

assessment purposes. Statistical data, with all personal identifiers removed, are used to compare training completion data among different DTRA activities.

**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:

To the Department of Veterans Affairs for inspecting, surveying, auditing, or evaluating apprentice or on-the-job training programs.

To the Department of Labor for inspecting, surveying, auditing, or evaluating apprentice training programs and other programs under its jurisdiction.

To Federal, state, and local agencies and oversight entities to track, manage, and report on mandatory training requirements and certifications.

To public and private sector educational, training, and conferencing entities for participant enrollment, tracking, evaluation, and payment reconciliation purposes.

To Federal agencies for screening and selecting candidates for training or developmental programs sponsored by the agency.

To Federal oversight agencies for investigating, reviewing, resolving, negotiating, settling, or hearing complaints, grievances, or other matters under its cognizance.

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

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

**STORAGE:**

Records are stored in paper and electronic form.

**RETRIEVABILITY:**

Automated records may be retrieved by name, logon identification, or by a combination of these data elements. Manual records are retrieved by employee last name.

**SAFEGUARDS:**

Records are maintained in physical and electronic areas accessible only to DTRA personnel who must use the records to perform assigned duties. Physical access is limited through the use of locks, guards, card swipe, and other administrative procedures. The

electronic records are deployed on accredited systems with access restricted by the use of login, password, and/or card swipe protocols. The web-based files are accessible only via the Agency's intranet, which is protected in accordance with approved information assurance protocols. Employees are warned through screen log-on protocols and periodic briefings of the consequences of improper access or use of the data on the Agency intranet. In addition, users are trained to lock or shutdown their workstations when leaving the work area. During non-duty hours, records are secured in access-controlled buildings, offices, cabinets or computer systems.

**RETENTION AND DISPOSAL:**

Training files are destroyed when 5 years old or when superseded, whichever is sooner. Employee agreements, individual training plans, progress reports, and similar records used in intern, upward mobility, career management, and similar developmental training programs are destroyed 1 year after employee has completed the program.

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

Learning Technology Specialist, Defense Threat Reduction Agency, Policy & Program Development Division, 8725 John J. Kingman Road, Stop 6201, Fort Belvoir, VA 22060-6201.

**NOTIFICATION PROCEDURES:**

Individuals seeking to determine whether records about themselves is contained in this system of records should address written inquiries to the Defense Threat Reduction Agency, Policy & Program Development Division, 8725 John J. Kingman Road, Stop 6201, Fort Belvoir, VA 22060-6201.

Current DTRA employees may determine whether information about themselves is contained in subsets to the master file by accessing the system through their assigned DTRA computer or by contacting their immediate supervisor.

**RECORD ACCESS PROCEDURES:**

Individuals seeking access to records about themselves contained in this system of records should address written inquiries to the Defense Threat Reduction Agency, Policy & Program Development Division, 8725 John J. Kingman Road, Stop 6201, Fort Belvoir, VA 22060-6201.

Current DTRA employees may gain access to data contained in subsets to the master file by accessing the system

through their assigned DTRA computer or by contacting their immediate supervisor.

**CONTESTING RECORD PROCEDURES:**

The DTRA rules for accessing records, for contesting contents, and appealing initial agency determinations are contained in 32 CFR part 318, or may be obtained from the Defense Threat Reduction Agency, Policy & Program Development Division, 8725 John J. Kingman Road, Stop 6201, Fort Belvoir, VA 22060.

**RECORD SOURCE CATEGORIES:**

Information is obtained from the record subject.

**EXEMPTIONS CLAIMED FOR THE SYSTEM:**

None.

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BILLING CODE 5001-06-P

**DEPARTMENT OF DEFENSE**

[DoD-2007-OS-0135]

**Office of the Secretary of Defense; Privacy Act of 1974; System of Records**

**AGENCY:** Office of the Secretary, DoD.

**ACTION:** Notice to amend a system of records.

**SUMMARY:** The Office of the Secretary of Defense is amending a system of records notices in its existing inventory of record 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 January 17, 2008 unless comments are received which result in a contrary determination.

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

**FOR FURTHER INFORMATION CONTACT:** Ms. Cindy Allard at (703) 588-2386.

**SUPPLEMENTARY INFORMATION:** The Office of the Secretary of Defense 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 record 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.

December 11, 2007.

**L.M. Bynum,**

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

#### DWHS P43

##### SYSTEM NAME:

Emergency Personnel Locator Records  
(February 22, 2006, 71 FR 9100).

##### CHANGES:

\* \* \* \* \*

##### SYSTEM LOCATION:

Add to the entry "Business  
Transformation Agency, 1851 South  
Bell Street, Arlington, VA 22240-5291."

\* \* \* \* \*

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

Add to entry "Chief, Administrative  
Services, Business Transformation  
Agency, 1851 South Bell Street,  
Arlington, VA 22240-5291."

\* \* \* \* \*

##### NOTIFICATION PROCEDURES:

Delete entry and replace with  
"Individuals seeking to determine  
whether information about themselves  
is contained in this system should  
address written inquiries to the  
Administration & Program Support  
Directorate (APSD), Attn: COOP  
Program Manager, Crystal Gateway #1,  
Suite 940, 1235 South Clark Street,  
Arlington, VA 22202-3283.

For Business Transformation  
Agency's records: Chief, Administrative  
Services, Business Transformation  
Agency, 1851 South Bell Street,  
Arlington, VA 22240-5291.

Requests should contain individual's  
name, Social Security Number (SSN),  
office name where they were assigned or  
affiliated, and address and telephone  
number applicable to the period during  
which the records were maintained.  
Social Security Number (SSN) is used  
for positive identification."

##### RECORD ACCESS PROCEDURES:

Delete entry and replace with  
"Individuals seeking access to records  
about themselves should address  
written inquiries to the Administration  
& Program Support Directorate (APSD),  
Attn: COOP Program Manager, Crystal  
Gateway #1, Suite 940, 1235 South  
Clark Street, Arlington, VA 22202-3283.

For Business Transformation  
Agency's records: Chief, Administrative  
Services, Business Transformation  
Agency, 1851 South Bell Street,  
Arlington, VA 22240-5291.

Requests should contain individual's  
name, Social Security Number (SSN),

office name where they were assigned or  
affiliated, and address and telephone  
number applicable to the period during  
which the records were maintained.  
Social Security Number (SSN) is used for  
positive identification."

\* \* \* \* \*

#### DWHS P43

##### EMERGENCY PERSONNEL LOCATOR RECORDS

##### SYSTEM LOCATION(S):

Segments are maintained within the  
Office of the Secretary of Defense (OSD),  
The Joint Staff, and all other activities  
deriving administrative support from  
Washington Headquarters Services.

Washington Headquarters Services,  
Information Technology Management  
Directorate, Pentagon Room 1C1065A,  
Washington, DC 20301-1155.

Washington Headquarters Services,  
Information Technology Management  
Directorate, Crystal Gateway 3, Suite  
1204, 1215 South Clark Street,  
Arlington, VA 22202-4387.

AT&T Internet Data Center (IDC), 480  
Arsenal Street, Watertown, MA 02472-  
2805.

Qwest, 350 East Cermak Road, Suite  
700, Chicago, IL 60616-1568.

Business Transformation Agency,  
1851 South Bell Street, Arlington, VA  
22240-5291.

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

Civilian employees and military  
personnel and their dependents,  
consultants, contractors, with whom the  
Office of the Secretary of Defense, The  
Joint Staff, and all other activities  
deriving administrative support from  
Washington Headquarters Services  
(WHS) conduct official business.  
Inclusion is at the discretion of the  
maintaining office.

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

Individual's Social Security Number  
and/or name, organizational address,  
home address or unit of assignment,  
work and home telephone numbers and  
related information. Emergency  
personnel rosters, contact listing files,  
organizational telephone directories,  
and listings of office personnel.

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

5 U.S.C. 301, Departmental  
Regulation; 10 U.S.C. Chapter 2,  
Secretary of Defense; Executive Order  
12656, Assignment of Emergency  
Preparedness Responsibilities,  
November 18, 1988, as amended;  
Presidential Decision Directive 67,  
Enduring Constitutional Government  
and Continuity of Government  
Operations, October 21, 1998; Federal

Preparedness Circular 65, Federal  
Executive Branch Continuity of  
Operations, June 15, 2004; Deputy  
Secretary of Defense Memorandum,  
Implementation of National Security  
Policy Direction of Enduring  
Constitutional Government and  
Continuity of Operations, February 17,  
1999; DoD Directive 3020.26, Defense  
Continuity Program, September 8, 2004;  
DoD Directive 3020.36, Assignment of  
National Security Emergency  
Preparedness (NSEP) Responsibilities to  
DoD Components, November 2, 1988;  
and DoD Directive 5110.4, Washington  
Headquarters Services, October 19,  
2001.

##### PURPOSE(S):

Records support agency requirements  
for emergency notification of personnel,  
establishment of locator listings, and all  
other official management functions  
where personnel and organizational  
point of contact information is required.

##### 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 "Blanket Routine Uses" set forth  
at the beginning of OSD's compilation of  
systems of records notices apply to this  
system.

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

##### STORAGE:

Paper records are maintained in file  
folders and electronic storage media.

##### RETRIEVABILITY:

Files are retrieved by Social Security  
Number (SSN) and/or name of employee  
or individual.

##### SAFEGUARDS:

Facilities where the systems are  
maintained are locked when not  
occupied. Paper records are kept in  
filing cabinets and other storage places  
which are locked when office is not  
occupied. Electronic records are on  
computer terminals in supervised areas  
using a system with software access  
control safeguards. Only persons on a  
need-to-know basis and trained in the  
handling of information protected by  
the Privacy Act have access to the  
system. Access to personal information  
is further restricted by lock and key in  
secure containers, and in a computer  
system with intrusion safeguards.

**RETENTION AND DISPOSAL:**

Records are retained until information is no longer current and then destroyed. Obsolete paper information is destroyed by tearing into pieces, shredding, pulping, macerating, or burning. Obsolete computer records are erased or overwritten.

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

Office of the Secretary of Defense Privacy Act Officer, OSD Records Management and Privacy Act Branch, Washington Headquarters Services, 1155 Defense Pentagon, Washington, DC 20301-1155.

Chief, Administrative Services, Business Transformation Agency, 1851 South Bell Street, Arlington, VA 22240-5291.

Program Manager, Washington Headquarters Services, Information Technology Management Directorate, Crystal Gateway #1, Suite 940, 1235 South Clark Street, Arlington, VA 22202-3283.

Program Manager, Washington Headquarters Services, Information Technology Management Directorate, Crystal Gateway #3, Suite 1204, 1215 South Clark Street, Arlington, VA 22202-4387.

**NOTIFICATION PROCEDURE:**

Individuals seeking to determine whether information about themselves is contained in this system should address written inquiries to the Administration & Program Support Directorate (APSD), Attn: COOP Program Manager, Crystal Gateway #1, Suite 940, 1235 South Clark Street, Arlington, VA 22202-3283.

For Business Transformation Agency's records: Chief, Administrative Services, Business Transformation Agency, 1851 South Bell Street, Arlington, VA 22240-5291.

Requests should contain individual's name, Social Security Number (SSN), office name where they were assigned or affiliated, and address and telephone number applicable to the period during which the records were maintained. Social Security Number (SSN) is used for positive identification.

**RECORD ACCESS PROCEDURES:**

Individuals seeking access to records about themselves should address written inquiries to the Administration & Program Support Directorate (APSD), Attn: COOP Program Manager, Crystal Gateway #1, Suite 940, 1235 South Clark Street, Arlington, VA 22202-3283.

For Business Transformation Agency's records: Chief, Administrative Services, Business Transformation Agency, 1851 South Bell Street, Arlington, VA 22240-5291.

Requests should contain individual's name, Social Security Number (SSN), office name where they were assigned or affiliated, and address and telephone number applicable to the period during which the records were maintained. Social Security Number (SSN) is used for positive identification.

**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:**

Information is obtained from the subject individual and official personnel office documents.

**EXEMPTIONS CLAIMED FOR THE SYSTEM:**

None.

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BILLING CODE 5001-06-P

**DEPARTMENT OF DEFENSE****Department of the Army; Corps of Engineers****Notice of Availability of the Draft Environmental Impact Statement/ Section 404 Permit Application for the Southern Beltway Transportation Project From I-79 to the Mon/Fayette Expressway, Washington County, PA**

**AGENCY:** U.S. Army Corps of Engineers, DoD.

**ACTION:** Notice of Availability.

**SUMMARY:** The U.S. Army Corps of Engineers, in cooperation with the Pennsylvania Turnpike Commission and the U.S. Environmental Protection Agency, as a Cooperating Agency, have prepared a Draft Environmental Impact Statement/Section 404 Permit Application (DEIS) for the Southern Beltway Transportation Project from I-79 to the Mon/Fayette Expressway in Washington County, PA. The overall purpose of the project is to provide transportation mobility safety improvements, to relieve congestion, and to support economic development plans in southwestern Pennsylvania. The DEIS assesses the environmental effects of the various alternatives developed to address the project needs.

**DATES:** Comments concerning this DEIS should be submitted by February 8, 2008.

**ADDRESSES:** Submit written comments to Scott A. Hans, Acting Chief, Regulatory Branch, U.S. Army Corps of

Engineers, Pittsburgh District, Moorhead Federal Building, 1000 Liberty Avenue, Pittsburgh, PA 15222-4186 or to David P. Willis, Environmental Manager, Pennsylvania Turnpike Commission, P.O. Box 67676, Harrisburg, PA 17106.

**FOR FURTHER INFORMATION CONTACT:**

Questions or comments regarding the DEIS should be directed to Mr. John S. Weres, Project Manager, at SAI Consulting Engineers, Inc., 1350 Penn Avenue, Pittsburgh, PA 15222 (412-392-8750).

**SUPPLEMENTARY INFORMATION:**

1. *Authorization:* The U.S. Army Corps of Engineers, Pittsburgh District, Regulatory Branch is considering an application from the Pennsylvania Turnpike Commission, 700 South Eisenhower Boulevard, P.O. Box 67676, Harrisburg, PA 17106-7676 under section 404 of the Clean Water Act to construct the Proposed Action. The primary Federal concern is the discharge of fill materials (including permanent inundation) within waters of the United States, and potential impacts on the human environment from such activities. The Corps' decision will be to either issue or deny a Department of the Army permit for the Proposed Action.

The DEIS has been prepared in accordance with the National Environmental Policy Act of 1969 (NEPA), pursuant to 42 U.S.C. 4332(2)(c) and Executive Order 11990; and with other appropriate federal laws and regulations, policies, and procedures of the Corps for compliance with those regulations.

2. *Scoping Process:* The Pennsylvania Turnpike Commission has held a series of Public Plans Displays and Public Meetings in the project area during the past several years, including a series of three meetings in August 2005 to present the alternatives developed in detail in the DEIS. The U.S. Army Corps of Engineers (Corps) published a Notice of Intent (NOI) in the **Federal Register** on October 23, 2007 (FR Doc. E7-20812).

3. *Public Hearing.* A formal public hearing to receive comments on the DEIS will be held by the Army Corps of Engineers and the Pennsylvania Turnpike Commission on Thursday, January 24, 2008. The location and time for the public hearing is as follows:

- Canon-McMillan Senior High School, Elm Street Extension, Canonsburg, PA 15317. An open house plans presentation will be conducted from 5 p.m. to 9 p.m. The formal presentation will be conducted at 6 p.m.

The public hearing will be announced in the local news media, and separate notice will also be sent to all parties on