

§ 2506.43

(2) The amount and basis of the debt;
(3) That the agency has prescribed regulations for the exercise of administrative offset; and

(4) That the agency has complied with its own administrative offset regulations and with the applicable provisions of the Federal Claims Collection Standards, including providing you with any required hearing or review; and

(b) Upon a determination by the Chief Executive Officer that offsetting funds payable to you by the Corporation in order to collect a debt owed by you would be in the best interest of the United States as determined by the facts and circumstances of the particular case, and that such an offset would not otherwise be contrary to law.

§ 2506.43 When may the Corporation make an offset in an expedited manner?

The Corporation may effect an administrative offset against a payment to be made to you before completion of the procedures required by §§ 2506.41 and 2506.42 if failure to take the offset would substantially jeopardize the Corporation's ability to collect the debt and the time before the payment is to be made does not reasonably permit the completion of those procedures. An expedited offset will be promptly followed by the completion of those procedures. Amounts recovered by offset, but later found not to be owed to the Corporation, will be promptly refunded.

PART 2507—PROCEDURES FOR DISCLOSURE OF RECORDS UNDER THE FREEDOM OF INFORMATION ACT

Sec.

2507.1 Definitions.

2507.2 What is the purpose of this part?

2507.3 What types of records are available for disclosure to the public?

2507.4 How are requests for records made?

2507.5 How does the Corporation process requests for records?

2507.6 Under what circumstances may the Corporation extend the time limits for an initial response?

2507.7 How does one appeal the Corporation's denial of access to records?

45 CFR Ch. XXV (10-1-00 Edition)

2507.8 How are fees determined?

2507.9 What records will be denied disclosure under this part?

2507.10 What records are specifically exempt from disclosure?

2507.11 What are the procedures for the release of commercial business information?

2507.12 Authority.

APPENDIX A TO PART 2507—FREEDOM OF INFORMATION ACT REQUEST LETTER (SAMPLE)

APPENDIX B TO PART 2507—FREEDOM OF INFORMATION ACT APPEAL FOR RELEASE OF INFORMATION (SAMPLE)

AUTHORITY: 42 U.S.C. 12501 *et seq.*

SOURCE: 63 FR 26489, May 13, 1998, unless otherwise noted.

§ 2507.1 Definitions.

As used in this part, the following definitions shall apply:

(a) *Act* means section 552 of Title 5, United States Code, sometimes referred to as the "Freedom of Information Act", and Pub. L. 104-231, 110 Stat. 3048, sometimes referred to as the "Electronic Freedom of Information Act Amendments of 1996."

(b) *Agency* means any executive department, military department, government corporation, or other establishment in the executive branch of the Federal Government, or any independent regulatory agency. Thus, the Corporation is a Federal agency.

(c) *Commercial use request* means a request from, or on behalf of, a person who seeks information for a use or purpose that furthers the commercial, trade, or profit interests of the requester or the person on whose behalf the request is made. The use to which the requester will put the records sought will be considered in determining whether the request is a commercial use request.

(d) *Corporation* means the Corporation for National and Community Service.

(e) *Educational institution* means a pre-school, elementary or secondary school, institution of undergraduate or graduate higher education, or institution of professional or vocational education, which operates a program of scholarly research.

(f) *Electronic data* means records and information (including e-mail) which