

respond to the suspected or confirmed compromise and prevent, minimize, or remedy such harm.

i. In any criminal, civil or administrative legal proceeding, where pertinent, to which GSA, a GSA employee, or the United States or other entity of the United States Government is a party before a court or administrative body.

j. To an appeal, grievance, hearing, or complaints examiner; an equal employment opportunity investigator, arbitrator, or mediator; and/or an exclusive representative or other person authorized to investigate or settle a grievance, complaint, or appeal filed by an individual who is the subject of the record.

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

STORAGE:

Computer records are stored on a secure server and accessed over the Web via encryption software. Paper records, when created, are kept in file folders and cabinets in secure rooms. When individuals download information it is kept on encrypted computers that are accessed using PIV credentials. It is their responsibility to protect the data, including compliance with HCO 2180.1, GSA Rules of Behavior for Handling Personally Identifiable Information (PII).

RETRIEVABILITY:

Records are retrievable by a combination of first name and last name. Group records are retrieved by organizational code or other listed identifiers as configured in the application by the program office for their program requirements.

SAFEGUARDS:

Cloud systems are authorized to operate separately by the GSA CIO at the moderate level. All GSA Users utilize two-factor authentication to access Google Apps and salesforce.com. Access is limited to authorized individuals with passwords or keys. Computer records are protected by a password system that is compliant with National Institute of Standards and Technology standards. Paper records are stored in locked metal containers or in secured rooms when not in use. Information is released to authorized officials based on their need to know.

RETENTION AND DISPOSAL:

Records are retained and disposed of according to GSA records maintenance and disposition schedules, GSA Records Maintenance and Disposition System (CIO P 1820.1), GSA 1820.2ADM, and

requirements of the National Archives and Records Administration.

SYSTEM MANAGER AND ADDRESS:

Division Director for Business Intelligence and Enterprise Information Management (BI&EIM), 1800 F Street NW., Washington, DC 20405.

NOTIFICATION PROCEDURE:

An individual can determine if this system contains a record pertaining to him/her by sending a request in writing, signed, to the System Manager at the above address. When requesting notification of or access to records covered by this notice, an individual should provide his/her full name, date of birth, region/office, and work location. An individual requesting notification of records in person must provide identity documents sufficient to satisfy the custodian of the records that the requester is entitled to access.

RECORD ACCESS PROCEDURES:

Individuals wishing to access their own records should contact the system manager at the address above.

CONTESTING RECORD PROCEDURES:

Rules for contesting the content of a record and appealing a decision are contained in 41 CFR 105–64.

RECORD SOURCE CATEGORIES:

The sources for information in the system are the individuals about whom the records are maintained, the supervisors of those individuals, existing GSA systems, a sponsoring agency, a former sponsoring agency, other Federal agencies, contract employers, or former employers.

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DEPARTMENT OF HEALTH AND HUMAN SERVICES

Statement of Organization, Functions, and Delegations of Authority; Office of the General Counsel

AGENCY: Office of the General Counsel, HHS.

ACTION: Notice of title changes in agency components.

SUMMARY: This document announces the Office of the Secretary (OS)'s Statement of Organization, Functions, and Delegations of Authority for the Department of Health and Human Services, Office of the General Counsel (OGC), is being amended to reflect title changes in several of its components.

SUPPLEMENTARY INFORMATION: Part A, of the Office of the Secretary (OS)'s

Statement of Organization, Functions, and Delegations of Authority for the Department of Health and Human Services, Chapter AG, Office of the General Counsel (OGC), as last amended at 56 FR 47965, dated September 23, 1991 is being amended to reflect title changes in several of its components. The changes are as follows:

I. Under Chapter AG, Office of the General Counsel, Section AG.18 “Divisions in the Office of the General Counsel,” delete in its entirety and replace with the following:

Section AG.18 Divisions in the Office of the General Counsel. The Divisions of the Office of the General Counsel are:

- General Law Division (AGC)
- Children, Families and Aging Division (AGK)
- Ethics Division (AGE)
- Food and Drug Division (AGF)
- Public Health Division (AGH)
- Legislation Division (AGL)
- Centers for Medicare & Medicaid Services Division (AGP)
- Civil Rights Division (AGR)

II. Under Chapter AG, Office of the General Counsel, Section AG.22

“Divisions in the Office of the General Counsel,” make the following changes:

1. Retitle Paragraph #1, “Business and Administrative Law Division,” to the “General Law Division.”

2. Delete Paragraph #3, “Inspector General Division,” in its entirety.

Dated: December 23, 2013.

E.J. Holland, Jr.,

Assistant Secretary for Administration.

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DEPARTMENT OF HEALTH AND HUMAN SERVICES

Centers for Disease Control and Prevention

[Docket No. CDC–2012–0013]

Draft Environmental Impact Statement for the Roybal 2025 Master Plan; Re-Scheduling of Public Meeting and Extension of Public Comment Period

AGENCY: Centers for Disease Control and Prevention, HHS.

ACTION: Notice of public meeting and extension of public comment period.

SUMMARY: The Centers for Disease Control and Prevention (CDC), within the Department of Health and Human Services (HHS), announces the re-scheduling of a public meeting to obtain public comment on the Roybal Campus 2025 Master Plan Draft Environmental Impact Statement (DEIS) and the