

6502, VA Enterprise Privacy Program; and VA Handbook 6300.4, Procedures for Processing Requests for Records Subject to the Privacy Act.

**POLICIES AND PRACTICES FOR RETENTION AND DISPOSAL OF RECORDS:**

Records for this system are retained as defined by its NARA approved Records Control Schedule, MP-4, Part X and within rules of the General Records Schedule (GRS). Per NARA practice, documentation for permanent electronic records must be transferred with the related records using the disposition authority of the related electronic records rather than the GRS disposition authority. Agency policy and responsibility for media and electronic sanitization is explicated in VA Handbook 6500.1, Electronic Media Sanitization. This Handbook sets forth policies and responsibilities for the proper sanitization of electronic media prior to repair, disposal, reuse or recycling. These guidelines are in accordance with Federal Information Processing Standard (FIPS) 200, Minimum Security Requirements for Federal Information and Information Systems; and NIST Special Publication 800-88 Revision 1, Guidelines for Media Sanitization. VA Directive 6371, Destruction of Temporary Paper Records, is Agency policy for the destruction of temporary paper records.

**ADMINISTRATIVE, TECHNICAL AND PHYSICAL SAFEGUARDS:**

VA will store records produced within this system of records in an area that is always physically and technologically secure from access by unauthorized persons. Only authorized personnel will transport records within this system of records. VA will process records produced within this system of records under immediate supervision and control of authorized personnel in a manner that will protect the confidentiality of the records, so that unauthorized persons cannot retrieve any records by computer, remote terminal or other means. VA will store records using FIPS 140-2 compliant encryption. Systems personnel must enter personal identification numbers when accessing records on the agencies' systems. VA will strictly limit authorization to those electronic records areas necessary for the authorized analyst to perform his or her official duties.

**RECORD ACCESS PROCEDURES:**

An individual wanting notification or access, including contesting the record, should mail or deliver a request to the office identified in the SORN. If an

individual does not know the "office concerned," the request may be addressed to the following with below requirements: PO or FOIA/PO of any VA field station or the Department of Veterans Affairs Central Office, 810 Vermont Avenue NW, Washington, DC 20420. The receiving office must promptly forward the mail request received to the office of jurisdiction clearly identifying it as "Privacy Act Request" and notify the requester of the referral. Approved VA authorization forms may be provided to individuals for use.

**CONTESTING RECORD PROCEDURES:**

An individual may request amendment of a record pertaining to him or her contained in a specific VA system of records by mailing or delivering the request to the office concerned. The request must be in writing and must conform to the following requirements: It must state the nature of the information in the record the individual believes to be inaccurate, irrelevant, untimely, or incomplete; why the record should be changed; and the amendment desired. The requester must be advised of the title and address of the VA official who can assist in preparing the request to amend the record if assistance is desired. Not later than business 10 days after the date of a request to amend a record, the VA official concerned will acknowledge in writing such receipt. If a determination for correction or amendment has not been made, the acknowledgement will inform the individual of when to expect information regarding the action taken on the request. VA will complete a review of the request to amend or correct a record within 30 business days of the date of receipt. Where VA agrees with the individual's request to amend his or her record(s), the requirements of 5 U.S.C. 552a(d) will be followed. The record(s) will be corrected promptly, and the individual will be advised promptly of the correction. If the record has previously been disclosed to any person or agency, and an accounting of the disclosure was made, prior recipients of the record will be informed of the correction. An approved VA notification of amendment form letter may be used for this purpose. An individual wanting notification or access, including contesting the record, should mail or deliver a request to the Privacy Office or FOIA/Privacy Office of any VA field station or the Department of Veterans Affairs Central Office, 810 Vermont Avenue NW, Washington, DC 20420.

**NOTIFICATION PROCEDURES:**

Notification for correcting the information will be accomplished by informing the individual to whom the record pertains by mail. The individual making the amendment must be advised in writing that the record has been amended and provided with a copy of the amended record. System Manager for the concerned VA system of records, Privacy Officer, or their designee, will notify the relevant persons or organizations whom had previously received the record about the amendment. The review must be completed as soon as possible, in most cases within 30 workdays from receipt of the request. If the anticipated completion date indicated in the acknowledgment cannot be met, the individual must be advised, in writing, of the reasons for the delay and the date action is expected to be completed. The delay may not exceed 90 calendar days from receipt of the request.

**EXEMPTIONS PROMULGATED FOR THE SYSTEM:**

N/A.

**HISTORY:**

None.

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**DEPARTMENT OF VETERANS AFFAIRS**

**Advisory Committee on Minority Veterans, Notice of Meeting**

The Department of Veterans Affairs (VA) gives notice under the Federal Advisory Committee Act, 5 U.S.C. ch. 10, that the Advisory Committee on Minority Veterans will meet virtually via Microsoft Teams meet on July 12, 2023. The meeting sessions will begin, and end as follows:

Dates	Times
July 12, 2023 .....	11 a.m.–2:30 p.m.— eastern standard time (EST).

This meeting is open to the public. The purpose of the Committee is to advise the Secretary with respect to the administration of benefits by VA for Veterans who are minority group members, by reviewing reports and studies on compensation, health care, rehabilitation, outreach and other benefits and services administered by the Department. The Committee makes recommendations to the Secretary regarding such activities.

On July 12, the Committee will receive briefings and updates from the

Advisory Committee Management Office, Center for Minority Veterans, and Veterans Health Administration. The Committee will receive public comments from 2 p.m. to 2:15 p.m. EST. The Committee will conduct an after-action review.

Individuals who wish to provide public comments are invited to submit a 1–2-page summary of their comments no later than July 5, 2023 for inclusion in the official meeting record. Members of the public may also submit written statements for the Committee's review to Mr. Dwayne Campbell, at [Dwayne.Campbell3@va.gov](mailto:Dwayne.Campbell3@va.gov). Any member of the public seeking additional information should contact Mr. Dwayne Campbell or Mr. Ronald Sagudan at (202) 461–6191.

Individuals who wish to attend the virtual meeting, can do so by dialing into the Microsoft Teams conference information +1 872–701–0185, Phone Conference ID: 550 496 43#.

Dated: June 7, 2023.

**Jelessa M. Burney,**  
*Federal Advisory Committee Management Officer.*

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**DEPARTMENT OF VETERANS AFFAIRS**

**Advisory Committee on Women Veterans, Notice of Meeting, Amended**

The Department of Veterans Affairs (VA) gives notice under the Federal Advisory Committee Act, 5 U.S.C. ch. 10, that the Advisory Committee on Women Veterans will conduct a site visit on June 13–16, 2023. The Committee meeting is held with the Veterans Integrated Service Network (VISN) 5: VA Capitol Health Care Network; and with the VA Maryland Health Care System (VAMHCS), 10 North Greene Street, Baltimore, MD 21201–1524 (Room #3a–300) Baltimore, Maryland. The meeting sessions will begin and ends as follows:

Date	Time	Location
June 13, 2023	8:30 a.m.–3:00 p.m. Eastern Standard Time (EST) .....	VAMHCS Facility/Microsoft TEAMS link and call-in information below.
June 14, 2023	8:30 a.m.–3:00 p.m. (EST) .....	VAMHCS Facility/Microsoft TEAMS link and call-in information below.
June 15, 2023	8:30 a.m.–2:30 p.m. (EST) .....	VAMHCS Facility/Microsoft TEAMS link and call-in information below.
June 16, 2023	8:30 a.m.–10:00 a.m. (EST) .....	VAMHCS Facility/Microsoft TEAMS link and call-in information below.

The meeting sessions are open to the public.

The purpose of the Committee is to advise the Secretary of Veterans Affairs regarding the needs of women Veterans with respect to health care, rehabilitation, compensation, outreach and other programs and activities administered by VA designed to meet such needs. The Committee makes recommendations to the Secretary regarding such programs and activities.

On Tuesday, June 13, the agenda includes overviews of VISN 5's facilities and program; an overview of VISN 5 services for women Veterans; and an overview of VAMHCS's facilities, programs and community partners.

On Wednesday, June 14, the agenda includes a continuation of briefings on VAMHCS's programs and services for women Veterans.

On Thursday, June 15, the agenda includes a continuation of briefings on VAMHCS's programs; an overview of Baltimore Regional Office's business lines and initiatives; and an overview of Baltimore National Cemetery Complex's services and programs.

On Friday, June 16, the Committee will conduct an out-briefing with leadership from VISN 5, VAMHCS, Baltimore Regional Office and Baltimore National Cemetery Complex. The Committee meeting will adjourn at 10:00 a.m.

No time will be allocated at this meeting for receiving oral presentations from the public. Interested parties

should provide written comments for review by the Committee to Ms. Shannon L. Middleton at [00W@mail.va.gov](mailto:00W@mail.va.gov) no later than June 7, 2023. Any member of the public who wishes to participate virtually, please click here: [https://teams.microsoft.com/l/meetup-join/19%3ameeting\\_NjU5NTZiZjEtYWZjMy00Zjg0LThkNzgtYTAyOTM3MWNhYTBM%40thread.v2/0?context=%7b%22Tid%22%3a%22e95f1b23-abaf-45ee-821d-b7ab251ab3bf%22%2c%22Oid%22%3a%22c7cdf2f-b6ed-46b3-b4c5-1e87baf3dc39%22%7d,MeetingID:232290448094,Passcode:RknRoB;orcallin\(audioonly\)+1205-235-3524,38312534#,phoneconferenceID:38312534#](https://teams.microsoft.com/l/meetup-join/19%3ameeting_NjU5NTZiZjEtYWZjMy00Zjg0LThkNzgtYTAyOTM3MWNhYTBM%40thread.v2/0?context=%7b%22Tid%22%3a%22e95f1b23-abaf-45ee-821d-b7ab251ab3bf%22%2c%22Oid%22%3a%22c7cdf2f-b6ed-46b3-b4c5-1e87baf3dc39%22%7d,MeetingID:232290448094,Passcode:RknRoB;orcallin(audioonly)+1205-235-3524,38312534#,phoneconferenceID:38312534#).

Dated: June 7, 2023.

**Jelessa M. Burney,**  
*Federal Advisory Committee Management Officer.*

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**DEPARTMENT OF VETERANS AFFAIRS**

**Joint Biomedical Laboratory Research and Development and Clinical Science Research and Development Services Scientific Merit Review Board, Notice of Meeting**

The Department of Veterans Affairs (VA) gives notice under the Federal

Advisory Committee Act, 5 U.S.C. ch. 10, that a meeting of the Joint Biomedical Laboratory Research and Development and Clinical Science Research and Development Services Scientific Merit Review Board will be held July 11, 2023, via Webex. The meeting will be held between 3:00 p.m. and 5:00 p.m. EDT. The meeting will be closed to the public from 3:30–5:00 p.m. EDT for the discussion, examination and reference to the research applications and scientific review. Discussions will involve reference to staff and consultant critiques of research proposals. Discussions will deal with scientific merit of each proposal and qualifications of personnel conducting the studies, the disclosure of which would constitute a clearly unwarranted invasion of personal privacy. Additionally, premature disclosure of research information could significantly obstruct implementation of proposed agency action regarding the research proposals. As provided by Public Law 92–463 subsection 10(d), as amended by Public Law 94–409, closing the committee meeting is in accordance with 5 U.S.C. 552b(c)(6) and (9)(B).

The objective of the Board is to provide for the fair and equitable selection of the most meritorious research projects for support by VA research funds and to offer advice for research program officials on program priorities and policies. The ultimate objective of the Board is to ensure the high quality and mission relevance of