

duties under the Consumer Credit Protection Act and on other consumer-related matters. The Council by law represents the interests both of consumers and of the financial services industry (15 USC 1691(b)). Under the Rules of Organization and Procedure of the Consumer Advisory Council (12 CFR 267.3), members serve three-year terms that are staggered to provide the Council with continuity.

New members will be selected for terms beginning January 1, 2003, to replace members whose terms expire in December 2002; the Board expects to announce its appointment of new members by year-end. Nomination letters should include a résumé and information about past and present positions held by the nominee; a description of special knowledge, interests or experience related to community reinvestment, consumer protection regulations, consumer credit, or other consumer financial services; and the full name, title, organization name, organization description, current address, telephone and fax numbers for both the nominee and the nominator. Individuals may nominate themselves.

The Board is interested in candidates who have familiarity with consumer financial services, community reinvestment, and consumer protection regulations, and who are willing to express their viewpoints. Candidates do not have to be experts on all levels of consumer financial services or community reinvestment, but they should possess some basic knowledge of the area. They must be able and willing to make the necessary time commitment to participate in conference calls, and prepare for and attend meetings three times a year (usually for two days, including committee meetings), held at the Board's offices in Washington, DC. The Board pays travel expenses, lodging, and a nominal honorarium.

In making the appointments, the Board will seek to complement the background of continuing Council members in terms of affiliation and geographic representation, and to ensure the representation of women and minority groups. The Board may consider prior years' nominees and does not limit consideration to individuals nominated by the public when making its selection.

Council members whose terms end as of December 31, 2002, are:

Dorothy Broadman, Director of Corporate Citizenship, Capital One Financial Corporation, Corporate Communications, Falls Church, Virginia

Teresa A. Bryce, General Counsel, Nexstar Financial Corporation, St. Louis, Missouri
 Robert Cheadle, Legislative Counsel, The Chickasaw Nation, Tribal Legislature, Ada, Oklahoma
 Lester Wm. Firstenberger, Attorney at Law, Pittsfield, New Hampshire
 Jeremy Nowak, Chief Executive Officer, The Reinvestment Fund, Philadelphia, Pennsylvania
 Russell Schrader, Senior Vice President and Assistant General Counsel, Visa U.S.A., San Francisco, California
 Council members whose terms continue through 2003 and 2004 are:
 Anthony Abbate, President and Chief Executive Officer, Interchange Bank, Saddle Brook, New Jersey
 Janie Barerra, President and Chief Executive Officer, ACCION Texas, San Antonio, Texas
 Kenneth Bordelon, Chief Executive Officer, E Federal Credit Union, Baton Rouge, Louisiana
 Manuel Casanova, Executive Vice President, International Bank of Commerce, Brownsville, Texas
 Constance Chamberlin, President/CEO, Housing Opportunities Made Equal, Richmond, Virginia
 Robin Coffey, Vice President, Harris Trust and Savings Bank, Chicago, Illinois
 Thomas FitzGibbon, Senior Vice President, MB Financial Bank, N.A., Chicago, Illinois
 Elizabeth Renuart, Staff Attorney, National Consumer Law Center, Boston, Massachusetts
 Debra Reyes, President, Neighborhood Lending Partners, Inc., Tampa, Florida
 Benson Roberts, Vice President for Policy, Local Initiatives Support Corporation, Washington, District of Columbia
 Larry Hawkins, President and Chief Executive Officer, Unity National Bank, Houston, Texas
 Earl Jarolimek, Vice President/Corporate Compliance Officer, Community First Bankshares, Fargo, North Dakota
 Patrick Liddy, Director of Compliance, Fifth Third Bancorp, Cincinnati, Ohio
 Ruhi Maker, Senior Attorney, Public Interest, Law Office of Rochester, Rochester, New York
 Oscar Marquis, Attorney, Hunton and Williams, Park Ridge, Illinois
 Patricia McCoy, Professor of Law, Cleveland-Marshall College of Law, Cleveland State University, Cleveland, Ohio
 Ronald Reiter, Supervising Deputy Attorney General, California Department of Justice, San Francisco, California

Frank Torres, III, Legislative Counsel, Consumers Union, Washington, District of Columbia
 Hubert Van Tol, Co-Director, Fairness in Rural Lending, Sparta, Wisconsin

Board of Governors of the Federal Reserve System, June 17, 2002.

Jennifer J. Johnson,
Secretary of the Board.

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BILLING CODE 6210-01-P

GENERAL SERVICES ADMINISTRATION

Interagency Committee for Medical Records; Cancellation of a Medical Standard Form

AGENCY: Office of Management Services, GSA.

ACTION: Notice.

SUMMARY: Because of low usage, the following Standard Form is cancelled: SF 537, Medical Record—Pediatric Graphic Chart.

FOR FURTHER INFORMATION CONTACT: Ms. Barbara Williams, General Services Administration, (202) 501-0581.

DATES: Effective June 21, 2002.

Dated: June 13, 2002.

Barbara M. Williams,
Deputy Standard and Optional Forms Management Officer, General Services Administration.

[FR Doc. 02-15737 Filed 6-20-02; 8:45 am]

BILLING CODE 6820-BR-M

GENERAL SERVICES ADMINISTRATION

Submission for Public Comments: General Services Administration (GSA); Household Goods Tender of Service (HTOS); Conversion of Flat Industrial Funding Fee (IFF) to a Percentage IFF

AGENCY: Federal Supply Service, GSA.

ACTION: Notice of HTOS amendment with request for comments.

SUMMARY: The General Services Administration (GSA), in compliance with 41 U.S.C. 418b, is publishing for comment in the attachment to this notice HTOS revisions to convert the Centralized Household Goods Traffic Management Program (CHAMP) IFF from a \$145 flat fee to a comparable fee of 2.75 percent of a shipment's total net transportation charge (excluding storage in transit (SIT) fees). This change conforms with the percentage method GSA uses to fund its other programs,

including its multiple award schedules, and automatically will keep program funding at a pace with inflation.

DATES: Comment Due Date: July 22, 2002.

ADDRESSES: Mail comments to the Travel and Transportation Management Division (FBL), General Services Administration, Crystal Mall Bldg. 4, Rm. 812, 1941 Jefferson Davis Highway, Arlington, VA 22202, Attn: Ms. Lynn Ju (Re: Percentage IFF). GSA will consider your comments prior to implementing this change.

FOR FUTHER INFORMATION CONTACT: Ms. Lynn Ju, Transportation Programs Branch, by phone at 703-305-7060 or by e-mail at lynnette.ju@gsa.gov.

SUPPLEMENTARY INFORMATION: The GSA CHAMP provides Federal civilian agencies a framework for efficiently and economically transporting household goods (HHG) of their employees relocated in the interest of the government from one official duty station to another, both domestically and internationally. On average CHAMP saves agencies 52 percent compared to commercial rates. GSA has arrangements with over 280 carriers, both large and small, for shipping Federal employees' HHG. GSA provides a listing of available carriers for interstate, intrastate, or international shipments including American offshore moves. Agencies have access to this information through GSA's web-based Interagency Transportation Management System (ITMS).

GSA proposes to convert the current CHAMP IFF from a \$145 flat fee per shipment to 2.75 percent of the net transportation charge per shipment excluding SIT fees. This is a procedural

change only for the purpose of converting the flat fee to a percentage fee that equates to approximately the same amount as the current flat fee without increasing the overall cost to Federal agencies. Use of a percentage fee is the fundamental way GSA's Federal Supply Service (FSS) has assessed IFF's for essentially all of its programs since Congress authorized GSA to charge fees in 1987. This change will align the HHG IFF with GSA's funding mechanism for other programs and automatically will keep pace with inflation. The collection method will remain the same; that is, transportation service providers will continue to collect and pay the IFF to GSA, but based on 2.75 percent of a shipment's net transportation charge instead of a flat fee.

Representatives of GSA's Transportation Zone Offices studied converting the flat fee to a percentage basis to arrive at a percentage that equates to approximately the same overall cost for Federal agencies as the current flat fee. The American Moving and Storage Association furnished the Federal civilian sector's average shipment weight of 8,000 pounds and average distance of 1,000 miles for a domestic HHG shipment based on a sample of its records. The gross line-haul cost for a shipment of this size would be \$7,681, and the average max pack would be \$3,676.50. The top 16 CHAMP transportation service providers represent 81 percent of the volume of CHAMP moves, and last year their average discount was 52 percent. Using these figures the net cost of an average shipment would be \$5,292. The IFF for an average shipment costing \$5,292 at 2.75 percent would be \$145.53. GSA does not have statistical

data for accessorial items such as, bulky items, long carries, shuttles, crating, etc. Therefore, the percentage is hypothetical based on the best information available, and could be somewhat higher or lower than the current IFF depending on the actual characteristics of a particular move. The IFF would be more for heavier shipments and less for lighter shipments, but the IFF still will be embedded in carriers' rates and should balance out without any cost increase to Federal agencies or carriers overall, in using CHAMP.

Dated: June 17, 2002.

Joseph H. Jeu,

Assistant Commissioner, Office of Transportation and Property Management.

Attachment—Changes to Household Goods Tender of Service, Section 9—Reporting Requirements

9-3.1.4. Industrial Funding Fee

The Industrial Funding Fee (IFF) amount must equal the sum of all shipment net charges reported in HTOS Paragraph 9-3.1.2, multiplied by the applicable IFF percentage identified in the Request for Offers. Any deficiencies identified will be handled in accordance with HTOS Paragraph 9-3.1.4.1. and 9-3.1.4.2.

9-3.2.2.2. Shipment Report Spreadsheet Format

Entry format is text entry (*i.e.* left aligned). Fields marked with an asterisk (*) are numeric and must, if necessary, be zero filled from the left (*i.e.*, 00250 for 250) depending on the field size. Save the file as a comma-separated file (.CSV) then rename as necessary (.SHP or .ERS).

Field	Required position(s)	Record position(s)	Contents
Record ID	1	1	Must be S.
Field Delimiter	1	2	Comma.
SCAC	4	3-6	Four (4) digit Standard Carrier Alpha Code (SCAC) identifying the carrier the GBL/CBL was issued to.
Field Delimiter	1	7	Comma.
Type of Transportation	2	8-9	Enter GD for General Domestic, GI for General International, DD for Direct Domestic Move Management (MMS), DI for Direct International MMS, BD for Broker Domestic MMS, or BI for Broker International MMS.
Field Delimiter	1	10	Comma.
Type of Move	3	11-13	If the GBL/CBL was used for household goods, put in HHG; for Automobile, put in POV; for Unaccompanied Air Baggage, put in UAB. **If multiple elements were moved using one GBL/CBL, each element must have an individual shipment record.
Field Delimiter	1	14	Comma.

Field	Required position(s)	Record position(s)	Contents
Federal Agency Identification Code	9	15–23	Agency's 9 digit User ID code used to access ITMS. This User ID can be obtained directly from the user agency or from the ITMS system itself. If unable to obtain the proper User ID, please contact the PMO. Records with this field blank, X or zero-filled will not be accepted.
Field Delimiter	1	24	Comma.
Carrier Reference Number	15	25–39	Carrier reference number used when the shipment was booked by the carrier. Start the reference number with position 25. If reference number does not consist of 15 numbers, place X's after number to fill out the 15 positions. Example: Reference number 135895 would appear as 135895XXXXXXXXXX. Records with this field blank, X or zero filled will not be accepted.
Field Delimiter	1	40	Comma.
Billing Date	8	41–48	Date of Agency Billing (YYYYMMDD) (Example: 20020215 = February 15, 2002).
Field Delimiter	1	49	Comma.
BL Number	8	50–57	Bill of Lading Number. Use GBL/CBL number associated with the shipment. If CBL number is less than 8 characters, place X's after the number to fill in field. Records with this field blank or zero filled will not be accepted.
Field Delimiter	1	58	Comma.
Type of GBL/CBL	1	59	Input V if Virtual GBL/CBL was used. Input G if standard GBL/CBL was used.
Field Delimiter	1	60	Comma.
Pickup Date	8	61–68	YYYYMMDD (see Billing Date).
Field Delimiter	1	69	Comma.
Delivery Date	8	70–77	YYYYMMDD (see Billing Date).
Field Delimiter	1	78	Comma.
*Transit Time	3	79–81	Actual Transit Time in days. Example: 007 = 7 days.
Field Delimiter	1	82	Comma.
Origin State or Country Code	4	83–86	Four digit state or country identifier. State is the two digit state identifier, all CAPS, plus two (2) zeros (0). Example: FL00. Country code is the four-digit country code as listed in the most current Request for Offers. Example: Germany = 3940. Records with this field blank, X or zero filled will not be accepted.
Field Delimiter	1	87	Comma.
Origin Zip Code	5	88–92	5-digit zip (X Fill for Canada or International Shipments).
Field Delimiter	1	93	Comma.
Destination State or Country Code	4	94–97	See Origin State above. Records with this field blank, X or zero filled will not be accepted.
Field Delimiter	1	98	Comma.
Destination Zip Code	5	99–103	5-digit zip (X Fill for Canada or International Shipments).
Field Delimiter	1	104	Comma.
*Actual Weight Shipped	5	105–109	In pounds for HHG or UAB. Example: 09800 = 9800 pounds. If the record is for POV, place five (5) zeros, 00000 **If field is zero filled for POV, positions 11–13 must state POV.
Field Delimiter	1	110	Comma.
*Mileage	4	111–114	Whole miles only. Example: 0750 = 750 miles. This field should be zero filled for International moves.
Field Delimiter	1	115	Comma.
*Discount Offered	3	116–118	Domestic: Discount off the current 415 tariff; International: Percentage of the base line rate tables contained in the Request for Offers.
Field Delimiter	1	119	Comma.
*Gross Charges	5	120–124	Exclusive of SIT charges, in whole dollars only.
Field Delimiter	1	125	Comma.
*Net Charges	5	126–130	Exclusive of SIT charges, in whole dollars only. Example: 07600 = \$7,600.00.
Field Delimiter	1	131	Comma.

Field	Required position(s)	Record position(s)	Contents
Employee's Last Name	15	132–146	Last name of the employee listed on the GBL/CBL in all CAPS. If the employee's name does not consist of 15 letters, place X's after the name to fill out the 15 positions. Example: The name of Jones would appear as JONESXXXXXXXXXX. Records with this field blank, X or zero filled will not be accepted.
Field Delimiter	1	147	Comma.
Participants Tax ID Number	9	148–156	Participant TIN.

Examples:*(1) Domestic:*

A	B	C	D	E		F			G	H	I	J	K	L
S	GSAA	GD	HHG	RXPITY43		Q794912349XXXXX			19990612	S12345XX	V	19990105	19990312	007
M		N	O	P	Q	R	S	T	U	V			W	
MO00		64131	OK00	7122	10030	0400	056	12500	05500	SMITH-BATTSONXX			103777444	

(2) International:

A	B	C	D	E		F			G	H	I	J	K	L	
S	GSAA	GI	POV	RXP8TY43		Q794-P912666XXX			19991012	PP123456	G	19990601	19990724	053	
M		N		O		P		Q	R	S	T	U	V		W
MO00		64131		490J		XXXXX		00000	0000	165	15500	15500	SMITH-BATTSONXX		103777444

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DEPARTMENT OF HEALTH AND HUMAN SERVICES**Agency for Healthcare Research and Quality****Request for Suggestions on Community-Based Participatory Research****AGENCY:** Agency for Healthcare Research and Quality (AHRQ), HHS.**ACTION:** Notice of request for suggestions.

SUMMARY: AHRQ is soliciting input from its user-groups and stakeholders on its implementation of Community-Based Participatory Research (CBPR) to meet the requirements of the Minority Health and Health Disparities Research and Education Act of 2000. CBPR is a methodology that promotes active community involvement in the processes that shape research, as well as, products and translation of research. CBPR offers opportunities to overcome the barriers faced by conventional approaches to research in low-income and minority communities, which lack this kind of collaboration and

communication. As a result, CBPR has been gaining increasing acceptance within the larger biomedical and behavioral research community, and is especially relevant to many research subjects of mutual interest to Federal agencies, including health disparities. The Minority Health and Health Disparities Research and Education Act of 2000 mandates that AHRQ use methods characteristic of CBPR in conducting its research on health disparities. The Act states that “the Director shall implement research strategies and mechanisms that will enhance the involvement of individuals who are members of minority health disparity populations, health services researchers who are such individuals, institutions that train such individuals as researchers, members of minority health disparities populations or other health disparity populations for whom the Agency is attempting to improve the quality and outcomes of care, and representatives of appropriate tribal or other community-based organizations with respect to health disparities.” Research strategies may include the use of centers of excellence that have a “demonstrated capacity to involve members and communities of health disparity populations, including minority health disparity populations,

in the planning, conduct, dissemination, and translation of research.” Section 903(b)(2), 42 U.S.C. 299a-1(b)(2) and see Title II of the Minority Health and Health Disparities Research and Education Act of 2000 at <http://www.feds.com/basic svc/public law/106-525.htm>.

Nature of Recommendations

AHRQ encourages written suggestions from its customers and stakeholders on how AHRQ can implement CBPR in its research portfolio and in the field of health services research. In particular, AHRQ requests comments on the following:

1. Please offer possible definitions of community that are appropriate for health services research.
2. Please describe collaborative opportunities to foster the development or use of CBPR.
3. Please describe strategies that AHRQ could use to increase the capacity for health services researchers and community-based organizations to conduct CBPR.
4. Please describe the strategies that AHRQ could use to support relationships between researchers and community-based organizations.
5. Please describe the accountability mechanisms that AHRQ could institute to ensure the development and