclose requested information to a Federal agency in connection with hiring or retaining an employee; issuing a security clearance; reporting an employee investigation; clarifying a job; letting a contract; or issuing a license, grant, or other benefit by the requesting agency when the information is needed for a decision.

d. To disclose information to the Merit Systems Protection Board, including its Office of Special Counsel; the Federal Labor Relations Authority and its general counsel; or the Equal Employment Opportunity Commission in performing their duties.

e. To disclose information to the Federal Parent Locator Service to assist in locating an absent parent and enforce child support obligations against a delinquent parent. This includes routinely cross-matching Federal personnel records with State records of persons who owe child support to learn if there are any Federal employees delinquent in supporting a dependent child.

f. To disclose information to an appeal, grievance, or formal complaints examiner; equal employment opportunity investigator; arbitrator; union representative; or other official engaged in investigating or settling a grievance, complaint, or appeal filed by an employee.

g. To disclose information to the Office of Personnel Management (OPM) under the agency's responsibility for evaluating Federal personnel

management. When personnel records in the custody of GSA are covered in a record system published by OPM as a Governmentwide record system, they are considered part of that system. Other personnel record systems covered by notices published by GSA as separate systems may also be transferred to OPM as a routine use.

h. To disclose information to a Member of Congress or to a congressional staff member in response to a request from the person who is the subject of the records.

i. To disclose information to an expert, consultant, or contractor of GSA in performing a Federal duty.

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

STORAGE:

Paper records are kept in file folders and card files. Computer tapes and disks are kept in cabinets.

RETRIEVABILITY:

Records are retrieved at each location by name or social security number.

SAFEGUARDS:

When not in use, records are stored in a locked file cabinet, locked desk drawer, or in a secured room. Computer data is protected by a password system.

RETENTION AND DISPOSAL:

Record disposal is controlled by the handbook, GSA Records Maintenance and Disposition System, OAD P 1820.2A. The records are reviewed and updated yearly, and irrelevant documents are destroyed. Once originals and copies are purged from the official personnel folder, no other paper copies are kept. When the employee transfers or separates from the agency, records are promptly sent to the office that is to maintain the official personnel folder. The records are screened to ensure that nothing is missing. Personnel history files in the PIRS computer data base are written off to tape every 2 years for indefinite storage.

SYSTEM MANAGER(S) AND ADDRESS:

The agency official with overall responsibility within his or her jurisdiction is the head of service or staff for Central Office employees and the regional administrator for regional employees. The official responsible for a field office record system is the senior official at the facility or the supervisor of current and former employees or volunteers. The addresses of Central Office and regional offices are listed at the end of this notice.

NOTIFICATION PROCEDURE:

An individual who wishes to be notified whether the system contains a record related to him- or herself should address an inquiry to the supervisor or team leader where the employee worked. If that is unknown, general requests can be addressed to the head of the service or staff office for Central Office employees, or to the regional administrator for regional office employees at the address listed in the appendix.

RECORD ACCESS PROCEDURES:

An individual request to review a record can be addressed to the supervisor, team leader, or official at the address where the employee worked. If that is unknown, a general request can be addressed to the head of the service or staff office for Central Office employees, or to the regional administrator at the address given in the appendix to this notice. For the identification required, see 41 CFR part 105-64 published in the Federal Register.

CONTESTING RECORD PROCEDURES:

The GSA procedures for contesting the content of a record and appealing an initial denial of a request to access or amend a record may be found in 41 CFR part 105-64.

RECORD SOURCE CATEGORIES:

The sources for the information are individuals themselves, other employees, personnel records, and persons who have complained of unpaid debts, including nonpayment of child support.

RECORD SYSTEM LOCATIONS:

Central Office: GS Building, 1800 F Street NW., Washington, DC 20405.

New England Region: GSA, John W. McCormack Post Office and Court House, Boston, MA 02109.

Northeast and Caribbean Region: GSA, Jacob K. Javits Federal Building, 26 Federal Plaza, New York, NY 10278.

Mid-Atlantic Region: GSA, John Wanamaker Building, 100 Market Square East, Philadelphia, PA 19107.

Southeast-Sunbelt Region: GSA, Summit Building, 401 West Peachtree Street, Atlanta, GA 30365-2550.

Great Lakes Region: GSA, John C. Kluczinski Federal Building, 230 South Dearborn Street, Chicago, IL 60604.

The Heartland Region: General Services Administration, 1500 East Bannister Road, Kansas City, MO 64131.

Greater Southwest Region: GSA, Fritz G. Lanham Federal Building, 819 Taylor Street, Fort Worth, TX 76102.

Rocky Mountain Region: GSA, Denver Federal Center, Building 41, Denver, CO 80225.

Pacific Rim Region: General Services Administration, 450 Golden Gate Avenue, 5th Floor, San Francisco, CA 94102-3400.

Northwest/Arctic Region: GSA Center, 400 Fifteenth Street SW., Auburn, WA 98001.

National Capital Region: General Services Administration, 400 Seventh Street SW., Washington, DC 20407.

[FR Doc. 96-30071 Filed 11-25-96; 8:45 am]

BILLING CODE 6820-34-M

Performance Review Board; Membership; Senior Executive Service

AGENCY: General Services Administration.

ACTION: Notice.

SUMMARY: Notice is hereby given of the names of the members of the Performance Review Board.

FOR FURTHER INFORMATION CONTACT: Gail T. Lovelace, Director of Human Resources, General Services Administration, 18th & F Streets, NW., Washington, DC 20405, (202) 501-0398.

SUPPLEMENTARY INFORMATION: Section 4313(c) (1) through (5) of Title 5 U.S.C. requires each agency to establish in accordance with regulations prescribed by the Office of Personnel Management, one or more Performance Review Board(s). The Board(s) shall review the performance rating of each senior executive's performance by the supervisor, along with any recommendations to the appointing authority relative to the performance of the senior executive.

Members of the Review Board are:

1. Thurman M. Davis, (Chairperson) Deputy Administrator
2. William C. Burke, Regional Administrator, Great Lakes Region (Chicago)
3. Paul E. Chistolini, Regional Administrator, Mid-Atlantic Region (Philadelphia)
4. Dennis J. Fischer, Chief Financial Officer
5. Martha N. Johnson, Associate Administrator for Management Services and Human Resources
6. Robert A. Peck, Commissioner, Public Buildings Service
7. Frank P. Pugliese, Commissioner, Federal Supply Service
8. Joe M. Thompson, Chief Information Officer and Commissioner, Information Technology Service
9. Robert J. Woods, Commissioner, Federal Telecommunications Service

Dated: November 14, 1996.

Gail T. Lovelace,
Director of Human Resources.

[FR Doc. 96-30070 Filed 11-25-96; 8:45 am]

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