

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

Records are preserved in accordance with the ORR records schedule and are then either destroyed (if they do not have historical value) or retained permanently (acquired to NARA), after 15 years. ORR's current records schedule (DAA-0292-2016-0012) was approved in 2016; ORR records schedule DAA-0292-2019-0009 is currently under review from NARA and will supersede the current ORR records schedule when approved.

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

Safeguards conform to the HHS Information Security Program, <http://www.hhs.gov/ocio/securityprivacy/index.html>.

- *Authorized Users:* Access is strictly limited to authorized personnel whose official duties require such access (*i.e.*, valid business need to know).

- *Administrative Safeguards:* Controls to ensure proper protection of information and information technology systems include, but are not limited to, the completion of a Security Assessment and Authorization (SA&A) package and a Privacy Impact Assessment and mandatory completion of annual Information Security and Privacy Awareness training. The SA&A package consists of a Security Categorization, e-Authentication Risk Assessment, System Security Plan, evidence of Security Control Testing, Plan of Action and Milestones (if applicable), Contingency Plan, and evidence of Contingency Plan Testing. When the design, development, or operation of a system of records is performed by a contractor to accomplish an agency function, the applicable Privacy Act Federal Acquisition Regulation clauses are inserted in solicitations and contracts.

- *Technical Safeguards:* Controls that are generally executed by the computer system and are employed to minimize the possibility of unauthorized access, use, or dissemination of the data in the system include, but are not limited to, user identification, password protection, firewalls, virtual private network, encryption, intrusion detection system, common access cards, smart cards, biometrics, and public key infrastructure.

- *Physical Safeguards:* Controls to secure the data and protect paper and electronic records, buildings, and related infrastructure against threats associated with their physical environment include, but are not limited to, the use of the HHS Employee ID and/or badge number and key cards,

security guards, cipher locks, biometrics, and closed-circuit TV. Electronic media are kept on secure servers or computer systems.

**RECORD ACCESS PROCEDURES:**

An individual seeking access to a record about that individual in this system of records should address written inquiries to the System Manager. The request should include the individual's name, Alien Number, date of birth, telephone number and/or email address, and address of the individual, and should be signed. In addition, the requester must verify the requester's identity by providing either a notarization of the request or a written certification that the requester is the individual who the requester claims to be and understands that the knowing and willful request for or acquisition of a record pertaining to an individual under false pretenses is a criminal offense under the Privacy Act, subject to a fine of up to \$5,000. An individual may also request an accounting of disclosures that have been made of any records about that individual.

**CONTESTING RECORD PROCEDURES:**

Records that contain factually incorrect information may be contested. To contest information in a record about you, write to the System Manager; provide the same information described under "Record Access Procedures," including identity verification information; and specify the information that is contested, the corrective action sought, and the reason(s) for requesting the correction, along with supporting information. The right to contest records is limited to information that is factually inaccurate, incomplete, irrelevant, or untimely (obsolete).

**NOTIFICATION PROCEDURES:**

An individual who wishes to know if this system of records contains a record about that individual must write to the relevant System Manager and provide the same information described under "Record Access Procedures," including identity verification information.

**EXEMPTIONS PROMULGATED FOR THE SYSTEM:**

None.

**HISTORY:**

81 FR 46686 (July 18, 2016), 83 FR 6591 (Feb. 14, 2018).

**NOTICE OF RESCINDMENT:**

For the reason stated in the **SUPPLEMENTARY INFORMATION** section at II., the following system of records is rescinded:

**SYSTEM NAME AND NUMBER:**

ORR Unaccompanied Refugee Minors Records, 09-80-0329.

**HISTORY:**

81 FR 46690 (July 18, 2016), 83 FR 6591 (Feb. 14, 2018).

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**DEPARTMENT OF HEALTH AND HUMAN SERVICES****Administration for Community Living****Agency Information Collection Activities: Proposed Collection; Public Comment Request; of the One Protection and Advocacy Annual Program Performance Report OMB #0985-0063**

**AGENCY:** Administration for Community Living, Department of Health and Human Services.

**ACTION:** Notice.

**SUMMARY:** The Administration for Community Living (ACL) is announcing an opportunity for the public to comment on the proposed collection of information listed above. Under the Paperwork Reduction Act of 1995 (PRA), Federal agencies are required to publish a notice in the **Federal Register** concerning each proposed collection of information, including each proposed extension of an existing collection of information, and to allow 60 days for public comment in response to the notice. This IC Revision solicits comments on the information collection requirements relating to the One Protection and Advocacy Annual Program Performance Report [OMB #0985-0063].

**DATES:** Comments on the collection of information must be submitted electronically by 11:59 p.m. (EST) or postmarked by April 11, 2022.

**ADDRESSES:** Submit electronic comments on the collection of information to: Ophelia McLain, ((202) 795-7401 [ophelia.mclain@acl.hhs.gov](mailto:ophelia.mclain@acl.hhs.gov)). Submit written comments on the collection of information to Administration for Community Living, 330 C Street SW, Washington, DC 20201, Attention: Ophelia McLain.

**FOR FURTHER INFORMATION CONTACT:** Ophelia McLain, (202) 795-7401 [ophelia.mclain@acl.hhs.gov](mailto:ophelia.mclain@acl.hhs.gov).

**SUPPLEMENTARY INFORMATION:** Under the PRA (44 U.S.C. 3501-3520), Federal agencies must obtain approval from the Office of Management and Budget (OMB) for each collection of information they conduct or sponsor.

“Collection of information” is defined in 44 U.S.C. 3502(3) and 5 CFR 1320.3(c) and includes agency requests or requirements that members of the public submit reports, keep records, or provide information to a third party. The PRA requires Federal agencies to provide a 60-day notice in the **Federal Register** concerning each proposed collection of information, including each proposed extension of an existing collection of information, before submitting the collection to OMB for approval. To comply with this requirement, ACL is publishing a notice of the proposed collection of information set forth in this document.

With respect to the following collection of information, ACL invites comments on our burden estimates or any other aspect of this collection of information, including:

- (1) Whether the proposed collection of information is necessary for the proper performance of ACL’s functions, including whether the information will have practical utility;
- (2) the accuracy of ACL’s estimate of the burden of the proposed collection of information, including the validity of the methodology and assumptions used to determine burden estimates;
- (3) ways to enhance the quality, utility, and clarity of the information to be collected; and
- (4) ways to minimize the burden of the collection of information on respondents, including through the use of automated collection techniques when appropriate, and other forms of information technology.

This is a revision to a currently approved information collection (IC), the Department replaced four existing

Protection and Advocacy Program Performance Reports under one IC in March 2019. This is termed One-PPR. The four annual reports included the following: (1) Developmental Disabilities Protection and Advocacy Systems Program Performance Report, (2) Protection and Advocacy for Assistive Technology (PAAT) Program Performance Report; (3) Protection and Advocacy Voting Access Annual Report (Help America Vote Act) (HAVA); and (4) Protection and Advocacy for Traumatic Brain Injury (PATBI) Program Performance Report. This revision includes data elements based on funding from the Centers for Disease Control and Prevention to increase access to COVID–19 vaccines (ACCESS), and expand the Public Health Workforce (PHWF), provided under Section 2501 of the American Rescue Plan Act of 2021 (Pub. L. 117–2). Each P&A submits one report (One-PPR) for four funding sources, administered by ACL. As with each funding source, there is a reporting requirement. In an effort to reduce the burden of the P&As, each will continue to submit one report for all funding sources; however, as of FY2022, the report will incorporate the activities undertaken for the ACCESS and PHWF funding, by creating a new goal or priority in Part 2C, and adding the narrative in Part 2.C.4 (Rationale for Adding/Changing Goal) or 2.C.5 (Rationale for Adding/Changing Priority). The guidance document provides a description of the data elements to be included in this section of the One-PPR template.

State Protection and Advocacy (P&A) Systems in each State and Territory provide individual legal advocacy,

systemic advocacy, monitoring and investigations to protect and advance the rights of people with developmental disabilities, using funding administered by the Administration on Disabilities (AoD), Administration for Community Living, HHS. To meet statutory reporting requirements, P&As use these forms for submitting annual reports.

The PPRs are reviewed by federal staff for compliance and outcomes. Information in the reports is analyzed to create a national profile of programmatic compliance, outcomes, and goals and priorities for P&A Systems for tracking accomplishments against goals and to formulate areas of technical assistance related to compliance with Federal requirements. Information collected informs AoD of trends in P&A advocacy, facilitate collaboration with other federally funded entities, and identify best practices for the efficient use of federal funds. Additionally, the information is used to provide a national perspective on where the program is going (prospective view), and to provide a gage for program accomplishments against program objectives for purposes of identifying continuing challenges and formulating technical assistance and management support provided to P&A systems.

The proposed data collection tools may be found on the ACL website for review at: <https://www.acl.gov/about-acl/public-input>.

**Estimated Program Burden**

The following table summarizes the burden hour estimate for this information collection:

Number of states	Number of responses per state	Average burden hours per state	Total hours
57 .....	1	144	8208

The estimates of annual burden to the States vary in accordance with the size, program complexity, and technological capacity of the States. The annual burden on this form is estimated to be 144 hours, which is an increase of 16 hours from the previous instrument.

PPR	Annual hours estimate (based on previous OMB burden estimates)
PADD .....	90
PAAT .....	16
PATBI .....	16
HAVA .....	20
ACCESS .....	10
PHWF .....	6
ONE PPR .....	144

Dated: February 3, 2022.  
**Alison Barkoff**,  
*Principal Deputy Administrator.*  
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**DEPARTMENT OF HEALTH AND HUMAN SERVICES**

**Administration for Community Living**

**Agency Information Collection Activities; Submission for OMB Review; Public Comment Request; Process Evaluation of the Aging Network and Its Return on Investment; OMB #0985–New**

**AGENCY:** Administration for Community Living, HHS.

**ACTION:** Notice.

**SUMMARY:** The Administration for Community Living is announcing that