

Foreign) of Employees and Certain Other Persons.

DOT/MA 006 Executive Correspondence Files.

DOT/MA 007 Litigation, Claims, and Administrative Proceeding Records.

DOT/MA 008 Property Accountability Files.

DOT/MA 009 Records of Cash Receipts.

DOT/MA 010 Employees Personnel Files Not Covered by Notices of Other Agencies.

DOT/MA 011 Biographical Files.

DOT/MA 012 Applications to United States Merchant Marine Academy, USMMA.

DOT/MA 013 Cadet Files, State Maritime Academies.

DOT/MA 014 Citizenship Statements and Affidavits.

DOT/MA 015 General Agent's Protection and Indemnity and Second Seaman's Insurance; WSA and NSA.

DOT/MA 016 Marine Training School Registrants.

DOT/MA 017 Waivers of Liability to Board Reserve Fleet Vessels and Other Craft Located at United States Merchant Marine Academy.

DOT/MA 018 National Defense Executive Reserve.

DOT/MA 020 Seamen's Awards for Service, Valor, etc.

DOT/MA 021 Seaman's Employment Analysis Records.

DOT/MA 022 Seaman's Unclaimed Wages (Vietnam Conflict).

DOT/MA 024 USMMA Non-Appropriated Fund Employees.

DOT/MA 025 USMMA Graduates.

DOT/MA 026 USMMA Midshipmen Deposit Account Records.

DOT/MA 027 USMMA Midshipman Grade Transcripts.

DOT/MA 028 USMMA Midshipman Medical Files.

DOT/MA 029 USMMA Midshipman Personnel Records.

DOT/NHTSA 401 Docket System.

DOT/NHTSA 402 Highway Safety Literature Personal Author File.

DOT/NHTSA 409 Federal Motor Vehicle Safety Standards, FMVSS, Compliance.

DOT/NHTSA 411 General Public Correspondence System.

DOT/NHTSA 413 Odometer Fraud Data Files System.

DOT/NHTSA 415 Office of Defects Investigation/Defects Information Management System, ODI/DIMS.

DOT/NHTSA 417 National Driver Register, NDR.

DOT/NHTSA 422 Temporary Exemption Petitions.

DOT/NHTSA 431 Civil Penalty Enforcement Files.

DOT/NHTSA 436 Contract Grievance Records.

DOT/NHTSA 463 Motor Vehicle and Motor Vehicle Equipment Import.

DOT/OST 003 Allegations of Infringement of United States Patents.

DOT/OST 004 Board for Correction of Military Records, BCMR.

DOT/OST 012 Files Relating to Personnel Hearings.

DOT/OST 016 General Investigations Record System.

DOT/OST 019 Individual Personal Interests in Intellectual Property.

DOT/OST 035 Personnel Security Record System.

DOT/OST 037 Records of Confirmation Proceeding Requirements for Proposed Executive Appointments to the Department of Transportation.

DOT/OST 041 Correspondence Control Mail, CCM.

DOT/OST 045 Unsolicited Contract or Research and Development Proposals Embodying Claims of Proprietary Rights.

DOT/OST 046 Visit Control Records System.

DOT/OST 056 Garnishment Files.

DOT/OST 057 Honors Attorney Recruitment Files.

DOT/OST 059 Files of the Board for Correction of Military Records, BCMR for The Coast Guard.

DOT/OST 100 Investigative Record System.

DOT/OST 101 Inspector General Reporting System, TIGR.

DOT/RSPA 02 National Defense Executive Reserve, NDER, File.

DOT/RSPA 04 Transportation Research Activities Information Service, TRAIS.

DOT/RSPA 05 Transportation Research Information Service on line, TRIS-On-Line.

DOT/RSPA 06 Emergency Alerting Schedules.

DOT/RSPA 08 Technical Pipeline Safety Standards Committee.

DOT/RSPA 09 Hazardous Materials Incident Telephonic Report System.

DOT/RSPA 10 Hazardous Materials Incident Written Report System.

DOT/RSPA 11 Hazardous Materials Information Requests System.

DOT/SLS 151 Claimants under Federal Tort Claims Act.

DOT/SLS 152 Data Automation Program Records.

DOT/TSC 700 Automated Management Information System.

DOT/TSC 702 Legal Counsel Information Files.

DOT/TSC 703 Occupational Safety & Health Reporting System.

DOT/TSC 704 Stand-By Personnel Information.

DOT/TSC 707 Automated Manpower Distribution System.

DOT/TSC 712 Automated Payroll/Personnel/Communications/Security System.

DOT/TSC 714 Health Unit Employee Medical Records.

Notice of Systems of Records

The identification of the operating unit or units within the Department to which the particular system of records pertains appears as "DOT" followed by a designating abbreviation. The abbreviations and their meanings are as follows:

OST—Office of the Secretary of Transportation.
 CG—United States Coast Guard.
 FAA—Federal Aviation Administration.
 FHWA—Federal Highway Administration.

FRA—Federal Railroad Administration.
 MARAD—Maritime Administration.
 NHTSA—National Highway Traffic Safety Administration.
 RSPA—Research and Special Programs Administration.
 SLS—Saint Lawrence Seaway Development Corporation.
 TSC—Transportation Systems Center.
 FTA—Federal Transit Administration.

General Routine Uses Under the Privacy Act of 1974

The following routine uses apply, except where otherwise noted or where obviously not appropriate, to each system of records maintained by the Department of Transportation, DOT.

1. In the event that a system of records maintained by DOT to carry out its functions indicates a violation or potential violation of law, whether civil, criminal or regulatory in nature, and whether arising by general statute or particular program pursuant thereto, the relevant records in the system of records may be referred, as a routine use, to the appropriate agency, whether Federal, State, local or foreign, charged with the responsibility of investigating or prosecuting such violation or charged with enforcing or implementing the statute, or rule, regulation, or order issued pursuant thereto.

2. A record from this system of records may be disclosed, as a routine use, to a Federal, State, or local agency maintaining civil, criminal, or other relevant enforcement information or other pertinent information, such as current licenses, if necessary to obtain information relevant to a DOT decision concerning the hiring or retention of an employee, the issuance of a security clearance, the letting of a contract, or the issuance of a license, grant or other benefit.

3. A record from this system of records may be disclosed, as a routine use, to a federal agency, in response to its request, in connection with the hiring or retention of an employee, the issuance of a security clearance, the reporting of an investigation of an employee, the letting of a contract, or the issuance of a license, grant, or other benefit by the requesting agency, to the extent that the information is relevant and necessary to the requesting agency's decision on the matter.

4a. Routine Use for Disclosure for Use in Litigation. It shall be a routine use of the records in this system of records to disclose them to the Department of Justice or other Federal agency conducting litigation when

- (a) DOT, or any agency thereof, or
- (b) Any employee of DOT or any agency thereof (including a member of

the Coast Guard), in his/her official capacity, or

(c) Any employee of DOT or any agency thereof (including a member of the Coast Guard), in his/her individual capacity where the Department of Justice has agreed to represent the employee, or

(d) The United States or any agency thereof, where DOT determines that litigation is likely to affect the United States, is a party to litigation or has an interest in such litigation, and the use of such records by the Department of Justice or other Federal agency conducting the litigation is deemed by DOT to be relevant and necessary in the litigation, provided, however, that in each case, DOT determines that disclosure of the records in the litigation is a use of the information contained in the records that is compatible with the purpose for which the records were collected.

4b. Routine Use for Agency Disclosure in Other Proceedings. It shall be a routine use of records in this system to disclose them in proceedings before any court or adjudicative or administrative body before which DOT or any agency thereof, appears, when

(a) DOT, or any agency thereof, or

(b) Any employee of DOT or any agency thereof (including a member of the Coast Guard) in his/her official capacity, or

(c) Any employee of DOT or any agency thereof (including a member of the Coast Guard) in his/her individual capacity where DOT has agreed to represent the employee, or (d) The United States or any agency thereof, where DOT determines that the proceeding is likely to affect the United States, is a party to the proceeding or has an interest in such proceeding, and DOT determines that use of such records is relevant and necessary in the proceeding, provided, however, that in each case, DOT determines that disclosure of the records in the proceeding is a use of the information contained in the records that is compatible with the purpose for which the records were collected.

5. The information contained in this system of records will be disclosed to the Office of Management and Budget, OMB in connection with the review of private relief legislation as set forth in OMB Circular No. A-19 at any stage of the legislative coordination and clearance process as set forth in that Circular.

6. 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. In such

cases, however, the Congressional office does not have greater rights to records than the individual. Thus, the disclosure may be withheld from delivery to the individual where the file contains investigative or actual information or other materials which are being used, or are expected to be used, to support prosecution or fines against the individual for violations of a statute, or of regulations of the Department based on statutory authority. No such limitations apply to records requested for Congressional oversight or legislative purposes; release is authorized under 49 CFR 10.35(9).

7. One or more records from a system of records may be disclosed routinely to the National Archives and Records Administration in records management inspections being conducted under the authority of 44 USC 2904 and 2906.

8. [Reserved]

9. DOT may make available to another agency or instrumentality of any government jurisdiction, including State and local governments, listings of names from any system of records in DOT for use in law enforcement activities, either civil or criminal, or to expose fraudulent claims, regardless of the stated purpose for the collection of the information in the system of records. These enforcement activities are generally referred to as matching programs because two lists of names are checked for match using automated assistance. This routine use is advisory in nature and does not offer unrestricted access to systems of records for such law enforcement and related antifraud activities. Each request will be considered on the basis of its purpose, merits, cost effectiveness and alternatives using Instructions on reporting computer matching programs to the Office of Management and Budget, OMB, Congress and the public, published by the Director, OMB, dated September 20, 1989.

10. It shall be a routine use of the information in any DOT system of records to provide to the Attorney General of the United States, or his/her designee, information indicating that a person meets any of the disqualifications for receipt, possession, shipment, or transport of a firearm under the Brady Handgun Violence Prevention Act. In case of a dispute concerning the validity of the information provided by DOT to the Attorney General, or his/her designee, it shall be a routine use of the information in any DOT system of records to make any disclosures of such information to the National Background Information Check System, established by the Brady Handgun Violence Prevention Act, as

may be necessary to resolve such dispute.

Appendix I—Location of CG Districts and Headquarters Units

1. Commander, 1st Coast Guard District, 408 Atlantic Avenue, Boston, MA 02110-3350.
2. Commander, 5th Coast Guard District, Federal Building, 431 Crawford Street, Portsmouth, VA 23704-5004.
3. Commander, 7th Coast Guard District, 909 SE First Ave., Brickell Plaza Federal Bldg., Miami, FL 33131-3050.
4. Commander, 8th Coast Guard District, Hale Boggs Federal Building, 500 Camp Street, New Orleans, LA 70130-3396.
5. Commander, 9th Coast Guard District, 1240 East 9th St., Cleveland, OH 44199-2060.
6. Commander, 11th Coast Guard District, Coast Guard Island, Alameda, CA 94501-5100.
7. Commander, 13th Coast Guard District, Jackson Federal Bldg, 915 Second Ave., Seattle, WA 98174-1067.
8. Commander, 14th Coast Guard District, Prince Kalaniana'ole, Federal Building, 300 Ala Moana Blvd., 9th Floor, Honolulu, HI 96580-4982.
9. Commander, 17th Coast Guard District, PO Box 25517, Juneau, Alaska 99802-5517.
10. Superintendent, United States Coast Guard Academy, 15 Mogehean Ave., New London, CT 06320-8100.
11. Commanding Officer, United States Coast Guard Yard, 2401 Hawkins Point Road, Bldg. 1, Baltimore, MD 21226-1797.
12. Commanding Officer, United States Coast Guard Training Center, 1 Munro Avenue, Cape May, NJ 08204.
13. Commanding Officer, United States Coast Guard Institute, 5900 SW 64th Street, Room 235, Oklahoma City, OK 73169-6990.
14. Commanding Officer, U.S. Coast Guard, Aircraft Repair & Supply Center, Elizabeth City, NC 27909-5001.
15. Commanding Officer, United States Coast Guard Aviation, 8501 Tanner Williams Road, Mobile, AL 36608-8322.
16. Commanding Officer, United States Coast Guard, 7323 Telegraph Rd., Alexandria, VA 22315-3940.
17. Commanding Officer, United States Coast Guard Reserve, Training Center, Yorktown, VA 23690-5000.
18. Commanding Officer, United States Coast Guard, Training Center, 599 Tomales Road, Petaluma, CA 94952-5000.
19. Commanding Officer, United States Coast Guard Aviation, Technical Training Center, Elizabeth City, NC 27909-5003.
20. Commanding Officer, U.S. Coast Guard, Research and Development Center, 1082 Shennecossett Road, Groton, CT 06340-6096.
21. Commanding Officer, U.S. Coast Guard, Human Resources Services and Information Center, Federal Bldg., 444 SE Quincy St., Topeka, KS 66683-3591.

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SYSTEM NAME:

DOT Grievance Records Files.

SECURITY CLASSIFICATION:

Unclassified, sensitive.