

**SMALL BUSINESS ADMINISTRATION****[Declaration of Disaster #2981]****State of Illinois**

As a result of the President's major disaster declaration on September 17, 1997, I find that Cook County, Illinois constitutes a disaster area due to damages caused by severe thunderstorms and flash flooding which occurred August 16-17, 1997. Applications for loans for physical damages may be filed until the close of business on November 15, 1997, and for loans for economic injury until the close of business on June 17, 1998 at the address listed below or other locally announced locations: U.S. Small Business Administration, Disaster Area 2 Office, One Baltimore Place, Suite 300, Atlanta, GA 30308.

In addition, applications for economic injury loans from small businesses located in the contiguous counties of Du Page, Kane, Lake, McHenry, and Will in Illinois, and Lake County, Indiana may be filed until the specified date at the above location.

The interest rates are:

	Percent
<b>Physical Damage:</b>	
Homeowners with credit available elsewhere .....	8.000
Homeowners without credit available elsewhere .....	4.000
Businesses with credit available elsewhere .....	8.000
Businesses and non-profit organizations without credit available elsewhere .....	4.000
Others (including non-profit organizations) with credit available elsewhere .....	7.250
<b>For Economic Injury:</b>	
Businesses and small agricultural cooperatives without credit available elsewhere .....	4.000

The number assigned to this disaster for physical damage is 298106 and for economic injury the numbers are 960900 for Illinois and 961000 for Indiana.

(Catalog of Federal Domestic Assistance Program Nos. 59002 and 59008)

Dated: September 19, 1997.

**Bernard Kulik,**

*Associate Administrator for Disaster Assistance.*

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**SOCIAL SECURITY ADMINISTRATION****Statement of Organization, Functions and Delegations of Authority**

This statement amends part S of the Statement of the Organization, Functions and Delegations of Authority which covers the Social Security Administration (SSA). Notice is given that Chapter S1 for the Office of the Deputy Commissioner, Finance, Assessment and Management is being amended to reflect internal realignments within the Office of Publication and Logistics Management (OPLM) (S1S). The four current subordinate offices within OPLM will be realigned and their functions integrated into a three subordinate office structure. The Office of Library, Records and Reprographics (S1SK) will be abolished in its entirety. The Office of Receiving, Storage and Issue (S1SC) will be retitled as the Office of Supply and Warehouse Management (S1SC). The Office of Supply and Property Management (S1SH) will be retitled as the Office of Property Management (S1SH). The changes are as follows:

Section S1S.10 *The Office of Publications and Logistics Management*—(Organization):

Delete:

G. The Office of Library, Records and Reprographics (S1SK).

Retitle:

D. The "Office of Receiving, Storage and Issue" (S1SC) to the "Office of Supply and Warehouse Management" (S1SC).

E. The "Office of Supply and Property Management" (S1SH) to the "Office of Property Management" (S1SH).

Section S1S.20 *The Office of Publications and Logistics Management*—(Functions):

Retitle and amend as follows:

D. The "Office of Receiving, Storage and Issue" (S1SC) to the "Office of Supply and Warehouse Management" (S1SC).

1. The Office of Supply and Warehouse Management (OSWM) is responsible for the development of policies, procedures, and directives in support of the Agency's nationwide supply, warehouse and transportation systems and operations.

2. OSWM ensures that the Agency's printing requests and justified requisitions are processed timely and oversees the replenishment of warehouse stock for Headquarters' use and ensures delivery of major use forms and publications to the field.

3. OSWM provides transportation services as needed.

E. The "Office of Supply and Property Management" (S1SH) to the "Office of Property Management" (S1SH).

1. The Office oversees all policy and procedures pertaining to the acquisition, utilization, accountability, transfer and disposal of SSA personal property. Represents SSA's interest as liaison to HSS, GSA and other Federal, State and Local Government and private sector organizations and vendors in the acquisition, transfer and disposal of personal property. Oversees the acquisition and disposal of personal property. Oversees the acquisition and installation of modular/systems furniture in SSA offices nationwide. Acts as technical expert and plans, coordinates and implements studies and surveys related to providing necessary ergonomic furniture and equipment to support SSA employees.

2. Oversees the acquisition and installation of modular furniture in SSA offices. Plans, coordinates and implements studies and surveys to access the variety of ergonomic furniture previously purchased and new furniture available to SSA offices. Maintains audit trails for both normal and special expense incurred during and after furniture installation. Responsible for all financial management and contracting activities performed within the scope of the Interagency Agreement with the Federal Prison Industries.

Amend functions to read:

F. The Office of Publications Management (S1SJ).

1. The Office of Publications Management (OPM) directs a comprehensive SSA-wide forms control, publication and distribution management program, including forms and publications design, photocomposition and electronic information dissemination (electronic publishing, on-line publishing/services, electronic reference materials and CD-ROM and multimedia production and delivery). It also provides SSA-wide special media services for visually impaired employees. It is responsible for administering the regulatory and procedural requirements governing SSA's collection of information from the public, stemming from the Paperwork Reduction Act and providing liaison service with the Office of Management and Budget. The Office also coordinates the Agency Administrative Instructions Manual System (AIMS) for printing, clearance and issuance of policy, standards and procedural instructions.

2. The Office coordinates and directs a comprehensive printing management program and administers the procurement of all SSA printing needs.

It prepares the Agency's Comprehensive Printing Program Plan report for the Joint Committee on Printing (JCP) and provides liaison with the JCP and the Government Printing Office on policy and procedural issues. OPM plans, directs and administers the SSA mail policy program, including developing methodologies (e.g., presorting, barcoding, direct accountability, etc). It provides liaison with the United States Postal Service in all national level mail management and operational policy negotiations and activities. It also administers agencywide mail management contracts.

3. The Office plans, directs and coordinates the SSA mail handling program, including the receipt, processing, and dispatch of all incoming and outgoing United States Postal Service mail for SSA headquarters. It provides inter-office mail service for SSA headquarters and priority delivery service in Washington, D.C. It administers oversight of necessary contracts such as the internal mail messenger service. It consolidates and processes outgoing mail from headquarters to District Offices, Branch Offices, Program Service Centers and Regional Offices, etc. It also processes computer-generated priority notices to SSA beneficiaries nationwide, using high-speed equipment to fold, insert and label mailings.

4. The Office coordinates and directs a comprehensive printing management program and administers the procurement of all SSA printing needs. It prepares the Agency's Comprehensive Printing (JCP) and provides liaison with JCP and Government Printing office on policy and procedural issues. Plans, directs and administers the SSA mail policy program, including developing policy and procedures for more efficient Agency mail processing methodologies. It provides liaison with the United States Postal Service in all national level mail management and operational policy negotiations and activities. It also administers agencywide mail management contracts.

5. The Office of Publications Management develops, recommends and implements SSA policies and standards for library and information services of the SSA Headquarters Library and for SSA employees nationwide. It provides a collection of information on subjects related to SSA programs and their operation.

6. The Office provides SSA duplicating services for short turnaround work and for the development of metal photo requests for

Commissioner's citations, award plaques, signs, etc.

Dated: August 21, 1997.

**Paul D. Barnes,**

*Deputy Commissioner for Human Resources.*

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## DEPARTMENT OF STATE

### Bureau of Consular Affairs (CA/VO/F/P)

[Public Notice 2603]

#### Agency Information Collection Activities: Proposed Collection; Comment Request

**AGENCY:** Department of State.

**ACTION:** 60-Day Notice of Proposed Information Collection; OF-230 I & II, Application for Immigrant Visa and Alien Registration.

**SUMMARY:** The Department of State is seeking Office of Management and Budget (OMB) approval for the information collection described below. The purpose of this notice is to allow 60 days for public comment in the **Federal Register** preceding submission to OMB. This process is conducted in accordance with the Paperwork Reduction Act of 1995.

The following summarizes the information collection proposal submitted to OMB:

*Type of Request:* Reinstatement, with change, of a previously approved collection for which approval has expired.

*Originating Office:* Bureau of Consular Affairs (CA/VO/F/P).

*Title of Information Collection:* Application for Immigrant Visa and Alien Registration.

*Frequency:* On occasion.

*Form Number:* OF-230.

*Respondents:* Aliens.

*Estimated Number of Respondents:* 750,000.

*Average Hours Per Response:* 1 hour.

*Total Estimated Burden:* 750,000.

Public comments are being solicited to permit the agency to—

- Evaluate whether the proposed information collection is necessary for the proper performance of the agency functions.

- Evaluate the accuracy of the agency's estimate of the burden of the proposed collection.

- Enhance the quality, utility, and clarity of the information to be collected.

- Minimize the reporting burden on those who are to respond, including through the use of automated collection techniques or other forms of technology.

#### FOR ADDITIONAL INFORMATION CONTACT:

Comments regarding the collection listed in this notice or requests for copies of the proposed collection and supporting documents should be directed to Charles S. Cunningham, Directives Management Branch, U.S. Department of State, Washington, DC 20520, (202) 647-0596.

Dated: September 15, 1997.

**Eliza McClenaghan,**

*Chief Information Officer.*

[FR Doc. 97-25531 Filed 9-25-97; 8:45 am]

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## DEPARTMENT OF STATE

[Public Notice 2609]

### Advisory Committee on International Economic Policy Notice of Partially Closed Meeting

The Advisory Committee on International Economic Policy (ACIEP) will meet 9 a.m.–1 p.m. on Wednesday, October 8, 1997, in Room 1107, U.S. Department of State, 2201 C Street, NW, Washington, DC 20520. The meeting will be hosted by Committee Chairman Mike Gadbow and by Assistant Secretary of State for Economic and Business Affairs, Alan P. Larson.

The closed briefings that the Department of State will arrange for ACIEP members will involve discussions of classified or business proprietary information, pursuant to the Federal Advisory Committee Act, 5 U.S.C. App. II section 10(d), and the Government in the Sunshine Act 5 U.S.C. 552b (c)(1), 5 U.S.C. 552b(c)(4), and 5 U.S.C. 552b(c)(9)(B).

The open portion of the session, which will begin at approximately 12 noon, will focus *inter alia* on the economic dimensions of climate change.

For further information, contact Sharon Rogers, ACIEP Secretariat, U.S. Department of State, Bureau of Economic and Business Affairs, Room 6828, Main State, Washington, DC 20520. she may be reached at telephone number (202) 647-5968 or fax number (202) 647-5713.

Dated: September 15, 1997.

**Alan P. Larson,**

*Assistant Secretary for Economic and Business Affairs.*

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