

**DEPARTMENT OF DEFENSE****Office of the Secretary****Privacy Act of 1974; System of Records****AGENCY:** Office of the Secretary, DoD.**ACTION:** Notice to alter a system of records.

**SUMMARY:** The Office of the Secretary of Defense proposed to alter a system of records to its inventory of record systems subject to the Privacy Act of 1974 (5 U.S.C. 552a), as amended.

The Office of the Secretary is proposing to alter the existing system of records to add a new category of individuals covered, i.e., Washington Headquarters Services officials.

**DATES:** The changes will be effective on June 10, 2004, unless comments are received that would result in a contrary determination.

**ADDRESSES:** Send comments to OSD Privacy Act Coordinator, Records Management Section, Washington Headquarters Services, 1155 Defense Pentagon, Washington, DC 20301-1155.

**FOR FURTHER INFORMATION CONTACT:** Ms. Juanita Irvin at (703) 601-4722, extension 110.

**SUPPLEMENTARY INFORMATION:** The Office of the Secretary of Defense notices for systems of records subject to the Privacy Act of 1974 (5 U.S.C. 552a), as amended, have been published in the **Federal Register** and are available from the address above.

The proposed systems records, as required by 5 U.S.C. 552a(r) of the Privacy Act of 1974, as amended, were submitted on April 27, 2004, to the House Committee on Government Reform, the Senate Committee on Governmental Affairs, and the Office of Management and Budget (OMB) pursuant to paragraph 4c of Appendix I to OMB Circular No. A-130, 'Federal Agency Responsibilities for Maintaining Records About Individuals,' dated February 8, 1996 (February 20, 1996, 61 FR 6427).

Dated: May 5, 2004.

**L.M. Bynum,**

*Alternate OSD Federal Register Liaison Officer, Department of Defense.*

**DWHS 48****SYSTEM NAME:**

Biographies of OSD Officials (April 9, 2003, 68 FR 17358).

**CHANGES:****SYSTEM IDENTIFIER:**

Delete entry and replace with 'DWHS P48'

**System name:**

Delete entry and replace with 'Biographies of OSD and WHS Officials'.  
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**CATEGORIES OF INDIVIDUALS COVERED BY THE SYSTEM:**

Add to the end of the first sentence 'and Washington Headquarters Services (WHS)'. Add to the end of the second sentence 'and WHS workforces'.  
\* \* \* \* \*

**AUTHORITY FOR MAINTENANCE OF THE SYSTEM:**

Delete entry and replace with '10 U.S.C. 131, Office of the Secretary of Defense and 10 U.S.C. 192, Defense Agencies and Department of Defense Field Activities: oversight by the Secretary of Defense'.

**PURPOSE(S):**

After the acronym '(PSA)' in the first sentence, and 'and the Directors, Washington Headquarters Service' and after the acronym 'OSD' add 'and WHS'. In the second sentence, after 'PSAs' add 'and Directors'.  
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**DWHS P48****SYSTEM NAME:**

Biographies of OSD and WHS Officials.

**SYSTEM LOCATION:**

Office of the Secretary of Defense, Chief Information Office, ATTN: Biographies of OSD and WHS Officials, 1950 Defense Pentagon, Room BG849, Washington, DC 20301-1950.

**CATEGORIES OF INDIVIDUALS COVERED BY THE SYSTEM:**

Military and civilian personnel currently occupying professional positions within the offices of the Office of the Secretary of Defense (OSD) and Washington Headquarters Services (WHS). A professional position is one occupied by a civilian in the grade of GS 13 and above or a military officer in the grade of major/lieutenant commander and above; employees in developmental programs such as Presidential Management Interns and Defense Fellows; and employees from other organizations serving as detailees and serving under intergovernmental personnel act agreements who are integrated within the OSD and WHS workforce.

**CATEGORIES OF RECORDS IN THE SYSTEM:**

Basic biographical information on individual OSD and WHS staff to include full name of the individual; rank/grade; title; organization/office; current assignments within OSD and

WHS (starting with present and working backwards to cover all periods of assignment within OSD and WHS; past experience (a brief history of other related past experiences); and education (optional). A photograph of the individual is optional.

**AUTHORITY FOR MAINTENANCE OF THE SYSTEM:**

10 U.S.C. 131, Office of the Secretary of Defense and 10 U.S.C. 192, Defense Agencies and Department of Defense Field Activities: oversight by the Secretary of Defense.

**PURPOSE(S):**

To provide the Secretary and Deputy Secretary of Defense, as well as the OSD Principal Staff Assistants (PSA) and the Directors, Washington Headquarters Services, with immediate access to biographical information on the OSD and WHS staff personnel. PSAs and Directors will only have access to those biographies for personnel who are employed, assigned, or detailed to their respective offices.

**ROUTINE USES OF RECORDS MAINTAINED IN THE SYSTEM, INCLUDING CATEGORIES OF USERS AND THE PURPOSES OF SUCH USES:**

In addition to those disclosures generally permitted under 5 U.S.C. 552a(b) of the Privacy Act, these records or information contained therein may specifically be disclosed outside the DoD as a routine use pursuant to 5 U.S.C. 552a(b)(3) as follows:

The DoD 'Blanket Routine Uses' set forth at the beginning of OSD's compilation of systems of records notices applies to this system.

**POLICIES AND PRACTICES FOR STORING, RETRIEVING, ACCESSING, RETAINING, AND DISPOSING OF RECORDS IN THE SYSTEM:****STORAGE:**

Records are stored on electronic media.

**RETRIEVABILITY:**

Retrieved alphabetically by the individual's full name.

**SAFEGUARDS:**

Records are maintained in a secure, limited access or monitored area. Physical entry by unauthorized persons is restricted by the use of locks, guards, or administrative procedures. Access to personal information is limited to those who require the records to perform their official duties. All personnel whose official duties require access to the information are trained in the proper safeguarding and use of the information.

**RETENTION AND DISPOSAL:**

Records are deleted when the individual concerned departs the OSD or WHS staff.

**SYSTEM MANAGER(S) AND ADDRESS:**

Chief, Personnel Systems and Evaluation Division, Washington Headquarters Services, Personnel and Security Directorate, ATTN: Biographies of OSD and WHS Officials, 5001 Eisenhower Avenue, Room 2N36, Alexandria, VA 22333-0001.

**NOTIFICATION PROCEDURE:**

Individuals seeking to determine whether this system of records contains information about themselves should address written inquiries to the Chief, Personnel Systems and Evaluation Division, Washington Headquarters Services, Personnel and Security Directorate, ATTN: Biographies of OSD and WHS Officials, 5001 Eisenhower Avenue, Room 2N36, Alexandria, VA 22333-0001.

Requests for information should contain individual's full name.

**RECORDS ACCESS PROCEDURES:**

Individuals seeking to access information about themselves contained in this system of records should address written inquiries to the Chief, Personnel Systems and Evaluation Division, Washington Headquarters Services, Personnel and Security Directorate, ATTN: Biographies of OSD and WHS Officials, 5001 Eisenhower Avenue, Room 2N36, Alexandria, VA 22333-0001.

Requests for information should contain individual's full name.

**CONTESTING RECORD PROCEDURES:**

The OSD rules for accessing records, for contesting contents and appealing initial agency determinations are published in OSD Administrative Instruction 81; 32 CFR part 311; or may be obtained from the system manager.

**RECORD SOURCE CATEGORIES:**

The source of record is from the individuals concerned.

**EXEMPTIONS CLAIMED FOR THE SYSTEM:**

None.

[FR Doc. 04-10596 Filed 5-10-04; 8:45 am]

BILLING CODE 5001-06-M

**DEPARTMENT OF DEFENSE****Department of the Air Force**

**Notice of Intent (NOI) To Prepare Environmental Impact Statement (EIS) on the Relocation of the C-5 Formal Training Unit (FTU) From Altus Air Force Base (AFB), OK**

**AGENCY:** Air Force Reserve Command, United States Air Force, DoD.

**ACTION:** Notice of intent.

**SUMMARY:** Pursuant to the National Environmental Policy Act (NEPA) of 1969, as amended (42 U.S.C. 4321, *et seq.*), the Council on Environmental Quality (CEQ) Regulations for Implementing the Procedural Provisions of NEPA (40 CFR Parts 1500-1508), and Air Force policy and procedures (32 CFR Part 989), the Air Force is issuing this notice to advise the public of its intent to prepare an EIS to assess the potential environmental impacts of a proposal to relocate a C-5 FTU from Altus AFB to Lackland AFB, Texas.

The number of personnel and aircraft operations is expected to increase with the realignment of the FTU mission at the gaining installation. The Air Force proposes construction of three facilities to support the relocation of the C-5 training mission to Lackland AFB. Construction projects include: (1) A new training schoolhouse, (2) a training load assembly facility, and (3) adding and/or altering the Aircraft Generation Facility. The Air Force will consider all environmental issues supporting relocation, however, the Air Force has currently identified air quality and noise as issues requiring detailed analysis. Under the No Action Alternative, the C-5 FTU mission would not be transferred. The AF would continue to conduct its C-5 training mission using its current, existing facilities.

The Air Force will host a scoping meeting located in KellyUSA at the Kelly Field Club, 205 Mabry, Building 1676, San Antonio Texas from 7 to 9 p.m., on Tuesday, June 15, 2004. Oral and written comments presented at the public meetings, as well as written comments received by the Air Force during this scoping period and throughout the environmental impact analysis process, will be considered in the preparation of the EIS. To ensure the Air Force has sufficient time to consider public input in the preparation of the Draft EIS, comments or questions, regarding this proposal or EIS, from the public should be submitted by Friday, June 25, 2004.

*Point of Contact:* Please direct any written comments or requests for information to Ms. Julia Cantrell, HQ AFCEE/ISM, 3300 Sydney Brooks Road, Brooks City-Base, TX 78235-5112 (PH: 210.536.3515).

**Pamela Fitzgerald,**

*Air Force Federal Register Liaison Officer.*

[FR Doc. 04-10654 Filed 5-10-04; 8:45 am]

BILLING CODE 5001-05-P

**DEPARTMENT OF DEFENSE****Department of the Army****Privacy Act of 1974; System of Records**

**AGENCY:** Department of the Army, DoD.

**ACTION:** Notice to amend systems of records.

**SUMMARY:** The Department of the Army is proposing to amend a system of records notice in its existing inventory of records systems subject to the Privacy Act of 1974, (5 U.S.C. 552a), as amended.

**DATES:** This proposed action will be effective without further notice on June 10, 2004, unless comments are received which result in a contrary determination.

**ADDRESSES:** Department of the Army, Freedom of Information/Privacy Act Office, 7701 Telegraph Road, Alexandria, VA 22315-3905.

**FOR FURTHER INFORMATION CONTACT:** Ms. Janice Thornton at (703) 428-6504.

**SUPPLEMENTARY INFORMATION:** The Department of the Army systems of records notices subject to the Privacy Act of 1974, (5 U.S.C. 552a), as amended, have been published in the **Federal Register** and are available from the address above.

The specific changes to the records systems being amended are set forth below followed by the notice, as amended, published in its entirety. The proposed amendments are not within the purview of subsection (r) of the Privacy Act of 1974, (5 U.S.C. 552a), as amended, which requires the submission of a new or altered system report.

Dated: May 5, 2004.

**L.M. Bynum,**

*Alternate OSD Federal Register Liaison Officer, Department of Defense.*

**A0600-8-101 AHRC****SYSTEM NAME:**

Military and Civilian Out-Processing Files (January 6, 2004, 69 FR 790).

**CHANGES:**

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**RETENTION AND DISPOSAL:**

Replace second paragraph with 'Information listed in the out-processing master file and out-processing outputs files are maintained until no longer needed for conducting official business, but no longer than 6 years, and are then destroyed.'

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