

**NATIONAL CREDIT UNION
ADMINISTRATION****Sunshine Act; Notice of Agency
Meeting**

TIME AND DATE: 9 a.m., Wednesday, July 21, 2010.

PLACE: Board Room, 7th Floor, Room 7047, 1775 Duke Street, Alexandria, VA 22314-3428.

STATUS: Closed.

MATTER TO BE CONSIDERED:

1. Consideration of Supervisory Activities. Closed pursuant to the following exemptions: (8), (9)(A)(ii) and (9)(B).

FOR FURTHER INFORMATION CONTACT:

Mary Rupp, Secretary of the Board, Telephone: 703-518-6304.

Mary Rupp,

Board Secretary.

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**NATIONAL CREDIT UNION
ADMINISTRATION****Privacy Act Systems of Records Notice**

AGENCY: National Credit Union Administration.

ACTION: Notice; amendment of systems of records.

SUMMARY: Pursuant to the Privacy Act of 1974, notice is given that the National Credit Union Administration (NCUA) is revising its Privacy Act Systems of Records (SOR) Notice. As part of its periodic review of agency systems of records, NCUA proposes to update and revise its SOR Notice. The review identified several changes requiring revision to the SOR Notice including: Changes in recordkeeping practices, agency organizational changes, a system name change, and minor changes to routine uses. No new exemptions from provisions of the Privacy Act of 1974 were required. The revisions reflect the changes, clarify, and update the SOR Notice.

DATES: *Effective Date:* The revised system notices will be effective without further notice on August 16, 2010 unless comments received before that date cause a contrary decision. Based on NCUA's review of comments received, if any, NCUA will publish a new final notice if it determines to make changes to the system notices.

FOR FURTHER INFORMATION CONTACT:

Sheila A. Albin, Associate General Counsel for Operations & Senior Agency Official for Privacy, or Linda Dent, Staff Attorney, Division of Operations, Office

of General Counsel at the National Credit Union Administration, 1775 Duke Street, Alexandria, Virginia 22314, or telephone: (703) 518-6540.

SUPPLEMENTARY INFORMATION: The Privacy Act of 1974 requires, *inter alia*, that all federal agencies publish a notice of the existence and character of any system of records maintained about individuals. NCUA last published a revised notice in 2006. 71 FR 77807 (December 27, 2006). The Privacy Act, as well as guidance from the Office of Management and Budget, provides for periodic review and updating of an agency's SOR Notice, and NCUA's privacy regulation also requires review and revision as necessary to its SOR Notice. 12 CFR part 792, subpart E.

NCUA is making a few changes to existing systems to better describe, correct, and update information. For example, system of records NCUA-3 includes additional description of the system's purpose and routine uses. System of records NCUA-14 is renamed to reflect a change in the system vendor. Appendix B is revised to reflect changes in the states for which each regional office has jurisdiction.

With these changes, NCUA's revised SOR Notice, along with the appendices, are published in their entirety below.

**National Credit Union Administration
Systems of Records Notice***List of Systems*

1. Employee Suitability and Security Investigations Containing Adverse Information.
2. Grievance Records.
3. Payroll Records System.
4. Travel Advance and Voucher Information System.
5. Unofficial Personnel and Employee Development/Correspondence Records.
6. Emergency Information (Employee) File.
7. Employee Injury File.
8. Investigative Reports Involving Any Crime, Suspected Crime or Suspicious Activity Against a Credit Union.
9. Freedom of Information Act and Privacy Act Requests and Invoices.
10. Liquidating Credit Union Records.
11. Office of Inspector General (OIG) Investigative Records.
12. Consumer Complaints Against Federal Credit Unions.
13. Litigation Case Files.
14. J.P.Morgan Chase PaymentNet.
15. Contract Employee Pay and Leave Records.
16. Leave Transfer Files.
17. Personal Identity Verification Files.

Appendix A—Standard Routine Uses

Applicable to NCUA Systems of Records
Appendix B—List of Regional Offices With Addresses and States Covered by Each Region

NCUA-1**SYSTEM NAME:**

Employee Suitability and Security Investigations Containing Adverse Information.

SYSTEM LOCATION:

Office of Human Resources, National Credit Union Administration, 1775 Duke Street, Alexandria, VA 22314-3428.

CATEGORIES OF INDIVIDUALS COVERED BY THIS SYSTEM:

NCUA employees on whom a routine Office of Personnel Management (OPM) background investigation has been conducted, the results of which contain adverse information.

CATEGORIES OF RECORDS IN THE SYSTEM:

Arrest records and/or information on moral character, integrity, or loyalty to the United States.

AUTHORITY FOR MAINTENANCE OF THE SYSTEM:

Records maintained pursuant to OPM requirements. A separate notice is published because these records are maintained separately to provide extraordinary safeguards against unwarranted access and disclosures.

PURPOSE:

The information in this system of records is used to assist in the determination of the suitability of the effected individual for initial or continued NCUA employment, or other necessary action.

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

(1) Records are reviewed by the NCUA Security Officer (the Director of Human Resources). If the records are determined to be of a substantive nature, they are referred to the appropriate Associate Regional Director or Office Director for whatever action, if any, is deemed necessary. (2) Standard routine uses as set forth in Appendix A.

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

Records are maintained on paper hard copy.

RETRIEVABILITY:

Records are indexed by name.

SAFEGUARDS:

Records are maintained in a locked file cabinet accessible only to the Security Officer and his/her designated assistant.