

representatives of the public to consider relevant information reporting issues. The IRPAC: (i) Conveys the public's perception of IRS activities; (ii) advises with respect to specific information reporting administration issues; (iii) provides constructive observations regarding current or proposed IRS policies, programs, and procedures; and (iv) proposes significant improvements in information reporting operations. Because each Operating Division relies on the Information Reporting Program, the IRS must ensure application of a coordinated approach when addressing information reporting issues. Therefore, acknowledging the critical role of information reporting, emphasizing its commitment to the Information Reporting Program, and as a measure of the IRPAC's importance, a centralized coordinating mechanism, the Information Reporting Program Policy Council (IRP Policy Council) was established to formulate and coordinate strategic and crosscutting information reporting issues. A counterpart to the IRPAC consisting of IRS executives from each Operating Division, the IRP Policy Council facilitates cross-divisional consistency in information reporting and provides strategic leadership for the Service-wide direction of the Information Reporting Program. In addition, the IRP Policy Council considers and prioritizes the recommendations of the IRPAC as part of the strategic planning process, and meets regularly with Committee members to identify and recommend strategic issues for consideration. To accomplish its objective of close alignment with the needs and strategic goals of the IRS while remaining a strong external feedback mechanism, it is essential that IRPAC members comprise a diverse group of dedicated and talented professionals who bring substantial disparate experience and backgrounds to the Committee activities. Membership is balanced to include representation from the taxpaying public, the tax professional community, small and large businesses, state tax administrators, academics, preparers, and the payroll community.

Dated: November 3, 2003.

**Cynthia Vanderpool,**

*Designated Federal Official, Branch Chief, Liaison Tax Forum.*

[FR Doc. 03-28009 Filed 11-6-03; 8:45 am]

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## DEPARTMENT OF THE TREASURY

### Internal Revenue Service

#### Advisory Group to the Commissioner of Internal Revenue; Renewal of Charter

**AGENCY:** Internal Revenue Service (IRS), Treasury.

**ACTION:** Notice.

**SUMMARY:** The Charter for the Internal Revenue Service Advisory Council (IRSAC) will renew for a two-year period beginning November 5, 2003.

**FOR FURTHER INFORMATION CONTACT:** Ms. Lorenza Wilds, National Public Liaison, 202-622-6440 (not a toll-free number).

**SUPPLEMENTARY INFORMATION:** Notice is hereby given pursuant to section 10(a)(2) of the Federal Advisory Committee Act, 5 U.S.C. App. (1988), and with the approval of the Secretary of the Treasury to announce the renewal of the Internal Revenue Service Advisory Council (IRSAC). The primary purpose of the Advisory Council is to provide an organized public forum for senior Internal Revenue Service executives and representatives of the public to discuss relevant tax administration issues. As an advisory body designed to focus on broad policy matters, the IRSAC reviews existing tax policy and/or makes recommendations with respect to emerging tax administration issues. The IRSAC suggests operational improvements, offers constructive observations regarding current or proposed IRS policies, programs, and procedures, and suggest improvements with respect to issues having substantive effect on federal tax administration. Conveying the public's perception of IRS activities to Internal Revenue Service executives, the IRSAC is comprised of individuals who bring substantial, disparate experience and diverse backgrounds. Membership is balanced to include representation from the taxpaying public, the tax professional community, small and large businesses, state tax administration, and the payroll community.

Dated: November 3, 2003.

**Cynthia Vanderpool,**

*Designated Federal Official, Branch Chief, Liaison Tax Forum.*

[FR Doc. 03-28011 Filed 11-6-03; 8:45 am]

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## DEPARTMENT OF THE TREASURY

### Internal Revenue Service

#### Electronic Tax Administration Advisory Committee (ETAAC)

**AGENCY:** Internal Revenue Service (IRS), Treasury.

**ACTION:** Notice of open meeting.

**SUMMARY:** In 1998 the Internal Revenue Service established the Electronic Tax Administration Advisory Committee (ETAAC). The primary purpose of ETAAC is to provide an organized public forum for discussion of electronic tax administration issues in support of the overriding goal that paperless filing should be the preferred and most convenient method of filing tax and information returns. ETAAC offers constructive observations about current or proposed policies, programs, and procedures, and suggests improvements. Listed is a summary of the agenda along with the planned discussion topics.

#### Summarized Agenda

9 a.m. Meeting Opens

12:30 p.m. Meeting Adjourns

The planned discussion topics are:

(1) Modernized e-File Update

(2) e-Services Update

(3) Filing Season Readiness

(4) Overview of IRS Operations Support Organization

**Note:** Last-minute changes to these topics are possible and could prevent advance notice.

**DATES:** There will be a meeting of ETAAC on Thursday, December 4, 2003. This meeting will be open to the public, and will be in a room that accommodates approximately 40 people, including members of ETAAC and IRS officials. Seats are available to members of the public on a first-come, first-served basis.

**ADDRESSES:** The meeting will be held at the Ritz-Carlton Hotel "Pentagon City, Diplomat Meeting Room, 1250 South Hayes Street, Arlington, VA 22202.

**FOR FURTHER INFORMATION CONTACT:** To get on the access list to attend this meeting, to have a copy of the agenda faxed to you or to receive general information about ETAAC, contact Kim Logan at (202) 283-1947 by November 26, 2003. Notification of intent should include your name, organization and telephone number. If you leave information for Ms. Logan in a voice-mail message, please spell out all names. A draft of the agenda will be available via e-mail or facsimile transmission the week prior to the meeting. Please call Ms. Logan on or

after November 24, 2003 to have a copy of the agenda faxed to you. Please note that a draft agenda will not be available until that date.

**SUPPLEMENTARY INFORMATION:** ETAAC reports to the Director, Electronic Tax Administration, who is the executive responsible for the electronic tax administration program. Increasing participation by external stakeholders in the development and implementation of the Internal Revenue Service's strategy for electronic tax administration will help achieve the goal that paperless filing should be the preferred and most convenient method of filing tax and information returns.

ETAAC members are not paid for their time or services, but consistent with Federal regulations, they are reimbursed for their travel and lodging expenses to attend the public meetings, working sessions, and an orientation each year.

Dated: November 3, 2003.

**Kathleen Upton,**

*Acting Director Strategic Services Division,  
Electronic Tax Administration.*

[FR Doc. 03-28116 Filed 11-6-03; 8:45 am]

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## UNITED STATES INSTITUTE OF PEACE

### Sunshine Act; Notice of Meeting

**AGENCY:** United States Institute of Peace.

**DATE/TIME:** Thursday, November 20, 2003, 9:30 a.m.-5 p.m.

**LOCATION:** 1200 17th Street, NW., Suite 200—Conference Room, Washington, DC 20036.

**STATUS:** Open Session—Portions may be closed pursuant to Subsection (c) of Section 552(b) of Title 5, United States Code, as provided in subsection 1706(h)(3) of the United States Institute of Peace Act, Pub. L. 98-525.

**AGENDA:** November 2003 Board Meeting; Approval of Minutes of the One Hundred Eleventh Meeting (September 18, 2003) of the Board of Directors; Chairman's Report; President's Report; Program Reports; Other General Issues.

**FOR FURTHER INFORMATION CONTACT:** Ms. Tessie Higgs, Executive Office, Telephone: (202) 429-3836.

Dated: October 31, 2003.

**Harriet Hentges,**

*Executive Vice President, United States Institute of Peace.*

[FR Doc. 03-28208 Filed 11-5-03; 12:36 pm]

**BILLING CODE 6820-AR-M**

## DEPARTMENT OF VETERANS AFFAIRS

[OMB Control No. 2900-0376]

### Proposed Information Collection Activity: Proposed Collection; Comment Request

**AGENCY:** Veterans Health Administration, Department of Veterans Affairs.

**ACTION:** Notice.

**SUMMARY:** The Veterans Health Administration (VHA) is announcing an opportunity for public comment on the proposed collection of certain information by the agency. Under the Paperwork Reduction Act (PRA) of 1995, Federal agencies are required to publish notice in the **Federal Register** concerning each proposed collection of information, including each proposed extension of a currently approved collection, and allow 60 days for public comment in response to the notice. This notice solicits comments on the information needed to maintain an up-to-date Agent Orange Registry.

**DATES:** Written comments and recommendations on the proposed collection of information should be received on or before January 6, 2004.

**ADDRESSES:** Submit written comments on the collection of information to Ann Bickoff, Veterans Health Administration (191A1), Department of Veterans Affairs, 810 Vermont Avenue, NW., Washington, DC 20420 or e-mail [ann.bickoff@mail.va.gov](mailto:ann.bickoff@mail.va.gov). Please refer to "OMB Control No. 2900-0376" in any correspondence.

**FOR FURTHER INFORMATION CONTACT:** Ann Bickoff at (202) 273-8310.

**SUPPLEMENTARY INFORMATION:** Under the PRA of 1995 (Public Law 104-13; 44 U.S.C. 3501 "3520), Federal agencies must obtain approval from the Office of Management and Budget (OMB) for each collection of information they conduct or sponsor. This request for comment is being made pursuant to Section 3506(c)(2)(A) of the PRA.

With respect to the following collection of information, VHA invites comments on: (1) Whether the proposed collection of information is necessary for the proper performance of VHA's functions, including whether the information will have practical utility; (2) the accuracy of VHA's estimate of the burden of the proposed collection of information; (3) ways to enhance the quality, utility, and clarity of the information to be collected; and (4) ways to minimize the burden of the collection of information on respondents, including through the use

of automated collection techniques or the use of other forms of information technology.

**Title:** Agent Orange Registry Code Sheet, VA Form 10-9009.

**OMB Control Number:** 2900-0376.

**Type of Review:** Extension of a currently approved collection.

**Abstract:** VA in an on-going effort to maintain an Agent Orange Registry (AOR) developed a reporting format to facilitate the collection of information obtained from veterans during the Agent Orange registry examination process. VA is required to organize and update the information contained in AOR to enable VA to notify Vietnam era veterans who served in the Republic of Vietnam of any increased health risks resulting from exposure to dioxin or other toxic agents. VA may also provide, upon request, a health examination, consultation, and counseling to a veteran who is eligible for listing or inclusion in any health-related registry administered by VA that is similar to the Persian Gulf War Veterans Health Registry. Registry examinations is provided to veterans who served in Korea in 1968 or 1969, and/or any U.S. veteran who may have been exposed to dioxin, or other toxic substance in a herbicide or defoliant, during the conduct of, or as a result of, the testing, transporting, or spraying of herbicides, and who requests an Agent Orange Registry examination. The information obtained from the veteran during the interview is entered on VA Form 10-9009, Agent Orange Registry Code Sheet. The registry will provide a mechanism to catalogue prominent symptoms, reproductive health, and diagnoses and to communicate with Agent Orange veterans. VA informs the veterans on research finding or new compensation policies through periodic newsletters. The registry is not designed or intended to be a research tool and therefore the results cannot be generalized to represent all Agent Orange veterans.

**Affected Public:** Individuals or Households.

**Estimated Total Annual Burden:** 12,000 hours.

**Estimated Average Burden Per Respondent:** 20 minutes.

**Frequency of Response:** On occasion.

**Estimated Number of Respondents:** 36,000.

Dated: October 30, 2003.

By direction of the Secretary.

**Jacqueline Parks,**

*IT Specialist, Records Management Service.*

[FR Doc. 03-28127 Filed 11-6-03; 8:45 am]

**BILLING CODE 8320-01-P**