

eliminates the necessity for contractors to prepare their own release of claims.

## B. Annual Reporting Burden

*Respondents:* 2000

*Responses Per Respondent:* 1

*Hours Per Response:* .1

*Total Burden Hours:* 200

*OBTAINING COPIES OF*

**PROPOSALS:** Requesters may obtain a copy of the information collection documents from the General Services Administration, Regulatory Secretariat (VR), 1800 F Street, NW., Room 4035, Washington, DC 20405, telephone (202) 208-7312. Please cite OMB Control No.3090-0080, Contract Financing, in all correspondence.

Dated: October 22, 2004

**Laura Auletta**

*Director Contract Policy Division*

[FR Doc. 04-24075 Filed 10-27-04; 8:45 am]

**BILLING CODE 6820-61-S**

## GENERAL SERVICES ADMINISTRATION

### Privacy Act of 1974; Revised Privacy Act System of Records

**AGENCY:** General Services Administration

**ACTION:** Final notice of a revised Privacy Act system of records

**SUMMARY:** The General Services Administration (GSA) is publishing a final notice of a revision to the system of records, Emergency Management Records (GSA/HRO-9). This final notice clarifies the routine use that allows disclosure of system of records information in the settling of a grievance, complaint, or appeal filed by an employee only to authorized officials to ensure that system information is fully protected. No other changes are being made to the original revision, published on September 13, 2004. That revision proposed to cover under the Privacy Act, in addition to existing emergency notification records and files, electronic files and databases containing personal information needed to contact GSA associates and other essential persons at work, at home, and out of the area in times of emergency. The purpose of the revised system is to ensure an up-to-date communication capability by GSA nationwide, and facilitate continuity of critical GSA missions and functions in emergency situations. The system covers all GSA associates and contractor employees, as well as key governmental and non-governmental persons essential to carrying out emergency functions.

**DATES:** The revised system notice is effective on the date of publication.

**FOR FURTHER INFORMATION CONTACT:** GSA Privacy Act Officer, Office of Information Management (CI), General Services Administration, 1800 F Street NW, Washington DC 20405; telephone (202) 501-1452.

Dated: October 15, 2004.

**June V. Huber,**

*Director, Office of Information Management,  
Office of the Chief People Officer.*

### GSA/HRO-9

*System name:* Emergency Management Records (GSA/HRO-9).

*System location:* The system is the responsibility of the GSA Office of Emergency Management, located at 1800 F Street NW, Washington DC 20405. System records are located in the GSA Central Office and regional offices with assigned emergency management responsibilities.

*Categories of individuals covered by the system:* All GSA associates, contractor employees, and other key governmental and non-governmental persons essential to carrying out emergency activities or with a need to know of actions taken by GSA in an emergency.

*Categories of records in the system:* The records, composed of emergency notification rosters and files, may consist of paper records and/or electronic databases, including the Emergency Management Information Database (EMID), the Quick Notify database, and continuity of operations (COOP) files. The data may be consolidated into a centralized emergency contact database to expedite communication. Personal information in the system records includes name; office, cell, and home telephone numbers; out-of-area contact telephone numbers; home address; home e-mail address; and home fax number. System records also may include special needs information such as medical, mobility, and transportation requirements by individuals. Additional information may include official titles and emergency assignments for individuals in the system.

*Authority for maintaining the system:* The Federal Property and Administrative Services Act of 1949, as amended 40 U.S.C. §§ 101 *et seq.*; E.O. Order 12565, Assignment of Emergency Preparedness Responsibilities; and Presidential Decision Directive 67, Ensuring Constitutional Government and Continuity of Government Operations.

*Purpose:* To maintain current information on GSA associates and

other persons covered by this system for use by persons with emergency management responsibilities to notify officials, employees, and other affected individuals of conditions that require their urgent attention during a public or personal emergency.

### Routine uses of records maintained in the system, including types of users and purposes of such uses:

System information may be used by authorized individuals in the performance of duties associated with their emergency management responsibilities. Routine uses are:

a. To disclose needed information to a Federal, State, or local agency investigating, prosecuting, or enforcing a statute, rule, regulation, or order, where GSA becomes aware of a possible violation of civil or criminal law or regulation.

b. To disclose information to a Member of Congress or a congressional staff member at the request of the individual who is the subject of the record.

c. To disclose information to another Federal agency or to a court where the Government is a party to a judicial proceeding before the court.

d. To disclose information to a Federal agency, in response to its request, in connection with hiring or retaining an associate, issuing a security clearance, conducting a security or suitability investigation, classifying a job, letting a contract, or issuing a license, grant, or other benefit by the requesting agency, to the extent that the information is necessary to the agency's decision on the matter.

e. To disclose information to an appeal, grievance, or formal complaints examiner; equal employment opportunity investigator; arbitrator; or other authorized official engaged in investigating or adjudicating a grievance, complaint, or appeal.

f. To disclose information to the Office of Personnel Management (OPM) and the Government Accountability Office (GAO) when the information is required for evaluation of program activities.

g. To disclose information to the National Archives and Records Administration (NARA) for records management purposes.

h. To disclose information to an expert, consultant, or contractor in the performance of a Federal government duty to which the information is relevant.

**Policies and practices for storing, accessing, retrieving, retaining, and disposing of records in the system:**

*Storage:* System records may be stored on paper or electronically in secure locations or computer systems.

*Retrievability:* Records may be retrieved by name, organization, location, teleworking capability, or special medical or other health or safety need of an individual.

*Safeguards:* When not in use by an authorized person, the records are secured from unauthorized access. Paper records are placed in lockable file cabinets or in secured areas. Electronic records are protected by passwords, access codes, and other appropriate technical security measures.

*Retention and disposal:* Disposal of system records is according to the Handbook, GSA Records Maintenance and Disposition System (OAD P 1820.2A), and the requirements of the National Archives and Records Administration.

*System manager(s) and address:* The official with overall responsibility for the system of records is the Director, Office of Emergency Management (ACE), 1800 F Street NW, Washington DC 20405. GSA Services, Staff Offices, and regions are responsible for the integrity of data within their jurisdictions.

*Notification procedure:* Individuals may determine whether the system contains their records by submitting a request to the System Manager or the appropriate Service, Staff Office, or regional official.

*Record access procedures:* An individual may obtain information on the procedures for gaining access to their records from the System Manager or the appropriate Service, Staff Office, or regional official.

*Procedures for contesting records:* Individuals wishing to request amendment of their records should contact the System Manager or the appropriate Service, Staff Office, or regional official.

*Record sources:* The records contain information provided by the individuals themselves, their supervisors, or their Service, Staff Office, or region.

[FR Doc. 04-24071 Filed 10-27-04; 8:45 am]

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**DEPARTMENT OF HEALTH AND HUMAN SERVICES**

**Agency for Healthcare Research and Quality Contract Review Meeting**

In accordance with section 10(a) of the Federal Advisory Committee Act as

amended (5 U.S.C., Appendix 2), announcement is made of an Agency for Healthcare Research and Quality (AHRQ) Technical Review Committee (TRC) meeting. This TRC's charge is to review contract proposals and provide recommendations to the Director, AHRQ, with respect to the technical merit of proposals submitted in response to a Request for Proposals (RFP) regarding "Technical, Analytical and Logistical Support for the Office of Extramural Research, Education and Priority Populations". The RFP was published in the Federal Business Opportunities on June 16, 2004.

The upcoming TRC meeting will be closed to the public in accordance with the Federal Advisory Committee Act (FACA), section 10(d) of 5 U.S.C., Appendix 2, FACA regulations 41 CFR 101-6.1023 and procurement regulations, 48 CFR 315.604(d). The discussions at this meeting of contract proposals submitted in response to the above-referenced RFP are likely to reveal proprietary information and personal information concerning individuals associated with the proposals. Such information is exempt from disclosure under the above-cited FACA provision and procurement rules that protect the free exchange of candid views and facilitate Department and Committee operations.

*Name of TRC:* The Agency for Healthcare Research and Quality—"Technical, Analytical and Logistical Support for the Office of Extramural Research, Education and Priority Populations".

*Date:* November 8, 2004 (Closed to the public).

*Place:* Agency for Healthcare Research & Quality, 540 Gaither Road, Conference Center, Rockville, Maryland, 20850.

*Contact Person:* Anyone wishing to obtain information regarding this meeting should contact Bonnie Campbell, Office of Extramural Research, Education and Priority Populations, Agency for Healthcare Research and Quality, 540 Gaither Road, Rockville, Maryland 20850, 301-427-1554.

Dated: October 15, 2004.

**Carolyn M. Clancy,**

*Director.*

[FR Doc. 04-24091 Filed 10-27-04; 8:45 am]

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**DEPARTMENT OF HEALTH AND HUMAN SERVICES**

**Centers for Medicare and Medicaid Services**

[Document Identifier: CMS-10113]

**Agency Information Collection Activities: Submission for OMB Review; Comment Request**

**AGENCY:** Centers for Medicare and Medicaid Services.

In compliance with the requirement of section 3506(c)(2)(A) of the Paperwork Reduction Act of 1995, the Centers for Medicare and Medicaid Services (CMS) (formerly known as the Health Care Financing Administration (HCFA), Department of Health and Human Services, is publishing the following summary of proposed collections for public comment. Interested persons are invited to send comments regarding this burden estimate or any other aspect of this collection of information, including any of the following subjects: (1) The necessity and utility of the proposed information collection for the proper performance of the agency's functions; (2) the accuracy of the estimated burden; (3) ways to enhance the quality, utility, and clarity of the information to be collected; and (4) the use of automated collection techniques or other forms of information technology to minimize the information collection burden.

*Type of Information Collection*

*Request:* Revision of currently approved collection; *Title of Information Collection:* Application for Participation in Medicare Replacement Drug Demonstration; *Use:* Section 641 of the MMA mandated a demonstration that would pay for drugs/biologicals prescribed as replacements for existing covered Medicare drugs. A report to Congress evaluating the impact of this demonstration was also mandated. In order to enroll in this demonstration, a beneficiary will be required to submit the application forms. Beneficiaries who wish to be considered for a low-income subsidy must also provide the information on the "Application for Financial Assistance"; *Form Number:* CMS-10113 (OMB#: 0938-0924); *Frequency:* Other: Once per beneficiary; *Affected Public:* Individuals or Households; *Number of Respondents:* 50,000; *Total Annual Responses:* 50,000; *Total Annual Hours:* 20,417.

To obtain copies of the supporting statement and any related forms for the proposed paperwork collections referenced above, access CMS Web site address at <http://www.cms.hhs.gov/>