

ADAMS Template: SECY-067

DOCUMENT DATE: 04/12/1990

TITLE: PR-MISC. 090-3 - 55FR13864 - PRIVACY ACT OF 1974:
MODIFICATION OF SYSTEM OF RECORD

CASE REFERENCE: PR-MISC. 090-3
55FR13864

KEY WORD: RULEMAKING COMMENTS

Document Sensitivity: Non-sensitive - SUNSI Review Complete

STATUS OF RULEMAKING

PROPOSED RULE: PR-MISC. 090-3 OPEN ITEM (Y/N) N

RULE NAME: PRIVACY ACT OF 1974: MODIFICATION OF SYSTEM OF REC
ORD

PROPOSED RULE FED REG CITE: 55FR13864

PROPOSED RULE PUBLICATION DATE: 04/12/90 NUMBER OF COMMENTS: 0

ORIGINAL DATE FOR COMMENTS: 05/12/90 EXTENSION DATE: / /

FINAL RULE FED. REG. CITE: FINAL RULE PUBLICATION DATE: / /

NOTES ON FILE LOCATED ON P1.

STATUS
OF RULE

TO FIND THE STAFF CONTACT OR VIEW THE RULEMAKING HISTORY PRESS PAGE DOWN KEY

HISTORY OF THE RULE

PART AFFECTED: PR-MISC. 090-3

RULE TITLE: PRIVACY ACT OF 1974: MODIFICATION OF SYSTEM OF REC
ORD

PROPOSED RULE SECY PAPER:	PROPOSED RULE SRM DATE: / /	DATE PROPOSED RULE SIGNED BY SECRETARY: 03/30/90
------------------------------	--------------------------------	---

FINAL RULE SECY PAPER:	FINAL RULE SRM DATE: / /	DATE FINAL RULE SIGNED BY SECRETARY: / /
---------------------------	-----------------------------	---

STAFF CONTACTS ON THE RULE

CONTACT1: DONNIE H. GRIMSLEY MAIL STOP: P-370 PHONE: 492-7211

CONTACT2: MAIL STOP: PHONE:

Copy to Secy--
Original sent to the
Office of the Federal Register
for publication

DOCKET NUMBER
PROPOSED RULE PR Misc. 90-3 [7590-01]
(55 FR 13864)

DOCKETED
USNRC

NUCLEAR REGULATORY COMMISSION

Privacy Act of 1974; Modification of System of Records

'90 APR 10 P6:42

OFFICE OF SECRETARY
DOCKETING & SERVICE
BRANCH

AGENCY: Nuclear Regulatory Commission.

ACTION: Major modification of a System of Records notice.

SUMMARY: The Nuclear Regulatory Commission (NRC) is proposing a major modification to a system of records, NRC-24, Government Property Accountability System, formerly called Property and Supply System. The introduction of personal computers in the NRC provides the capability to track the accountability of Government property at a more detailed level than was previously possible. The NRC, therefore, proposes to modify NRC-24 to include all programs which involve the tracking of Government property. The NRC intends to modify this system of records to provide detailed accountability of Government property assigned to individuals.

EFFECTIVE DATE: The proposed modifications will take effect, without further notice, on (30 days after date of publication in the Federal Register), unless comments received on or before that date cause a contrary decision. If, based on NRC's review of comments received, changes are made, NRC will publish a new final notice.

ADDRESSES: Send comments to the Secretary of the Commission, U.S. Nuclear Regulatory Commission, Washington, DC 20555, Attention: Docketing and Service Branch. Copies of comments may be examined at the NRC Public Document Room at 2120 L Street, NW., Lower Level, Washington, DC.

pub. 4/12/90

FOR FURTHER INFORMATION CONTACT: Donnie H. Grimsley, Director, Division of Freedom of Information and Publications Services, Office of Administration, U.S. Nuclear Regulatory Commission, Washington, DC; Telephone: 301-492-7211.

SUPPLEMENTARY INFORMATION: NRC-24 is being modified to allow the tracking of accountability of Government property at a more detailed level than previously possible. This new system will include records of the Procurement and Property Branch for major items of equipment and items of sensitive property, such as cameras and portable calculators; library books; telecommunications equipment, such as pagers and modems; records from the Information and Records Management Branch; ADP hardware and software; and parking permits for NRC-controlled parking spaces.

A report of this system of records, required by 5 U.S.C. 552a(o), as implemented by OMB Circular No. A-130, was sent on February 20, 1990, to the Chairman, Committee on Government Operations, U.S. House of Representatives; the Chairman, Committee on Governmental Affairs, U.S. Senate; and on February 22, 1990, to the Office of Management and Budget.

1. NRC-24, Government Property Accountability System--NRC, is being revised to read as follows:

NRC-24

SYSTEM NAME: Government Property Accountability System--NRC.

SYSTEM LOCATION: Primary Systems--

- a. Property and Procurement Branch, Division of Contracts and Property Management, Office of Administration, NRC, 7920 Norfolk Avenue, Bethesda, Maryland;
- b. Office of the General Counsel, NRC, 11555 Rockville Pike, Rockville, Maryland;
- c. Telecommunications Branch, Division of Computer and Telecommunications Services, Office of Information Resources Management, NRC, 7735 Old Georgetown Road, Bethesda, Maryland;
- d. Information and Records Management Branch, Division of Information Support Services, Office of Information Resources Management, NRC, 7735 Old Georgetown Road, Bethesda, Maryland;
- e. Library Services Section, Information and Records Management Branch, Division of Information Support Services, Office of Information Resources Management, NRC, 7920 Norfolk Avenue, Bethesda, Maryland;
- f. Office Automation and Network Development Branch, Division of Computer and Telecommunications, Office of Information Resources Management, NRC, 7920 Norfolk Avenue, Bethesda, Maryland; and
- g. Facility Management Branch, Division of Contracts and Property Management, Office of Administration, NRC, 7920 Norfolk Avenue, Bethesda, Maryland.

Duplicate Systems--Duplicate systems exist, in whole or in part, at locations listed in Addendum I, Parts 1 and 2.

CATEGORIES OF INDIVIDUALS COVERED BY THE SYSTEM: NRC employees and contractors who have custody of Government property.

CATEGORIES OF RECORDS IN THE SYSTEM: These records contain information about the equipment (type, make, model, serial number, location, etc.) and information about the custodians of the equipment (name, social security account number, office, and office location).

- a. Property and Procurement Branch: Major items of equipment (e.g., office furnishings, automobiles, etc.) and items of sensitive property (e.g., cameras, portable calculators, and cassette recorders);
- b. Law Library: Books and regulations;
- c. Telecommunications Branch: Telecommunications property (e.g., pagers, modems, and credit cards);
- d. Library Services Section: Books and library materials;
- e. Information and Records Management Branch: Record/nonrecord holdings;
- f. Office Automation and Network Development Branch: ADP equipment and software; and
- g. Facility Management Branch: Parking permits for NRC-controlled parking spaces.

AUTHORITY FOR MAINTENANCE OF THE SYSTEM:

31 U.S.C. 3512 (1982) and 40 U.S.C. 483(b) and (c) (1982).

ROUTINE USES OF RECORDS MAINTAINED IN THE SYSTEM, INCLUDING CATEGORIES OF USERS AND THE PURPOSES OF SUCH USES: Information in these records may be used:

- a. To maintain an inventory and accountability of Government property;
- b. To provide information for clearances of employees who separate from the NRC; and
- c. For any of the routine uses specified in paragraph numbers 1, 3, 5, and 6 of the Prefatory Statement.

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

STORAGE: Maintained on NRC forms and automated systems, with history and audit files.

RETRIEVABILITY: Accessed by name, social security account number, office, and office location.

SAFEGUARDS: Access to and use of these records are limited to those persons whose official duties require such access.

RETENTION AND DISPOSAL: Hardcopy records are retained for up to 3 years after an individual's responsibility for the assigned equipment terminates; then destroyed by shredding or in regular trash disposal system. Automated records are retained indefinitely.

SYSTEM MANAGER(S) AND ADDRESS:

- a. Chief, Property and Procurement Branch, Division of Contracts and Property Management, Office of Administration, U.S. Nuclear Regulatory Commission, Washington, DC 20555;
- b. Chief, Program Support Branch, Office of the General Counsel, U.S. Nuclear Regulatory Commission, Washington, DC 20555;
- c. Chief, Telecommunications Branch, Division of Computer and Telecommunications Services, Office of Information Resources Management, U.S. Nuclear Regulatory Commission, Washington, DC 20555;

d. Chief, Library Services Section, Information and Records Management Branch, Division of Information Support Services, Office of Information Resources Management, U.S. Nuclear Regulatory Commission, Washington, DC 20555;

e. Chief, Information and Records Management Branch, Division of Information Support Services, Office of Information Resources Management, U.S. Nuclear Regulatory Commission, Washington, DC 20555;

f. Chief, Office Automation and Network Development Branch, Division of Computer and Telecommunications Services, Office of Information Resources Management, U.S. Nuclear Regulatory Commission, Washington, DC 20555; and

g. Chief, Facility Management Branch, Division of Contracts and Property Management, Office of Administration, U.S. Nuclear Regulatory Commission, Washington, DC 20555.

NOTIFICATION PROCEDURE: Director, Division of Freedom of Information and Publications Services, Office of Administration, U.S. Nuclear Regulatory Commission, Washington, DC 20555.

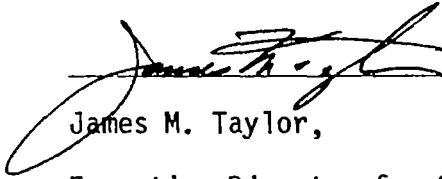
RECORD ACCESS PROCEDURES: Same as "Notification procedure."

CONTESTING RECORD PROCEDURES: Same as "Notification procedure."

RECORD SOURCE CATEGORIES: Information in this system of records comes from NRC forms signed by the individuals having custody of the items, or from reports and memoranda received by the Systems Managers.

Dated at Rockville, Maryland, this 30th day of March 1990.

For the Nuclear Regulatory Commission.



James M. Taylor,
Executive Director for Operations.