

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:**

Automated records.

**RETRIEVABILITY:**

Individual records are primarily retrieved by a unique document number assigned to each naval flight record. Additionally, each of the data elements such as pilots' Social Security Number, model aircraft and squadron may be used to retrieve individual records.

**SAFEGUARDS:**

Automated records are password protected and access limited to personnel with an official need to know.

**RETENTION AND DISPOSAL:**

Primary and secondary database at the Naval Safety Center are permanent. Records in the secondary database at Headquarters, U.S. Marine Corps are erased from tape when the individual is removed from active flight status. Local databases purge all magnetic tape records after six months.

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

Commander, Naval Air Systems Command (AIR 3.6.2.3), 47056 Mcleod Road, Building 447, Patuxent River, MD 20670-1626.

**NOTIFICATION PROCEDURE:**

Individuals seeking to determine whether information about themselves is contained in this system should address written inquiries to the Commander, Naval Air Systems Command (AIR 3.6.2.3), 47056 Mcleod Road, Building 447, Patuxent River, MD 20670-1626.

The request should contain full name, Social Security Number, squadron assigned, and address of the individual concerned and should be signed. Personal visitors will be required to produce military or comparable civilian identification cards.

**RECORD ACCESS PROCEDURES:**

Individuals seeking access to information about themselves contained in this system should address written inquiries to the Commander, Naval Air Systems Command (AIR 3.6.2.3), 47056 Mcleod Road, Building 447, Patuxent River, MD 20670-1626.

**CONTESTING RECORD PROCEDURES:**

The Navy's rules for accessing records, and for contesting contents and appealing initial agency determinations are published in Secretary of the Navy

Instruction 5211.5; 32 CFR part 701; or may be obtained from the system manager.

**RECORD SOURCE CATEGORIES:**

Aircraft reporting custodian; Navy and Marine Corps pilots and enlisted aircrew members; and Individual Flight Activity Reporting System (IFARS) database.

**EXEMPTIONS CLAIMED FOR THE SYSTEM:**

None.

[FR Doc. 04-3767 Filed 2-20-04; 8:45 am]

**BILLING CODE 5001-06-M**

**DEPARTMENT OF DEFENSE**

**Department of the Navy**

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

**AGENCY:** Department of the Navy, DoD.

**ACTION:** Notice to amend systems of records.

**SUMMARY:** The Department of the Navy is amending three systems of records notices in its existing inventory of records 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 March 24, 2004, unless comments are received which result in a contrary determination.

**ADDRESSES:** Send comments to Department of the Navy, PA/FOIA Policy Branch, Chief of Naval Operations, N09B10, 2000 Navy Pentagon, Washington, DC 20350-2000.

**FOR FURTHER INFORMATION CONTACT:** Mrs. Doris Lama at (202) 685-6545 or DSN 325-6545.

**SUPPLEMENTARY INFORMATION:** The Department of the Navy 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 records systems being amended are set forth below followed by the notices, as amended, published in their 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.

Dated: February 13, 2004.

**L.M. Bynum**

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

**N05000-1**

**SYSTEM NAME:**

General Correspondence Files (May 9, 2003, 68 FR 24959).

**CHANGES:**

**SYSTEM IDENTIFIER:**

Delete entry and replace with 'NM5000-1'.

\* \* \* \* \*

**SYSTEM LOCATION:**

Delete the first paragraph and replace with 'Organizational elements of the Department of the Navy. Official mailing addresses are published in the Standard Navy Distribution List that is available at <http://neds.nebt.daps.mil/sndl.htm>.'

\* \* \* \* \*

**AUTHORITY FOR MAINTENANCE OF THE SYSTEM:**

Delete entry and replace with '10 U.S.C. 5013, Secretary of the Navy; 10 U.S.C. 5041, Headquarters, Marine Corp; and E.O. 9397 (SSN).'

\* \* \* \* \*

**NM05000-1**

**SYSTEM NAME:**

General Correspondence Files.

**SYSTEM LOCATION:**

Organizational elements of the Department of the Navy. Official mailing addresses are published in the Standard Navy Distribution List that is available at <http://neds.nebt.daps.mil/sndl.htm>.

Commander, U.S. Joint Forces Command, 1562 Mitscher Avenue, Suite 200, Norfolk, VA 23551-2488.

Commander, U.S. Pacific Command, P.O. Box 64028, Camp H. M. Smith, HI 96861-4028.

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

Individuals who have initiated correspondence with the Department of the Navy.

**CATEGORIES OF RECORDS IN THE SYSTEM:**

Incoming correspondence which may include name, address, telephone number, organization, date of birth, and Social Security Number of correspondent and supporting documentation. Files also contain copy of response letter and documentation required to prepare the response.

**AUTHORITY FOR MAINTENANCE OF THE SYSTEM:**

10 U.S.C. 5013, Secretary of the Navy; 10 U.S.C. 5041, Headquarters, Marine Corp; and E.O. 9397 (SSN).

**PURPOSE(S):**

To maintain a record of correspondence received and responses made.

**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' that appear at the beginning of the Navy's compilation of systems notices apply to this system.

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

Paper and automated records.

**RETRIEVABILITY:**

Name, organization, and date of correspondence.

**SAFEGUARDS:**

Access is provided on need-to-know basis only. Manual records are maintained in file cabinets under the control of authorized personnel during working hours. The office space in which the file cabinets are located is locked outside of official working hours. Computer terminals are located in supervised areas. Access to computerized data is controlled by password or other user code system.

**RETENTION AND DISPOSAL:**

Retained for two years and then destroyed.

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

Commanding officer of the activity in question. Official mailing addresses are published in the Standard Navy Distribution List that is available at <http://neds.nebt.daps.mil/sndl.htm>.

**NOTIFICATION PROCEDURE:**

Individuals seeking to determine whether this system of records contains information about themselves should address written inquiries to the commanding officer of the activity in question. Official mailing addresses are published in the Standard Navy Distribution List that is available at <http://neds.nebt.daps.mil/sndl.htm>.

The request should contain full name and date individual wrote to the activity

or received a response. Request must be signed.

**RECORD ACCESS PROCEDURES:**

Individuals seeking access to records about themselves contained in this system of records should address written inquiries to the commanding officer of the activity in question. Official mailing addresses are published in the Standard Navy Distribution List that is available at <http://neds.nebt.daps.mil/sndl.htm>.

The request should contain full name and date individual wrote to the activity or received a response. Request must be signed.

**CONTESTING RECORD PROCEDURES:**

The Navy's rules for accessing records, and for contesting contents and appealing initial agency determinations are published in Secretary of the Navy Instruction 5211.5; 32 CFR part 701; or may be obtained from the system manager.

**RECORD SOURCE CATEGORIES:**

Individual concerned and records collected by the activity to respond to the request.

**EXEMPTIONS CLAIMED FOR THE SYSTEM:**

None.

**N05000-2****SYSTEM NAME:**

Administrative Personnel Management System (May 9, 2003, 68 FR 24959).

**CHANGES:****SYSTEM IDENTIFIER:**

Delete entry and replace with 'NM5000-2'.

**SYSTEM LOCATION:**

Delete first paragraph and replace with 'Organizational elements of the Department of the Navy. Official mailing addresses are published in the Standard Navy Distribution List that is available at <http://neds.nebt.daps.mil/sndl.htm>.'

\* \* \* \* \*

**AUTHORITY FOR MAINTENANCE OF THE SYSTEM:**

Delete entry and replace with '10 U.S.C. 5013, Secretary of the Navy; 10 U.S.C. 5041, Headquarters, Marine Corps; and E.O. 9397 (SSN).'

\* \* \* \* \*

**NM05000-2****SYSTEM NAME:**

Administrative Personnel Management System.

**SYSTEM LOCATION:**

Organizational elements of the Department of the Navy. Official mailing addresses are published in the Standard Navy Distribution List that is available at <http://neds.nebt.daps.mil/sndl.htm>.

Commander, U.S. Joint Forces Command, 1562 Mitscher Avenue, Suite 200, Norfolk, VA 23551-2488.

Commander, U.S. Pacific Command, P.O. Box 64028, Camp H.M. Smith, HI 96861-4028.

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

All civilian, (including former members and applicants for civilian employment), military and contract employees.

**CATEGORIES OF RECORDS IN THE SYSTEM:**

Records and correspondence needed to manage personnel and projects, such as Name, Social Security Number, date of birth, photo id, grade and series or rank/rate, etc., of personnel; location (assigned organization code and/or work center code); MOS; labor code; payments for training, travel advances and claims, hours assigned and worked, routine and emergency assignments, functional responsibilities, clearance, access to secure spaces and issuance of keys, educational and experience characteristics and training histories, travel, retention group, hire/termination dates; type of appointment; leave; trade, vehicle parking, disaster control, community relations, (blood donor, etc.), employee recreation programs; retirement category; awards; biographical data; property custody; personnel actions/dates; violations of rules; physical handicaps and health/safety data; veterans preference; postal address; location of dependents and next of kin and their addresses; mutual aid association memberships; union memberships; qualifications; computerized modules used to track personnel data; and other data needed for personnel, financial, line, safety and security management, as appropriate.

**AUTHORITY FOR MAINTENANCE OF THE SYSTEM:**

10 U.S.C. 5013, Secretary of the Navy; 10 U.S.C. 5041, Headquarters, Marine Corps; and E.O. 9397 (SSN).

**PURPOSE(S):**

To manage, supervise, and administer programs for all Department of the Navy civilian and military personnel such as preparing rosters/locators; contacting appropriate personnel in emergencies; training; identifying routine and special work assignments; determining clearance for access control; record

handlers of hazardous materials; record rental of welfare and recreational equipment; track beneficial suggestions and awards; controlling the budget; travel claims; manpower and grades; maintaining statistics for minorities; employment; labor costing; watch bill preparation; projection of retirement losses; verifying employment to requesting banking; rental and credit organizations; name change location; checklist prior to leaving activity; payment of mutual aid benefits; safety reporting/monitoring; and, similar administrative uses requiring personnel data. Arbitrators and hearing examiners in civilian personnel matters relating to civilian grievances and appeals.

**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' that appear at the beginning of the Navy'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 and automated records.

**RETRIEVABILITY:**

Name, Social Security Number, employee badge number, case number, organization, work center and/or job order, supervisor's shop and code.

**SAFEGUARDS:**

Password controlled system, file, and element access based on predefined need-to-know. Physical access to terminals, terminal rooms, buildings and activities' grounds are controlled by locked terminals and rooms, guards, personnel screening and visitor registers.

**RETENTION AND DISPOSAL:**

Destroy when no longer needed or after two years, whichever is later.

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

Commanding officer of the activity in question. Official mailing addresses are published in the Standard Navy Distribution List that is available at <http://neds.nebt.daps.mil/sndl.htm>.

**NOTIFICATION PROCEDURE:**

Individuals seeking to determine whether this system of records contains

information about themselves should address written inquiries to the commanding officer of the activity in question. Official mailing addresses are published in the Standard Navy Distribution List that is available at <http://neds.nebt.daps.mil/sndl.htm>.

The request should include full name, Social Security Number, and address of the individual concerned and should be signed.

**RECORD ACCESS PROCEDURES:**

Individuals seeking access to records about themselves contained in this system of records should address written inquiries to the commanding officer of the activity in question. Official mailing addresses are published in the Standard Navy Distribution List that is available at <http://neds.nebt.daps.mil/sndl.htm>.

The request should include full name, Social Security Number, and address of the individual concerned and should be signed.

**CONTESTING RECORD PROCEDURES:**

The Navy's rules for accessing records, and for contesting contents and appealing initial agency determinations are published in Secretary of the Navy Instruction 5211.5; 32 CFR part 701; or may be obtained from the system manager.

**RECORD SOURCE CATEGORIES:**

Individual, employment papers, and other records of the organization, official personnel jackets, supervisors, official travel orders, educational institutions, applications, duty officer, investigations, OPM officials, and/or members of the American Red Cross.

**EXEMPTIONS CLAIMED FOR THE SYSTEM:**

None.

**N05000-3**

**SYSTEM NAME:**

Organization Locator and Social Roster (May 9, 2003, 68 FR 24959).

**CHANGES:**

**SYSTEM IDENTIFIER:**

Delete entry and replace with 'NM05000-3'.

\* \* \* \* \*

**SYSTEM LOCATION:**

Delete first paragraph and replace with 'Organizational elements of the Department of the Navy. Official mailing addresses are published in the Standard Navy Distribution List that is available at <http://neds.nebt.daps.mil/sndl.htm>.

\* \* \* \* \*

**AUTHORITY FOR MAINTENANCE OF THE SYSTEM:**

Delete entry and replace with '10 U.S.C. 5013, Secretary of the Navy; 10 U.S.C. 5041, Headquarters, Marine Corps; and E.O. 9397 (SSN).'

\* \* \* \* \*

**NM05000-3**

**SYSTEM NAME:**

Organization Locator and Social Roster.

**SYSTEM LOCATOR:**

Organizational elements of the Department of the Navy. Official mailing addresses are published in the Standard Navy Distribution List that is available at <http://neds.nebt.daps.mil/sndl.htm>.

Commander, U.S. Joint Forces Command, 1562 Mitscher Avenue, Suite 200, Norfolk, VA 23551-2488.

Commander, U.S. Pacific Command, P.O. Box 64028, Camp H.M. Smith, HI 96861-4028.

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

Military and civilian personnel attached to the activity, Departments of the Navy and Defense, or other government agencies; family members; and guests or other invitees.

**CATEGORIES OF RECORDS IN THE SYSTEM:**

Manual or mechanized records. Includes information such as names, addresses, telephone numbers; official titles or positions and organizations; invitations, acceptances, regrets, protocol, and other information associated with attendants at functions. Locator records of personnel attached to the organization.

**AUTHORITY FOR MAINTENANCE OF THE SYSTEM:**

10 U.S.C. 5013, Secretary of the Navy; 10 U.S.C. 5041, Headquarters, Marine Corps; and E.O. 9397 (SSN).

**PURPOSE(S):**

To notify personnel of arrival of visitors; recall personnel to duty station when required; locate individuals on routine matters; provide mail distribution and forwarding addresses; compile a social roster for official and non-official functions; send personal greetings and invitations; and locate individuals during medical emergencies, facility evacuations, and similar threat situations.

**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' that appear at the beginning of the Navy'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:**

Manual and automated records.

**RETRIEVABILITY:**

Name, Social Security Number, and/or organization code.

**SAFEGUARDS:**

Documents are marked 'FOR OFFICIAL USE ONLY—PRIVACY SENSITIVE' and are only distributed to those persons having an official need to know. Computerized records are password protected and only accessible by those persons with an official need to know.

**RETENTION AND DISPOSAL:**

Records are destroyed upon update of roster to add/delete individuals who have arrived/departed the organization.

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

Commanding officer of the activity in question. Official mailing addresses are published in the Standard Navy Distribution List that is available at <http://ned.s.nebt.daps.mil/sndl.htm>.

**NOTIFICATION PROCEDURE:**

Individuals seeking to determine whether this system of records contains information about themselves should address written inquiries to the commanding officer of the activity in question. Official mailing addresses are published in the Standard Navy Distribution List that is available at <http://ned.s.nebt.daps.mil/sndl.htm>.

**RECORD ACCESS PROCEDURES:**

Individuals seeking access to records about themselves contained in this system of records should address written inquiries to the commanding officer of the activity in question. Official mailing addresses are published in the Standard Navy Distribution List that is available at <http://ned.s.nebt.daps.mil/sndl.htm>.

**CONTESTING RECORD PROCEDURES:**

The Navy's rules for accessing records, and for contesting contents and appealing initial agency determinations are published in Secretary of the Navy Instruction 5211.5; 32 CFR part 701; or may be obtained from the system manager.

**RECORD SOURCE CATEGORIES:**

Individual and records of the activity.

**EXEMPTIONS CLAIMED FOR THE SYSTEM:**

None.

[FR Doc. 04-3768 Filed 2-20-04; 8:45 am]

**BILLING CODE 5001-06-M**

**DELAWARE RIVER BASIN COMMISSION**

**Notice of Commission Meeting and Public Hearing**

Notice is hereby given that the Delaware River Basin Commission will hold an informational meeting and public hearing on Tuesday, March 2, 2004 and an informal conference followed by a public hearing on Wednesday, March 3, 2004. The subject of the informational meeting and hearing on March 2 will be a proposed "Resolution to Establish an Experimental Augmented Conservation Release Program for the New York City Delaware Basin Reservoirs for the Period from May 1, 2004 through May 31, 2007." The hearing on March 3 will be part of the Commission's regular business meeting. The meetings and hearings on March 2 and 3 are open to the public and will be held at the PPL Lake Wallenpaupack Environmental Learning Center in Hawley, Pennsylvania.

The informational meeting and hearing on March 2 will begin at 2 p.m. The informational meeting will be devoted to a presentation and question-and-answer session. This meeting will last no more than one-and-one-half hours and will not become a part of the Commission's decision-making record. The hearing will begin no later than 3:30 p.m. and will consist of oral testimony for the record. No responses to the oral testimony will be offered at the hearing. Written comment on the proposal will be accepted through March 19. Instructions for submitting written comment are provided at the end of this notice. The proposed resolution is posted on the Commission's web site, <http://www.drbc.state.nj.us>.

The March 3 conference among the commissioners and staff will begin at 10 a.m. Topics of discussion will include: An update on development of the Water Resources Plan for the Delaware River Basin; an update on PCB TMDL matters, including activities of the TMDL Implementation Advisory Committee, development of a PCB minimization planning program, and a report on the status of the budget for the Stage 2 TMDLs for PCBs in the Delaware

Estuary; discussion about a proposal to modify provisions of Resolution No. 2002-33 relating to the operation of Lake Wallenpaupack during drought watch, drought warning and drought conditions; and proposed DRBC rulemakings in 2004.

The subjects of the public hearing to be held during the 1:30 p.m. business meeting on March 3 include the dockets listed below:

1. *Plumstead Township D-92-76 CP RENEWAL*. An application for the renewal of a ground water withdrawal project to continue withdrawal of 2.58 million gallons (mg)/30 days to supply the applicant's public water supply distribution system from existing Wells Nos. NB-2, NB-3, and DR-1 in the Stockton and Lockatong Formations. The project is located in the North Branch Neshaminy Creek and the Pine Run Watersheds, Plumstead Township, Bucks County and located in the Southeastern Pennsylvania Ground Water Protected Area.

2. *Avondale Borough Sewer Authority D-2000-66 CP*. An application to upgrade and expand the applicant's 0.3 million gallons per day (mgd) secondary sewage treatment plant (STP) to provide advanced secondary treatment of 0.5 mgd. Located on the east bank of Indian Run, approximately 300 feet upstream of its confluence with the East Branch White Clay Creek in the Borough of Avondale, Chester County, Pennsylvania, the STP will continue to serve the Borough of Avondale and portions of New Garden Township, both in Chester County, Pennsylvania. Treated effluent will continue to discharge to Indian Run in the Christina River Watershed.

3. *Upper Gwynedd-Towamencin Municipal Authority D-2002-29 CP*. An application to rerate a 6.5 mgd STP to 7.3 mgd while continuing to provide advanced secondary treatment. The plant is located on Kriebel Road in Towamencin Township, Montgomery County, Pennsylvania near the northern tip of Worcester Township. The existing plant will continue to serve portions of Upper Gwynedd, Hatfield and Towamencin Townships. No new development is proposed, but the increased flow will enable the applicant to meet discharge permit objectives, while an infiltration and inflow (I&I) reduction program is being implemented. STP effluent will continue to be discharged to Towamencin Creek, a tributary of Skippack Creek in the Schuylkill River Watershed.

4. *Pennsylvania Suburban Water Company D-2003-33 CP*. An application to transfer up to 0.5 million