

**SAFEGUARDS:**

Records in this system are safeguarded in accordance with applicable rules and policies, including all applicable DHS automated systems security and access policies. Strict controls have been imposed to minimize the risk of compromising the information that is being stored. Access to the computer system containing the records in this system is limited to those individuals who have a need to know the information for the performance of their official duties and who have appropriate clearances or permissions.

**RETENTION AND DISPOSAL:**

Records are retained for six years and three months after the final payment to a contractor/consultant in accordance with National Archives and Records Administration-approved General Records Schedule 3, Item 3—General Procurement Files.

**SYSTEM MANAGER AND ADDRESS:**

For Headquarters and components of DHS, the System Manager is the Director of Departmental Disclosure, Department of Homeland Security, Washington, DC 20528. For components of DHS, the System Manager can be found at <http://www.dhs.gov/foia> under "contacts."

**NOTIFICATION PROCEDURE:**

Individuals seeking notification of and access to any record contained in this system of records, or seeking to contest its content, may submit a request in writing to the Headquarters' or component's FOIA Officer, whose contact information can be found at <http://www.dhs.gov/foia> under "contacts." If an individual believes more than one component maintains Privacy Act records concerning him or her the individual may submit the request to the Chief Privacy Officer, Department of Homeland Security, 245 Murray Drive, SW., Building 410, STOP-0550, Washington, DC 20528.

When seeking records about yourself from this system of records or any other Departmental system of records your request must conform with the Privacy Act regulations set forth in 6 CFR part 5. You must first verify your identity, meaning that you must provide your full name, current address and date and place of birth. You must sign your request, and your signature must either be notarized or submitted under 28 U.S.C. 1746, a law that permits statements to be made under penalty of perjury as a substitute for notarization. While no specific form is required, you may obtain forms for this purpose from the Director, Disclosure and FOIA,

<http://www.dhs.gov> or 1-866-431-0486. In addition you should provide the following:

- An explanation of why you believe the Department would have information on you,
- Identify which component(s) of the Department you believe may have the information about you,
- Specify when you believe the records would have been created,
- Provide any other information that will help the FOIA staff determine which DHS component agency may have responsive records,
- If your request is seeking records pertaining to another living individual, you must include a statement from that individual certifying his/her agreement for you to access his/her records.

Without this bulleted information the component(s) may not be able to conduct an effective search, and your request may be denied due to lack of specificity or lack of compliance with applicable regulations.

**RECORD ACCESS PROCEDURES:**

See "Notification Procedure" above.

**CONTESTING RECORD PROCEDURES:**

See "Notification Procedure" above.

**RECORD SOURCE CATEGORIES:**

Individuals, contractors, consultants, bidders, financial institutions, insurance companies, community associations, and other agencies.

**EXEMPTIONS CLAIMED FOR THE SYSTEM:**

None.

Dated: October 15, 2008.

**Hugo Teufel III,**

*Chief Privacy Officer, Department of Homeland Security.*

[FR Doc. E8-25205 Filed 10-22-08; 8:45 am]

**BILLING CODE 4410-10-P**

**DEPARTMENT OF HOMELAND SECURITY****Office of the Secretary**

[Docket No. DHS-2008-0009]

**Privacy Act of 1974; Department of Homeland Security Asset Management Records System of Records**

**AGENCY:** Privacy Office; DHS.

**ACTION:** Notice of Privacy Act system of records.

**SUMMARY:** In accordance with the Privacy Act of 1974, the Department of Homeland Security is giving notice that it proposes to consolidate four legacy record systems: Justice/INS-004 The Asset Management Information System

(AMIS), FEMA/ADM-2 Office Services File System, Treasury/CS.044 Certificates of Clearance, and Treasury/CS.201 Property File Non-Expendable into one Department-wide system of records. The Department of Homeland Security also proposes to partially consolidate one legacy record system: Treasury/USSS.001 Administrative Information System into this Department-wide system of records. This system will allow the Department of Homeland Security to collect and maintain records of all Department-owned or controlled property that has been issued to current and former DHS employees and contractors. Categories of individuals, categories of records, and the routine uses of these legacy system of records notices have been consolidated and updated to better reflect the Department's asset management record systems. This consolidated system, titled Asset Management, will be included in the Department of Homeland Security's inventory of record systems.

**DATES:** Submit comments on or before November 24, 2008.

**ADDRESSES:** You may submit comments, identified by docket number DHS-2008-0009 by one of the following methods:

- *Federal e-Rulemaking Portal:* <http://www.regulations.gov>. Follow the instructions for submitting comments.
- *Fax:* 1-866-466-5370.
- *Mail:* Hugo Teufel III, Chief Privacy Officer, Privacy Office, Department of Homeland Security, Washington, DC 20528.
- *Instructions:* All submissions received must include the agency name and docket number for this rulemaking. All comments received will be posted without change and may be read at <http://www.regulations.gov>, including any personal information provided.
- *Docket:* For access to the docket to read background documents or comments received, go to <http://www.regulations.gov>.

**FOR FURTHER INFORMATION CONTACT:** For general questions and privacy issues please contact: Hugo Teufel III (703-235-0780), Chief Privacy Officer, Privacy Office, Department of Homeland Security, Washington, DC 20528.

**SUPPLEMENTARY INFORMATION:****I. Background**

Pursuant to the savings clause in the Homeland Security Act of 2002, Public Law 107-296, Section 1512, 116 Stat. 2310 (November 25, 2002), the Department of Homeland Security (DHS) and its components and offices have relied on preexisting Privacy Act

systems of records notices for the collection and maintenance of records that concern asset management with regards to any employee or contractor who has been assigned DHS property.

As part of its efforts to streamline and consolidate its records systems, DHS is establishing a consolidated system of records under the Privacy Act (5 U.S.C. 552a) for the DHS asset management records. This will ensure that all components of DHS follow the same privacy rules for collecting and handling asset management records. The collection and maintenance of asset management information assists DHS in meeting its obligation to manage Departmental assets assigned to employees, such as computers, telephones, or other assets.

In accordance with the Privacy Act of 1974, DHS is giving notice that it proposes to consolidate four legacy record systems: Justice/INS-004 The Asset Management Information System (AMIS) (67 FR 64136 October 17, 2002), FEMA/ADM-2 Office Services File System (55 FR 37182 September 7, 1990), Treasury/CS.044 Certificates of Clearance (66 FR 52984 October 18, 2001), and Treasury/CS.201 Property File Non-Expendable (66 FR 52984 October 18, 2001) into one DHS-wide system of records. DHS also proposes to partially consolidate one legacy record system: Treasury/USSS.001 Administrative Information System (66 FR 45362 August 28, 2001) into this DHS-wide system of records. This system will allow DHS collect and maintain records of all Department-owned or controlled property that has been issued to current and former DHS employees and contractors. Categories of individuals, categories of records, and the routine uses of these legacy system of records notices have been consolidated and updated to better reflect the Department's asset management record systems. This consolidated system, titled Asset Management, will be included in DHS's inventory of record systems.

## II. Privacy Act

The Privacy Act embodies fair information principles in a statutory framework governing the means by which the United States Government collects, maintains, uses, and disseminates individuals' records. The Privacy Act applies to information that is maintained in a "system of records." A "system of records" is a group of any records under the control of an agency for which information is retrieved by the name of an individual or by some identifying number, symbol, or other identifying particular assigned to the

individual. In the Privacy Act, an individual is defined to encompass United States citizens and legal permanent residents. As a matter of policy, DHS extends administrative Privacy Act protections to all individuals where systems of records maintain information on U.S. citizens, lawful permanent residents, and visitors. Individuals may request access to their own records that are maintained in a system of records in the possession or under the control of DHS by complying with DHS Privacy Act regulations, 6 CFR part 5.

The Privacy Act requires each agency to publish in the **Federal Register** a description denoting the type and character of each system of records that the agency maintains, and the routine uses that are contained in each system in order to make agency record keeping practices transparent, to notify individuals regarding the uses to which of their records, and to assist individuals to more easily find such files within the agency. Below is the description of the Asset Management System of Records.

In accordance with 5 U.S.C. 552a(r), DHS has provided a report of this new system of records to the Office of Management and Budget (OMB) and to Congress.

### System of Records:

DHS/ALL-010.

### SYSTEM NAME:

Department of Homeland Security Asset Management Records.

### SECURITY CLASSIFICATION:

Unclassified.

### SYSTEM LOCATION:

Records are maintained at several Headquarters locations and in component offices of DHS, in both Washington, DC, and field locations.

### CATEGORIES OF INDIVIDUALS COVERED BY THE SYSTEM:

Categories of individuals covered by this system include all current and former DHS employees, and contractors assigned government-owned assets.

### CATEGORIES OF RECORDS IN THE SYSTEM:

Categories of records maintained in this system include:

- Individual's name;
- Social security number;
- E-mail address;
- Office name;
- Office location;
- Office telephone number;
- Property management records,

which include information on government-owned property (e.g. laptop

computers, communication equipment, firearms, and other assets) in the personal custody of the individuals covered by this system and used in the performance of their official duties, as well as outstanding debts related to said property.

### AUTHORITY FOR MAINTENANCE OF THE SYSTEM:

5 U.S.C. 301; The Federal Records Act, 44 U.S.C. 3101; 40 U.S.C. 121; 41 CFR Chapter 101; and Executive Order 9373.

### PURPOSE(S):

The purpose of this system is to track all DHS-owned or controlled property that has been issued to current and former DHS employees and contractors.

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

In addition to those disclosures generally permitted under 5 U.S.C. 552a(b) of the Privacy Act, all or a portion of the records of information contained in this system may be disclosed outside DHS as a routine use pursuant to 5 U.S.C. 552a(b)(3) as follows:

A. To the Department of Justice (including United States Attorney Offices) or other Federal agency conducting litigation or in proceedings before any court, adjudicative or administrative body when it is necessary to the litigation and one of the following is a party to the litigation or has an interest in such litigation:

1. DHS or any component thereof;
2. Any employee of DHS in his/her official capacity;
3. Any employee of DHS in his/her individual capacity where the Department of Justice or DHS has agreed to represent the employee; or
4. The United States or any agency thereof, is a party to the litigation or has an interest in such litigation, and DHS determines that the records are both relevant and necessary to the litigation and the use of such records is compatible with the purpose for which DHS collected the records.

B. To a congressional office from the record of an individual in response to an inquiry from that congressional office made at the request of the individual to whom the record pertains.

C. To the National Archives and Records Administration or other Federal government agencies pursuant to records management inspections being conducted under the authority of 44 U.S.C. 2904 and 2906.

D. To an agency, organization, or individual for the purpose of performing audit or oversight operations as

authorized by law, but only such information as is necessary and relevant to such audit or oversight function.

E. To appropriate agencies, entities, and persons when:

1. DHS suspects or has confirmed that the security or confidentiality of information in the system of records has been compromised;

2. The Department has determined that as a result of the suspected or confirmed compromise there is a risk of harm to economic or property interests, identity theft or fraud, or harm to the security or integrity of this system or other systems or programs (whether maintained by DHS or another agency or entity) or harm to the individual who relies upon the compromised information; and

3. The disclosure made to such agencies, entities, and persons is reasonably necessary to assist in connection with DHS's efforts to respond to the suspected or confirmed compromise and prevent, minimize, or remedy such harm.

F. To contractors and their agents, grantees, experts, consultants, and others performing or working on a contract, service, grant, cooperative agreement, or other assignment for DHS, when necessary to accomplish an agency function related to this system of records. Individuals provided information under this routine use are subject to the same Privacy Act requirements and limitations on disclosure as are applicable to DHS officers and employees.

G. To an appropriate Federal, State, tribal, local, international, or foreign law enforcement agency or other appropriate authority charged with investigating or prosecuting a violation or enforcing or implementing a law, rule, regulation, or order, where a record, either on its face or in conjunction with other information, indicates a violation or potential violation of law, which includes criminal, civil, or regulatory violations and such disclosure is proper and consistent with the official duties of the person making the disclosure.

H. To unions recognized as exclusive bargaining representatives under the Civil Service Reform Act of 1978, as amended, 5 U.S.C. 7111 and 7114.

I. To the news media and the public, with the approval of the Chief Privacy Officer in consultation with counsel, when there exists a legitimate public interest in the disclosure of the information or when disclosure is necessary to preserve confidence in the integrity of DHS or is necessary to demonstrate the accountability of DHS's officers, employees, or individuals covered by the system, except to the

extent it is determined that release of the specific information in the context of a particular case would constitute an unwarranted invasion of personal privacy.

**DISCLOSURE TO CONSUMER REPORTING AGENCIES:**

None.

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

**STORAGE:**

Records in this system are stored electronically or on paper in secure facilities in a locked drawer behind a locked door. The records are stored on magnetic disc, tape, digital media, and CD-ROM.

**RETRIEVABILITY:**

Records may be retrieved by name, personnel number, and/or other unique personal identifier.

**SAFEGUARDS:**

Records in this system are safeguarded in accordance with applicable rules and policies, including all applicable DHS automated systems security and access policies. Strict controls have been imposed to minimize the risk of compromising the information that is being stored. Access to the computer system containing the records in this system is limited to those individuals who have a need to know the information for the performance of their official duties and who have the appropriate clearances or permissions.

**RETENTION AND DISPOSAL:**

Records are destroyed in accordance with the following: National Archives Records Administration General Record Schedule 10, Motor Vehicle and Aircraft Maintenance and Operations Records, Items 2a (destroy when three months old) and 5 (destroy six years after case is closed); General Record Schedule 8, Stores, Plant, and Cost Accounting Records, Item 5 (destroy when three years old), and General Records Schedule 23 (destroy two-five years), Records Common to Most Offices within Agencies.

**SYSTEM MANAGER AND ADDRESS:**

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**NOTIFICATION PROCEDURE:**

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Without this bulleted information the component(s) may not be able to conduct an effective search, and your request may be denied due to lack of specificity or lack of compliance with applicable regulations.

**RECORD ACCESS PROCEDURES:**

See "Notification procedure" above.

**CONTESTING RECORD PROCEDURES:**

See "Notification procedure" above.

**RECORD SOURCE CATEGORIES:**

Records are generated from property purchase orders and receipts; acquisition, transfer and disposal data; employee locator documentation, or otherwise from the record subject.

**EXEMPTIONS CLAIMED FOR THE SYSTEM:**

None.

Dated: October 15, 2008.

**Hugo Teufel III,**

*Chief Privacy Officer, Department of  
Homeland Security.*

[FR Doc. E8-25207 Filed 10-22-08; 8:45 am]

**BILLING CODE 4410-10-P**

**DEPARTMENT OF HOMELAND  
SECURITY****Federal Emergency Management  
Agency****Availability of Flood Hazard Maps and  
Data**

**AGENCY:** Federal Emergency  
Management Agency, DHS.

**ACTION:** Notice.

**SUMMARY:** The Federal Emergency Management Agency (FEMA) is completing the update and conversion to digital of the National Flood Insurance Program flood hazard map inventory. As part of the Flood Map Modernization Program, FEMA will discontinue the public distribution of paper Flood Insurance Rate Maps, Flood Insurance Study reports, and related flood hazard map products.

FEMA will provide communities where the flood hazard information is updated with an updated paper map to satisfy local regulatory requirements for a paper map product.

For all other requests, FEMA will distribute digital Flood Insurance Rate Maps, Flood Insurance Study reports, and related flood hazard map products in place of the paper versions. Over the past several years, FEMA has transitioned from paper maps to digital map images and digital flood hazard data as the primary flood hazard information products. These products will still be available through the FEMA Map Service Center. This change will reduce duplication of effort and reduce the cost for updating flood hazard maps.

**DATES:** This change is effective as of October 1, 2009.

**ADDRESSES:** Information about FEMA Flood Hazard Maps and Data is available on the Map Service Center Web site <http://msc.fema.gov>.

**FOR FURTHER INFORMATION CONTACT:** Paul Rooney, Data and Dissemination Branch, Mitigation Directorate, Federal Emergency Management Agency, 500 C Street, SW., Washington, DC 20472, ([paul.rooney@dhs.gov](mailto:paul.rooney@dhs.gov)).

**SUPPLEMENTARY INFORMATION:** The Federal Emergency Management Agency (FEMA) is responsible for identifying

high risk flood areas to support the National Flood Insurance Program (NFIP). These areas have historically been identified on paper Flood Insurance Rate Maps (FIRMs). Over the past several years, FEMA has introduced new digital products including digital map images (the full size FIRM Scans and letter size FIRMettes) and digital geospatial flood hazard data (the Digital Flood Insurance Rate Map (DFIRM) Database product and National Flood Hazard Layer (NFHL)). These digital products now make up the vast majority of the flood hazard information distributed by FEMA and are equivalent to the paper maps for any official activities under the NFIP.

FEMA will continue to provide local governments a paper copy of their flood hazard map and flood insurance study report when the map is updated by FEMA. FEMA will discontinue all other distribution of paper maps and study reports beginning with map update projects where the letter of final determination is issued on or after October 1, 2009. The letter of final determination is issued six months before new flood maps become effective for NFIP regulatory purposes.

FEMA will continue to provide digital flood hazard data products for Internet download, on CD-ROM, and via Web Mapping Service. Federal, State, and local government customers that have been receiving paper products will now receive digital flood hazard maps and data, and continue to be exempt from fees (specified in 42 U.S.C. 4101).

This change will allow FEMA to realize significant cost savings in the map update process by eliminating the need to generate large format film negatives to support offset printing. It will also save the cost of printing and distributing the paper maps to fee exempt customers. This change simplifies the products available depicting flood hazard for a location.

The FEMA Map Service Center provides complete information about the digital flood hazard data products, free tools, and easy-to-follow instructions for using them at <http://msc.fema.gov>.

Dated: October 9, 2008.

**Michael K. Buckley,**

*Acting Assistant Administrator, Mitigation Directorate, Federal Emergency Management Agency, Department of Homeland Security.*

[FR Doc. E8-25269 Filed 10-22-08; 8:45 am]

**BILLING CODE 9110-12-P**

**DEPARTMENT OF HOMELAND  
SECURITY****Federal Emergency Management  
Agency**

**[FEMA-1801-DR]**

**North Carolina; Major Disaster and  
Related Determinations**

**AGENCY:** Federal Emergency  
Management Agency, DHS.

**ACTION:** Notice.

**SUMMARY:** This is a notice of the Presidential declaration of a major disaster for the State of North Carolina (FEMA-1801-DR), dated October 8, 2008, and related determinations.

**DATES:** *Effective Date:* October 8, 2008.

**FOR FURTHER INFORMATION CONTACT:**

Peggy Miller, Disaster Assistance Directorate, Federal Emergency Management Agency, 500 C Street, SW., Washington, DC 20472, (202) 646-3886.

**SUPPLEMENTARY INFORMATION:** Notice is hereby given that, in a letter dated October 8, 2008, the President declared a major disaster under the authority of the Robert T. Stafford Disaster Relief and Emergency Assistance Act, 42 U.S.C. 5121-5207 (the Stafford Act), as follows:

I have determined that the damage in certain areas of the State of North Carolina resulting from Tropical Storm Hanna during the period of September 4-15, 2008, is of sufficient severity and magnitude to warrant a major disaster declaration under the Robert T. Stafford Disaster Relief and Emergency Assistance Act, 42 U.S.C. 5121-5207 (the Stafford Act). Therefore, I declare that such a major disaster exists in the State of North Carolina.

In order to provide Federal assistance, you are hereby authorized to allocate from funds available for these purposes such amounts as you find necessary for Federal disaster assistance and administrative expenses.

You are authorized to provide Public Assistance in the designated areas, Hazard Mitigation throughout the State, and any other forms of assistance under the Stafford Act that you deem appropriate. Consistent with the requirement that Federal assistance be supplemental, any Federal funds provided under the Stafford Act for Hazard Mitigation will be limited to 75 percent of the total eligible costs. Federal funds provided under the Stafford Act for Public Assistance also will be limited to 75 percent of the total eligible costs, except for any particular projects that are eligible for a higher Federal cost-sharing percentage under the FEMA Public Assistance Pilot Program instituted pursuant to 6 U.S.C. 777. If Other Needs Assistance under Section 408 of the Stafford Act is later requested and warranted, Federal funding under that program also will be limited to 75 percent of the total eligible costs.