

h. Directs and coordinates the OSO activities associated with operational planning and ADP Systems Planning.

1. Coordinates and directs the development of the total OSO technical workpower, equipment and other special costs for the SSA budget process and justifies these on the basis of the Operational Systems Plan. Allocates resources and monitors projects for all OSO activities, directs the preparation of detailed plans on the project or operational activity level and authorizes the use of resources by OSO components in support of these plans.

j. Monitors progress and use of workpower and equipment resources by OSO components against their approved plans.

k. Assists OSO components in the use of standard methods for project management.

Delete:

3. The Division of Operational Resource Management (SBL3) in its entirety.

Add:

3. The Division of Operational Resource Management (SBL3):

a. Directs OSO's participation in the Information Technology Systems (ITS) procurement process.

b. Performs technical and cost reviews of all OSO/ITS procurements.

c. Provides support for ITS Technical Evaluation Committees.

d. Support contract administration for all OSO ITS contracts.

e. Provides technical support to Project Officers in the development, modification and administration of ITS contracts.

f. Directs the renewal process for existing lease and maintenance contracts for ITS and telecommunications equipment and services.

g. Manages the fiscal administration of all implemented ITS contracts, collecting, analyzing and reporting performance data to support required fiscal and other contractual proceedings.

h. Manages a centralized inventory of all SSA ITS and telecommunications equipment and manages the ITS excess equipment process.

i. Provides for the centralized certification and authorization for the lease and maintenance of SSA's ITS and telecommunications equipment.

j. Provides necessary staff support to the users within OSO for the development of procurement documents and documentation.

k. Develops and maintains the OSO macroprocurement plan which relates to planned major acquisitions of ITS equipment, software, system design and system support services. Coordinates

the procurement plans and related budget items with appropriate Systems management and staffs.

l. Provides technical support to OSO and other SSA components during major procurement activities.

Section SU.10 *The Office of System Integration*—(Organization):

G. The Office of Programmatic Systems (SUF).

Delete:

7 The Division of SSI Systems (SUF7).

Add:

4. The Division of SSI Systems (SUF7).

Delete:

H. The Office of System Engineering (SUH) in its entirety.

Section SU.20 *The Office of System Integration*—(Functions):

G. The Office of Programmatic Systems (SUF).

Delete:

7 The Division of SSI Systems (SUF7) in its entirety.

Add:

4. The Division of SSI Systems (SUF7).

a. Provides the systems analysis, design, programming and testing necessary to develop and maintain current, new and redesigned systems in response to approved user system requirements for SSI claims and postentitlement transaction processing as well as a variety of supporting applications. These systems: edit incoming new records and transactions; maintain and revise the SSI master file to reflect changes; compute both Federal SSI benefit and State supplementary payments and produce payment information for the Treasury Department; account for disbursement of Federal and State funds; prepare recipient notices of claims decisions and changes in status and payment; identify and control overpayment activity; select and control cases requiring redetermination; exchange data with Government record systems to verify recipient income; generate data for State use in determining supplementation amounts and Medicaid eligibility; provide record query and response capability; control folder location and movement; produce statistical, management and actuarial data as needed and control exception processing and diary control mechanisms.

b. Translates user requirements, as approved by the Office of System Requirements (OSR), into detailed design, development and testing activities and activities and system documentation for current, new or redesigned systems.

c. Conducts liaison with other SSA components and Federal and State agencies to determine the feasibility,

and to plan the development, of SSI claims, transaction and support systems.

d. Provides OSR, the Associate Commissioner for System Integration and other SSA offices, as appropriate, with a technical assessment of the effect of legislative, administrative and systems modernization proposals on existing SSI claims, transaction and support system applications.

Delete:

H. The Office of Systems Engineering (SUH) in its entirety.

Dated: April 2, 1987

Jaime L. Manzano,

Deputy Commissioner for Systems.

[FR Doc. 87-8256 Filed 4-13-87; 8:45 am]

BILLING CODE 4190-11-M

### Privacy Act of 1974; Notification of New Routine Uses and Minor Revision

**AGENCY:** Social Security Administration (SSA), Department of Health and Human Services (HHA).

**ACTION:** New Routine Uses and Minor Revision.

**SUMMARY:** In accordance with the Privacy Act (5 U.S.C. 552a(e)(11)), we are issuing public notice of our intent to:

(1) Establish a new routine use of information maintained in the system of records entitled "Kentucky Birth Records System, HHS/SSA/DO(KY), 09-60-0220." This proposed routine use would permit SSA to disclose information to the General Services Administration (GSA) and the National Archives and Records Administration (NARA) for the purposes of conducting record management studies.

(2) Revise a routine use already applicable to the majority of SSA's systems of records which currently provides for disclosure to the Department of Justice (DOJ) to defend SSA components and employees in litigation matters affecting the systems to include additional disclosures involving litigation.

We are proposing to make a minor technical revision to the Federal Register applicable to the Kentucky Birth Records System to make it accurate and complete. We invite public comments on these proposals.

**DATE:** These proposals will become effective as proposed without further notice on May 14, 1987 unless we receive comments on or before that date which would result in a contrary determination.

**ADDRESS:** Interested individuals may comment on this proposal by writing to Mr. Bernard A. Oehlers, Acting SSA

Privacy Officer, Social Security Administration, Room L1140 West Low Rise Building, 6401 Security Boulevard, Baltimore, Maryland 21235. All comments received will be available for public inspection at that address.

**FOR FURTHER INFORMATION CONTACT:**

Mr. Willie J. Polk, Social Insurance Specialist, Social Security Administration, Office of Regulations, Privacy Branch, Room L1140 West Low Rise Building, 6401 Security Boulevard, Baltimore Maryland 21235, telephone (Area Code 301) 594-5599.

**SUPPLEMENTARY INFORMATION:**

**I. Discussion of the Proposed Routine Uses**

*A. Disclosure to GSA and NARA for the Purpose of Conducting Records Management Studies*

We are proposing to revise the routine use section of the Kentucky Birth Records System by adding a new routine use which permits disclosure to GSA and NARA for the purpose of conducting records management studies. The Administrator, GSA and the Archivist, NARA, are charged by 44 U.S.C. 2904, as amended by the National Archives and Records Administration Act of 1984, with promulgating standards, procedures and guidelines with respect to records management and the conduct of records management studies.

Section 2906 of this law, also amended by the NARA Act of 1984, provides that GSA and NARA shall have access to Federal agencies' records and that agencies shall cooperate with GSA and NARA. To facilitate GSA and NARA records management studies which may involve the Kentucky Birth Records System, we are adding the routine use to comply with the Privacy Act. The routine use is as follows:

*Nontax return information which is not restricted from disclosure by Federal law may be disclosed to the General Services Administration and the National Archives and Records Administration for the purpose of conducting records management studies with respect to their duties and responsibilities under 44 U.S.C. 2904 and 2906, as amended by the National Archives and Records Administration Act of 1984.*

We publish this routine use in the Federal Register for other SSA systems of records on March 10, 1986 (see 51 FR 8243, March 10, 1986). The notice of the Kentucky Birth Records System below contains the above new routine use.

*B. Disclosure to DOJ, a Court or Other Tribunal, or Another Party Before Such Tribunal.*

The majority of SSA's notices of systems of records currently contain a routine use which permits disclosure of DOJ for the purpose of defending SSA components and employees (or other Federal agencies where litigation is likely to affect SSA components) in litigation matters involving the systems of records. We are expanding this routine use to permit disclosure, in addition to DOJ, to a court or other tribunal or another party before such tribunal and to permit disclosure to these parties when SSA or another party brings suit or in cases in which SSA has an interest in the litigation. The revised routine use is as follows:

*Disclosure may be to DOJ, to a court or other tribunal, or another party before such tribunal, when:*

*(a) SSA, or any component thereof; or*  
*(b) Any SSA employee in his/her official capacity; or*

*(c) Any SSA employee in his/her individual capacity where DOJ (or SSA where it is authorized to do so) has agreed to represent the employee; or*  
*(d) The United States or any agency thereof where SSA determines that the litigation is likely to affect the operations of SSA or any of its components,*

*is a party to litigation or has an interest in such litigation, and SSA determines that the use of such records by DOJ, the tribunal, or the other party before such tribunal is relevant and necessary to the litigation, provided, however, that in each case, SSA determines that such disclosure is compatible with the purpose for which the records were disclosed.*

*Wage and other information which are subject to the disclosure provisions of the Internal Revenue Code (IRC) (28 U.S.C. 6103) will not be disclosed under this routine use unless disclosure is expressly permitted by the IRC.*

We will disclose information under this routine use only as necessary to defend SSA components or employees in litigation matters involving the systems of records which will contain the routine use or when SSA has an interest in litigation which might affect SSA operations.

Because of the number of systems of records to which the routine use will apply and the costs of republishing the individual notices of each one, we are republishing only the identification number and the name of each system and the volume, page number and date of the Federal Register issue in which a notice of the systems last was published

in the Federal Register. The systems of records are as follows:

- 09-60-0001—Commissioner's Correspondence File, HHS/SSA/OC (51 FR 8243, March 10, 1986);
- 09-60-0002—Automated Document Control and Retrieval System, HHS/SSA/OGA (51 FR 8243, March 10, 1986);
- 09-60-0003—Attorney Fee File, HHS/SSA/OHA (51 FR 8243, March 10, 1986);
- 09-60-0004—Working File of the Appeals Council, HHS/SSA/OHA (51 FR 8243, March 10, 1986);
- 09-60-0005—Hearing Office File, HHS/SSA/OHA (51 FR 8243, March 10, 1986);
- 09-60-0006—Storage of Hearings Records: Tape Cassettes and Audiograph Discs, HHS/SSA/OHA (51 FR 8243, March 10, 1986);
- 09-60-0008—Administrative Law Judge's File, HHS/SSA/OHA (51 FR 8243, March 10, 1986);
- 09-60-0009—Hearings and Appeals Case Control System, HHS/SSA/OHA (51 FR 8243, March 10, 1986);
- 09-60-0012—Listing and Alphabetical Name File (Folder) of Vocational Experts, Medical Advisors and Medical Consultants, HHS/SSA/OHA (51 FR 8243, March 10, 1986);
- 09-60-0013—Records of Usage of Medical Advisors, Medical Consultants and Vocational Experts, HHS/SSA/OHA (51 FR 8243, March 10, 1986);
- 09-60-0014—Curriculum Vitae and Professional Qualifications of Medical Advisors, Medical Consultants and Resume of Vocational Experts, HHS/SSA/OHA (51 FR 8243, March 10, 1986);
- 09-60-0017—Personnel Research and Merit Promotion Test Records, HHS/SSA/OHA (51 FR 8243, March 10, 1986);
- 09-60-0031—Employee Production and Accuracy Records, HHS/SSA/OMB (51 FR 8243, March 10, 1986);
- 09-60-0032—Employee Indebtedness System, HHS/SSA/OMB (51 FR 8243, March 10, 1986);
- 09-60-0033—Report on Paid Consultants, HHS/SSA/OMB (51 FR 8243, March 10, 1986);
- 09-60-0037—General Criminal Investigations Files, HHS/SSA/OMB (51 FR 8243, March 10, 1986);
- 09-60-0038—Employee Building Pass Files, HHS/SSA/OMB (51 FR 8243, March 10, 1986);
- 09-60-0040—Quality Review System, HHS/SSA/OA (51 FR 8243, March 10, 1986);
- 09-60-0042—Quality Review Case Files, HHS/SSA/OA (51 FR 8243, March 10, 1986);
- 09-60-0044—Disability Determination Service Processing File, HHS/SSA/OD (51 FR 8243, March 10, 1986);
- 09-60-0045—Black Lung Payment System, HHS/SSA/OSR (51 FR 8243, March 10, 1986);
- 09-60-0046—Consultative Physicians File, HHS/SSA/OD (51 FR 8243, March 10, 1986);
- 09-60-0050—Completed Determination Record—Continuing Disability Determinations, HHS/SSA/OP (51 FR 8243, March 10, 1986);

- 09-60-0057—Quality Evaluation Data Records, HHS/SSA/OA (51 FR 8243, March 10, 1986);
- 09-60-0058—Master Files of Social Security Number Holders, HHS/SSA/OSR (51 FR 8243, March 10, 1986);
- 09-60-0059—Earnings Recording and Self-Employment Income System, HHS/SSA/OSR (51 FR 8243, March 10, 1986);
- 09-60-0063—Resource Accounting and Project Management System, HHS/SSA/OSPI (51 FR 8243, March 10, 1986);
- 09-60-0066—Claims Development Record, HHS/SSA/RO (51 FR 8243, March 10, 1986);
- 09-60-0075—Congressional Bills Tracking System, HHS/SSA/OLRP (51 FR 8243, March 10, 1986);
- 09-60-0077—Congressional Inquiry File, HHS/SSA/RO (51 FR 8243, March 10, 1986);
- 09-60-0078—Public Inquiry Correspondence File, HHS/SSA/RO (51 FR 8243, March 10, 1986);
- 09-60-0089—Claims Folders System, HHS/SSA/OP (51 FR 8243, March 10, 1986);
- 09-60-0090—Master Beneficiary Record, HHS/SSA/OSR (51 FR 8243, March 10, 1986);
- 09-60-0094—Recovery Accounting for Overpayments, HHS/SSA/OSR (51 FR 8243, March 10, 1986);
- 09-60-0095—Health Insurance Overpayment Ledger Cards, HHS/SSA/OSR (51 FR 8243, March 10, 1986);
- 09-60-0103—Supplemental Security Income Record, HHS/SSA/OSR (51 FR 8243, March 10, 1986);
- 09-60-0110—Supplemental Security Income File of Refunds, HHS/SSA/OSR (51 FR 8243, March 10, 1986);
- 09-60-0111—Debit Voucher File (Supplemental Security Income), HHS/SSA/OSR (51 FR 8243, March 10, 1986);
- 09-60-0118—Non-Contributory Military Service Reimbursement System, HHS/SSA/OACT (51 FR 8243, March 10, 1986);
- 09-60-0119—Special Age 72 Benefit Trust Fund Transfer Project, HHS/SSA/OACT (51 FR 8243, March 10, 1986);
- 09-60-0184—Hearing Office Master Calendar, HHS/SSA/OHA (51 FR 8243, March 10, 1986);
- 09-60-0186—SSA Litigation Tracking System, HHS/SSA/LS (51 FR 8243, March 10, 1986);
- 09-60-0210—Record of Individuals Authorized Entry to Secured ADP Areas, HHS/SSA/OS (51 FR 8243, March 10, 1986);
- 09-60-0212—Supplemental Security Income Quality Initial Claims Review Process System, HHS/SSA/OA (51 FR 8243, March 10, 1986);
- 09-60-0213—Quality Review of Hearing/Appellate Process, HHS/SSA/OHA (51 FR 8243, March 10, 1986);
- 09-60-0214—Personal Identification Number File, HHS/SSA/OA (48 FR 37526, August 18, 1983);
- 09-60-0219—Representative Disqualification/Suspension Information System, HHS/SSA/ORSI (51 FR 8243, March 10, 1986).

## II. Compatibility of the Proposed Routine Use

The Privacy Act (5 U.S.C. 552a(a)(7) and 552a(b)(3)) and our disclosure

regulation (20 CFR Part 401) both permit us to disclose information under a routine use if the information will be used for a purpose which is compatible with the purpose for which we collected the information. Section 401.310 of the regulation permits us to disclose information under a routine use for administering our programs or for use in similar income-maintenance or health-maintenance programs of other agencies. Section 401.205 of the regulation requires us to disclose information when a law specifically requires it.

With regard to GSA and NARA, disclosure would assist SSA in its records management. Further 44 U.S.C. 2906, as amended by the NARA Act of 1984, requires us to disclose information to GSA and NARA for records management purposes.

Disclosure would be made to DOJ, a court or other tribunal, or another party before such tribunal, as necessary, in litigation matters involving SSA operations. We consider disclosure in this instance as an extension of program administration. Thus, both routine uses are appropriate and meet the criteria in the Privacy Act and the regulation.

## III. Effect of the Proposed Routine Uses on Individual Rights

Information will be disclosed to GSA and NARA for the purpose of their reviewing SSA's records management practices as mandated by Federal law and the only for this purpose. Information will be disclosed to DOJ, a court or other tribunal, or another party before such tribunal in litigation, as necessary, to defend SSA components or employees or if the litigation would affect SSA operations. The disclosures will be made in complete compliance with the Privacy Act. Thus, we do not anticipate that they would have an unwarranted affect on the rights of individuals.

## IV Minor Revision

We initially published a notice of the Kentucky Birth Records System in the *Federal Register* on June 3, 1986 (51 FR 19899). In that publication, we inadvertently did not publish the "Authority for Maintenance of the System" section of the notice. That section of the notice should have identified section 205 of the Social Security Act as the authority for the system. We have revised the notice to reflect this information.

Dated: April 6, 1987

Dorcas R. Hardy,  
*Commissioner of Social Security.*

## 09-60-0220

### SYSTEM NAME:

Kentucky Birth Records System, HHS/SSA/DO(Ky).

### SECURITY CLASSIFICATION:

None.

### SYSTEM LOCATION:

Social Security district and branch offices located in the State of Kentucky. Individuals should consult Kentucky telephone directories for address and telephone information.

### CATEGORIES OF INDIVIDUALS COVERED BY THE SYSTEM:

Members of the general public whose birth records have been registered in the State of Kentucky.

### CATEGORIES OF RECORDS IN THE SYSTEM:

The system consists of an index of Kentucky birth records. Included on the index are the individual's name, mother's maiden name, date and place of birth, certificate number and volume number of the index.

### AUTHORITY FOR MAINTENANCE OF THE SYSTEM:

*Section 205 of the Social Security Act.*

### PURPOSE:

Information in the system will be used by Social Security Administration (SSA) offices in the State of Kentucky to provide evidentiary proof of age and other facts about individuals applying for various Social Security benefits, Supplemental Security Income payments and Social Security numbers.

### ROUTINE USES OF RECORDS MAINTAINED IN THE SYSTEM, INCLUDING CATEGORIES OF USERS AND THE PURPOSES OF SUCH USES:

Disclosure may be made as routine uses as indicated below:

1. To a Congressional office in response to an inquiry from that office made at the request of the subject of a record.

2. To the Department of Justice (DOJ), to a court or other tribunal, or to another party before such tribunal, when:

(a) The Department of Health and Human Services (HHS)/SSA, or any component thereof; or

(b) Any HHS/SSA employee in his/her official capacity; or

(c) Any HHS/SSA employee in his/her individual capacity where DOJ (or HHS/SSA where it is authorized to do so) has agreed to represent the employee; or

(d) The United States or any agency thereof where HHS/SSA determines that the litigation is likely to affect the operations of HHS/SSA or any of its components.

Is a party to litigation or has an interest in such litigation, and HHS/SSA determines that the use of such records by DOJ, the tribunal, or the other party before such tribunal is relevant and necessary to the litigation, provided, however, that in each case, HHS/SSA determines that such disclosure is compatible with the purpose for which the records were collected.

3. *Nontax return information which is not restricted from disclosure by Federal law may be disclosed to the General Services Administration and the National Archives and Records Administration for the purpose of conducting records management studies with respect to their duties and responsibilities under 44 U.S.C. 2904 and 2906, as amended by the National Archives and Records Administration Act of 1984.*

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

**STORAGE:**

Records will be stored on microfilm.

**RETRIEVABILITY:**

Records will be retrieved by the individuals's name and other identifying information (e.g., mother's name and date of birth).

**SAFEGUARDS:**

Access to records in the system will be restricted to personnel who need them in the performance of their official duties. Also, the information will be maintained in the secured facilities and kept from access by unauthorized individuals (e.g., stored in locked filing cabinets) when not in use.

**RETENTION AND DISPOSAL:**

Records in the system will be updated biennially. Out-of-date microfilm records will be disposed of by the application of heat.

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

Managers of Social Security district/branch offices in the State of Kentucky. Individuals seeking office addresses and telephone numbers should consult Kentucky telephone directories.

**NOTIFICATION PROCEDURE:**

An individual wishing to find out if this system of records contains information about him/her may do so by contacting any Social Security office and furnishing his/her name, date and

place of birth and mother's maiden name. These procedures are in accordance with HHS Regulations 45 CFR Part 5b.

**RECORD ACCESS PROCEDURE:**

Same as notification procedures above. Also, individuals requesting access to their records should reasonably describe the records they are seeking. These procedures are in accordance with HHS Regulations 45 CFR Part 5b.

**CONTESTING RECORD PROCEDURES:**

Same as notification procedures above. Also, individuals contesting the contents of records in the system should reasonably describe the records, specify the information they are contesting and state the corrective action sought with supporting justification showing how the records are untimely, incomplete, inaccurate or irrelevant. These procedures are in accordance with HHS Regulations 45 CFR Part 5b.

**RECORD SOURCE CATEGORIES:**

Records in the system will be obtained from the Kentucky Office of Vital Statistics.

**SYSTEMS EXEMPTED FROM CERTAIN PROVISIONS OF THE ACT:**

None.

[FR Doc. 87-8255 Filed 4-13-87; 8:45 am]

BILLING CODE 4190-11-M

**DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT**

[Docket No. N-87-1692]

**Agency Information Collection Activities Under OMB Review**

**AGENCY:** Office of Administration, HUD.  
**ACTION:** Notices.

**SUMMARY:** The proposed information collection requirements described below have been submitted to the Office of Management and Budget (OMB) for review, as required by the Paperwork Reduction Act. The Department is soliciting public comments on the subject proposals.

**ACTION:** Interested persons are invited to submit comments regarding these proposals. Comments should refer to the proposal by name and should be sent to: John F. Morrall, OMB Desk Officer, Office of Management and Budget, New Executive Office Building, Washington, DC 20503.

**FOR FURTHER INFORMATION CONTACT:** David S. Cristy, Reports Management Officer, Department of Housing and Urban Development, 451, 7th Street SW.,

Washington, DC 20410, telephone (202) 755-6050. This is not a toll-free number.

**SUPPLEMENTARY INFORMATION:** The Department has submitted the proposal described below for the collection of information to OMB for review, as required by the Paperwork Reduction Act (44 U.S.C. Chapter 35).

The Notice lists the following information: (1) The title of the information collection proposal; (2) the office of the agency to collect the information; (3) the description of the need for the information and its proposed use; (4) the agency form number, if applicable; (5) what members of the public will be affected by the proposal; (6) how frequently information submissions will be required; (7) an estimate of the total number of hours needed to prepare the information submission; (8) whether the proposal is new, an extension, reinstatement, or revision of an information collection requirement; and (9) the names and telephone numbers of an agency official familiar with the proposal and of the OMB Desk Officer for the Department.

Copies of the proposed forms and other available documents submitted to OMB may be obtained from David S. Cristy, Reports Management Officer for the Department. His address and telephone number are listed above. Comments regarding the proposal should be sent to the OMB Desk Officer at the address listed above.

The proposed information collection requirement is described as follows:

**Notice of Submission of Proposed Information Collection to OMB**

**Proposal:** Request for Exceptions to Income Limits for Public and Indian Housing Programs, 24 CFR 913.105(B)  
**Office:** Public and Indian Housing

**Description of the need for the information and its proposed use:** PHAs and IHAs may request approval from HUD for admission of families with incomes greater than fifty percent of the area median to units which were available for occupancy under contracts executed under the U.S. Housing Act of 1937 on or after October 1, 1981. HUD will maintain the five percent statutory cap and approve requests which comply with the regulation. Without a procedure to grant exceptions, it would be impossible to comply with the five percent statutory cap

**Form Number:** None

**Respondent:** State or Local Governments and Non-Profit Institutions

**Frequency of Response:** On Occasion  
**Estimated Burden Hours:** 280