

**RETRIEVABILITY:**

Retrieved by name, Social Security Number, Military Service Number, or by other searchable data fields.

**SAFEGUARDS:**

Records are accessed by custodian of the record system and person(s) who are properly screened and cleared for need-to-know. Records are stored in vaults and locked rooms or cabinets. Records are protected by guards, and controlled by personnel screening and by visitor registers. Those in computer storage devices are protected by computer system software.

**RETENTION AND DISPOSAL:**

Courts-martial records are retained in office files for 2 years following date of final action and then retired as permanent. General and special courts-martial records are retired to the Washington National Records Center, Washington, DC 20409-0002.

Summary courts-martial and Article 15 records are retained in office files for 1 year or until no longer needed, whichever is sooner, and then retired as permanent.

Summary courts-martial and Article 15 records are forwarded to the Air Force Personnel Center for filing in the individual's permanent master personnel record.

Documents received or prepared in anticipation of judicial and non-judicial Uniform Code of Military Justice proceedings are maintained in office files until convictions are final or until no longer needed then destroyed. Records are destroyed by tearing into pieces, shredding, pulping, macerating or burning.

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

Judge Advocate General, Headquarters United States Air Force, 1420 Air Force Pentagon, Washington, DC 20330-1420;

Chief, Military Personnel Records Division, Directorate of Personnel Data Systems, Headquarters Air Force Personnel Center, 550 C Street W, Randolph Air Force Base, TX 78150-4703; and

The Staff Judge Advocate at all levels of command and at Air Force installations. Official mailing addresses are published as an appendix to the Air Force's compilation of systems of records notices.

**NOTIFICATION PROCEDURE:**

Individuals seeking to determine whether information about themselves is contained in this system of records should address written inquiries to the appropriate System manager above.

Individual should provide full name, Social Security Number, service number

if different than Social Security Number, unit of assignment, date of trial and type of court, if known, or date punishment imposed in the case of Article 15 action.

**RECORD ACCESS PROCEDURES:**

Individuals seeking to access records about themselves contained in this system of records should address written inquiries to the appropriate System manager above.

Individual should provide full name, Social Security Number, service number if different than Social Security Number, unit of assignment, date of trial and type of court, if known, or date punishment imposed in the case of Article 15 action. Requester may visit the office of the system manager. Requester must present valid identification card or driver's license.

**CONTESTING RECORD PROCEDURES:**

The Air Force rules for accessing records, and for contesting contents and appealing initial agency determinations are published in Air Force Instruction 33-332; 32 CFR part 806b; or may be obtained from the system manager.

**RECORD SOURCE CATEGORIES:**

Information from almost any source can be included if it is relevant and material to the Article 15 or courts-martial proceedings.

**EXEMPTIONS CLAIMED FOR THE SYSTEM:**

Portions of this system may be exempt pursuant to 5 U.S.C. 552a(j)(2) if the information is compiled and maintained by a component of the agency that performs as its principle function any activity pertaining to the enforcement of criminal laws from the following subsections of 5 U.S.C. 552a(c)(3), (c)(4), (d), (e)(1), (e)(2), (e)(3), (e)(4)(G), (H) and (I), (e)(5), (e)(8), (f), and (g).

Investigatory material compiled for law enforcement purposes, other than material within the scope of subsection 5 U.S.C. 552a(j)(2), may be exempt pursuant to 5 U.S.C. 552a(k)(2).

However, if an individual is denied any right, privilege, or benefit for which he would otherwise be entitled by Federal law or for which he would otherwise be eligible, as a result of the maintenance of the information, the individual will be provided access to the information exempt to the extent that disclosure would reveal the identity of a confidential source from the following subsections of 5 U.S.C. 552a(c)(3), (d), (e)(1), (e)(4)(G), (H), and (I), and (f). **Note:** When claimed, this exemption allows limited protection of investigative reports maintained in a system of records used in personnel or administrative actions.

An exemption rule for this record system has been promulgated in accordance with the requirements of 5 U.S.C. 553(b)(1), (2), and (3), (c) and (e) and published in 32 CFR part 806c. For additional information contact the system manager.

[FR Doc. 04-27130 Filed 12-9-04; 8:45 am]

BILLING CODE 5001-06-M

**DEPARTMENT OF EDUCATION****Notice of Proposed Information Collection Requests**

**AGENCY:** Department of Education.

**SUMMARY:** The Leader, Information Management Case Services Team, Regulatory Information Management Services, Office of the Chief Information Officer, invites comments on the proposed information collection requests as required by the Paperwork Reduction Act of 1995.

**DATES:** Interested persons are invited to submit comments on or before February 8, 2005.

**SUPPLEMENTARY INFORMATION:** Section 3506 of the Paperwork Reduction Act of 1995 (44 U.S.C. Chapter 35) requires that the Office of Management and Budget (OMB) provide interested Federal agencies and the public an early opportunity to comment on information collection requests. OMB may amend or waive the requirement for public consultation to the extent that public participation in the approval process would defeat the purpose of the information collection, violate State or Federal law, or substantially interfere with any agency's ability to perform its statutory obligations. The Leader, Information Management Case Services Team, Regulatory Information Management Services, Office of the Chief Information Officer, publishes that notice containing proposed information collection requests prior to submission of these requests to OMB. Each proposed information collection, grouped by office, contains the following: (1) Type of review requested, e.g. new, revision, extension, existing or reinstatement; (2) title; (3) summary of the collection; (4) description of the need for, and proposed use of, the information; (5) respondents and frequency of collection; and (6) reporting and/or recordkeeping burden. OMB invites public comment.

The Department of Education is especially interested in public comment addressing the following issues: (1) Is this collection necessary to the proper functions of the Department; (2) will this information be processed and used

in a timely manner; (3) is the estimate of burden accurate; (4) how might the Department enhance the quality, utility, and clarity of the information to be collected; and (5) how might the Department minimize the burden of this collection on the respondents, including through the use of information technology.

Dated: December 7, 2004.

**Angela C. Arrington,**

*Leader, Information Management Case Services Team Regulatory Information Management Services, Office of the Chief Information Officer.*

### Office of Postsecondary Education

*Type of Review:* Reinstatement.

*Title:* Gaining Early Awareness and Readiness for Undergraduate Programs (GEAR UP) Application for Partnership Grants.

*Frequency:* One-time.

*Affected Public:* State, local, or tribal gov't, SEAs or LEAs; not-for-profit institutions.

*Reporting and Recordkeeping Hour Burden:*

*Responses:* 1,000.

*Burden Hours:* 40,000.

*Abstract:* The purpose of this information collection is to allow Partnerships to apply for funding under the Gaining Early Awareness and Readiness for Undergraduate Programs (GEAR UP) program. The information collected in the GEAR UP application package allows the Department to make determinations as to whether potential applicants are eligible for GEAR UP funding and to allow field readers to score and rank applications for the Department to make funding determinations.

Requests for copies of the proposed information collection request may be accessed from <http://edicsweb.ed.gov>, by selecting the "Browse Pending Collections" link and by clicking on link number 2647. When you access the information collection, click on "Download Attachments" to view. Written requests for information should be addressed to U.S. Department of Education, 400 Maryland Avenue, SW., Potomac Center, 9th Floor, Washington, DC 20202-4700. Requests may also be electronically mailed to the Internet address [OCIO\\_RIMG@ed.gov](mailto:OCIO_RIMG@ed.gov) or faxed to (202) 245-6621. Please specify the complete title of the information collection when making your request.

Comments regarding burden and/or the collection activity requirements should be directed to Joseph Schubart at his e-mail address [Joe.Schubart@ed.gov](mailto:Joe.Schubart@ed.gov). Individuals who use a telecommunications device for the deaf (TDD) may call the Federal Information

Relay Service (FIRS) at 1-800-877-8339.

[FR Doc. E4-3596 Filed 12-9-04; 8:45 am]

**BILLING CODE 4000-01-P**

## ELECTION ASSISTANCE COMMISSION

### Sunshine Act Notice

**AGENCY:** United States Election Assistance Commission.

**ACTION:** Notice of public meeting agenda (amended).

**DATES AND TIME:** Tuesday, December 14, 2004, 10 a.m.-12 noon.

**PLACE:** U.S. Election Assistance Commission, 1225 New York Ave., NW., Suite 1100, Washington, DC 20005, (Metro Stop: Metro Center).

**AGENDA:** The Commission will receive updates and reports on the following: Title II Requirements Payments; Budget Update; EAC's 2005 HAVA Implementation Action Plan including specific discussion on the Development and Establishment of Statewide Voter Registration Databases; Other Programmatic Updates and Administrative Matters.

**FOR FURTHER INFORMATION CONTACT:**

Bryan Whitener, Telephone: (202) 566-3100.

**DeForest B. Soaries, Jr.,**

*Chairman, U.S. Election Assistance Commission.*

[FR Doc. 04-27247 Filed 12-8-04; 11:00 am]

**BILLING CODE 6820-YN-M**

## DEPARTMENT OF ENERGY

### Agency Information Collection Extension

**AGENCY:** U.S. Department of Energy.

**ACTION:** Notice and Request for Comments.

**SUMMARY:** The Department of Energy (DOE), pursuant to the Paperwork Reduction Act of 1995, intends to extend for three years, an information collection package with the Office of Management and Budget (OMB) used by the Department to exercise management oversight and control over contractors including management and operating (M&O) contractors operating DOE's facilities. This information is used by the Department to perform management oversight regarding implementation of applicable statutory, regulatory and contractual requirements and obligations. The collection is critical to ensure that the Government has sufficient information to judge the

degree to which contractors are meeting requirements, that public funds are spent in an efficient and effective manner and that fraud, waste and abuse are avoided.

Comments are invited on: (a) Whether the extended collection of information is necessary for the proper performance of the functions of the agency, including whether the information shall have practical utility; (b) the accuracy of the agency's estimate of the burden of the proposed collection of information, including the validity of the methodology and assumptions used; (c) ways to enhance the quality, utility, and clarity of the information to be collected; and (d) ways to minimize the burden of the collection of information on respondents, including through the use of automated collection techniques or other forms of information technology.

**DATES:** Comments regarding this proposed information collection must be received on or before February 8, 2005. If you anticipate difficulty in submitting comments within that period, contact the person listed below as soon as possible.

**ADDRESSES:** Written comments may be sent to: Richard Langston, ME-61, Procurement Policy Analyst, Office of Procurement and Assistance Policy, Office of Procurement and Assistance Management, U.S. Department of Energy, 1000 Independence Ave, SW., Washington, DC 20585, or by fax at 202-287-1345 or by e-mail at [richard.langston@hq.doe.gov](mailto:richard.langston@hq.doe.gov) and to Sharon Evelin, Acting Director, Records Management Division, IM-11/ Germantown Bldg., Office of the Chief Information Officer, U.S. Department of Energy, 1000 Independence Ave, SW., Washington, DC 10585-1290, or by fax at 301-903-9061 or by e-mail at [sharon.evelin@hq.doe.gov](mailto:sharon.evelin@hq.doe.gov).

**FOR FURTHER INFORMATION CONTACT:**

Requests for additional information or copies of the information collection instrument and instructions should be directed to Richard Langston at the address listed above.

**SUPPLEMENTARY INFORMATION:** This package contains: (1) *OMB No.:* 1910-4100; (2) *Package Title:* Procurement; (3) *Type of Review:* renewal; (4) *Purpose:* This information is required by the Department to ensure that DOE contracts including management and operation contractors operating DOE facilities are managed efficiently and effectively and to exercise management oversight of DOE contractors; (5) *Respondents:* 3,811; (6) *Estimated Number of Burden Hours:* 1,086,529.