

## Postal Rate Commission

## § 3003.3

4. Assist in the development of a complete record on issues pending before the Commission;

5. Engage in dialogue with parties or participants in proceedings before the Commission to advance the interests of consumers;

6. Encourage the equitable settlement of issues among the parties and participants in proceedings whenever possible;

7. Promote fair competition between the United States Postal Service and its competitors for the ultimate benefit of consumers;

8. Seek out responsible advocates of consumer interests and encourage their participation in Commission cases;

9. Maintain the highest standards of competence and quality in all evidence and pleadings submitted to the Commission; and

10. Maintain separation and independence from the Commission and its advisory staff in the course of proceedings before the Commission.

[64 FR 37402, July 12, 1999]

### PART 3003—PRIVACY ACT RULES

Sec.

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AUTHORITY: Privacy Act of 1974 (Pub. L. 93-579), 5 U.S.C. 552a.

SOURCE: 64 FR 57982, Oct. 28, 1999, unless otherwise noted.

EDITORIAL NOTE: Nomenclature changes for Part 3003 appear at 70 FR 48277, Aug. 17, 2005.

#### § 3003.1 Purpose and scope.

This part implements the Privacy Act of 1974 (5 U.S.C. 552a) by establishing Commission policies and procedures that permit individuals to obtain access to and request amendment of information about themselves that is maintained in systems of records. This part does not expand or restrict any rights granted under the Privacy Act of 1974.

#### § 3003.2 Definitions.

For purposes of this part:

(a) *Commission* means the Postal Rate Commission.

(b) *Individual, record, and system of records* have the meanings specified in 5 U.S.C. 552a(a).

(c) *Day* means a calendar day and does not include Saturdays, Sundays, and legal holidays.

#### § 3003.3 Procedures for requesting inspection, copying, or correction.

(a) An individual who—

(1) Wishes to know whether a Commission system of records contains a record about him or her,

(2) Seeks access to a Commission record about him or her that is maintained in a system of records (including the accounting of disclosures), or

(3) Seeks to amend a record about him or her that is maintained in a system of records, may file a written request with the chief administrative officer of the Commission at the Commission's current address (901 New York Avenue NW., Suite 200, Washington, DC 20268-0001). The request should state on the outside of the envelope and in the request that it is a Privacy Act request.

(b) A request for amendment must describe the information sought to be amended and the specific reasons for the amendment.

(c) A requester—

(1) May request an appointment to inspect records at the Commission's offices between the hours of 8 a.m. and 4:30 p.m. on any day;

(2) Must present suitable identification, such as a driver's license, employee identification card, or Medicare card;

(3) If accompanied by another individual, must sign a statement, if requested by the chief administrative officer, authorizing discussion of his or her record in the presence of that individual;

(4) Who files a request by mail must include his or her date of birth, dates of employment at the Commission (if applicable), and suitable proof of identity, such as a facsimile of a driver's license, employee identification card, or Medicare card; and

(5) Must, if requested by the chief administrative officer, provide additional proof of identification.