

**SECURITY CLASSIFICATION:**

Unclassified.

**SYSTEM LOCATIONS:**

U.S. Department of Energy,  
Headquarters, 1000 Independence  
Avenue, SW., Washington, DC 20585.

U.S. Department of Energy, Alaska  
Power Administration, Federal Records  
Center, San Point Way, NE., Seattle, WA  
98115.

U.S. Department of Energy, NNSA  
Service Center Albuquerque, PO Box  
5400, Albuquerque, NM 87185-5400.

U.S. Department of Energy,  
Bonneville Power Administration, PO  
Box 3621, Portland, OR 97208.

U.S. Department of Energy, Chicago  
Operations Office, 9800 South Cass  
Avenue, Argonne, IL 60439.

U.S. Department of Energy, Golden  
Field Office, 1617 Cole Boulevard,  
Golden, CO 80401.

U.S. Department of Energy, Idaho  
Operations Office, 850 Energy Drive,  
Idaho Falls, ID 83404.

U.S. Department of Energy, National  
Energy Technology Laboratory,  
(Morgantown), PO Box 880,  
Morgantown, WV 26507-0880.

U.S. Department of Energy, National  
Energy Technology Laboratory,  
(Pittsburgh), PO Box 10940, Pittsburgh,  
PA 15236-0940.

U.S. Department of Energy, National  
Petroleum Technology Office, William  
Center, Tower One, 1 West Third Street,  
Suite 1400, Tulsa, OK 74103.

U.S. Department of Energy, Naval  
Petroleum and Oil Shale Reserves, 907  
North Poplar, Suite 150, Casper, WY  
82601.

U.S. Department of Energy, Naval  
Petroleum Reserves in California, PO  
Box 11, Tupman, CA 93276.

U.S. Department of Energy, NNSA  
Service Center Nevada, PO Box 98518,  
Las Vegas, NV 89193-8518.

U.S. Department of Energy, Oak Ridge  
Operations Office, PO Box 2001, Oak  
Ridge, TN 37831.

U.S. Department of Energy, NNSA  
Service Center Oakland, 1301 Clay  
Street, Oakland, CA 94612-5208.

U.S. Department of Energy, Ohio  
Field Office, PO Box 3020, Miamisburg,  
OH 45343.

U.S. Department of Energy, Pittsburgh  
Naval Reactors Office, PO Box 109, West  
Mifflin, PA 15122-0109.

U.S. Department of Energy, Richland  
Operations Office, PO Box 550,  
Richland, WA 99352.

U.S. Department of Energy, Rocky  
Flats Field Office, 10808 Highway 93,  
Unit A, Golden, CO 80402-0928.

U.S. Department of Energy, Savannah  
River Operations Office, PO Box A,  
Aiken, SC 29808.

U.S. Department of Energy,  
Schenectady Naval Reactors Office, PO  
Box 1069, Schenectady, NY 12301-  
1069.

U.S. Department of Energy,  
Southeastern Power Administration,  
1166 Athens Tech Road, Elberton, GA  
30635-4578.

U.S. Department of Energy,  
Southwestern Power Administration,  
Williams Tower One, One West Third  
Street, Tulsa, OK 74103.

U.S. Department of Energy, Strategic  
Petroleum Reserve Project Office, 900  
Commerce Road East, New Orleans, LA  
70123.

U.S. Department of Energy, Western  
Area Power Administration, PO Box  
3402, Golden, CO 80401.

U.S. Department of Energy, Office of  
Repository Development, PO Box  
364629, North Las Vegas, NV 89036-  
8629.

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

Creditors who are due money from  
the Department of Energy (DOE),  
including employees, former employees,  
contractors, and members of the general  
public.

**CATEGORIES OF RECORDS IN THE SYSTEM:**

Creditors name and address; amount  
owed and services or goods received;  
underpayment or other accounting  
information; invoice number; servicing  
bank name and address, and account  
number.

**AUTHORITY FOR MAINTENANCE OF THE SYSTEM:**

42 U.S.C. 7101 *et seq.*; 50 U.S.C. 2401  
*et seq.*; the GAO Policy and Procedures  
Manual; Statement of Federal Financial  
Accounting Standards published by the  
General Accounting Office and the  
Office of Management and Budget.

**PURPOSE(S):**

The records are maintained and used  
by the DOE to substantiate obligations  
and payments to individuals for goods  
and services received by the agency.

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

1. A record from the system may be  
disclosed as a routine use to the  
appropriate local, State or Federal  
agency when records alone or in  
conjunction with other information,  
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.

2. A record from this system may be  
disclosed to a Federal agency to  
facilitate the requesting agency's

decision concerning 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, to the  
extent that the information is relevant  
and necessary to the requesting agency's  
decision on the matter. The Department  
must deem such disclosure to be  
compatible with the purpose for which  
the Department collected the  
information.

3. A record from the system may be  
disclosed as a routine use to a Federal,  
State, or local agency to obtain  
information relevant to a Departmental  
decision concerning 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. The  
Department must deem such disclosure  
to be compatible with the purpose for  
which the Department collected the  
information.

4. A record from this system may be  
disclosed as a routine use for the  
purpose of an investigation, settlement  
of claims, or the preparation and  
conduct of litigation to a (1) person  
representing the Department in the  
investigation, settlement or litigation,  
and to individuals assisting in such  
representation; (2) others involved in  
the investigation, settlement, and  
litigation, and their representatives and  
individuals assisting those  
representatives; and (3) witness,  
potential witness, or their  
representatives and assistants, and any  
other person who possesses information  
pertaining to the matter, when it is  
necessary to obtain information or  
testimony relevant to the matter.

5. A record from the system may be  
disclosed as a routine use to DOE  
contractors in performance of their  
contracts, and their officers and  
employees who have a need for the  
record in the performance of their  
duties. Those provided information  
under this routine use are subject to the  
same limitations applicable to DOE  
officers and employees under the  
Privacy Act.

6. A record from this system may be  
disclosed as a routine use to a member  
of Congress submitting a request  
involving the constituent when the  
constituent has requested assistance  
from the member concerning the subject  
matter of the record. The member of  
Congress must provide a copy of the  
constituent's request for assistance.