

USDA/FS-46

System Name: Independent Appraisers, USDA/FS.

System Location: Office of the Director of Lands, Forest Service, USDA, Washington, D.C. and those of the Director's designees located in each Regional Forester's office and offices of Forest Supervisors, District Ranger's office, and Project Headquarters of the Forest Service, USDA. Addresses of the field offices are listed in the telephone directory in the various communities where the headquarters are located under the heading: U.S. Government, Department of Agriculture, and Forest Service.

Categories of individuals covered by the system: Appraisers who desire to contract their services with the Forest Service, USDA.

Categories of records in the system: Individual qualifications for appraisal assignments: educational background, appraisal courses taken, professional designations, qualifications as expert witness, clients and list of types of property appraised, years of appraisal experience, sample of work, and any other information the appraiser might provide to reflect his qualifications.

Authority for maintenance of the system: 40 U.S.C.257, 16 U.S.C. 515 517, 7 U.S.C. 428(a) (a), 42 U.S.C. 4601 (6), (8), 4621, 4622, 4651, 4653, 43 U.S.C. 1716.751 and other applicable purchase and exchange laws.

Routine uses of records maintained in the system, including categories of users and the purposes of such uses: Disclosure may be made to a congressional office from the record of an individual in response to an inquiry from the congressional office made at the request of that individual.

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

Storage: Records are maintained in file folders at the applicable field offices and the Washington Office.

Retrievability: Records are indexed by transaction name or identity of property involved in the land adjustment case.

Safeguards: Records are kept in a locked office.

Retention and disposal: Records are maintained and updated as long as there is a sufficient contracting need for the information. When there is no further need for contracting appraisal services or the period between contracting is such that there is no need is to maintain information on available appraisers, the file is destroyed.

System manager(s) and address: Director of Lands, Forest Service, USDA, Washington, D.C., or his designee at the Regional Forester's offices, offices of Forest Supervisors, Ranger Districts, or Project Headquarters.

Notification procedure: Any individual may request information regarding this system of records or information as to whether the system contains a records pertaining to him from the Director of Lands, Forest Service, USDA, Washington, D.C. Telephone 703 235 8212. The individual will be advised of

the location of any records and the local designated individual responsible for those records. A request for information pertaining to an individual should contain: Name, address, and any available particulars involved in the specific case.

Record access procedures: Use same procedures as for requesting notification.

Contesting record procedures: Use same procedures as for requesting notification.

Record source categories: Information in this system is provided voluntarily by the independent appraisers, and may include information extracted from previous contracts.