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[Public Notice 5472

STATE-68

SYSTEM NAME:

Office of the Coordinator for
Reconstruction and Stabilization
Records.

SECURITY CLASSIFICATION:

Unclassified.

SYSTEM LOCATION:

Department of State; SA-3; 2121
Virginia Avenue, NW.; Washington, DC
20520.

**CATEGORIES OF INDIVIDUALS
COVERED BY THE SYSTEM:**

Individuals who have been involved
in reconstruction and stabilization
activities as an effort to develop lessons
learned from past experience; and,
individuals who wish to volunteer for
potential future overseas reconstruction
and stabilization activities; either in a
management function based in
Washington, DC or in a foreign
deployment providing direct support.

**AUTHORITY FOR MAINTENANCE
OF THE SYSTEM:**

Pub. L. 108-447, Div B, Title IV,
§ 408, 118 Stat. 2904 (Consolidated
Appropriations Act, 2005).

**CATEGORIES OF RECORDS IN
THE SYSTEM:**

We will be collecting forms from
individuals who are have expressed
interest in deploying overseas or
domestically in support of
Reconstruction and Stabilization efforts
of the U.S. Government. The individuals
could be selected to participate in
various response mechanisms that the
office is developing, such as the Active
Response Corps.

Additional forms will collect
information from individuals who have
served overseas in support of

Reconstruction and Stabilization efforts
as part of a lessons learned database.

These individuals will not be expressing
interest in redeploying but rather in
sharing their experiences to assist in the
U.S. Government effort to determine
what did and did not work in past or
current operations.

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

The information in this system will be
used to help the office carry out its
mandate to lead coordinate and
institutionalize stabilization and
reconstruction activities of the United
States Government.

The records shall be compiled and
used to develop lessons learned from
experiences of individuals in
reconstruction and stabilization
activities, these individuals will not be
expressing interest in redeploying but
rather in sharing their experiences to
assist in the U.S. Government effort to
determine what did and did not work in
past or current operations. Additional
uses will be to select individuals who
have expressed an interest in deploying
overseas or domestically in support of
Reconstruction and Stabilization efforts
of the U.S. Government. The individuals
could be selected to participate in
various response mechanisms that the
office is developing, such as the Active
Response Corps.

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

STORAGE:

Electronic media; hard copy.

RETRIEVABILITY:

Individual name, designated specialty in reconstruction and stabilization operations.

SAFEGUARDS:

All employees of the Department of State have undergone a thorough personnel security background investigation. Access to the Department of State building and the annexes is controlled by security guards, and admission is limited to those individuals possessing a valid identification card or individuals under proper escort. All records containing personal information are maintained in secured filing cabinets or in restricted areas, access to which is limited to authorized personnel. Access to electronic files is password-protected and under the direct supervision of the system manager. The system manager has the capability of printing audit trails of access from the computer media, thereby permitting regular and ad hoc monitoring of computer usage.

RETENTION AND DISPOSAL:

These records will be maintained with published record disposition schedules of the Department of State as approved by the National Archives and Records Administration. More specific information may be obtained by writing to the Director, Office of Information Programs and Services, A/RPS/IPS, SA-2, Department of State, Washington, DC 20522-8100.

SYSTEM MANAGER AND ADDRESS:

Office of the Coordinator for Reconstruction and Stabilization; Department of State; SA-3; 2121 Virginia Avenue, NW.; Washington, DC 20520.

NOTIFICATION PROCEDURE:

Individuals who have reason to believe that the Office of the Coordinator for Reconstruction and Stabilization might

have records pertaining to them should write to the Director, Office of Information Programs and Services, A/RPS/IPS, SA-2, Department of State, Washington, DC 20522-8100. The individual must specify that he or she wishes the records of the Office of the Coordinator for Reconstruction and Stabilization to be checked. At a minimum, the individual should include: Name; date and place of birth; preferably his/her Social Security Number; current mailing address and zip code; signature; a brief description of the circumstances that caused the creation of the record (including the city and/or country and the approximate dates) which gives the individual cause to believe that the Office of the Coordinator for Reconstruction and Stabilization has records pertaining to him or her.

RECORD ACCESS AND AMENDMENT PROCEDURES:

Individuals who wish to gain access to or to amend records pertaining to them should write to the Director, Office of Information Programs and Services (address above).

RECORD SOURCE CATEGORIES:

These records contain information that is obtained from the individual who is the subject of the records.

SYSTEMS EXEMPTED FROM CERTAIN PROVISIONS

OF THE ACT:

Pursuant to 5 U.S.C. 552a(k)(6) records in this system of records may be exempted from 5 U.S.C.

552a(c)(3).(d).(e)(1).(e)(4)(G). (H). and (I) and (f).