



Privacy Act of 1974  
System of Records Notice  
**U.S. RAILROAD RETIREMENT BOARD**

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<i>Name</i>	<b>RRB-17: Appeal Decisions from Initial Denials for Benefits Under the Provisions of the Railroad Retirement Act or the Railroad Unemployment Insurance Act.</b> .....
<i>Federal Register</i>	July 26, 2010 <a href="#">Vol. 75, No. 142. pp. 43721</a>
<i>Effective Date</i>	September 24, 2010
<i>System Location</i>	U.S. Railroad Retirement Board, 844 North Rush Street, Chicago, Illinois 60611-2092.
<i>Security Classification</i>	None.
<i>Categories of Individuals Covered by the System</i>	Appellants under the provisions of the Railroad Retirement Act and the Railroad Unemployment Insurance Act.
<i>Categories of Records in the System</i>	Narrative of the facts and law pertinent to the decision made by the Hearings Officer.
<i>Authority for Maintenance of the System</i>	Section 7(b)(6) of the Railroad Retirement Act of 1974 (45 U.S.C. 231f(b)(6)); sec. 12(l) of the Railroad Unemployment Insurance Act (45 U.S.C. 362(l)).
<i>Purpose(s)</i>	Maintain copies of appeals decisions issued by the Bureau of Hearings and Appeals.
<i>Routine Uses of Records Maintained in the System, Including Categories of Users and Purposes of Such Uses</i>	a. If a request for information pertaining to an individual is made by an official of a labor organization of which the individual is a member and the request is made on behalf of the individual, information from the record of the individual concerning his benefit or anticipated benefit and concerning the method of calculating that benefit may be disclosed to the labor organization official.  b. Records may be disclosed in a court proceeding relating to any claims for benefits by the beneficiary under the Railroad Retirement Act and may be disclosed during the course of an administrative appeal to individuals who need the records to prosecute or decide the appeal or to individuals who are requested to provide information relative to an issue involved in the appeal.
<i>Disclosure to Consumer Reporting Agencies</i>	None.
<i>Policies and Practices for Storing, Retrieving, Accessing, Retaining, and Disposing of Records in the System</i>	
<i>Storage</i>	Paper.
<i>Retrievability</i>	Claim number or social security number, Bureau of Hearings and Appeals appeal number, or Bureau of Hearings and Appeal decision



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<i>Safeguards</i>	Maintained in areas not accessible to the public in filing cabinets. Access is limited to authorized RRB employees. Offices are locked during non-business hours. Building has 24 hour on-site security officers, closed circuit television monitoring and intrusion detection systems.
<i>Retention and Disposal</i>	The decisions are retained for a period of 2 years and then destroyed by shredding in accordance with NIST guidelines.
<i>System Manager(s) and Address</i>	Assistant General Counsel/Director of Hearings and Appeals, U.S. Railroad Retirement Board, 844 North Rush Street, Chicago, Illinois 60611-2092.
<i>Notification Procedure</i>	Requests for information regarding an individual's record should be in writing addressed to the System Manager identified above, including the full name and social security number and claim number of the individual. Before information about any record will be released, the System Manager may require the individual to provide proof of identity or require the requester to furnish an authorization from the individual to permit release of information.
<i>Record Access Procedure</i>	See Notification section above.
<i>Contesting Record Procedure</i>	See Notification section above.
<i>Record Source Categories</i>	Information furnished by the appellant or his/her authorized representative, information developed by the hearings officer relevant to the appeal, and information contained in other record systems maintained by the Railroad Retirement Board.
<i>Exemptions Claimed for the System</i>	None.