

\* Minimize the burden of the collection of information on those who are to respond, including the use of appropriate automated, electronic, mechanical, or other technological collection techniques or other forms of information technology, *e.g.*, permitting electronic submissions of responses.

*III. Current Actions:* The continued collection of these financial data are necessary for the purposes of monitoring and evaluating state financial transactions for proper oversight and administration of the UI system.

*Type of Review:* Extension without change.

*Agency:* Employment and Training Administration (ETA).

*Title:* Unemployment Insurance Trust Fund Activities Reports.

*OMB Number:* 1205-0154.

*Agency Number:* ETA 2112, 8401, 8405, 8413, 8414, 8403.

*Affected Public:* State Workforce Agencies.

*Total Respondents:* 53.

*Frequency:* ETA 2112, 8401, 8405, 8413, 8414: Monthly.

*Total Responses:* 53 states  $\times$  12 months = 636 responses.

*Average Time per Response:* The ETA 2112, 8401, 8405, 8413, 8414 are all submitted on a monthly basis. We estimate the state burden to be: 636 total responses  $\times$  2.5 hours for all 5 reports (.5 hours for each report) = 1,590 hours. The ETA 8403 is submitted only when there is activity requiring update of the state's Reed Act account. We estimate the state burden to be: 53 states  $\times$  6 annual responses  $\times$  30 minutes per response = 159 reporting hours.

*Estimated Total Burden Hours:* 1,749 hours.

*Total Burden Cost (capital/startup):* \$0.

*Total Burden Cost (operating/maintaining):* \$0.

Comments submitted in response to this notice will be summarized and/or included in the request for Office of Management and Budget approval of the information collection request; they will also become a matter of public record.

Dated: November 12, 2008.

**Cheryl Atkinson,**

*Administrator, Office of Workforce Security.*  
[FR Doc. E8-28709 Filed 12-3-08; 8:45 am]

**BILLING CODE 4510-FW-P**

## DEPARTMENT OF LABOR

### Employment and Training Administration

#### Notice of a Change in Status of an Extended Benefit (EB) Period for Oregon

**AGENCY:** Employment and Training Administration, Labor.

**ACTION:** Notice.

**SUMMARY:** This notice announces a change in benefit period eligibility under the EB Program for Oregon.

The following change has occurred since the publication of the last notice regarding the State's EB status:

- Based on data reported by the Bureau of Labor Statistics on November 21, 2008, Oregon's 3-month seasonally adjusted total unemployment rate rose to the 6.5 percent threshold and exceeded 110 percent of the corresponding rate in the prior year. This causes Oregon to be triggered "on" to an EB period beginning December 07, 2008.

#### Information for Claimants

The duration of benefits payable in the EB Program, and the terms and conditions on which they are payable, are governed by the Federal-State Extended Unemployment Compensation Act of 1970, as amended, and the operating instructions issued to the states by the U.S. Department of Labor. In the case of a state beginning an EB period, the State Workforce Agency will furnish a written notice of potential entitlement to each individual who has exhausted all rights to regular benefits and is potentially eligible for EB (20 CFR 615.13(c)(1)).

Persons who believe they may be entitled to EB, or who wish to inquire about their rights under the program, should contact their State Workforce Agency.

#### FOR FURTHER INFORMATION CONTACT:

Scott Gibbons, U.S. Department of Labor, Employment and Training Administration, Office of Workforce Security, 200 Constitution Avenue, NW., Frances Perkins Bldg., Room S-4231, Washington, DC 20210, telephone number (202) 693-3008 (this is not a toll-free number) or by e-mail: [gibbons.scott@dol.gov](mailto:gibbons.scott@dol.gov).

Signed in Washington, DC, this 28th day of November, 2008.

**Brent R. Orrell,**

*Deputy Assistant Secretary of Labor for Employment and Training.*

[FR Doc. E8-28702 Filed 12-3-08; 8:45 am]

**BILLING CODE 4510-FW-P**

## NATIONAL ARCHIVES AND RECORDS ADMINISTRATION

### Records Schedules; Availability and Request for Comments

**AGENCY:** National Archives and Records Administration (NARA).

**ACTION:** Notice of availability of proposed records schedules; request for comments.

**SUMMARY:** The National Archives and Records Administration (NARA) publishes notice at least once monthly of certain Federal agency requests for records disposition authority (records schedules). Once approved by NARA, records schedules provide mandatory instructions on what happens to records when no longer needed for current government business. They authorize the preservation of records of continuing value in the National Archives of the United States and the destruction, after a specified period, of records lacking administrative, legal, research, or other value. Notice is published for records schedules in which agencies propose to destroy records not previously authorized for disposal or reduce the retention period of records already authorized for disposal. NARA invites public comments on such records schedules, as required by 44 U.S.C. 3303a(a).

**DATES:** Requests for copies must be received in writing on or before January 5, 2009. Once the appraisal of the records is completed, NARA will send a copy of the schedule. NARA staff usually prepare appraisal memorandums that contain additional information concerning the records covered by a proposed schedule. These, too, may be requested and will be provided once the appraisal is completed. Requesters will be given 30 days to submit comments.

**ADDRESSES:** You may request a copy of any records schedule identified in this notice by contacting the Life Cycle Management Division (NWML) using one of the following means:

*Mail:* NARA (NWML), 8601 Adelphi Road, College Park, MD 20740-6001.

*E-mail:* [request.schedule@nara.gov](mailto:request.schedule@nara.gov).

*FAX:* 301-837-3698.

Requesters must cite the control number, which appears in parentheses after the name of the agency which submitted the schedule, and must provide a mailing address. Those who desire appraisal reports should so indicate in their request.

#### FOR FURTHER INFORMATION CONTACT:

Laurence Brewer, Director, Life Cycle Management Division (NWML), National Archives and Records

Administration, 8601 Adelphi Road, College Park, MD 20740-6001. Telephone: 301-837-1539. E-mail: [records.mgt@nara.gov](mailto:records.mgt@nara.gov).

**SUPPLEMENTARY INFORMATION:** Each year Federal agencies create billions of records on paper, film, magnetic tape, and other media. To control this accumulation, agency records managers prepare schedules proposing retention periods for records and submit these schedules for NARA's approval, using the Standard Form (SF) 115, Request for Records Disposition Authority. These schedules provide for the timely transfer into the National Archives of historically valuable records and authorize the disposal of all other records after the agency no longer needs them to conduct its business. Some schedules are comprehensive and cover all the records of an agency or one of its major subdivisions. Most schedules, however, cover records of only one office or program or a few series of records. Many of these update previously approved schedules, and some include records proposed as permanent.

The schedules listed in this notice are media neutral unless specified otherwise. An item in a schedule is media neutral when the disposition instructions may be applied to records regardless of the medium in which the records are created and maintained. Items included in schedules submitted to NARA on or after December 17, 2007, are media neutral unless the item is limited to a specific medium. (See 36 CFR 1228.24(b)(3).)

No Federal records are authorized for destruction without the approval of the Archivist of the United States. This approval is granted only after a thorough consideration of their administrative use by the agency of origin, the rights of the Government and of private persons directly affected by the Government's activities, and whether or not they have historical or other value.

Besides identifying the Federal agencies and any subdivisions requesting disposition authority, this public notice lists the organizational unit(s) accumulating the records or indicates agency-wide applicability in the case of schedules that cover records that may be accumulated throughout an agency. This notice provides the control number assigned to each schedule, the total number of schedule items, and the number of temporary items (the records proposed for destruction). It also includes a brief description of the temporary records. The records schedule itself contains a full

description of the records at the file unit level as well as their disposition. If NARA staff has prepared an appraisal memorandum for the schedule, it too includes information about the records. Further information about the disposition process is available on request.

#### Schedules Pending

1. Department of Health and Human Services, Centers for Disease Control and Prevention (N1-442-08-1, 1 item, 1 temporary item). Records of the Division of Global Migration and Quarantine, including passenger manifests and customs declarations containing flight information on travelers.

2. Department of Homeland Security, Headquarters Offices (N1-563-08-6, 4 items, 2 temporary items). Working papers of mission-related agency committees and inter-agency committees for which the Department serves as lead. Proposed for permanent retention are records documenting the committee's establishment, organization, membership, meetings, and actions.

3. Department of Homeland Security, Federal Emergency Management Agency (N1-311-09-1, 1 item, 1 temporary item). Master files associated with an electronic information system used to record, track, and search for the location of displaced or separated individuals after a major disaster. Records associated with a catastrophic disaster are scheduled separately as permanent.

4. Department of Justice, Civil Rights Division (N1-60-09-3, 1 item, 1 temporary item). Master files for an electronic information system that contains demographic information on individuals who call employment discrimination hotlines.

5. Department of Justice, National Drug Intelligence Center (N1-523-08-3, 2 items, 2 temporary items). Records relating to the agency's emergency management and security programs, including agency compliance with regulations issued at the departmental level.

6. Department of Justice, Federal Bureau of Prisons (N1-129-09-6, 1 item, 1 temporary item). Web content and administrative records for the Federal Prison Industries intranet.

7. Department of Justice, Federal Bureau of Prisons (N1-129-09-7, 1 item, 1 temporary item). Inmate case files for individuals convicted and held at Federal penal and correctional institutions. This schedule covers inmate case files previously scheduled as temporary and does not cover inmate case files previously scheduled as

permanent such as notorious offenders and Alcatraz inmate case files.

8. Department of Justice, Federal Bureau of Prisons (N1-129-09-8, 1 item, 1 temporary item). Web content and administrative records for the National Institute of Corrections public Web site.

9. Department of Justice, Federal Bureau of Prisons (N1-129-09-9, 2 items, 2 temporary items). Inputs and data from an electronic information system used to track program and institution reviews and inspections.

10. Department of Justice, Federal Bureau of Prisons (N1-129-09-10, 1 item, 1 temporary item). Web content and administrative records for the National Institute of Corrections intranet.

11. Department of the Navy, United States Marine Corps (N1-127-08-3, 1 item, 1 temporary item). Master files of an electronic information system used in the management of military family housing. Records relate to such matters as assignments, referrals, fund control, and maintenance planning.

12. Department of the Navy, United States Marine Corps (N1-127-08-4, 3 items, 3 temporary items). Records relating to the management of training ranges and other training facilities, including master files of an electronic information system.

13. Social Security Administration, Office of Disability Adjudication and Review (N1-47-09-1, 3 items, 3 temporary items). Records relating to the investigation of misconduct and bias complaints made against administrative law judges.

Dated: November 26, 2008.

**Michael J. Kurtz,**

*Assistant Archivist for Records Services—  
Washington, DC.*

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**BILLING CODE 7515-01-P**

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## NATIONAL INSTITUTE FOR LITERACY

### National Institute for Literacy Advisory Board

**AGENCY:** National Institute for Literacy.

**ACTION:** Notice of a Closed Teleconference Meeting.

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**SUMMARY:** This notice sets forth the schedule and proposed agenda of an upcoming closed teleconference meeting of the National Institute for Literacy Advisory Board. The notice also describes the functions of the Committee. Notice of this meeting is required by Section 10(a)(2) of the Federal Advisory Committee Act and is