

**CONTESTING RECORD PROCEDURES:**

See 45 CFR part 1182.

**NOTIFICATION PROCEDURES:**

See 45 CFR part 1182.

**EXEMPTIONS PROMULGATED FOR THE SYSTEM:**

None.

**HISTORY:**

78 FR 73890.

**IMLS-4****SYSTEM NAME:**

Financial Management System—  
Delphi.

**SECURITY CLASSIFICATION:**

Unclassified.

**SYSTEM LOCATION:**

Enterprise Services Center, 6500  
MacArthur Boulevard, Oklahoma City,  
OK 73169.

**SYSTEM MANAGERS(S):**

Office of the Chief Financial Officer,  
Institute of Museum and Library  
Services, 955 L'Enfant Plaza North SW,  
4th Floor, Washington, DC 20024.

**AUTHORITY FOR MAINTENANCE OF THE SYSTEM:**

The Museum and Library Services Act  
of 2018 (20 U.S.C. 9101 *et seq.*)

**PURPOSE(S) OF THE SYSTEM:**

To provide a central repository of all  
financial transactions to enable IMLS to  
meet its statutory reporting  
requirements to the Office of  
Management and Budget, the U.S.  
Department of Treasury, and Congress.

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

Employees of IMLS, application  
reviewers, grantees, vendors and other  
Federal Government organizations.

**CATEGORIES OF RECORDS IN THE SYSTEM:**

Name, address, telephone number,  
telefax number, email address, payment  
information, including banking  
information. This system data is  
maintained in an Oracle Database.

**RECORD SOURCE CATEGORIES:**

Data in this system is obtained from  
individuals covered by the system, as  
well as from IMLS employees involved  
in the administration of grants, travel,  
and vendor processes.

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

Data in this system may be used for  
the general administration of the grant  
management process and the IMLS  
accounting process. See also the list of  
General Routine Uses contained in the  
Preliminary Statement.

**POLICIES AND PRACTICES FOR STORAGE OF RECORDS:**

Electronic records in this system are  
maintained off-site by the Department of  
Transportation's Enterprise Services  
Center. Associated paper records are  
also maintained at the Enterprise  
Services Center. Discipline offices also  
may use locking file cabinets to  
maintain paper records concerning  
financial transactions processed in their  
divisions.

**POLICIES AND PRACTICES FOR RETRIEVAL OF RECORDS:**

Records in this system are retrieved  
by name and/or purchase order number.

**POLICIES AND PRACTICES FOR RETENTION AND DISPOSAL OF RECORDS:**

Records in this database are  
maintained and updated on a daily basis  
as financial transactions are processed.  
Discipline offices maintain paper files  
that grow as financial transactions are  
submitted to the Enterprise Services  
Center for processing. Records are  
disposed of in accordance with the  
General Services Administration's  
General Records Schedule.

**ADMINISTRATIVE, TECHNICAL, AND PHYSICAL SAFEGUARDS:**

Authorized IMLS staff use passwords  
via a remote secure VPN to gain access  
to the database. Rooms containing the  
records in this system are kept locked  
during non-working hours.

**RECORD ACCESS PROCEDURES:**

See 45 CFR part 1182.

**CONTESTING RECORD PROCEDURES:**

See 45 CFR part 1182.

**NOTIFICATION PROCEDURES:**

See 45 CFR part 1182.

**EXEMPTIONS PROMULGATED FOR THE SYSTEM:**

None.

**HISTORY:**

78 FR 73890.

Dated: January 30, 2019.

**Danette Hensley,**

*Staff Assistant, Office of the General Counsel.*

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**BILLING CODE 7036-01-P**

**NATIONAL FOUNDATION ON THE ARTS AND THE HUMANITIES****Institute of Museum and Library Services****Privacy Act of 1974; System of Records**

**AGENCY:** Institute of Museum and  
Library Services (IMLS).

**ACTION:** Rescindment of a System of Records Notice.

**SUMMARY:** In accordance with the  
Privacy Act of 1974, as amended, the  
Institute of Museum and Library  
Services (IMLS) provides notice that it  
is rescinding IMLS-2, "IMLS  
Reviewers—Paper Files," from its  
inventory of record systems. The System  
of Records Notice was intended to  
complement IMLS-1 with information  
well-suited for maintenance in hard  
copy form, including information about  
potential and actual reviewers such as  
resumes, profiles, and contracts  
concerning participation on review  
panels. The collection had been used for  
the general administration of the grant  
review and award process, as well as  
identification of reviewers and their  
activities in this capacity.

IMLS is now rescinding this System  
of Records Notice because IMLS no  
longer collects or uses reviewer  
information in hard copy form. All  
remaining records from IMLS-2  
maintained by IMLS will be expunged  
in accordance with applicable record  
retention or disposition schedule(s)  
approved by the National Archives and  
Records Administration.

**DATES:** The notice of rescindment is  
effective upon date of publication.

**ADDRESSES:** Benjamin Sweezy, Senior  
Agency Official for Privacy, Institute of  
Museum and Library Services, 955  
L'Enfant Plaza North SW, 4th Floor,  
Washington, DC 20024. Email:  
[bsweezy@imls.gov](mailto:bsweezy@imls.gov). Telephone: (202)  
653-4657.

**FOR FURTHER INFORMATION CONTACT:**

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653-4657.

**SYSTEM NAME AND NUMBER:**

IMLS-2: IMLS Reviewers—Paper  
Files.

**HISTORY:**

78 FR 73890.

Dated: January 30, 2019.

**Danette Hensley,**

*Staff Assistant, Office of the General Counsel.*

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