

USDA/FS-14

System Name: Grazing Permittees, Individual, National Forest System, USDA/FS.

System Location: The records in this system are maintained in the Regional Forester's office for grazing permittees with special limits, in the headquarters offices of the Forest Supervisors for all permittee records, and offices of District Rangers for duplicate records of those kept by Forest Supervisors. Records are also stored on magnetic tape at the Forest Collins Computer Center. The addresses for Regional Foresters and Forest Supervisors are listed in 36 CFR 200.2, and addresses for District Rangers are in the telephone directory of the applicable locality under the heading U.S. Government, Department of Agriculture.

Categories of individuals covered by the system: Parties who hold permits to graze livestock on Forest Service administered lands are included in this system of records.

Categories of records in the system: The system contains information on names and post office addresses of permittees; number, kind, of land owned which is declared as base property; number and kinds of livestock permitted; race and sex of permittee; type of permits, periods of use, grazing allotments (areas) involved, and whether or not an escrow waiver to term permit privileges exists. Also included are acres of land owned or leased in addition to base property, tons of dry feed produced or purchased. Bureau of Land Management permits held by Forest Service permittees (number and kind of livestock, periods of use), names of other parties who own an interest in permitted livestock, identification of other grazing permits on National Forest System lands in which the permittee holds an interest. For private land permits, system identifies owned or leased property offered as a basis for grazing permits, specifying legal subdivision, section, township, range, and number of acres.

Authority for maintenance of the system: 5 U.S.C. 301; 36 CFR 222.3.

Routine uses of records maintained in the system, including categories of users and the purposes of such uses: Disclosure may be made to commercial collection contractors for the purpose of collecting delinquent debts as authorized by 31 U.S.C. 3718. Disclosure of the individual's name, address, taxpayer identification number (SSN), and other information necessary to establish the identity of the individual; the amount, status, and history of the claim; and the agency or program under which the claim arose may be made to a consumer reporting agency as authorized by 31 U.S.C. 3711f if a debt which arose under the terms of a permit remains delinquent for more than 60 days. Such disclosures may include taxpayer mailing addresses obtained from IRS as authorized by 26 U.S.C. 6103(m).

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

Storage: Records are maintained in file folders and on magnetic tape.

Retrievability: Records in file folders are indexed by name of permittee, records on magnetic tape are retrievable by name, by identification number assigned by Forest Supervisor, characteristics of permittee, or type of grazing use.

Safeguards: Records are kept in locked government offices, magnetic tape files are available only to persons having authorized access codes.

Retention and disposal: Records are maintained in current file while permit is active, transferred to closed files for 3-year period following cancellation, and then sent to Federal Records Center for permanent retention.

System manager(s) and address: Director of Range Management, USDA-Forest Service, P.O.Box 2417, Washington, D.C. 20013, ad/or the appropriate Regional Forester or Forest Supervisor.

Notification procedure: Any party may request information as to what the system contains pertaining to himself/herself from the appropriate System Manager. If specific locations are known, requests should be made to the Forest Supervisor involved.

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 the system comes from individual grazing permittees, or grazing associations, and from Forest Service records concerning grazing allotments and permitted livestock. Race and sex of permittee is included by District Ranger based on observation.