Act of 1974 (5 U.S.C. 552a), as amended. Further, the FLRA is amending all of its systems of records notices to reflect its current address.

EFFECTIVE DATE: The deletions and amendments are effective September 28, 1995

FOR FURTHER INFORMATION CONTACT:

Solly Thomas, Executive Director, Federal Labor Relations Authority, 607 Fourteenth St., NW., Washington, DC 20424.

SUPPLEMENTARY INFORMATION: The FLRA's systems of records subject to the Privacy Act of 1974 (5 U.S.C. 552a) have been published and are available from the above address.

The FLRA is deleting FLRA/FSIP-1"Personnel Files on Current, Past and
Prospective Employees"—FLRA/FSIP;
and FLRA/FSIP-2-"Travel Records—
FLRA/FSIP." The maintenance of these
systems is no longer necessary as all the
records referenced therein are
maintained in other published systems
of records. The FLRA is amending all of
its systems of records to change its
address to: 607 Fourteenth Street, NW.,
Washington, DC 20424.

The categories affected are systems location, system manager(s) and address and notification procedures.

The FLRA is amending FLRA-INTERNAL-14-"Motor Vehicle Operators and Motor Vehicle Accident Report Cards."

The amendment reflects that the FLRA no longer maintains motor vehicle operators' records other than accident reports.

The amended notice for system FLRA/INTERVAL-14 is republished in its entirety below.

The amendments are not within the purview of subsection (r) of the Privacy Act (5 U.S.C. 552a) which requires the submission of an altered system report.

FLRA-INTERNAL-14-

SYSTEM NAME:

Motor Vehicle Accident Reports.

SYSTEM LOCATION:

Director, Administrative Services Division, Federal Labor Relations Authority, 607 Fourteenth St., NW, Washington, DC 20424.

CATEGORIES OF INDIVIDUALS COVERED BY THE SYSTEM:

Current and former employees of the Federal Labor Relations Authority. Categories of records in the system: This system contains reports, correspondence and fiscal documents concerning motor vehicle accidents occurring in Government owned or leased motor vehicles or privately owned motor vehicles while on official business.

AUTHORITY FOR MAINTENANCE OF THE SYSTEM:

Chapter 171 of Title 28, United States Code.

PURPOSE(S):

These records serve to document motor vehicle accident reports and related documents which may be used in claims settlement litigation regarding an accident involving a Government motor vehicle, or a leased or privately owned motor vehicle while being used on official business.

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

These records and information in these records may be used:

a. To disclose pertinent information to the appropriate Federal, State or local agency responsible for investigating, prosecuting, enforcing, or implementing a statute, rule, regulation, or order, where the Federal Labor Relations Authority becomes aware of an indication of a violation or potential violation of a civil or criminal law or regulation.

b. To disclose information to any source from which additional information is requested (to the extent necessary to identify the individual, inform the source of the purpose of the request, and identify the type of information requested), where necessary to obtain information relevant to a Federal Labor Relations Authority decision concerning the hiring or retention of an employee, the issuance of a security clearance, the conducting of a security or suitability investigation of an individual, the classifying of jobs, the letting of a contract, or the issuance of a grant or other benefit.

c. To provide information to a congressional office from the record of an individual in response to an inquiry from that congressional office made at the request of that individual.

d. To disclose information to another Federal agency or to a court when the Government is party to a judicial proceeding before the court.

e. By the National Archives and Records Administration (General Services Administration) in Records Management inspections conducted under authority of 44 U.S.C. 2904 and 2906

f. By the Office of Personnel Management in the production of summary description statistics and analytical studies in support of the function for which the records are collected and maintained, or for related work force studies. While published statistics and studies do not contain individual identifiers, in some instances the selection of elements of data included in the study may be structured in such a way as to make the data individually identifiable by inference.

g. To disclose information to a Federal agency, in response to its request, in connection with the hiring or retention of an employee, the issuance of a security clearance, the conducting of a security or suitability investigation, the classifying of jobs, or the awarding of a contract, license, grant, or other benefit.

h. To disclose information to the General Services Administration about motor vehicle accidents involving Government-owned or leased motor vehicles.

- i. To disclose information to insurance carriers about accidents involving privately owned motor vehicles.
- j. To disclose, in response to a request for discovery or for appearance of a witness, information that is relevant to the subject matter involved in a pending judicial or administrative proceeding.

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

STORAGE:

These records are maintained in file folders and on indexed application cards.

RETRIEVABILITY:

These records are retrieved under subject file "Motor Vehicle Accident Reports."

SAFEGUARDS:

These records are maintained in a secured area with access limited to authorized personnel whose duties require access.

RETENTION AND DISPOSAL:

Motor vehicle accident reports are maintained for six years after the date of the report, except in cases involving litigation. In cases involving litigation, records are to be maintained for a period of seven years. Records to be destroyed are destroyed by shredding or burning.

SYSTEM MANAGER(S) AND ADDRESS:

Director, Administrative Services Division, Federal Labor Relations Authority, 607 Fourteenth St., NW., Washington, DC 20424.

NOTIFICATION PROCEDURE:

Individuals wishing to inquire whether this system of records contains information about them should contact the system manager.

Individuals must furnish the following information for their records to be located and identified:

a. Full name.