

(9) Office of Surface Mining, Division of Personnel, 1951 Constitution Avenue NW., Washington, DC 20245.

CATEGORIES OF INDIVIDUALS COVERED BY THE SYSTEM:

Departmental employees filing grievances/complaints.

CATEGORIES OF RECORDS IN THE SYSTEM:

Formal grievances and complaints; name, address, and other personal information about individuals filing grievances and complaints; transcripts of hearings (if held); and relevant information about other individuals in complainants' work units.

AUTHORITY FOR MAINTENANCE OF THE SYSTEM:

5 U.S.C. 7100.

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

The primary purpose of the system is to adjudicate grievances and complaints.

Disclosures outside the Department of the Interior may be made:

- (1) To the Federal Labor Relations Authority.
- (2) To the U.S. Department of Justice or in a proceeding before a court or adjudicative body with jurisdiction when (a) the United States, the Department of the Interior, a component of the Department, or, when represented by the government, an employee of the Department is a party to litigation or anticipated litigation or has an interest in such litigation, and (b) the Department of the Interior determines that the disclosure is relevant or necessary to the litigation and is compatible with the purpose for which the records were compiled.
- (3) To appropriate Federal, State, local or foreign agencies responsible for investigating or prosecuting the violation of or for enforcing or implementing a statute, rule, regulation, order or license, when the disclosing agency becomes aware of a violation or potential violation of a statute, rule, regulation, order or license.
- (4) To a congressional office in response to an inquiry an individual has made to the congressional office.

(3) To appropriate Federal, State, local or foreign agencies responsible for investigating or prosecuting the violation of or for enforcing or implementing a statute, rule, regulation, order or license, when the disclosing agency becomes aware of a violation or potential violation of a statute, rule, regulation, order or license.

(4) To a congressional office in response to an inquiry an individual has made to the congressional office.

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

STORAGE:

Records are stored in both manual and electronic format.

RETRIEVABILITY:

Records are retrieved by name of individual filing grievance or complaint and Docket or Case Number.

SAFEGUARDS:

Access to records is limited to authorized personnel. Manual records are stored in locked metal file cabinets or in metal file cabinets in secured premises. Electronic records are maintained with access controls meeting the requirements of 43 CFR 2.51

RETENTION AND DISPOSAL:

Records are retained and disposed of in accordance with General Records Schedule No. 1, Item 30.

SYSTEM MANAGER(S) AND ADDRESS:

(1) Team Leader, Employee and Labor Relations Group, Office of Personnel Policy, U.S. Department of the Interior, 1849 C Street NW., MS-5221 MIB, Washington, DC 20240.

(2) Director of Administration, Bureau of Indian Affairs, Division of Personnel Management, 1951 Constitution Avenue NW., Washington, DC 20245.

(3) Personnel Officer, U.S. Geological Survey, National Center, 12201 Sunrise Valley Drive, Reston, VA 22092.

(4) Personnel Officer, U.S. Fish and Wildlife Service, Division of Personnel Management and Organization, 1849 C Street NW., Washington, DC 20240.

(5) Labor Relations Officer, Bureau of Reclamation, PO Box 25001, Denver, CO 80225.

(6) Personnel Officer, Bureau of Land Management, Division of Personnel (530), 1849 C Street NW., Washington, DC 20240.

(7) Personnel Officer, National Park Service, Division of Personnel, Branch of Labor Management Relations, 1849 C Street NW., Washington, DC 20240.

(8) Personnel Officer, Minerals Management Service, Personnel Division, 1110 Herndon Parkway, Herndon, VA 22070.

(9) Personnel Officer, Office of Surface Mining, Division of Personnel, 1951 Constitution Avenue NW., Washington, DC 20245.

NOTIFICATION PROCEDURES:

An individual requesting notification of the existence of records on him or her should address his/her request to the appropriate System Manager. The request must be in writing, signed by the requestor, and comply with the content requirements of 43 CFR 2.60.

RECORD ACCESS PROCEDURES:

An individual requesting access to records maintained on him or her should address his/her request to the appropriate System Manager. The request must be in writing, signed by the requestor, and comply with the content requirements of 43 CFR 2.63.

CONTESTING RECORD PROCEDURES:

An individual requesting amendment of a record maintained on him or her should address his/her request to the appropriate System Manager. The request must be in writing, signed by the requestor, and comply with the content requirements of 43 CFR 2.71.

RECORD SOURCE CATEGORIES:

Individuals filing grievances and complaints, colleagues and supervisors of complainants, and management officials.

EXEMPTIONS CLAIMED FOR THE SYSTEM:

None.

[FR Doc. 99-9829 Filed 4-19-99; 8:45 am]

BILLING CODE 4310-RJ-P

DEPARTMENT OF THE INTERIOR

Office of the Secretary

Privacy Act of 1974; As Amended; Revisions to an Existing System of Records

AGENCY: Office of the Secretary, Department of the Interior.

ACTION: Proposed revisions to an existing system of records.

SUMMARY: In accordance with the Privacy Act of 1974, as amended (5 U.S.C. 552a), the Office of the Secretary is issuing public notice of its intent to modify an existing Privacy Act system of records notice, OS-58, "Administrative Operations Records on Employees." The revisions will update the system name and number and the system location and system manager and address statements.

EFFECTIVE DATE: These actions will be effective on April 20, 1999.

FOR FURTHER INFORMATION CONTACT: Director, Office of Personnel Policy, U.S. Department of the Interior, 1849 C Street NW, MS-5221 MIB, Washington, DC 20240.

SUPPLEMENTARY INFORMATION: The Department of the Interior is proposing to amend the system notice for OS-58, "Administrative Operations Records on Employees," to update the name and number of the system to more accurately reflect its Department-wide scope, and to update the system location and system manager and address statements to provide a current list of specific locations and system managers rather than a generic reference to the Department's organizational structure. Accordingly, the Department of the

Interior proposes to amend the "Administrative Operations records on Employees," OS-58, system notice in its entirety to read as follows:

Sue Ellen Sloca,

*Office of the Secretary Privacy Act Officer,
National Business Center.*

INTERIOR/DOI-58

SYSTEM NAME:

Employee Administrative Records—Interior, DOI-58.

SYSTEM LOCATION:

(1) Departmental personnel office: Office of Personnel Policy, U.S. Department of the Interior, 1849 C Street NW, MS-5221 MIB, Washington, DC 20240.

(2) Bureau personnel offices:

(a) Bureau of Indian Affairs, Division of Personnel Management, 1951 Constitution Avenue NW, Washington, DC 20245.

(b) U.S. Geological Survey, National Center, 12201 Sunrise Valley Drive, Reston, VA 22092.

(c) U.S. Fish and Wildlife Service, Division of Personnel Management and Organization, 1849 C Street NW, Washington, DC 20240.

(d) Bureau of Reclamation, PO Box 25001, Denver, CO 80225.

(e) Bureau of Land Management, Division of Personnel (530), 1849 C Street NW, Washington, DC 20240.

(f) National Park Service, Division of Personnel, Branch of Labor Management Relations, 1849 C Street NW, Washington, DC 20240.

(g) Minerals Management Service, Personnel Division, 1110 Herndon Parkway, Herndon, VA 22070.

(h) Office of Surface Mining, Division of Personnel, 1951 Constitution Avenue NW, Washington, DC 20245.

(3) Administrative components of the offices (within the bureaus listed above) in which individuals covered by the system are employed.

CATEGORIES OF INDIVIDUALS COVERED BY THE SYSTEM:

(1) Employees of the Department of the Interior.

(2) Employees of independent agencies, councils and commissions (which are supported, administratively, by the Office of the Secretary).

CATEGORIES OF RECORDS IN THE SYSTEM:

Records involving the administrative or operational relationships between the employee and the office in which the employee works, including, but not limited to, the following types of records: Workload and productivity records for scheduling purposes; travel activity records; employee time and

attendance records; budget records; accident and safety records, property accountability records; study and special project records; committee and detail assignments; locator indexes; parking space assignments; mailing lists; and similar records. These records may contain one or more of the following (or similar) data elements: Name and Social Security number of employee, office telephone number, organizational location, occupational series and grade, position title, organizational title assigned for program management purposes, home address and home telephone number (for emergency contact purposes only).

AUTHORITY FOR MAINTENANCE OF THE SYSTEM:

5 U.S.C. 301, 3101, 5105-5115, 5501-5516, 5701-5709; 31 U.S.C. 66a, 240-243; 40 U.S.C. 483(b); 43 U.S.C. 1467; 44 U.S.C. 3101; Executive Order 11807.

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

The primary purpose of the system is to support the administration and operation of the offices in which individuals covered by the system are employed. Disclosures outside the Department of the Interior may be made:

(1) To the U.S. Department of Justice or in a proceeding before a court or adjudicative body with jurisdiction when (a) the United States, the Department of the Interior, a component of the Department, or, when represented by the government, an employee of the Department is a party to litigation or anticipated litigation or has an interest in such litigation, and (b) the Department of the Interior determines that the disclosure is relevant or necessary to the litigation and is compatible with the purpose for which the records were compiled.

(2) To appropriate Federal, State, local or foreign agencies responsible for investigating or prosecuting the violation of or for enforcing or implementing a statute, rule, regulation, order or license, when the disclosing agency becomes aware of a violation or potential violation of a statute, rule, regulation, order or license.

(3) To a congressional office in response to an inquiry an individual has made to the congressional office.

(4) To another Federal agency for related program management purposes when the Department determines that the disclosure is compatible with the purpose for which the records were compiled.

(5) To the public in the form of agency directories of office telephone numbers.

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

STORAGE:

Records are stored in paper format, in file folders in locked cabinets, and in electronic format, on disk or tape.

RETRIEVABILITY:

Records are retrieved by name of employee or control number assigned to employee.

SAFEGUARDS:

Access to records is limited to authorized personnel. Records are maintained in locked filing cabinets or secure electronic systems.

RETENTION AND DISPOSAL:

Records are retained until completion of the assignment or activity to which they pertain, or until separation of covered employees, at which time they are disposed of in accordance with appropriate records schedules.

SYSTEM MANAGER(S) AND ADDRESS:

(1) Departmental office: Director, Office of Personnel Policy, U.S. Department of the Interior, 1849 C Street NW, MS-5221 MIB, Washington, DC 20240.

(2) Bureau personnel offices:

(a) Director of Administration, Bureau of Indian Affairs, Division of Personnel Management, 1951 Constitution Avenue NW, Washington, DC 20245.

(b) Personnel Officer, U.S. Geological Survey, National Center, 12201 Sunrise Valley Drive, Reston, VA 22092.

(c) Personnel Officer, U.S. Fish and Wildlife Service, Division of Personnel Management and Organization, 1849 C Street NW, Washington, DC 20240.

(d) Labor Relations Officer, Bureau of Reclamation, PO Box 25001, Denver, CO 80225.

(e) Personnel Officer, Bureau of Land Management, Division of Personnel (530), 1849 C Street NW, Washington, DC 20240.

(f) Personnel Officer, National Park Service, Division of Personnel, Branch of Labor Management Relations, 1849 C Street NW, Washington, DC 20240.

(g) Personnel Officer, Minerals Management Service, Personnel Division, 1110 Herndon Parkway, Herndon, VA 22070.

(h) Personnel Officer, Office of Surface Mining, Division of Personnel, 1951 Constitution Avenue NW, Washington, DC 20245.

(3) Administrative officers of the offices (within the bureaus listed above) in which individuals covered by the system are employed. (Contact the appropriate bureau system manager to

obtain the address of the office system manager.)

NOTIFICATION PROCEDURES:

An individual requesting notification of the existence of records on him or her should address his/her request to the appropriate System Manager. The request must be in writing, signed by the requestor, and comply with the content requirements of 43 CFR 2.60.

RECORD ACCESS PROCEDURES:

An individual requesting access to records maintained on him or her should address his/her request to the appropriate System Manager. The request must be in writing, signed by the requestor, and comply with the requirements of 43 CFR 2.63.

CONTESTING RECORD PROCEDURES:

An individual requesting amendment of a record maintained on him or her should address his/her request to the appropriate System Manager. The request must be in writing, signed by the requestor, and comply with the content requirements of 43 CFR 2.71.

RECORD SOURCE CATEGORIES:

Individuals covered by the system, agency officials, and agency records or documents.

EXEMPTIONS CLAIMED FOR THE SYSTEM:

None.

[FR Doc. 99-9830 Filed 4-19-99; 8:45 am]

BILLING CODE 4310-RJ-P

DEPARTMENT OF THE INTERIOR

Bureau of Land Management

[AZ-950-5700-77; AZA 25613]

Public Land Order No. 7384; Withdrawal of Public Lands for Expansion of Lake Pleasant; Arizona

AGENCY: Bureau of Land Management, Interior.

ACTION: Public land order.

SUMMARY: This order withdraws 1,988.27 acres of public lands from surface entry and mining for a period of 20 years to protect the Bureau of Reclamation's Lake Pleasant expansion area. The lands have been and will remain open to mineral leasing.

EFFECTIVE DATE: April 20, 1999.

FOR FURTHER INFORMATION CONTACT: Jim Andersen, BLM Phoenix Field Office, 2015 West Deer Valley Road, Phoenix, Arizona 85027, 602-580-5570.

By virtue of the authority vested in the Secretary of the Interior by Section 204 of the Federal Land Policy and

Management Act of 1976, 43 U.S.C. 1714 (1994), it is ordered as follows:

1. Subject to valid existing rights, the following described public lands are hereby withdrawn from settlement, sale, location, or entry under the general land laws, including the United States mining laws (30 U.S.C. Ch. 2 (1994)), but not from leasing under the mineral leasing laws, to protect the Bureau of Reclamation's Lake Pleasant expansion area:

Gila and Salt River Meridian

T. 7 N., R. 1 E.,

Sec. 12, a portion of the N $\frac{1}{2}$ NW $\frac{1}{4}$ of lot 2 (C.A.P. Tract No. NW-1-1c).

T. 6 N., R. 1 E.,

Sec. 3, W $\frac{1}{2}$ of lot 10;

Sec. 10, S $\frac{1}{2}$ NW $\frac{1}{4}$;

Sec. 15, SW $\frac{1}{4}$ NE $\frac{1}{4}$.

T. 6 N., R. 1 W.,

Sec. 1, lots 1, 2, 3, 5, 6, and 7, SW $\frac{1}{4}$ NE $\frac{1}{4}$, and E $\frac{1}{2}$ W $\frac{1}{2}$ SE $\frac{1}{4}$;

Sec. 12, lot 1 and E $\frac{1}{2}$ NW $\frac{1}{4}$ NE $\frac{1}{4}$;

Sec. 13, E $\frac{1}{2}$ and that portion of the W $\frac{1}{2}$ lying east of the east right-of-way boundary of the Castle Hot Springs Road.

T. 7 N., R. 1 W.,

Sec. 13, W $\frac{1}{2}$ SW $\frac{1}{4}$ SE $\frac{1}{4}$ and SW $\frac{1}{4}$ NW $\frac{1}{4}$ SE $\frac{1}{4}$;

Sec. 23, E $\frac{1}{2}$ NE $\frac{1}{4}$, E $\frac{1}{2}$ W $\frac{1}{2}$ NE $\frac{1}{4}$, NE $\frac{1}{4}$ SE $\frac{1}{4}$, E $\frac{1}{2}$ NW $\frac{1}{4}$ SE $\frac{1}{4}$, SE $\frac{1}{4}$ SE $\frac{1}{4}$, and SW $\frac{1}{4}$ SE $\frac{1}{4}$;

Sec. 24, NW $\frac{1}{4}$ and W $\frac{1}{2}$ W $\frac{1}{2}$ NE $\frac{1}{4}$;

Sec. 25, W $\frac{1}{2}$ and NE $\frac{1}{4}$.

The areas described aggregate 1,988.27 acres in Maricopa and Yavapai Counties.

2. The withdrawal made by this order does not alter the applicability of those public land laws governing the use of the lands under lease, license, or permit, or governing the disposal of their mineral or vegetative resources other than under the mining laws.

3. This withdrawal will expire 20 years from the effective date of this order unless, as a result of a review conducted before the expiration date pursuant to Section 204(f) of the Federal Land Policy and Management Act of 1976, 43 U.S.C. 1714(f) (1994), the Secretary determines that the withdrawal shall be extended.

Dated: March 29, 1999.

John Berry,

Assistant Secretary of the Interior.

[FR Doc. 99-9890 Filed 4-19-99; 8:45 am]

BILLING CODE 4310-32-P

DEPARTMENT OF THE INTERIOR

Bureau of Land Management

[ES-931-1430-01; MIES-0629]

Public Land Order No. 7385; Revocation of Executive Order Dated June 14, 1839, and Transfer of Jurisdiction; Michigan

AGENCY: Bureau of Land Management, Interior.

ACTION: Public land order.

SUMMARY: This order revokes an Executive order in its entirety as to 10.15 acres of public land withdrawn from the use by the United States Coast Guard for lighthouse purposes. The land is no longer needed for lighthouse purposes. In accordance with Public Law 91-479, this order also transfers jurisdiction to the National Park Service for inclusion in the Sleeping Bear Dunes National Lakeshore.

EFFECTIVE DATE: April 20, 1999.

FOR FURTHER INFORMATION CONTACT: Ed Ruda, Bureau of Land Management, Eastern States, 7450 Boston Boulevard, Springfield, Virginia 22153, 703-440-1663.

By virtue of the authority vested in the Secretary of the Interior by Section 204 of the Federal Land Policy and Management Act of 1976, 43 U.S.C. 1714 (1994), it is ordered as follows:

1. The Executive Order dated June 14, 1839, which withdrew land for lighthouse purposes, is hereby revoked insofar as it affects the following described land:

South Manitou Island Light Station

Michigan Meridian

T. 30 N., R. 15 W.,

Sec. 10, part of lot 1.

The area described contains 10.15 acres plus accretions in Leelanau County.

2. In accordance with Public Law 91-479, subject to valid existing rights, the administrative jurisdiction of the above described land is hereby transferred from the United States Coast Guard to the National Park Service to be managed as part of the Sleeping Bear Dunes National Lakeshore and shall thereafter be subject to all laws and regulations applicable thereto.

Dated: March 29, 1999.

John Berry,

Assistant Secretary of the Interior.

[FR Doc. 99-9888 Filed 4-19-99; 8:45 am]

BILLING CODE 4310-GJ-P