

overall support and coordination to the training function. Coordinate travel, training and conference attendance for office staff.

D. Add:

The Center for Employee and Leadership Development (S7GK).

1. Manages SSA's national career and leadership development programs from the highest executive levels of SSA managers (SES) to programs for non-management employees.

2. Has Agency-wide responsibility for national training curriculum to provide general skills training, including related developmental activities for non-supervisory personnel.

3. Directs, designs, develops, implements, conducts and evaluates all SSA supervisory, managerial and executive-level training for SSA's newly promoted and seasoned managers.

4. Conducts ongoing research to identify the best approaches to training in the areas of management, general, and systems-support training and in the area of career development programs. Administers contractor support.

5. Provides office automation support and consultant services for all of OT, Deputy Commissioner's office and training classrooms.

6. Directs, designs, develops and implements training to support Agency-wide computer software acquisitions, and administrative initiatives.

E. Add:

Center for Curricula Development and Delivery (S7GL).

1. Manages the conversion and provision of training materials in various delivery media; ensures accessibility of all training materials for employees with disabilities.

2. Directs the design, development, implementation and evaluation of disability related programmatic/technical training to meet the needs of SSA direct-service employees and components Agency-wide and the Disability Determination Services, including entry-level training. This includes support for all Agency-wide Accelerated Electronic Disability initiatives.

3. Directs the design, development, implementation and evaluation of Title II Retirement, Survivors and Auxiliary and Medicare related programmatic/technical training to meet the needs of SSA direct-service employees and components Agency-wide, including entry-level training, advanced training programs, and programmatic systems training.

4. Directs the design, development, implementation and evaluation of Title XVI Supplemental Security Income related programmatic/technical training

to meet the needs of SSA direct-service employees and components Agency-wide, including entry-level training programs, advanced training programs, and programmatic systems training.

5. Develops guidelines and procedures to determine technical/programmatic training needs in all areas of responsibility, and reviews technical training programs Agency-wide.

6. Responsible for streamlining procedures for printing and delivery of training course materials via E-print.

7. Initiates independent studies and analyses to anticipate and identify new or changing programmatic or other training approaches in a dynamic organizational environment, and designs, develops and implements programs geared to new training delivery technologies and approaches.

F. Add:

The Center for Training Technology (S7GM).

1. Directs, designs, develops and manages SSA's Interactive Video Teletraining System for SSA employees and State DDSs.

2. Conducts ongoing research and evaluation to identify automated technologies and training delivery methods (e.g., Interactive Video Teletraining, internet and intranet, training to the desktop, etc.) and instructional methodologies for application to training throughout SSA.

3. Monitors and evaluates Agency training and developmental activities to ensure desired results and effects through the Training Evaluation System.

4. Manages the evaluation and implementation of new technologies and training methods such as the use of distance learning and training to the desktop.

5. Manages special training initiatives such as the SSA Online University, knowledge management, E-learning initiatives and training administration.

6. Administers contractor support.

7. Manages office automation training efforts to provide basic LAN user training, electronic course information training for client server technology. Manages OT's training web site that includes a wide range of topics and materials.

Subchapter T

The Office of the Strategic Officer

Add the SAC Code "TJ" to the subchapter heading, the Mission, Organization, and Functions as follows:

Subchapter TJ

The Office of the Strategic Officer

Section TJ.00 *The Office of the Chief Strategic Officer—(Mission):*

Section TJ.10 *The Office of the Chief Strategic Officer—(Organization):*

Section TJ.20 *The Office of the Chief Strategic Officer—(Functions):*

Delete from E, The Office of Workforce Analysis, the third sentence from the end of the paragraph that reads: "It develops, analyzes and interprets workforce-forecasting data and projects future workforce needs, including the types of skills and positions required."

Dated: November 26, 2003.

Jo Anne B. Barnhart,

Commissioner of Social Security.

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DEPARTMENT OF STATE

Public Notice 4529; Overseas Schools Advisory Council; Notice of Meeting

The Overseas Schools Advisory Council, Department of State, will hold its Executive Committee Meeting on Thursday, January 22, 2004, at 9:30 a.m. in Conference Room 1105, Department of State Building, 2201 C Street, NW., Washington, DC. The meeting is open to the public.

The Overseas Schools Advisory Council works closely with the U.S. business community in improving those American-sponsored schools overseas, which are assisted by the Department of State and which are attended by dependents of U.S. Government families and children of employees of U.S. corporations and foundations abroad.

This meeting will deal with issues related to the work and the support provided by the Overseas Schools Advisory Council to the American-sponsored overseas schools. The agenda includes a review of the recent activities of American-sponsored overseas schools and the overseas schools regional associations, a presentation on the status of education in the United States and its impact on American-sponsored overseas schools, and selection of projects for the 2004 program.

Members of the general public may attend the meeting and join in the discussion, subject to the instructions of the Chair. Admittance of public members will be limited to the seating available. Access to the State Department is controlled, and individual building passes are required for all attendees. Persons who plan to attend should so advise the office of Dr. Keith D. Miller, Department of State, Office of Overseas Schools, Room H328, SA-1, Washington, DC 20522-0132, telephone 202-261-8200, prior to