

CENTRAL INTELLIGENCE AGENCY

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Systems of Records; Annual Publication

The purpose of this document is to give notice that the Central Intelligence Agency systems of records as published in the Federal Register at 41 FR 37692 through 37716 dated September 7, 1976 continue in effect, except as changed in the notice published in the Federal Register at 42 FR 24759, 24760, 24761 dated May 16, 1977. Also, notice is hereby given that the following Central Intelligence Agency systems of records, subject to the Privacy Act, are amended. A change in Storage is stated for CIA-8. NARS (GSA) has approved the Retention and Disposal schedules for CIA records systems 4, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 24, 27, 28, 32, 38, 39, 40, 43, 44, 46, 47, 58, and 59. In addition, all systems of records, except CIA-21, are amended to show a new title to whom inquiries should be sent in the Notification Procedure section. These amendments are effective upon date of publication in the Federal Register. Two new records systems, CIA-60 and 61, are proposed and shall become active, in the absence of any negative comments from the public, on or before October 23, 1977. Any data, views, or arguments concerning these new systems of records may be submitted in writing to the Information and Privacy Coordinator, Central Intelligence Agency, Washington, D.C. 20505.

Michael J. Malanick,
Acting Deputy Director for Administration.

STATEMENT OF GENERAL ROUTINE USES

The following routine uses apply to, and are incorporated by reference into, each system of records set forth below.

1. In the event that a system of records maintained by the Central Intelligence Agency to carry out its functions indicates a violation or potential violation of law, whether civil, criminal or regulatory in nature, and whether arising by general statute or particular program pursuant thereto, the relevant records in the system of records may be referred, as a routine use, to the appropriate agency, whether Federal, state, local or foreign, charged with the responsibility of investigating or prosecuting such violation or charged with enforcing or implementing the statute, or rule, regulation or order issued pursuant thereto.

2. A record from this system of records may be disclosed, as a routine use, to a Federal, state or local agency maintaining civil, criminal or other relevant enforcement information or other pertinent information, such as current licenses, if necessary to obtain information relevant to a Central Intelligence Agency decision concerning the hiring or retention of an employee, the issuance of a security clearance, or the letting of a contract.

3. A record from this system of records may be disclosed, as a routine use, 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 reporting of an investigation of an employee, the letting of a contract, or the issuance of a license, grant, or other benefit by the requesting agency, to the extent that the information is relevant and necessary to the requesting agency's decision on the matter.

4. A record from this system of records may be disclosed, as a routine use, in the course of presenting evidence to a court, magistrate or administrative tribunal, including disclosures to opposing counsel in the course of settlement negotiations.

5. A record from this system of records may be disclosed to the Office of Management and Budget in connection with the review of private release legislation as set forth in OMB Circular No. A-19 at any stage of the legislative coordination and clearance process as set forth in that Circular.

6. A record from a system of records may be disclosed as a routine use to NARS (GSA) in records management inspections conducted under authority of 44 U.S.C. 2904 and 2906.

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System name: Applications Tracking System.

System location:

Central Intelligence Agency
Washington, D.C. 20505.

Categories of individuals covered by the system: Agency and contract employees, employees of contractor supporting Office of Data Processing, currently or formerly assigned to computer software development or maintenance projects in Applications.

Categories of records in the system: Documentation of hours logged on each assigned programming or overhead project.

Authority for maintenance of the system: Section 506(a), Federal Records Act of 1950 (44 U.S.C., Section 3101).

Routine uses of records maintained in the system, including categories of users and the purposes of such uses: Used by Applications staff for periodic reporting to management man-hours expended to develop assigned programming projects and overhead hours. Used for tracking the usage and scheduling of all resources for developing software.

Used to substantiate hours spent by contractor personnel on billable contractual activity.

Policies and practices for storing, retrieving, accessing, retaining, and disposing of records in the system:

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

FROM: Deputy Legislative Counsel
 EXTENSION:
 NO. *OLD RECORD COPY*
 DATE: 13 July 1978

TO: (Officer designation, room number, and building)
 DATE RECEIVED
 DATE FORWARDED
 OFFICER'S INITIALS
 COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1.	TO: (Officer designation, room number, and building)	DATE		OFFICER'S INITIALS	COMMENTS
		RECEIVED	FORWARDED		
1.	 IC Staff				<p>Per our conversation.</p> <p style="text-align: center;"><i>J.C.</i></p> <p style="text-align: center;">JUL 13 1978</p> <p style="text-align: center;">JUL 13 1978</p> <p style="text-align: center;">Extracts from "Federal Register" of 1977 on Privacy Act.</p>
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