

**SYSTEM LOCATION:**

Primary location: HQ Air Force Reserve Command, HQ AFRC, 155 Richard Ray Blvd., Robins AFB, GA 31098-1635.

Secondary locations: TekSouth Corporation, 1420 Northbrook Drive, #220, Gardendale, AL 35071-3869.

U.S. Marine Corps, Tech Services Org, 1500 E. Bannister Road, Kansas City, MO 64197-0001.

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

Air Force Reserve personnel and AFRC civilians.

**CATEGORIES OF RECORDS IN THE SYSTEM:**

Individual's name, Social Security Number (SSN), military grade, and personnel, pay, and accounting records.

**AUTHORITY FOR MAINTENANCE OF THE SYSTEM:**

10 U.S.C. 8013, Secretary of the Air Force; DoD 5000.2-R, Mandatory Procedures for Major Defense Acquisition Programs (MDAPS) and Major Automated Information System (MAIS) Acquisition Programs; Air Force Policy Directive 65-6, Financial Management; Air Force Reserve Command Instruction 65-601, Budget Programming and Financial Management and E.O. 9397 (SSN).

**PURPOSE(S):**

To establish a mission critical information system that automates tasks and functions of order writing. Any duty related travel requires the individual to travel "on orders," which is a detailed account of where the person is traveling to and from, as well as the financial designation of what type funds are used to pay for this type duty travel. Typically a request is initiated for a field unit to fulfill a military duty and/or travel in support of the Air National Guard or Air Force mission requirement and processed through the Air Force Reserve Command. The approval of the orders includes the allocation of funds necessary to support the cost of the request. Cost items that are typical for orders are basic military pay, per diem, subsistence, housing and travel expense. Tracking the use of the funds and the ability for reconciliation is an essential element.

**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 of 1974, these records or information contained therein may specifically be disclosed outside the Department of Defense as a routine use pursuant to 5 U.S.C. 552a(3).

The "Blanket Routine Uses" published at the beginning of the Air Force's compilation of the systems of records notices apply to this system manager.

**STORAGE:**

Electronic storage media.

**RETRIEVABILITY:**

Individual's name, Social Security Number (SSN), and/or order tracking number.

**SAFEGUARDS:**

Records are accessed by person(s) responsible for servicing the record system in performance of their official duties that are properly screened and cleared for need-to-know. Records are protected by standard Air Force access authentication procedures and by network system security software.

**RETENTION AND DISPOSAL:**

Disposition is pending until National Archives and Record Administration approves proposed disposition schedule, until then treat as Permanent.

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

Department of the Air Force, Director of Financial Management Systems Application Branch, HQ AFRC/FMXS, 155 Richard Ray Pkwy., Robins AFB, GA 31098-1635.

**NOTIFICATION PROCEDURE:**

Individuals seeking to determine whether this system of records contains information on themselves should address written inquiries to the Air Force Reserve Command Freedom of Information Act (FOIA) Manager, HQ AFRC/A6IE, 155 Richard Ray Blvd., Robins AFB, GA 31098-1635.

Written request should contain the individual's name, military grade, Social Security Number (SSN) and be signed.

**RECORD ACCESS PROCEDURES:**

Individuals seeking to access records about themselves contained in this system should submit written requests to the Air Force Reserve Command Freedom of Information Act (FOIA) Manager, HQ AFRC/A6IE, 155 Richard Ray Blvd., Robins AFB, GA 31098-1635.

Written request should contain the individual's name, military grade, Social Security Number (SSN) and be signed.

**CONTESTING RECORD PROCEDURES:**

The Air Force rules for accessing records and for contesting contents and appealing initial agency determinations are published in Air Force Instruction 33-332; 32 CFR part 806b; or may be obtained from the system manager.

**RECORD SOURCE CATEGORIES:**

Air National Guard, Air Force Reserve who request personnel services or assistance; Air Force Personnel Center, the Defense Finance and Accounting Service; the National Personnel Records Center; other activities of the Department of Defense; and correspondence from other interested persons or parties.

**EXEMPTIONS CLAIMED FOR THE SYSTEM:**

None.

[FR Doc. E8-30867 Filed 12-29-08; 8:45 am]

BILLING CODE 5001-06-P

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

[Docket ID USAF-2008-0053]

**Privacy Act of 1974; System of Records**

**AGENCY:** Department of the Air Force, DoD.

**ACTION:** Notice to Add a System of Records.

**SUMMARY:** The Department of the Air Force proposes to add a system of records to its inventory of record systems subject to the Privacy Act of 1974 (5 U.S.C. 552a), as amended.

**DATES:** The proposed action will be effective on January 29, 2009 unless comments are received that would result in a contrary determination.

**ADDRESSES:** Send comments to the Air Force Privacy Act Officer, Office of Warfighting Integration and Chief Information Officer, SAF/XCPPI, 1800 Air Force Pentagon, Washington, DC 20330-1800.

**FOR FURTHER INFORMATION CONTACT:** Mr. Kenneth Brodie at (703) 696-7557.

**SUPPLEMENTARY INFORMATION:** The Department of the Air Force's 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 reports, as required by 5 U.S.C. 552a(r) of the Privacy Act, were submitted on December 17, 2008, to the House Committee on Oversight and Government Reform, the Senate Committee on Homeland Security and 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: December 18, 2008.

**Morgan E. Frazier,**

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

### **F032 AFCESA B**

#### **SYSTEM NAME:**

Automated Civil Engineer System  
Records.

#### **SYSTEM LOCATION:**

Defense Information Systems Agency  
(DISA), Systems Management Center,  
Montgomery, 401 East Moore Drive,  
Bldg 857, Gunter AFB, AL 36114-3001;

Defense Information Systems Agency  
(DISA), PAC DECC, 1942 Gaffney Street,  
Bldg 475, Suite 200, Pearl Harbor, HI  
96860-4582;

HQ U.S. Air Forces in Europe/A7RI,  
GEB 529 Room 104, 66877 Ramstein  
Flugplatz Germany.

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

Air Force military personnel, civilian,  
dependent and contractor personnel.

#### **CATEGORIES OF RECORDS IN THE SYSTEM:**

Include but not limited to individual's  
name, title (i.e., Mr., Mrs. or Ms.), Social  
Security Number (SSN), gender, date of  
birth, home and e-mail addresses, phone  
number, rank, and office symbol.

#### **AUTHORITY FOR MAINTENANCE OF THE SYSTEM:**

10 U.S.C. 9832, Property  
accountability; Regulations; 10 U.S.C.  
8013, Secretary of the Air Force; and  
E.O. 9397 (SSN).

#### **PURPOSE(S):**

To provide the Base Civil Engineer  
with the tools required to manage real  
property, housing and furnishings  
management. It provides accurate  
identification of military personnel  
assigned to military housing/  
dormitories. May be used by  
commanders and managers as a decision  
making tool for accountability of  
personnel living in these facilities  
during peace or wartime.

#### **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"  
published at the beginning of the Air  
Force's compilation of record system  
notices apply to this system.

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

##### **STORAGE:**

Electronic storage media.

##### **RETRIEVABILITY:**

Individual's name and/or Social  
Security Number (SSN).

##### **SAFEGUARDS:**

Steps have been taken to limit the  
access to the Privacy data to only those  
users with the appropriate roles. Access  
to records is limited to persons  
responsible for servicing the record in  
performance of their official duties and  
who are properly screened and cleared  
for need-to-know. Access to the  
application is restricted by passwords  
which are changed periodically.

##### **RETENTION AND DISPOSAL:**

Records are retained until no longer  
needed and then deleted from the  
database by erasing or degaussing.

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

Automated Civil Engineer System/  
IWIMS Program Manager, HQ AFCESA/  
CEOI, 139 Barnes Drive, Suite 1,  
Tyndall AFB, FL 32403-5319, 1-888-  
232-6328.

##### **NOTIFICATION PROCEDURE:**

Individuals seeking to determine  
whether information about themselves  
is contained in this system should  
address written inquiries to the  
Automated Civil Engineer System/  
IWIMS Program Manager, HQ AFCESA/  
CEOI, 139 Barnes Drive, Suite 1,  
Tyndall AFB, FL 32403-5319.

Requests should contain full name,  
aliases, date and place of birth, Social  
Security Number (SSN), service  
number(s), or other information  
verifiable from the records.

##### **RECORD ACCESS PROCEDURES:**

Individuals seeking access to  
information about themselves contained  
in this system of records should address  
written inquiries to the Automated Civil  
Engineer System/IWIMS Program  
Manager, HQ AFCESA/CEOI, 139  
Barnes Drive, Suite 1, Tyndall AFB, FL  
32403-5319.

Requests should contain full name,  
aliases, date and place of birth, Social  
Security Number (SSN), service  
number(s), or other information  
verifiable from the records.

##### **CONTESTING RECORD PROCEDURES:**

The Air Force rules for accessing  
records, for contesting contents and  
appealing initial agency determinations

are published in Air Force Instruction  
37-132; 32 CFR part 806b; or may be  
obtained from the system manager.

##### **RECORD SOURCE CATEGORIES:**

From the individual.

##### **EXEMPTIONS CLAIMED FOR THE SYSTEM:**

None.

[FR Doc. E8-30868 Filed 12-29-08; 8:45 am]

**BILLING CODE 5001-06-P**

## **DEPARTMENT OF DEFENSE**

### **Department of the Air Force**

**[Docket ID USAF-2008-0058]**

#### **Privacy Act of 1974; System of Records**

**AGENCY:** Department of the Air Force,  
DoD.

**ACTION:** Notice to Add a System of  
Records.

**SUMMARY:** The Department of the Air  
Force proposes to add a system of  
records to its inventory of record  
systems subject to the Privacy Act of  
1974 (5 U.S.C. 552a), as amended.

**DATES:** The proposed action will be  
effective on January 29, 2009 unless  
comments are received that would  
result in a contrary determination.

**ADDRESSES:** Send comments to the Air  
Force Privacy Act Officer, Office of  
Warfighting Integration and Chief  
Information Officer, SAF/XCPPI, 1800  
Air Force Pentagon, Washington, DC  
20330-1800.

**FOR FURTHER INFORMATION CONTACT:** Mr.  
Kenneth Brodie at (703) 696-7558.

**SUPPLEMENTARY INFORMATION:** The  
Department of the Air Force's 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 reports, as  
required by 5 U.S.C. 552a(r) of the  
Privacy Act, were submitted on  
December 17, 2008, to the House  
Committee on Oversight and  
Government Reform, the Senate  
Committee on Homeland Security and  
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).