

**OFFICE OF MANAGEMENT AND BUDGET****Office of Federal Procurement Policy****Proposed Rescission of OMB Circular A-109, Major System Acquisitions**

**AGENCY:** Office of Management and Budget, Office of Federal Procurement Policy.

**ACTION:** Proposed rescission of OMB Circular A-109, Major System Acquisitions.

**SUMMARY:** The Office of Management and Budget (OMB) issued Circular A-109, "Major System Acquisitions," in 1976 to provide uniform guidance to the Executive Branch agencies on the acquisition of major systems. Since then, OMB has provided guidance on asset acquisition under Part 3 of Circular A-11, Planning, Budgeting, and Acquisition of Capital Assets, the Capital Programming Guide, Supplement to Part 3 of A-11, and Circular A-130, Management of Federal Information Resources. In an effort to eliminate duplicate guidance, OMB requests comments on the proposed rescission of Circular A-109.

**DATES:** Persons who wish to comment on the proposed rescission should submit their comments no later than October 31, 2000.

**ADDRESSES:** Comments should be addressed to Yvette Garner, Office of Federal Procurement Policy, Room 9013 New Executive Office Building, Washington, DC 20503.

**FOR FURTHER INFORMATION CONTACT:** Yvette Garner, Office of Federal Procurement Policy, 202-395-7187. Only hard copies of OMB Circular A-109 are available and can be obtained from Yvette Garner. Copies of Part 3 of OMB Circular A-11, the Capital Programming Guide, and OMB Circular A-130 can be obtained from the OMB website, <http://www.whitehouse.gov/OMB>.

**SUPPLEMENTARY INFORMATION:** The Federal Government has been working to manage better the planning, budgeting, and acquisition of capital assets. The National Performance Review in 1993 and various legislation have heightened the importance to agencies and to Congress that the Government must improve its performance in this area. The Clinger Cohen Act of 1996 also provided guidance to executive agencies to establish effective and efficient capital planning processes for selecting, managing, and evaluating the results of all of its major investments in information systems.

OMB issued Circular A-109, "Major System Acquisitions," in 1976 to the Heads of Executive Departments and Establishments. In recent years, OMB has issued additional, separate guidance on asset acquisition. OMB guidance under Part 3 of Circular A-11 provides information on planning, budgeting, and acquisition of capital assets. The Capital Programming Guide, Supplement to Part 3 of Circular A-11, also provides professionals in the Federal Government a basic reference to principles and techniques for planning, budgeting, acquisition, and management of capital assets. Circular A-130 establishes uniform government-wide information resources management policies as required by the Paperwork Reduction Act of 1980, as amended by the Paperwork Reduction Act of 1995, 44 U.S.C. Chapter 35.

In an effort to eliminate duplication of OMB guidance, OMB proposes to rescind Circular A-109, and continue to update Circular A-11 and Circular A-130 with current guidance on planning, budgeting, and acquisition of capital assets. OFPP requests comments on this proposed rescission.

**Kenneth J. Oscar,**

*Deputy Administrator (Acting).*

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**NATIONAL ARCHIVES AND RECORDS ADMINISTRATION****Agency Information Collection Activities: Submission for OMB Review; Comment Request**

**AGENCY:** National Archives and Records Administration (NARA).

**ACTION:** Notice.

**SUMMARY:** NARA is giving public notice that the agency has submitted to OMB for approval the information collection described in this notice. The public is invited to comment on the proposed information collection pursuant to the Paperwork Reduction Act of 1995.

**DATES:** Written comments must be submitted to OMB at the address below on or before September 21, 2000 to be assured of consideration.

**ADDRESSES:** Comments should be sent to: Office of Information and Regulatory Affairs, Office of Management and Budget, Attn: Mr. Jonathon Womer, Desk Officer for NARA, Washington, DC 20503.

**FOR FURTHER INFORMATION CONTACT:** Requests for additional information or copies of the proposed information collection and supporting statement

should be directed to Tamee Fechhelm at telephone number 301-713-6730 or fax number 301-713-6913.

**SUPPLEMENTARY INFORMATION:** Pursuant to the Paperwork Reduction Act of 1995 (Public Law 104-13), NARA invites the general public and other Federal agencies to comment on proposed information collections. NARA published a notice of proposed collection for this information collection on May 30, 2000 (65 FR 34503). No comments were received. NARA has submitted the described information collection to OMB for approval.

In response to this notice, comments and suggestions should address one or more of the following points: (a) whether the proposed information collection is necessary for the proper performance of the functions of NARA; (b) the accuracy of NARA's estimate of the burden of the proposed information collection; (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 the use of information technology. In this notice, NARA is soliciting comments concerning the following information collection:

*Title:* Applicant Background Survey.

*OMB number:* 3095-NEW.

*Agency form number:* NA Form 3035.

*Type of review:* Regular.

*Affected public:* Applicants for NARA jobs.

*Estimated number of respondents:* 16,600.

*Estimated time per response:* 5 minutes.

*Frequency of response:* On occasion (when applicant wishes to apply for a job at NARA).

*Estimated total annual burden hours:* 1,383 hours.

**Abstract:** NARA is below parity with the relevant Civilian Labor Force representation for many of our mission critical occupations, and has developed a 10 year Strategic Plan to improve representation and be more responsive to the changing demographics of the country. The only way to determine if there are barriers in the recruitment and selection process is to track the groups that apply and the groups at each stage of the selection process. There is no other objective way to make these determinations and no source of this information other than directly from applicants.

The information is not provided to selecting officials and plays no part in the selection of individuals. Instead, it is used in summary form to determine

trends over many selections within a given occupation or organizational area. The information is treated in a very confidential manner. No information from this form is entered into the Personnel File of the individual selected, and the records of those not selected are destroyed after the conclusion of the selection process.

The format of the questions on ethnicity and race are compliant with the new OMB requirements and are identical to those used in the year 2000 census. This form is a simplification and update of a similar OPM applicant background survey used by NARA for many years.

This form is used to obtain source of recruitment, ethnicity, race, and disability data on job applicants to determine if the recruitment is effectively reaching all aspects of the relevant labor pool and to determine if there are proportionate acceptance rates at various stages of the recruitment process. Response is optional. The information is used for evaluating recruitment only, and plays no part in the selection of who is hired.

Dated: August 16, 2000.

**L. Reynolds Cahoon,**

*Assistant Archivist for Human Resources and Information Services.*

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BILLING CODE 7515-01-P

## NATIONAL ARCHIVES AND RECORDS ADMINISTRATION

### Records Schedules; Availability and Request for Comments

**AGENCY:** National Archives and Records Administration (NARA).

**ACTION:** Notice of availability of proposed records schedules; request for comments.

**SUMMARY:** The National Archives and Records Administration (NARA) publishes notice at least once monthly of certain Federal agency requests for records disposition authority (records schedules). Once approved by NARA, records schedules provide mandatory instructions on what happens to records when no longer needed for current Government business. They authorize the preservation of records of continuing value in the National Archives of the United States and the destruction, after a specified period, of records lacking administrative, legal, research, or other value. Notice is published for records schedules in which agencies propose to destroy records not previously authorized for disposal or reduce the retention period

of records already authorized for disposal. NARA invites public comments on such records schedules, as required by 44 U.S.C. 3303a(a).

**DATES:** Requests for copies must be received in writing on or before October 6, 2000. Once the appraisal of the records is completed, NARA will send a copy of the schedule. NARA staff usually prepare appraisal memorandums that contain additional information concerning the records covered by a proposed schedule. These, too, may be requested and will be provided once the appraisal is completed. Requesters will be given 30 days to submit comments.

**ADDRESSES:** To request a copy of any records schedule identified in this notice, write to the Life Cycle Management Division (NWML), National Archives and Records Administration (NARA), 8601 Adelphi Road, College Park, MD 20740-6001. Requests also may be transmitted by FAX to 301-713-6852 or by e-mail to records.mgt@arch2.nara.gov. Requesters must cite the control number, which appears in parentheses after the name of the agency which submitted the schedule, and must provide a mailing address. Those who desire appraisal reports should so indicate in their request.

#### FOR FURTHER INFORMATION CONTACT:

Marie Allen, Director, Life Cycle Management Division (NWML), National Archives and Records Administration, 8601 Adelphi Road, College Park, MD 20740-6001. Telephone: (301)713-7110. E-mail: records.mgt@arch2.nara.gov.

**SUPPLEMENTARY INFORMATION:** Each year Federal agencies create billions of records on paper, film, magnetic tape, and other media. To control this accumulation, agency records managers prepare schedules proposing retention periods for records and submit these schedules for NARA's approval, using the Standard Form (SF) 115, Request for Records Disposition Authority. These schedules provide for the timely transfer into the National Archives of historically valuable records and authorize the disposal of all other records after the agency no longer needs them to conduct its business. Some schedules are comprehensive and cover all the records of an agency or one of its major subdivisions. Most schedules, however, cover records of only one office or program or a few series of records. Many of these update previously approved schedules, and some include records proposed as permanent.

No Federal records are authorized for destruction without the approval of the Archivist of the United States. This approval is granted only after a thorough consideration of their administrative use by the agency of origin, the rights of the Government and of private persons directly affected by the Government's activities, and whether or not they have historical or other value.

Besides identifying the Federal agencies and any subdivisions requesting disposition authority, this public notice lists the organizational unit(s) accumulating the records or indicates agency-wide applicability in the case of schedules that cover records that may be accumulated throughout an agency. This notice provides the control number assigned to each schedule, the total number of schedule items, and the number of temporary items (the records proposed for destruction). It also includes a brief description of the temporary records. The records schedule itself contains a full description of the records at the file unit level as well as their disposition. If NARA staff has prepared an appraisal memorandum for the schedule, it too includes information about the records. Further information about the disposition process is available on request.

#### Schedules Pending

1. Department of the Army, U.S. Army Research, Development and Engineering Center (N1-AU-00-29, 1 item, 1 temporary item). Master file of the Acquisition Information Management and Report System, an electronic information system used to collect and track information concerning contracts, contractors, and customers.

2. Department of the Army, U.S. Army Research, Development, and Engineering Center (N1-AU-00-32, 2 items, 2 temporary items). Master file and outputs of the Ammunition Accountability System, an electronic information system used to provide an audit trail of ammunition used for research and development. The system includes information on the classification, type, and price of ammunition.

3. Department of Commerce, Bureau of the Census (N1-29-00-3, 2 items, 2 temporary items). Records pertaining to the Transportation Truck Inventory and Use Survey (TIUS) of 1977 and the Commodity Transportation Survey of 1977, including questionnaire forms and computer printouts of information. The electronic aggregated data files from TIUS were previously approved for permanent retention.