

## § 0.302

### § 0.302 Service with other Federal agencies.

A special Government employee serving concurrently in the Department and in a Federal agency other than the Department is required to inform the Department and the agency in which he serves of the arrangement so that appropriate administrative measures may be taken.

## Subpart D—Advisers to the Department

### § 0.401 Advisers to the Department.

(a) An adviser or advisory committee member includes an individual who provides advice to the Department as a representative of an outside group and is not an employee or special Government employee of the Department. Questions concerning whether an individual serves the Department in the capacity of an adviser, employee, or special Government employee shall be addressed to the Designated Agency Ethics Official or a Deputy Ethics Official.

(b) Advisers or advisory committee members are not required to follow the Rules and are not generally required by the Department to file financial disclosure statements; nevertheless, they should be guided by the regulations in this part covering such issues as public disclosure of official information (§ 0.206), conduct (§ 0.211 and § 0.213), and gifts or gratuities from Foreign governments (§ 0.203).

## PART 1—DISCLOSURE OF RECORDS

### Subpart A—Freedom of Information Act

Sec.

- 1.1 General.
- 1.2 Information made available.
- 1.3 Publication in the FEDERAL REGISTER.
- 1.4 Public inspection and copying.
- 1.5 Specific requests for other records.
- 1.6 Business information.
- 1.7 Fees for services.

APPENDIX A TO SUBPART A—DEPARTMENTAL OFFICES

APPENDIX B TO SUBPART A—INTERNAL REVENUE SERVICE

APPENDIX C TO SUBPART A—UNITED STATES CUSTOMS SERVICE

APPENDIX D TO SUBPART A—UNITED STATES SECRET SERVICE

## 31 CFR Subtitle A (7–1–02 Edition)

APPENDIX E TO SUBPART A—BUREAU OF ALCOHOL, TOBACCO AND FIREARMS

APPENDIX F TO SUBPART A—BUREAU OF ENGRAVING AND PRINTING

APPENDIX G TO SUBPART A—FINANCIAL MANAGEMENT SERVICE

APPENDIX H TO SUBPART A—UNITED STATES MINT

APPENDIX I TO SUBPART A—BUREAU OF THE PUBLIC DEBT

APPENDIX J TO SUBPART A—OFFICE OF THE COMPTROLLER OF THE CURRENCY

APPENDIX K TO SUBPART A—FEDERAL LAW ENFORCEMENT TRAINING CENTER

APPENDIX L TO SUBPART A—OFFICE OF THRIFT SUPERVISION

### Subpart B—Other Disclosure Provisions

- 1.8 Scope.
- 1.9 Records not to be otherwise withdrawn or disclosed.
- 1.10 Oral information.
- 1.11 Testimony or the production of records in a court or other proceeding.
- 1.12 Regulations not applicable to official request.

### Subpart C—Privacy Act

- 1.20 Purpose and scope of regulations.
  - 1.21 Definitions.
  - 1.22 Requirements relating to systems of records.
  - 1.23 Publication in the FEDERAL REGISTER—Notices of systems of records, general exemptions, specific exemptions, review of all systems.
  - 1.24 Disclosure of records to person other than the individual to whom they pertain.
  - 1.25 Accounting of disclosures.
  - 1.26 Procedures for notification and access to records pertaining to individuals—format and fees for request for access.
  - 1.27 Procedures for amendment of records pertaining to individuals—format, agency review and appeal from initial adverse agency determination.
  - 1.28 Training, rules of conduct, penalties for non-compliance.
  - 1.29 Records transferred to Federal Records Center or National Archives of the United States.
  - 1.30 Application to system of records maintained by Government contractors.
  - 1.31 Sale or rental of mailing lists.
  - 1.32 Use and disclosure of social security numbers.
  - 1.34 Guardianship.
  - 1.35 Information forms.
  - 1.36 Systems exempt in whole or in part from provisions of 5 U.S.C. 552a and this part.
- APPENDIX A TO SUBPART C—DEPARTMENTAL OFFICES