

# **INFORMATION COLLECTION BUDGET**

**OF THE  
UNITED STATES  
GOVERNMENT**



**2011**

**OFFICE OF MANAGEMENT AND BUDGET**  
OFFICE OF INFORMATION AND REGULATORY AFFAIRS

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## Preface

In this year's Information Collection Budget (ICB), the Office of Management and Budget (OMB) is able to report a significant reduction from last year's estimate of the total Federal information collection burden. Nonetheless, paperwork burdens have grown over the past decade. In fiscal year (FY) 2000, the public spent an estimated 7.4 billion hours responding to Federal information collections; by FY 2010, that estimate grew to 8.8 billion hours, an increase of 19 percent. Federal information collections impose large burdens on American businesses and individuals.

President Obama has undertaken a number of initiatives to reduce burdens, including reporting burdens, on the American people.

- On January 18, 2011, President Obama issued Executive Order 13563, "Improving Regulation and Regulatory Review," which emphasizes the importance of reducing regulatory burdens and costs; some of those burdens and costs come from reporting and paperwork requirements. In announcing this order, the President specifically called for "getting rid of absurd and unnecessary paperwork requirements that waste time and money"<sup>1</sup> and "cutting down on the paperwork that saddles businesses with huge administrative costs."<sup>2</sup>
- On the same day, the President issued a memorandum entitled "Regulatory Flexibility, Small Business, and Job Creation," which directs agencies, among other things, to consider reducing burdens on small businesses by streamlining and simplifying reporting requirements.<sup>3</sup>
- On February 28, 2011, President Obama issued a memorandum entitled "Administrative Flexibility," which is designed, among other things, to reduce paperwork and reporting burdens on State, local, and tribal governments.<sup>4</sup>
- On July 11, 2011, President Obama issued Executive Order 13579, "Regulation and Independent Regulatory Agencies," which calls for the independent agencies to apply the same burden-reducing, cost-saving principles set out in Executive Order 13563.<sup>5</sup>

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<sup>1</sup> President Barack Obama, "Toward a 21<sup>st</sup> Century Regulatory System," *Wall Street Journal*, January 18, 2011, available at <<http://online.wsj.com/article/SB10001424052748703396604576088272112103698.html>>

<sup>2</sup> *Remarks by the President to the Chamber of Commerce*, U.S. Chamber of Commerce Headquarters, Washington, D.C., February 7, 2011, available at <<http://www.whitehouse.gov/the-press-office/2011/02/07/remarks-president-chamber-commerce>>

<sup>3</sup> See "Presidential Memoranda – Regulatory Flexibility, Small Business, and Job Creation," January 18, 2011, available at <<http://www.whitehouse.gov/the-press-office/2011/01/18/presidential-memoranda-regulatory-flexibility-small-business-and-job-cre>>

<sup>4</sup> See "Presidential Memoranda – Administrative Flexibility," January 18, 2011, available at <<http://www.whitehouse.gov/the-press-office/2011/02/28/presidential-memorandum-administrative-flexibility>>

<sup>5</sup> Executive Order 13579 is available at <http://www.whitehouse.gov/sites/default/files/omb/memoranda/2011/m11-28.pdf>

Importantly, Executive Order 13563 and Executive Order 13579 contain “lookback provisions,” calling for retrospective review of existing requirements and for the development of plans to streamline, modify, improve, and eliminate significant rules. Many important streamlining efforts involve the reduction or elimination of paperwork and reporting burdens. In response to Executive Order 13563, over two dozen executive agencies have released final plans describing many such efforts.

On February 23, 2011, the Office of Information and Regulatory Affairs (OIRA) issued a Memorandum entitled “Minimizing Paperwork and Reporting Burdens; Data Call for the 2011 Information Collection Budget.”<sup>6</sup> OIRA’s Memorandum built on Executive Order 13563 and the Presidential Memorandum on Regulatory Flexibility by directing agencies to develop paperwork burden reduction initiatives in a number of areas.

In particular, OIRA asked for initiatives that provide relief to small businesses and recipients of Federal benefits. Reducing burdens on small business is especially important. Because of economies of scale, a collection may be proportionally more burdensome for a smaller entity than a larger one. Burden reduction efforts in this domain may involve more flexible reporting requirements for small entities, such as less frequent reporting and simplified “short” forms.<sup>7</sup> OIRA also asked for burden reduction initiatives that reduce burdens on applicants for federal benefits. The process of renewing or applying for benefits can be time-consuming, confusing, and unnecessarily complex, thus discouraging program participation and undermining program goals. Greater simplicity can promote important social objectives.

In response to OIRA’s Memorandum, agencies submitted 57 new burden reduction initiatives, many of which will benefit businesses (both small and large) and recipients of federal benefits. For example, an initiative from USDA would relieve small and large businesses in the livestock, meat packing, and poultry industries of over 60,000 annual paperwork burden hours. It would do so by allowing for the electronic submission of the Grain Inspection, Packers, and Stockyards Administration’s (GIPSA) fair trade reporting requirements. Another initiative from USDA would reduce 20.7 million burden hours now imposed on recipients of Supplemental Nutrition Assistance by allowing clients to certify eligibility for the program electronically or by telephone, thus reducing burdensome visits to the local program office.

OMB believes that a great deal more can be done, within the framework of existing law, to ease and simplify current burdens, including through the use of the Internet. For example, eliminating costly redundancy, and making greater use of electronic reporting and pre-populated forms, would reduce unnecessary or overlapping information collection burdens.

Despite significant OMB and agency efforts, information collection burdens are expected to increase in many domains, particularly with the requirements of recently enacted legislation. OMB remains committed to working closely with Federal agencies and the public to minimize paperwork burden

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<sup>6</sup> See “Minimizing Paperwork and Reporting Burdens; Data Call for the 2011 Information Collection Budget.” [http://www.whitehouse.gov/sites/default/files/omb/inforeg/icb/2011\\_ICB\\_Data\\_Call.pdf](http://www.whitehouse.gov/sites/default/files/omb/inforeg/icb/2011_ICB_Data_Call.pdf)

<sup>7</sup> To promote such burden reduction, it may be useful for agencies to work with their Small Business Paperwork Relief liaison. See the list of agency contacts at [http://www.whitehouse.gov/omb/inforeg\\_infocoll](http://www.whitehouse.gov/omb/inforeg_infocoll).

while maximizing the public benefit and practical utility of the information that agencies collect. The recent creation of an “ICR Dashboard” on [reginfo.gov](http://reginfo.gov) is specifically designed to promote transparency in the information collection process and ultimately to help to eliminate unjustified burdens. OMB continues to promote burden reduction goals through day-to-day engagement with agencies, through consideration of public comments and concerns, and through consideration of more systemic efforts (such as guidance documents and data calls) to improve the Paperwork Reduction Act (PRA) approval process.

## Executive Summary

Under the Paperwork Reduction Act of 1995 (PRA),<sup>8</sup> the Office of Management and Budget (OMB) is required to report to Congress on the paperwork burden imposed on the public by the Federal Government and on efforts to reduce that burden. For over 30 years, OMB has complied with this requirement by issuing an Information Collection Budget (ICB). The 2011 ICB reports on the paperwork burden imposed on the public during fiscal year (FY) 2010 and explores other issues with respect to implementation of the PRA.

For the third consecutive year, OMB is issuing an Electronic-ICB, instead of the traditional hard copy. The 2011 ICB is available on OMB's website at: [http://www.whitehouse.gov/omb/inforeg\\_infocoll/](http://www.whitehouse.gov/omb/inforeg_infocoll/).

In FY 2010, the public spent an estimated 8.8 billion hours responding to Federal information collections. This figure represents a net decrease of 1.0 billion burden hours, or 10.2 percent, from the estimated 9.8 billion hours that the public spent responding to Federal information collections in FY 2009.

OMB classifies changes in paperwork burden into two broad categories: (1) adjustments, or re-estimates of burden, resulting from changes in the population affected by a collection or more accurate estimations of the time required to comply with a collection and (2) program changes, which result from agency actions or implementation of new statutory requirements. The overall decrease in burden reflected a combination of both net program changes and net adjustments.<sup>9</sup>

In FY 2010, total adjustments accounted for a net decrease in the Federal paperwork burden of 1.4 billion hours or 14 percent. Adjustments were the principal factor driving the decrease in aggregate burden. The most notable adjustment is the Department of Treasury's re-estimate of the paperwork burden placed on the public by its 1040 series of tax return documents and supporting forms. The re-estimate reflects new tax burden survey data and changes in macroeconomic conditions. Treasury's FY 2010 estimate for this information collection is 2.4 billion hours, a reduction of 1.3 billion hours from its FY 2009 estimate of 3.7 billion.

Total program changes in FY 2010 resulted in a net increase of 386 million hours or 4 percent of aggregate burden, which partially offset the net decrease in adjustments. This total program change increase includes changes due largely to new statutory requirements. Such requirements increased Federal paperwork burden by 352 million hours. The second category of program change, discretionary agency actions, increased burden by 19 million hours.

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<sup>8</sup> 44 U.S.C. chapter 35; see 5 CFR Part 1320.

<sup>9</sup> Later in this report, OMB classifies burden changes into four categories: (1) discretionary agency actions, (2) new statutory requirements, (3) adjustments, and (4) changes due to lapses in OMB approval. Discretionary agency actions and new statutory requirements are considered program changes, and adjustments comprise a category of their own. It is useful to exclude changes due to lapses in OMB approval in this discussion because these changes are small in magnitude.

Paperwork burdens vary greatly across agencies, and to obtain a full picture, it is important to identify those variations. For example, the Department of the Treasury by itself accounted for 6.3 billion hours of burden in FY 2010, or nearly 72 percent of the total. No other agency accounted for more than 7 percent of the total burden. The Department of Health and Human Services accounted for approximately 542 million hours, while the Department of Transportation accounted for 303 million hours, the Department of Labor for 141 million hours, the Securities and Exchange Commission for 361 million hours, the Department of Homeland Security for 152 million hours, and the Environmental Protection Agency for 165 million hours.

Some agencies saw significant increases between FY 2009 and FY 2010. The Department of Health and Human Service's estimated burden increased by over 47 million hours (partly as a result of 22 million hours from new statutory requirements), the Securities and Exchange Commission's burden increased by over 191 million hours (largely due to adjustments), and the Federal Trade Commission increased estimated paperwork burden by 13 million hours.

By contrast, other agencies saw significant decreases, such as an estimated 1.3 billion hour (16.5 percent) decrease in burden from Department of Treasury, a 42 million hour (22 percent) decrease in estimated burden hours from the Department of Labor, and a three million hour (five percent) decrease from the Department of Commerce.

In addition to accounting for the aggregate Federal paperwork burden imposed on the public during FY 2010, this report highlights three issues or developments:

**Information collection burden for FY 2010 (Chapter 1).** Changes in paperwork burden are caused by many factors; some of these are within agencies' control but others are not. The central finding here is that the principal drivers of new paperwork burden in FY 2010 were statutory requirements. Chapter 1 discusses these and other sources of burden changes in detail.

**Agency compliance with the PRA (Chapter 2).** OMB is reporting 110 violations of the Paperwork Reduction Act during FY 2010. This is an increase of 34 violations from FY 2009 and an increase of 57 violations from FY 2008.<sup>10</sup> This increase is largely driven by the 65 PRA violations from Department of Health and Human Services, which represents nearly 60 percent of the total violations in FY 2010. Despite the recent increase in violations in FY 2010, OMB and the agencies continue to work to avoid violations of the Paperwork Reduction Act.

**Reducing burdens (Chapter 3).** OMB has directed agencies to produce new burden reduction initiatives. This chapter outlines OMB's request and agencies' responses, in the form of 57 new initiatives. This chapter also provides updates on specific burden reduction initiatives reported

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<sup>10</sup> As described on pg. 10, OMB reports two categories of PRA violations: 1) lapses in OMB approval and 2) collections in use without OMB approval. Prior ICBs have used "the total number of lapses in OMB approval" to represent "the number of total violations." For greater clarity, this year's report uses the total number of both lapses in OMB approval and collections in use without OMB approval.

in previous years. OMB has encouraged agencies to develop and implement practical initiatives aimed at improving efficiency and reducing the public burden, particularly burdens on small businesses and recipients of Federal benefits.



## Chapter 1. Information Collection Burden for FY 2010

Under the Paperwork Reduction Act (PRA),<sup>11</sup> the Office of Management and Budget (OMB) oversees agency information collection activities and reports to Congress annually on the effectiveness of the PRA's implementation. The Information Collection Budget (ICB) is OMB's annual report to Congress, providing a detailed accounting of the information collection activities of the Federal Government in a given fiscal year. This report presents the overall paperwork burden that the Federal Government imposed on the American public in FY 2010 and identifies efforts that the Federal agencies are making to reduce burden and collect information more efficiently and effectively.<sup>12</sup>

Information collections are broadly defined by the PRA as "the obtaining, causing to be obtained, soliciting, or requiring the disclosure to third parties or the public, of facts or opinions by or for an agency, regardless of form or format, calling for either answers to identical questions posed to, or identical reporting or recordkeeping requirements imposed on, ten or more persons, other than agencies, instrumentalities, or employees of the United States; or answers to questions posed to agencies, instrumentalities, or employees of the United States which are to be used for general statistical purposes." The terms "paperwork" and "information collection(s)" have the same meaning for the purposes of this report.

Burden is the time, represented as hours spent by the public responding to Federal information collections. When an agency estimates and seeks to reduce the paperwork burden it imposes on the public, the agency must consider the time that an individual or entity spends reading and understanding a request for information, as well as the time spent developing, compiling, recording, reviewing, and providing the information. Accordingly, paperwork burden includes more than just the time necessary to file a tax form or fill out a benefits application.

According to agency estimates of paperwork burden in FY 2010, the public spent 8.8 billion hours responding to or complying with Federal information collections. (We have not attempted to monetize this number of hours, but it is clear that the monetary equivalent would be very high. For example, if each hour is valued at \$20, the monetary equivalent would be \$176 billion.) The FY 2010 burden represents a decrease of approximately 10 percent from the estimated 9.8 billion hours reported in FY 2009.

Figure 1 shows the trend in total estimated Federal paperwork burden between FY 2000 and FY 2010. As the solid blue line in the figure shows, estimated paperwork burden grew over this period, though it declined in fiscal years 2003 and 2004 and again in FY 2010. The increase in burden between FY 2000 and FY 2010 amounts to an estimated 1.4 billion additional burden hours, or an increase of about 19 percent. To understand the nature of the paperwork burden trend illustrated in Figure 1, it is

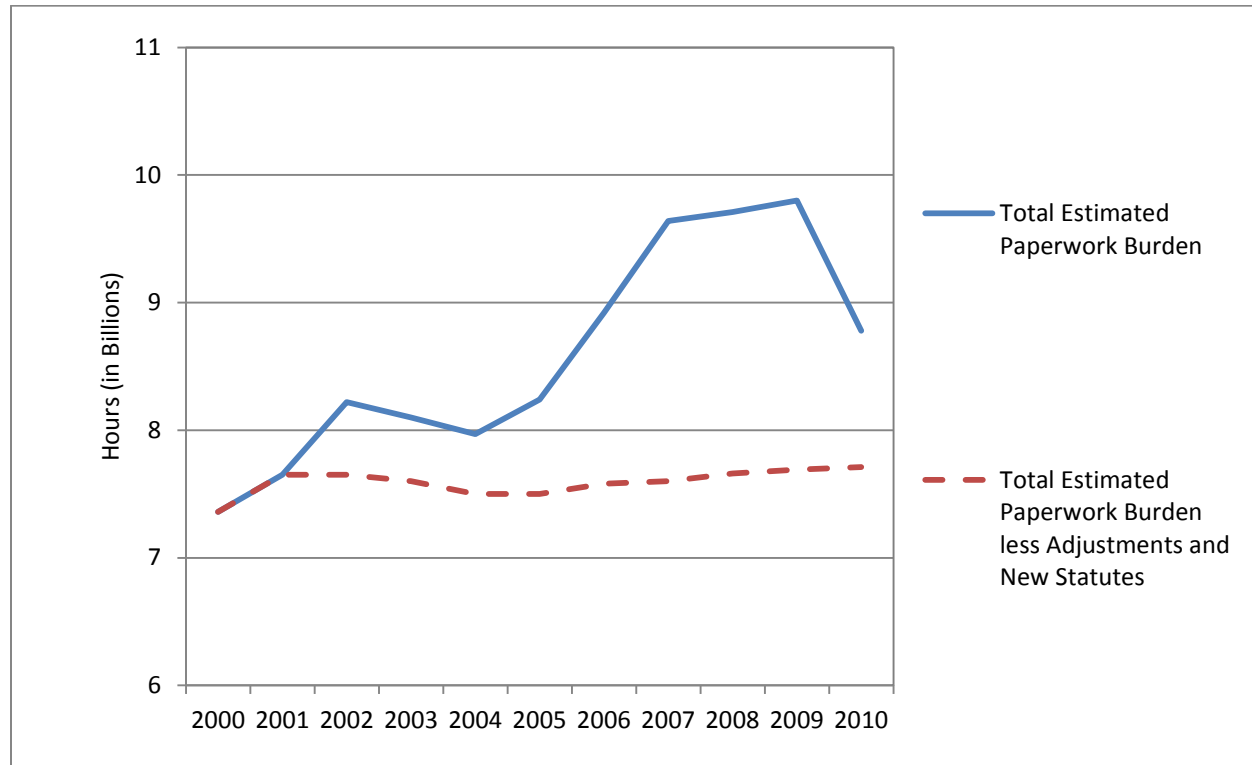
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<sup>11</sup> 44 U.S.C. Chapter 35, subchapter I.

<sup>12</sup> The Federal Government's information collection activities are also addressed in OMB's annual report on *Statistical Programs of the United States Government*. In addition, OMB issues a separate annual report on the information security provisions in subchapter III of Chapter 35, which were enacted in the Federal Information Security Management Act of 2002.

important to recognize that burden is affected by a number of factors, only some of which are within the direct control of agencies.

**Figure 1. Total Estimated Paperwork Burden Hours (FY 2000 - FY 2010)<sup>13</sup>**



### Causes of Paperwork Burden Change

There are four causes of paperwork burden change: (1) adjustments to agency burden estimates; (2) new statutory requirements; (3) discretionary agency actions; and (4) lapses in OMB approval. Burden changes from adjustments to agency burden estimates and new statutory requirements are to a significant degree outside of agencies' direct control, while burden changes resulting from discretionary agency actions and lapses in OMB approval are generally within agencies' direct control. OMB considers these last two categories — discretionary agency actions and lapses in OMB approval

<sup>13</sup> As discussed in Chapter 3 of the 2007 ICB, IRS changed the methodology it uses to estimate individual taxpayer burden, resulting in a very large "adjustment" increase in the estimated burden in 2006 and 2007. Similarly, this year's ICB reports a very large "adjustment" decrease in the estimated burden, as discussed in the executive summary. As we explain in Chapter 1, this type of re-estimate of a collection's burden does not involve any real change in the burden that a collection imposes on a particular respondent. As a result, the total estimated burden for FY 2006 and FY 2007 has different underlying assumptions than the estimates for previous years. Since IRS has not yet re-estimated prior years' burden under the new model, the higher line for FY 2006 and FY 2007 overstates the overall increase in burden. Likewise, the downward trajectory of the blue line between fiscal years 2009 and 2010 overstates the overall burden decrease.

— to be the best measure of agencies’ effectiveness in managing their paperwork burden, because they are within direct control of the agency. Significant burden reductions might occur with improved management of discretionary agency actions.

In addition to showing the recent historical trend in *overall* paperwork burden, Figure 1 shows the recent trend—represented by the dashed red line—in the growth in burden caused by *discretionary* agency actions (which is the total burden less additional burden caused by new statutory requirements and adjustments to agency burden estimates). As indicated by the relatively flat dashed red line, since FY 2001 *the additional burden associated with discretionary agency actions increased at a lesser rate than burden associated with the other causes of burden change.*

The gap between the solid blue line and the dashed red line represents additional burden caused by factors that are largely not within agencies’ direct control. The point of distinguishing between the two lines is to demonstrate an important point: much of the additional paperwork burden in recent years has been the result of factors that are largely outside of agencies’ direct control, such as new statutory requirements.

Figure 2 shows changes in paperwork burden resulting from the sources of such changes as tracked by OMB over the last 10 years.

The largest share of the estimated increase in paperwork burden over this period is caused by new statutory requirements. New statutes account for an estimated increase of 1.4 billion paperwork hours since 2000. These changes in burden occur when new laws are enacted that require agencies to collect new information.

The second largest share of the estimated increase in paperwork burden over this period is caused by discretionary agency actions, which account for an estimated increase of 146 million paperwork hours since FY 2000. These changes occur when agencies make a decision to alter the burden that an existing collection imposes on the public (for example, by increasing or reducing the number of questions on a survey), or when agencies establish a new collection not required by law.

Remedying lapses in OMB approval comprise the third largest share of the estimated increase in paperwork burden since 2000 – an estimated increase of 141 million hours. The lapses occur when (1) OMB’s approval of a collection expires without an agency discontinuing or renewing it, which decreases burden and (2) an expired collection is reinstated, which increases burden. If, for example, a collection goes into expiration in a given year, overall burden during that year decreases by the collection’s total burden. If the collection is reinstated in the subsequent year, overall burden during that year increases by the collection’s total burden. However, when a collection enters expiration status, the agency might not cease using the collection, meaning that even though the burden associated with the collection is removed from OMB’s inventory of approved collections, the burden might still be imposed on the public.

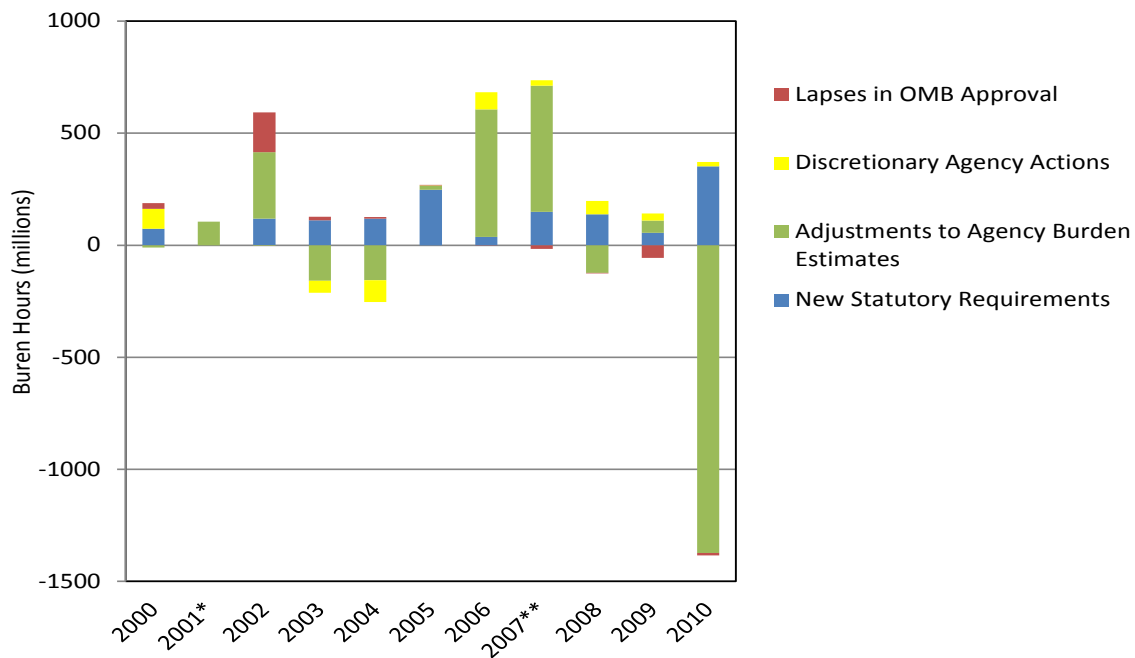
The fourth major cause of paperwork burden changes are “adjustments” to agency burden estimates. Standing by themselves, adjustments have accounted for a decrease in the estimated overall paperwork burden of 213 million hours since FY 2000. The decrease in burden from adjustments over

the past decade is driven largely by the 1.4 billion hour decrease due to adjustments that OMB reports for FY 2010 in this year's ICB.

An “adjustment” to a burden estimate can be made for a variety of reasons, but most often it is made in one of two situations: (1) changes in the number of individuals or entities responding to an information collection as a result of factors outside an agency's control (e.g. changes in demographics or in the level of economic activity); and (2) re-estimates of the amount of burden that a collection imposes (e.g. improvements in the methodology for estimating the burden that a collection imposes). In either situation, the agency has not made any change to the collection itself, and thus there has been no real change in the burden that the collection imposes on any particular respondent.

Together, new statutory requirements, discretionary agency actions, lapses in OMB approval, and adjustments to agency burden estimates have combined to increase the total estimated information collection burden by 1.4 billion hours since FY 2000.

**Figure 2. Causes of Paperwork Burden Change (FY 2000 – FY 2010)**



\*In FY 2001, OIRA did not disaggregate Changes Due to Agency Action and Changes Due to New Statutes, and Changes Due to Lapse in OMB Approval.

\*\*Almost one half of the change indicated for FY 2007 as due to “New Statutory Requirements” resulted from new IRS Form 8913 (Credit for Federal Telephone Excise Tax Paid), which allows taxpayers to receive telephone excise tax refunds. IRS was required to refund this tax because of court decisions that interpreted tax legislation. Accordingly, OMB classified the program change as due to statute, since the burden is legislatively driven.

## Discussion of FY 2010 Paperwork Burden Changes

OMB is reporting that the public spent an estimated 8.8 billion hours responding to Federal information collections in FY 2010. This represents a net decrease of 1 billion burden hours, or approximately 10.2 percent, from the estimated 9.8 billion hours that the public spent responding to Federal information collections in FY 2009. OMB identifies the following causes for changes in paperwork burden during FY 2010:<sup>14</sup>

- Adjustments to agency burden estimates (estimated decrease of 1.4 billion hours)
- Discretionary agency actions (estimated increase of 19 million hours)
- New statutory requirements (estimated increase of 352 million hours)

Each of these causes of estimated paperwork burden change is discussed in the pages that follow. They are also summarized in Table 2.

### **1) New Statutory Requirements (estimated burden increase of 352 million hours in FY 2010).**

Each year laws are enacted that create new programs for Federal agencies to implement. Quite frequently, these new programs require collection, use, and dissemination of information. Typically, new legislative initiatives and amendments require more data collection. In FY 2010, the implementation of new statutes increased paperwork burdens by an estimated 352 million hours. Among other things, these statutory changes were designed to stabilize the financial system, promote job growth and spur economic activity, improve public health, improve early education services, increase retirement savings, stabilize the mortgage and housing markets, protect the environment, raise revenue, and enhance homeland security. Examples of statutory changes that produced some of the largest burden increases are provided in Table 1.

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<sup>14</sup> The estimated total burden also includes an estimated reduction of 11 million hours due to lapse in OMB approval. However, it is not always the case that agencies stop using collections in expiration status, so there may not have been an actual decrease in burden hours.

**Table 1. Statutory Requirements Resulting in Significant Burden Increases in FY 2010**

Information Collection Title	Statute Title and Public Law	Agency	Burden Hour Increase
Employer's Quarterly Federal Tax Return	Hiring Incentives to Restore Employment Act (Pub.L. 111-147)	Treasury	69,377,102
Fair Credit Reporting Risk-Based Pricing Regulations	Fair and Accurate Credit Transactions Act of 2003 (Pub.L. 108-159)	Treasury	14,630,000
Section 4205 of the Patient Protection and Affordable Care Act Restaurant Menu Labeling; Recordkeeping and Mandatory Third Party Disclosure	Affordable Care Act (Pub.L. 111-148)	Health & Human Services	14,536,183 <sup>15</sup>
Quarterly Federal Excise Tax Return	Small Business and Work Opportunity Tax Act of 2007 (Pub.L. 110-28)	Treasury	4,366,381
29 C.F.R. Part 825, The Family and Medical Leave Act of 1993	National Defense Authorization Act for Fiscal Year 2008 (Pub.L. 110-181)	Labor	3,482,473

- 2) Adjustments to Agency Burden Estimates (estimated burden decrease of 1.4 billion hours in FY 2010).** Burden changes associated with adjustments to agency burden estimates accounted for most of the overall decrease in Federal paperwork burden in FY 2010. "Adjustments" differ from other causes discussed in this section in the sense that the burden imposed on actual respondents for individual information collections does not change. Instead, as explained above, an "adjustment" is made to the estimated burden. For example, even if the program eligibility and information collection requirements for a Social Security benefit program targeted at elderly populations do not change, the burden for the collection may increase as greater numbers of Baby Boomers age and apply for benefits.

There are two common types of adjustments in burden:

<sup>15</sup> This burden is associated with a statutory requirement that chain restaurants and similar retail food establishments disclose the caloric content of their standard menu items. Giving consumers access to such information can help them make healthier choices.

- a) **Agency Re-estimation of Burden.** An agency may re-evaluate a prior burden estimate for the collection, conclude that its prior estimate was inaccurate, and revise the estimate accordingly. Importantly, the agency has not changed the requirements of the collection, or added to or subtracted from the category of people who are required to respond to the collection.

For example, the Federal Motor Carrier Safety Administration (FMCSA) requires drivers to record their Hours of Service (HOS) information to ensure compliance with safety regulations, which establish the maximum number of hours commercial drivers can drive or be on duty each day or week before they must cease operating a Commercial Motor Vehicle. This collection provides the documents needed by commercial carriers and enforcement officials to ensure that CMV drivers are less likely to be driving unsafely due to fatigue. In FY 2009, the FMCSA revised the re-estimated burden associated with the HOS forms in response comments from the public. This resulted in an increase of nearly 25 hours per year for individual drivers, and a total increase of 12 million hours of estimated burden.

- b) **Burden Changes from Demographic, Economic, and Other External Factors.** An agency may change the estimated burden of a collection if there has been a change in the number of individuals or entities that the agency estimates will respond to the collection – and this change is due to factors outside an agency’s control. As above, there has been no change in the requirements of the collection or in the category of people required to respond to the collection.

A typical example of such an adjustment is when demographic changes result in more (or fewer) people applying for a Federal benefit, and thus in more (or fewer) applications being filled-out and submitted (e.g., the retirement of the Baby Boom generation will result in more individuals applying to participate in Medicare). Another example of such an adjustment is when economic changes result in changes in the number of people being unemployed (and thus applying for unemployment benefits) or businesses being created (and thus more tax forms are submitted). In both of these types of situations, the agency has not changed the requirements of the collection, and the agency has not redefined who has to respond to the collection. Instead, the changes in these outside factors either increase or decrease the number of individuals or entities that will respond to the collection.

For example, the Department of Homeland Security collects elevation and flood-proofing information on buildings constructed after publication of the Flood Insurance Rate Map (FIRM), which gives officials and inspectors standardized documents needed to record elevation information under OMB Control Number 1660-0008. Applicants or policyholders then provide the certificate to private insurance agents. In FY 2009, however, there was a significant decrease in the number of property owners choosing to purchase flood insurance from private insurers instead of the National Flood Insurance Program, resulting in a decrease in the number of certificates.

- 3) Discretionary Agency Actions (estimated burden increase of 19 million hours in FY 2010).** In some areas, agencies have considerable discretion in managing their information collection activities and the burden associated with those activities. For example, in administering a grant program where performance reporting is statutorily required, an agency may have discretion in deciding the frequency or depth of grantee reporting. For burden tracking purposes, OMB classifies these types of changes as “Due to Agency Action.” OMB considers actions within this category of burden change to be the most appropriate measure of agency performance with respect to information collection. The burden increase resulting from these kinds of actions was lower in FY 2010 (19 million hours) than it was in FY 2009 (31 million hours).

Although paperwork burden changes due to agency discretionary actions grew in FY 2010, a number of agencies took discretionary actions to decrease the burden imposed by their collections. For example, OMB reports decreases due to discretionary agency actions for the Department of Commerce (29 million hours), the Federal Trade Commission (7 million hours), and the Department of Homeland Security (5 million hours).

- 4) Lapse in OMB approval (estimated reduction of 11 million hours).** In FY 2010, there was a reduction in paperwork burden of approximately 11 million hours because collections went into expiration status as a result of a lapse in OMB approval. Almost all of this burden reduction is attributed to Treasury. Burden changes of this nature fall into the category of “discretionary agency actions,” and occur when an agency neither renews nor discontinues a collection before its OMB approval period has expired. When this happens, the burden associated with these collections is removed from OMB’s accounting system until the collection is renewed or discontinued, though it is not always the case that agencies cease using these collections. For a list of these during FY 2010, see Appendix B of this report.



Table 2. FY 2010 Burden Changes by Agency (in millions)<sup>16</sup>

	FY 2009 Paperwork Burden	FY 2010 Total Program Changes <sup>17</sup>		FY 2010 Due to Discretion		FY 2010 Changes Due to New Statutes		FY 2010 Changes Due to Lapses in OMB Approval		FY 2010 Adjustments		FY 2010 Paperwork Burden
			% change from '09		% change from '09		% change from '09		% change from '09		% change from '09	
<b>Total</b>	9,770.58 <sup>18</sup>	386.04	3.95%	19.82	0.20%	351.79	3.60%	-10.73	-0.11%	-1,373.55	-14.06%	8,782.94
USDA	128.75	10.49	8.10%	8.06	6.30%	2.35	1.80%	0.08	0.10%	5.02	3.90%	144.26
DOC	54.31 <sup>19</sup>	-2.8	-5.16%	-29.25	-53.86%	0.79	1.45%	0	0.00%	-0.04	-0.07%	51.47 <sup>20</sup>
DOD	44.11	1.82	4.10%	0.2	0.40%	0.09	0.20%	1.53	3.50%	0.29	0.60%	46.21
ED	63.54	1.73	2.70%	-1.44	-2.30%	3.17	5.00%	0	0.00%	21.37	33.60%	86.63
DOE	2.29	0.53	23.40%	0.54	23.80%	0	0.00%	-0.01	-0.40%	2.23	97.40%	5.05
HHS	494.61	24.72	5.00%	2.15	0.40%	21.9	4.40%	0.66	0.10%	22.36	4.50%	541.69
DHS	155.12	-4.56	-2.90%	-4.56	-2.90%	0	0.00%	0	0.00%	2.4	1.50%	152.96
HUD	51.03	2.85	5.60%	2.9	5.70%	0	0.00%	-0.05	-0.10%	-1.78	-3.50%	52.11
DOI	11.52	-0.13	-1.20%	-0.14	-1.20%	0	0.00%	0	0.00%	-0.05	-0.40%	11.34
DOJ	11.02	0.33	3.00%	0.06	0.50%	0.32	2.90%	-0.04	-0.40%	4.71	42.70%	16.01
DOL	182.96	3.2	1.70%	0.51	0.30%	2.61	1.40%	0.08	0.00%	-44.72	-24.40%	141.35
STATE	64.03	0.04	0.10%	0.04	0.10%	0	0.00%	0	0.00%	0.15	0.20%	64.21
DOT	302.24	-0.89	-0.30%	-1.58	-0.50%	2.11	0.70%	-1.42	-0.50%	1.47	0.50%	302.82
TREAS	7,643.49	318.89	4.20%	30.04	0.05%	301.68	3.95%	-12.83	-0.20%	-1,582.82	-20.70%	6,379.56
VA	5.87	0.28	4.80%	0.28	4.80%	0	0.00%	0	0.00%	-0.17	-3.00%	5.97
EPA	152.25	5.91	3.90%	4.29	2.80%	1.64	1.10%	-0.01	0.00%	7.07	4.60%	165.22
FAR	28.05	5.73	20.40%	4.53	16.10%	0	0.00%	1.2	4.30%	0	0.00%	33.78
FCC	57.07	0.85	1.50%	0.83	1.50%	0.03	0.00%	0	0.00%	-0.24	-0.40%	57.68
FDIC	7.72	1.57	20.30%	1.34	17.40%	0.23	2.90%	0	0.00%	-0.05	-0.70%	9.24
FERC	9.42	0.22	2.40%	0.15	1.60%	0.08	0.80%	0	0.00%	-0.04	-0.40%	9.6
FTC	68.55	7.67	11.20%	-7.13	-10.40%	14.79	21.60%	0	0.00%	5.26	7.70%	81.48
EGOV	10.93	-0.08	-0.70%	0	0.00%	0	0.00%	-0.08	-0.70%	0	0.00%	10.85
NASA	3.06	-0.01	-0.20%	-0.01	-0.20%	0	0.00%	0	0.00%	0	0.00%	3.05
NSF	6.58	0.03	0.50%	0.03	0.50%	0	0.00%	0	0.00%	0	0.00%	6.61
NRC	11.57	0	0.00%	0	0.00%	0	0.00%	0	0.00%	-0.84	-7.30%	10.73
SEC	168.33	7.17	4.30%	7.23	4.30%	0	0.00%	-0.06	0.00%	186	110.50%	361.49
SBA	0.96	0.19	19.90%	-0.02	-2.50%	0	0.00%	0.22	22.50%	0	0.00%	1.15
SSA	31.24	0.27	0.90%	0.26	0.80%	0.01	0.00%	0	0.00%	-1.11	-3.60%	30.4

<sup>16</sup> Owing to system anomalies, columns for certain agencies do not sum to FY 2009 burden hour totals.

<sup>17</sup> Program changes include changes due to discretionary agency actions and new statutory requirements.

<sup>18</sup> The Department of Commerce's paperwork burden for FY 2009 incorrectly included 25.66 million hours attributed to the 2010 decennial census. These hours should have only been included in the FY 2010 paperwork burden. The government total and Department of Commerce's burden are corrected here.

<sup>19</sup> Ibid.

<sup>20</sup> 25.66 million hours of the Department of Commerce's FY 2010 paperwork burden is attributed to the 2010 decennial census

## Chapter 2. Paperwork Reduction Act Compliance

The PRA assigns each agency's Chief Information Officer the responsibility for ensuring that his or her agency complies with the Act. OMB's Office of Information and Regulatory Affairs (OIRA) is responsible for approving information collection requests under the PRA. To help the public and the agencies monitor compliance with the information collection provisions of the PRA, OMB publishes a list of violations in the ICB (see Appendix B).

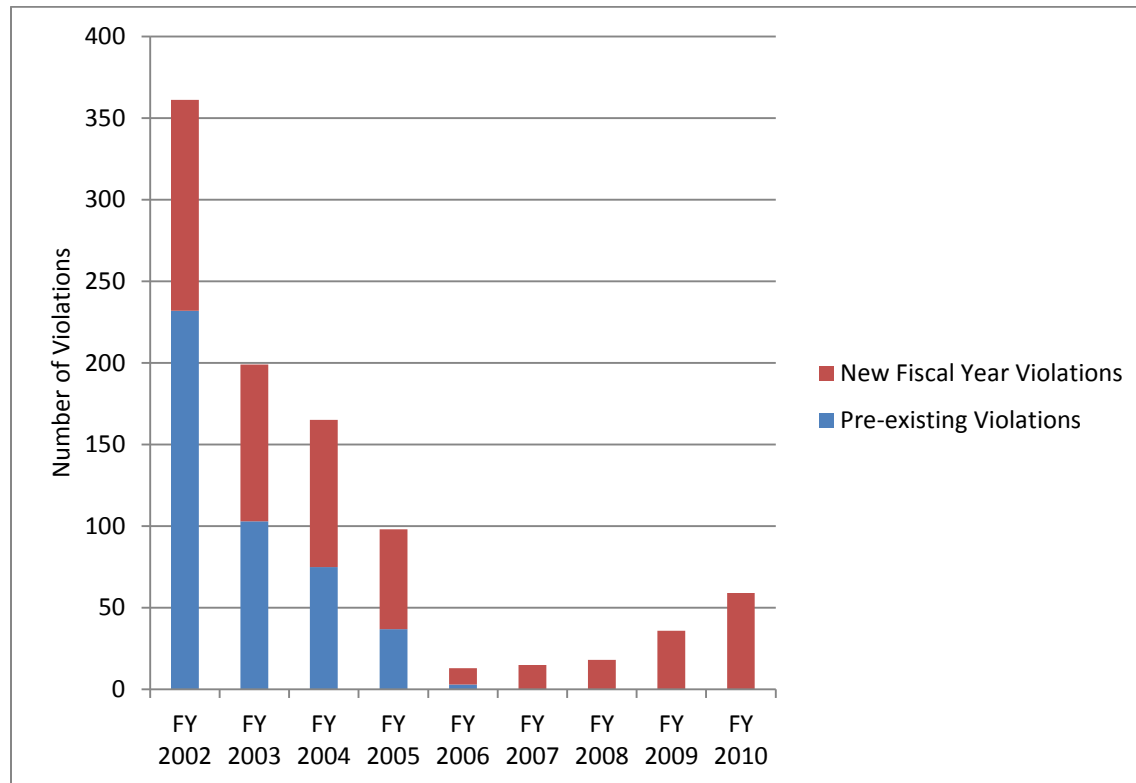
This year, there were no pre-existing violations that carried over from the previous fiscal year. OMB is reporting 110 violations during FY 2010. This is an increase of 34 violations from FY 2009 and an increase of 57 violations from FY 2008. This increase is largely driven by the 65 PRA violations from Department of Health and Human Services, which represents nearly 60 percent of the total violations in FY 2010. To put this number into perspective, consider that as of August 2010, there were nearly 8,900 active OMB Control Numbers in the inventory of approved information collections. Moreover, OIRA desk officers review and approve approximately 3,800 information collection requests each year.

OMB reports two categories of violations of the Paperwork Reduction Act: 1) collections in use without OMB approval and 2) lapses in OMB Approval. Violations falling under the first category, collections in use without OMB approval, occur when the agency fails to submit the information collection request to OMB before it begins to collect information. Violations falling under the second category, lapses in OMB approval, occur when the agency fails to submit its request to renew its approval for a collection to OMB prior to the expiration date. While both categories are violations of the PRA, OMB believes that the number of lapses in OMB approval is the better indicator of effective agency management of PRA. A high number of agency collections in use without OMB approval could indicate that the agency is doing well to identify violations and bring them into compliance, while a high number of lapses in OMB approval indicate that the agency could improve its management of PRA compliance processes. Therefore, and without understating the seriousness of collections in use without OMB approval, OMB uses violations due to lapses in OMB approval as the simplest and most easily administered way to measure agency compliance with the PRA. (As noted in the Appendix, there were 51 collections in use without OMB approval and 59 violations due to lapses in OMB approval in FY 2010.)

OMB tracks the number of information collections that expire each month and determines whether the collections are violations. Figure 3 shows the total number of agency lapses in OMB approval that occurred during recent fiscal years, and the total number of pre-existing violations carried over from the previous fiscal year, due to lapses in OMB approval.

OMB has seen dramatic reductions in the number of lapses in OMB approval since implementing a "zero tolerance" approach to violations of the PRA. Figure 3 illustrates this improvement, but also the spike in violations of the PRA during FY 2010.

**Figure 3. Total Number of Agency New and Pre-existing Violations due to Lapses in OMB Approval (FY 2002 – 2010)**



### Achieving Zero Violations

As Figure 3 shows, there was a large reduction in the number of violations due to lapses in OMB approval between FY 2002 and FY 2005, but an increase in the number of violations due to lapses in OMB approval every year since 2006.

Table 3 rates each of the 28 agencies for their compliance. This year, one agency receives a “Poor” rating, meaning that it had five or more violations due to lapses in OMB approval in FY 2010: the Department of Health and Human Services with 40 violations due to a lapse in OMB approval. In FY 2009, four agencies received a “Poor” rating: the Department of Defense, the Department of Transportation, the Small Business Administration, and the Department of Health and Human Services.

The number of agencies having between one and four violations (indicating that they “need improvement”) increased from seven in FY 2009 to thirteen in FY 2010. The number of agencies rated as “good” (zero violations) decreased from 17 to 15 (FY 2008 compared with FY 2009).

OMB is committed to working with agencies to reduce violations. OMB continues to work with agencies to submit re-approvals for collections on a timely basis and to seek OMB approval when

agencies collect information from ten or more persons or from all or a substantial majority of an industry or sector.

**Table 3. Total Number of Violations Due to Lapses in OMB Approval, FY 2010**

Good	Need Improvement	Poor
0 Violations	1 to 4 Violations	5 or More Violations
Education	DHS	HHS
DOC	DOD	
DOE	DOL	
DOI	DOJ	
E-GOV	DOT	
EPA	HUD	
FAR	IMLS	
FCC	NSF	
FDIC	OPIC	
FERC	SBA	
FTC	Treasury	
NASA	USDA	
NRC	VA	
OPM		
SEC		
State		

### Steps to Improve Agency Compliance

In addition to routine efforts to inform agency staff of the steps they can take to avoid incurring PRA violations, OIRA held three PRA training sessions for agency PRA clearance officers, with over 430 attendees from nearly all ICB agencies between May and June of 2010. The sessions provided training on the purpose and scope of the PRA, and a detailed discussion of the PRA review process, with opportunities for questions and answers. OIRA staff highlighted the importance of minimizing duplication, simplification, reducing burden through the use of technology, and focusing on the practical utility of information collected. Sessions also focused on the approval process for collections using surveys and statistical methodologies, and protecting privacy.

While the sessions provided training on the existing PRA process and on the importance of reducing burdens, they also introduced recently published OIRA guidance implementing the December 2009 Open Government Directive – “Social Media, Web-based Interactive Technologies, and the Paperwork Reduction Act”, a PRA primer guidance – “Information Collection under the Paperwork Reduction Act”, and “Paperwork Reduction Act – Generic Clearances.” The guidance documents addressed many of the comments received from the public on OMB’s October 27, 2009 *Federal Register* notice, “Improving Implementation of the Paperwork Reduction Act.”

## Chapter 3. Reducing Burdens

As noted, there have been significant recent increases in the number of hours that the public spends responding to information collections. In FY 2000, the public spent an estimated 7.4 billion hours responding to such collections. By FY 2010, that number grew to an estimated 8.8 billion, an increase of more than 19 percent.

As noted in the Preface, the President has given strong and recent direction to both executive and independent agencies, calling for significant efforts to eliminate unjustified regulatory burdens. Many of those burdens involve paperwork and reporting requirements. In May 2011, thirty agencies released preliminary plans to reduce existing burdens, and a number of those plans highlighted reforms to eliminate or reduce paperwork and reporting requirements. For example, the Occupational Safety and Health Administration finalized a rule to eliminate 1.9 million annual hours in burdens on employers. The Department of Energy describes a reform that would eliminate thousands of hours of reporting burdens on states, localities, and tribes participating in the Energy Efficiency and Conservation Block Grant Program by reducing the frequency of collection and removing unnecessary questions. The Department of Treasury is proposing to reduce reporting requirements for distilled spirit plants, significantly reducing burdens and Government processing time. The Small Business Administration is considering adopting a single e-application for all 7(a) guaranteed loans to small businesses. The Department of Commerce is in the process of reforming its export control regulations to provide a license exception to low-risk exports, reducing burdens on exporters.

In August, agencies finalized their plans, offering over 500 reform initiatives, many of them designed to reduce reporting and paperwork burdens. A general theme, present in many of the plans, is the need to shift from paper to electronic reporting. An additional theme is the elimination of redundant, unnecessary, or counterproductive requirements. Many of the resulting initiatives will be particularly helpful to small business.

OMB regularly works with agencies to minimize the Federal paperwork burden on the public. Many of those efforts take the form of day-to-day efforts to ensure that burdens are justified and to identify ways for agencies to promote their statutory missions and goals while significantly reducing burdens. Some of those efforts have been more formal and systemic. In prior calls for burden reduction initiatives, including those reported in the 2007 ICB, agencies (with total burden equal to or in excess of 10 million hours) were asked to develop initiatives that result in cumulative burden reduction level of nearly one percent of total agency burden.<sup>21</sup>

This year, instead of asking agencies to meet burden reduction level targets, OMB directed agencies to identify new initiatives that focus on five key burden reduction areas. (See Appendix for relevant text.) OMB also requested agencies to give new emphasis to reducing paperwork burdens on small businesses and recipients of Federal benefits. With respect to small business, such burdens can impose disproportionate costs, in part because of lack of experience and familiarity, and in part

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<sup>21</sup> Agencies with total burden hours less than 10 million hours provided initiatives, but they were not subject to the 1 percent target.

because larger enterprises can take advantage of economies of scale. For this reason, it is appropriate for agencies to give serious consideration to efforts to eliminate or reduce burdens on small businesses, by giving greater flexibility in terms of reporting dates, allowing electronic reporting, creating partial or total exemptions, or eliminating complexity and redundancy.

For recipients of Federal benefits, paperwork burdens can often impose significant hardship and deter participation altogether. With respect to forms in particular, undue complexity can severely discourage applications, thus compromising important programs. Automatic enrollment, direct certification initiatives, and simplification can have surprisingly large benefits. For some public programs, take-up rates are relatively low, even though the cost of participation appears to be small; behavioral factors, including procrastination and inertia, are contributing factors. Some form of simplification or automatic enrollment might help a great deal.<sup>22</sup>

For example, the National School Lunch Act takes steps to allow “direct certification” of eligibility, thus reducing complexity and introducing a form of automatic enrollment. Under the program, children who are eligible for benefits under certain programs will be “directly eligible” for free lunches and free breakfasts, and hence will not have to fill out additional applications.<sup>23</sup> To promote direct certification, the United States Department of Agriculture has issued an interim final rule that is expected to provide up to 270,000 children with school meals.<sup>24</sup> Recent efforts to simply the Free Application for Federal Student Aid (FAFSA), discussed in considerable detail below, provide an important related example; simplification promises to increase participation significantly.

While not limited to these areas, agencies were asked to submit, and did submit, one or more initiatives from the following areas:

- **Use of “Short Form” options:** Significant burden reductions can be achieved by providing respondents the option of using streamlined short forms for situations of lesser complexity or importance. This step is particularly useful for applications to receive a Federal benefit. By adopting short forms similar in concept to the IRS Tax Form 1040EZ, agencies can eliminate unnecessary burden and complexity.
- **Reducing Record Retention Requirements:** Administrative record retention requirements can often be costly, as regulated entities must set aside valuable storage space, time and human resources to maintain records. Simply reducing the amount of time that entities must retain records could result in significant reductions in paperwork burden.
- **Electronic communication: “fillable fileable” forms (or data systems):** Electronic communication can substantially reduce burden on respondents and simultaneously increase

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<sup>22</sup> See William Congdon et al, *Policy and Choice* 97–98 (Washington: Brookings, 2011); Florencia Devoto et al., Happiness on Tap: Piped Water Adoption in Urban Morocco (April 1, 2011), available at [http://papers.ssrn.com/sol3/papers.cfm?abstract\\_id=1803576](http://papers.ssrn.com/sol3/papers.cfm?abstract_id=1803576); Peter Tufano, Just Keep My Money! Supporting Tax-Time Savings with US Savings Bonds (2010), available at <http://www.hbs.edu/research/pdf/09-059.pdf> (finding that savings products, in particular US Savings Bonds, are significantly more likely to be chosen if the process for choosing them is eased and simplified).

<sup>23</sup> 42 USC 1758(b)(4).

<sup>24</sup> Direct Certification and Certification of Homeless, Migrant, and Runaway Children for Free School Meals, 76 Fed. Reg. 22785, 22792 (April 25, 2011).

efficiency in data collection and processing. In particular, OMB seeks initiatives that implement “fillable fileable” approaches where feasible, appropriate, and consistent with law. By reducing or even eliminating the use of paper, such initiatives allow entirely electronic communication between agencies and the private sector. They may include the pre-population of appropriate forms, particularly those imposing high-burden.

- **Frequency of information collection:** In some instances, monthly or daily information collections can be far more burdensome to the public than collections on a quarterly, bi-annual, or annual basis. OMB seeks initiatives that reexamine the frequency of routine reporting requirements to determine whether less frequent reporting would meet program needs.
- **Maximizing the re-use of data that are already collected:** Administrative or program data can sometimes be re-used or shared to reduce the paperwork burdens imposed on the public. Such administrative or program data may be held either within the agency asking for the new information, or by other agencies, including statistical agencies. OMB encourages agencies to share data to the extent practical and appropriate.<sup>25</sup>

OMB asked agencies to submit burden reduction initiatives that they plan to implement. Each initiative includes a description of the initiative; a total estimated burden reduction; a date of completion; a list of information collections affected; and potential hurdles to accomplishing the initiative, including statutory or policy barriers. The nature of the new burden reduction initiatives varies greatly across government agencies. However, all such initiatives are designed to achieve one or more concrete goals, including (1) improving program performance by reducing the cost or enhancing the efficiency of agency information collections, (2) reducing the burden overall or per response on the public, or (3) leading to a comprehensive review of an entire program, including regulations and procedures.

The Department of Agriculture’s (USDA) Simplification of Benefits Programs: Reducing Certification Burdens for the Supplemental Nutrition Assistance Program (SNAP) initiative is a flagship example. The Food and Nutritional Service within USDA is proposing to allow additional administrative options for States to use telephone interviews and telephonic and electronic signatures in certifying clients for the SNAP program. When finalized, this reform will permit households to fulfill the interview requirement without having to visit the local SNAP office, thus reducing transportation costs and potential loss of wages for households, and also reducing burden for State SNAP agencies that administer the program. USDA estimates that this initiative will save 20.7 million burden hours for SNAP beneficiaries.

Another example is the Federal Emergency Management Agency’s (FEMA) Grants Management Integrated Environment Systems initiative. FEMA’s grant processes rely on multiple grant management systems and manual processes to perform grant management functions. In order to reduce burden and enhance its grants management capabilities, FEMA is moving to an automated solution – the ND Grants system. When fully implemented, ND grants will consolidate FEMA’s entire non-disaster grant

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<sup>25</sup> OMB M-11-02, [Sharing Data While Protecting Privacy](#), November 3, 2010.

program into one system that covers all of the grants management lifecycle. FEMA estimates that this initiative will reduce burden by 2.8 million hours.

This chapter contains a summary of the initiatives that were submitted, as well as an update on past burden reduction initiatives that were not reported as completed in the 2010 ICB.

### **New Burden Reduction Initiatives**

In total, we received 57 burden reduction initiatives from 26 agencies. Of the 27 agencies that were requested to submit burden reduction initiatives, only one agency, the Nuclear Regulatory Commission, declined to submit an initiative.

#### **Department of Agriculture**

<b>Office:</b>	Animal and Plant Health Inspection Service (APHIS)
<b>Initiative Title:</b>	Animal Disease Testing and Animal Traceability via Mobile Information Management (MIM) Technology.
<b>Description:</b>	<p>MIM technology uses devices similar to tablets and PDAs in which officials (APHIS, State, or Accredited Veterinarians (small business)) can wave a wand in front of an animal and read the animal's identification number (similar to a price scanner at a grocery store) instead of the current method of individually stopping a cow, for example, and manually writing the cow's 16-digit identification number on a piece of paper in which numbers can easily be missed or transposed. Once the animal has been scanned, the official can perform a test or a few tests on the animal. The MIM device can record the test results, print labels with all necessary information for test tubes to be submitted to a lab, and can file and store all of that information by animal, by herd, by owner, by State, by official, etc. If samples were submitted to a lab using the MIM device, the lab can transmit the test results to the appropriate official to take immediate action. This reduces the amount of time spent waiting for results and the cost of mailing or transporting the results from the lab to the official. With most disease programs, animals have to be tested more than once (differs per animal, per location, and history), these MIM devices can remember the animal by pulling that animal's history; it can also detect if an animal is missing from a herd or flock and which animal.</p> <p>Michigan, New Mexico, Minnesota, and California have been testing the devices and the system. California started with their Tuberculosis outbreak where approximately 400,000 animals were tested during one investigation. Also, many APHIS employees are testing the devices. Currently, the following forms have been added: VS 1-23, 1-24, 1-27, 4-26, 4-33, 4-54, 6-22, 6-22B, 6-22C, and 6-22D. There are plans to add more</p>



forms. Upon the publication and activation of the Final Rule on Traceability of Livestock, APHIS and the U.S. animal industry will become more invested in this technology as the animal identification standards are increasing. APHIS is also considering this technology for completing health certificates which are used in trade.

<b>Estimated Burden Reduction:</b>	136,400 hours (128,412 hours for business and 7,979 hours for State, Local, and Tribal Governments).
<b>Collection(s) Affected:</b>	0579-0007, 0579-0047, 0579-0070/0137, 0579-0101, 0579-0127, 0579-0137, 0579-0146, 0579-0148, 0579-0185, 0579-0189, 0579-0192, 0579-0324, 0579-0338, 0579-0367
<b>Expected Date of Completion:</b>	Ongoing effort.
<b>Hurdles to Completion:</b>	Funding for the devices. Currently, APHIS is paying for most of the devices and loaning them to States to use and distribute or loan to accredited veterinarians and potentially importers and exporters.

### Department of Agriculture

<b>Office:</b>	Food and Nutrition Service
<b>Initiative Title:</b>	Simplification of Benefits Programs: Interim Rule on Direct Certification for School Meals
<b>Description:</b>	<p>The Child Nutrition and WIC Reauthorization Act of 2004 (P.L. 108-265), amended the Richard B. Russell National School Lunch Act to require local educational agencies to conduct direct certification in conjunction with the Supplemental Nutrition Assistance Program (SNAP). Under the direct certification process, a local educational agency obtains documentation of a child's receipt of SNAP benefits from the State or local program office.</p> <p>This change, which has been mandated by law in all school districts since school year 2008-2009, will be codified in regulation this year at 7 CFR § 245. By eliminating the need for paper applications for many low-income families, direct certification helps to substantially reduce paperwork burden and simplify program access for participants.</p>
<b>Estimated Burden Reduction:</b>	113,000 hours
<b>Collection(s) Affected:</b>	0584-0026

**Expected Date of Completion:** USDA published an interim final rule on April 25<sup>th</sup>, 2011 and hopes to publish a Final Rule in 2012.

**Hurdles to Completion:** None.

### Department of Agriculture

**Office:** Food and Nutrition Service

**Initiative Title:** Simplification of Benefits Programs: Reducing Certification Burdens for SNAP

**Description:** FNS is proposing to allow additional administrative options for States to use telephone interviews and telephonic and electronic signatures in certifying clients for the SNAP program. The program is authorized by the Food and Nutrition Act of 2008; this proposed change, which has been authorized by USDA in many States under the Act's waiver authority, would be codified in the SNAP regulations at 7 CFR § 273. When finalized, it will permit households to fulfill the interview requirement without the need to visit the local SNAP office, reducing transportation costs and potential loss of wages for households, and reducing burden for State SNAP agencies that administer the program.

**Estimated Burden Reduction:** 20.7 million hours.

**Collection(s) Affected:** 0584-0064

**Expected Date of Completion:** USDA published a proposed rule on May 4, 2011 and hopes to publish a Final Rule in 2012.

**Hurdles to Completion:** None.

### Department of Agriculture

**Office:** Grain Inspection, Packers and Stockyards Administration

**Initiative Title:** Packers and Stockyards Program Reporting and Recordkeeping Requirements

**Description:** Regulations (9CFR, part 201) and Statement of General Policy (9 CFR, part 203) Issued under the Packers and Stockyards (P&S) Act (7 U.S.C. 181-229, 229c) and Related Reporting and Recordkeeping Requirements

The Packers and Stockyards Program (P&SP) of the Grain Inspection, Packers and Stockyards Administration enforces the P&S Act, which requires regulated entities in the livestock, meat packing, and poultry industries to maintain certain records, submit certain information to P&SP, and provide certain information to third parties. The information collected is used by GIPSA to administer the fair trade provisions under the P&S Act. The regulated entities are packers, live poultry dealers, stockyard owners, market agencies, and dealers. In general, the information required includes ownership, business descriptive, procurement, and financial information and certifications. This package contains the forms that P&SP uses to regulate the industry. GIPSA is taking steps to ensure that public access to electronic form submission is available by December 2011. Users will have the capability of visiting a website, filling out a form online, and submitting that information to a database managed by GIPSA's Western Regional Office, in Denver, Colorado. GIPSA currently has fillable forms available to the public that can be completed online, printed, and mailed or faxed. GIPSA is working with USDA's Rural Development Agency to modernize and automate GIPSA's activities. Implementing an online submission process for certain forms used by the public is among the items that Rural Development Agency will undertake.

**Estimated Burden Reduction:** 63,726 hours.

**Collection(s) Affected:** 0580-0015

**Expected Date of Completion:** December 2011.

**Hurdles to Completion:** None.

### Department of Commerce

**Office:** International Trade Administration

**Initiative Title:** Client In-take Process

**Description:** The U.S. & Foreign Commercial Service (US&FCS) plans to create a systematic client in-take system to support the National Export Initiative and to double exports. The client in-take process will use the [www.export.gov](http://www.export.gov) registration and will ensure that current exporters requiring export assistance are contacted by a US&FCS trade specialist, reduce paperwork burden on U.S. exporters through use of pre-populated forms, and streamline client registration forms.

The registration information will be recorded in a unique client account and will be accessible to US&FCS domestic and international field office staff assisting the client. The registration information will automatically populate registration forms for trade promotion events that the client may wish to attend, thereby eliminating the need for clients to provide duplicative information.

US&FCS envisions that many of its currently approved registration forms will either be eliminated or significantly shortened. US&FCS plans to initiate the forms population capabilities with its trade event registration forms, including webinars, seminars and conferences and will consider including other export assistance registration forms.

**Estimated Burden Reduction:**

1,000 hours

**Collection(s) Affected:**

0625-0237

**Expected Date of Completion:**

By March 2012 US&FCS expects to have the ability to populate a client's export.gov registration information into select trade promotion event registration forms. US&FCS plans to begin work in April 2012 to expand the ability to populate a client's export.gov registration information into System development and training and organizational acceptance of new processes.

**Hurdles to Completion:**

**Department of Commerce**

**Office:**

NOAA National Marine Fisheries Service

**Initiative Title:**

Western Alaska Community Development Quota (CDQ) Program

**Description:**

NMFS will revise regulations to lessen the restrictive process and burden associated with complying with the current CDQ reporting requirements. The CDQ Program mandates significant recordkeeping, vessel licensing, catch retention requirements, and fisheries observer requirements for fisherman in the Bering Sea and Aleutian Islands (BSAI).

The CDQ Program is an economic development program associated with

federally managed fisheries in the BSAI. The purposes of the CDQ Program are to provide western Alaska communities the opportunity to participate and invest in BSAI fisheries, to support economic development in western Alaska, to alleviate poverty and provide economic and social benefits for residents of western Alaska, and to achieve sustainable and diversified local economies in western Alaska. The statutory authority is the Magnuson-Stevens Fishery Conservation and Management Act; 50 CFR 679.

**Estimated Burden Reduction:**

2,157 hours

**Collection(s) Affected:**

0648-0269

**Expected Date of Completion:**

USDA published an interim final rule on April 25<sup>th</sup>, 2011 and hopes to publish a Final Rule in 2012.

**Hurdles to Completion:**

Regulatory process may be prolonged.

### Federal Communications Commission

**Office:**

Wireline Competition Bureau

**Initiative Title:**

Administrative Simplification of Competitive Local Exchange Carriers Filing Requirements.

**Description:**

The FCC adopted an integrated interstate access reform and universal service proposal put forth by members of the Coalition for Affordable Local and Long Distance Service (CALLS). The Commission requires the following information to be reported: 1) tariff filings; 2) quarterly and annual data filings; and 3) cost support filings. The Commission and the Universal Service Administrative Company use the information to ensure compliance with the interstate access reforms of the CALLS proposal, or uses the line count and other information filed by price cap and competitive LECs to determine, on a per-line basis, the amount that the carrier receives from the interstate access universal service support mechanism; and to implement the requirements of section 201(b) of the Communications Act. Going forward, the Commission decided to consolidate the quarterly competitive LEC reporting requirement that was previously approved under OMB Control Number 3060-0942. This will reduce duplicative reporting requirements and burden; and improve administrative efficiency because all the necessary requirements are now under one comprehensive information collection; OMB Control Number 3060-0986, Competitive Carrier Line Count Report and Self-Certification as a Rural Carrier.

**Estimated Burden Reduction:** 11,480 hours

**Collection(s) Affected:** 3060-0942

**Expected Date of Completion:** Completed June 2010.

**Hurdles to Completion:** None.

### Federal Communications Commission

**Office:** Media Bureau

**Initiative Title:** Streamlined Cable Price Survey

**Description:** *The Cable Television Consumer Protection and Competition Act of 1992* requires the Commission to publish annually a report on average rates for basic cable service, cable programming service, and equipment. The report must compare the prices charged by cable operators subject to effective competition and those that are not subject to effective competition. The Annual Cable Industry Price Survey is intended to collect the data needed to prepare that report. The FCC plans to substantially shorten the questionnaire in order to reflect changes in industry conditions, technology, and Commission needs. The survey will be further simplified because it requests two years of data for a number of questions, whereas the previous questionnaire requested three years of data for many of those questions.

**Estimated Burden Reduction:** 3,188 hours

**Collection(s) Affected:** 3060-0647

**Expected Date of Completion:** Completed August 2010.

**Hurdles to Completion:** None.

### Federal Communications Commission

**Office:** Wireline Competition Bureau

**Initiative Title:** Universal Service – Schools and Libraries Universal Service Program.

**Description:** The Communications Act of 1934, as amended by the Telecommunications Act of 1996 (Act), directed the Commission to take steps necessary to establish support mechanisms to ensure delivery of affordable telecommunications services for all Americans, including consumers in high cost areas, low-income consumers, rural health care providers, and eligible schools and libraries. Section 254(h) of the Act, as implemented by the Federal Communications Commission (Commission) in its *Universal Service Order, CC Docket No. 96-45, FCC 97-157*, established the federal universal service support mechanism for schools and libraries. Under the schools and libraries support mechanism (also known as the E-rate program), eligible schools and libraries may apply for discounts for telecommunications services, Internet access, internal connections, and basic maintenance of internal connections. FCC Forms 470 and 471 are required to determine eligibility for discounts under the program so that schools and libraries can purchase eligible services.

The Commission revised this information collection to streamline the application process for the E-rate program. The Commission further revised the forms by removing questions that were no longer useful in assisting service providers and by removing questions that were outside the scope of the information needed to process E-rate applications. The Commission further limited data collection to information that is not already available through other Universal Service Administrative Company (USAC) forms or review processes.

**Estimated Burden Reduction:** 78,573 hours

**Collection(s) Affected:** 3060-0806

**Expected Date of Completion:** Completed October 2010.

**Hurdles to Completion:** None.

### Federal Trade Commission

**Office:** Premerger Notification

<b>Initiative Title:</b>	Premerger Notification; Reporting and Waiting Period Requirements
<b>Description:</b>	The Federal Trade Commission is modifying the Hart-Scott-Rodino Antitrust Improvements Act Rules and corresponding Premerger Notification and Report Form for Certain Mergers and Acquisitions. Most of the proposed changes, anticipated to be finalized in fiscal year 2011, are designed to streamline the Notification and Report Form by eliminating sections deemed obsolete or unnecessary to staff in their initial review of a transaction.
<b>Estimated Burden Reduction:</b>	5,712 hours
<b>Collection(s) Affected:</b>	3084-0005
<b>Expected Date of Completion:</b>	FY2011
<b>Hurdles to Completion:</b>	None.

### Federal Trade Commission

<b>Office:</b>	Privacy & Identity Protection
<b>Initiative Title:</b>	Model Privacy Form and Online Form Builder
<b>Description:</b>	The Federal Trade Commission, together with the federal financial agencies, adopted a model privacy form that financial institutions may rely on as a safe harbor to provide disclosures under the privacy rules. In order to ease the burden on entities that wanted to adopt the new model privacy form, the agencies developed an "Online Form Builder" that an entity can download and use to develop and print customized versions of a model consumer privacy notice. As of January 1, 2011, the model privacy form is the only safe harbor available for compliance with the privacy rules.
<b>Estimated Burden Reduction:</b>	70,000 hours
<b>Collection(s) Affected:</b>	3084-0121
<b>Expected Date of Completion:</b>	FY2011



**Hurdles to Completion:** None.

### Department of Defense

**Office:** National Security Agency (NSA)

**Initiative Title:** Information Assurance Workshop (IAWS) Survey

**Description:** This burden reduction initiative reduces the reporting burden on workshop attendees to provide objective feedback in order to improve the event and products. The Department of Defense has found other methods, other than a survey, to obtain and measure information for improving the annual conference.

**Estimated Burden Reduction:** 33 hours

**Collection(s) Affected:** Information Assurance Workshop (IAWS) Survey, OMB Control Number 0704-0451

**Expected Date of Completion:** Completed June 30, 2011

**Hurdles to Completion:** None

### Department of Education

**Office:** Office of Elementary and Secondary Education

**Initiative Title:** OESE Rural Education Achievement Program (REAP)

**Description:** Pursuant to the Secretary's authority under Part B of Title VI of the Elementary and Secondary Education Act (ESEA), OESE collects data to support grant administration for two grant programs designed to address the unique needs of rural school districts -- the Small, Rural School Achievement Program (ESEA Section 6212) and the Rural and Low-Income School Program (ESEA Section 6221).

Under the Small, Rural School Achievement Program, the Secretary awards grants directly to eligible local educational agencies (LEAs) under a formula basis. Under the Rural and Low-income School Program, eligible school districts are sub-recipients of funds awarded to State educational agencies (SEAs) on a formula basis. For both, the Department awards

funds by determining eligibility of individual school districts and calculating allocation for each eligible district according to statute formula.

The Program Office collects data to meet three primary purposes:

1. Grant-making: Eligibility, Application, Allocations
2. Accountability
3. Reporting to Congress

Currently, data on the Use of REAP-Flex and LEA AYP are collected through more than one source. The program office intends to:

- a. Eliminate both data elements from OMB 1810-0646 and use data collected through ED Facts, and
- b. Eliminate the Use of REAP Flex data element from CSPR (OMB: 1810-0614) and use data collected through ED Facts.

OESE uses the REAP-Flex data to determine full program participation for accountability purposes. The SRSA program consists of two components: REAP Flex and SRSA grant awards. Based on the allocation formula some SRSA eligible districts do not receive awards. However, those districts are still eligible to use their REAP Flex authority. SRSA eligible districts that do not receive awards, but use REAP-Flex, must adhere to the accountability provisions.

The program office uses AYP data to monitor SRSA and RLIS compliance with REAP accountability provisions and report to Congress on RLIS progress toward goals.

**Estimated Burden Reduction:**

852 hours

**Collection(s) Affected:**

1810-0646 and 1810-0614

**Expected Date of Completion:**

1810-0646 will expire 3/21/2012, and OESE will submit a revised information collection request by September 30, 2011. OESE will submit a revision request for 1810-0614 by May, 2011.

**Hurdles to Completion:**

A reauthorized ESEA may require other revised or additional data elements.

**Department of Energy**

**Office:**

Office Energy, Efficiency and Renewable Energy

<b>Initiative Title:</b>	Energy Efficiency and Conservation Block Grant Program
<b>Description:</b>	<p>The Energy Efficiency and Conservation Block Grant program -over 2,350 state, local, and tribal governments - Title V, Subtitle E of the Energy Independence and Security Act of 2007 (42 U.S.C. 17151 et seq.) These funds are intended to help expand local energy efficiency efforts and reduce energy use in the commercial, residential, transportation, manufacturing, or industrial sectors.</p> <p>This program is implemented by the Office of Weatherization and Intergovernmental Programs (OWIP), Energy Efficiency and Renewable Energy (EERE), within the Department of Energy.</p> <p>DOE is considering the following actions to reduce burden:</p> <ol style="list-style-type: none"> <li>1. Eliminate monthly reporting for EECBG formula grants: 2,328 hours reduced;</li> <li>2. Remove selected data fields from the required quarterly report for EECBG formula grant recipients: 9,660 hours reduced;</li> <li>3. Improve the user interface of PAGE, EECBG's web-based reporting system for formula grant recipients: 2,359 hours reduced.</li> </ol>
<b>Estimated Burden Reduction:</b>	14,347 hours
<b>Collection(s) Affected:</b>	1910-5150
<b>Expected Date of Completion:</b>	OMB approval was granted 2/17/2011.
<b>Hurdles to Completion:</b>	None.

### Department of Energy

<b>Office:</b>	Office Energy, Efficiency and Renewable Energy
<b>Initiative Title:</b>	Weatherization Assistance Program Evaluation
<b>Description:</b>	<p>This ICR affects the Weatherization Assistance Program (WAP). Citations: 42 USC Sec. 6861, 10 CFR 440. WAP is a grant program whereby formula grants are distributed by DOE to all 50 states, the District of Columbia, five U.S. territories, and three Native American tribes. These entities sub-grant the funds to local weatherization agencies, which coordinate the work of energy efficiency improvements to the homes of low-income Americans. The evaluations are being implemented to determine energy, health, social, and related benefits of the weatherization service for the clients</p>

served. WAP is implemented by the Office of Weatherization and Intergovernmental Programs (OWIP), Energy Efficiency and Renewable Energy (EERE), within the Department of Energy.

Two evaluations are being implemented: 1) WAP Retrospective Evaluation, covering Program Years 2007 and 2008; OMB Control Number 1910-5151; estimated burden of 74,051 hours and 2) WAP ARRA Period Evaluation, covering Program Years 2009, 2010, and 2011; OMB Control Number not yet assigned; estimated burden of 67,000 hours. Both of these are one-time collections which will not continue on an annual basis. However, for the WAP ARRA Period Evaluation we will seek to reduce data collection burden by 5 percent or more as compared to the WAP Retrospective Evaluation by taking the following steps: 1. using a 'short form DF2/3' and pre-populating some surveys with data from previous surveys or from the Weatherization Program's online reporting data system; 2. consolidate utility bill collection requests; and, 3. extracting more information from available electronic databases directly rather than burdening grantees or subgrantees.

<b>Estimated Burden Reduction:</b>	7,051 hours
<b>Collection(s) Affected:</b>	1910-5151
<b>Expected Date of Completion:</b>	OMB approval was granted 1/3/2011.
<b>Hurdles to Completion:</b>	None.

### Department of Energy

<b>Office:</b>	Office Energy, Efficiency and Renewable Energy
<b>Initiative Title:</b>	Utility Billing
<b>Description:</b>	<p>The burden reduction effort will affect the following programs and entities:</p> <ul style="list-style-type: none"> <li>• The Weatherization Assistance Program - 58 states and territories, 984 community action agencies - Title IV of the Energy Conservation and Production Act of 1976 (42 U.S.C. 6861 et seq.) as amended;</li> <li>• The Energy Efficiency and Conservation Block Grants program - over 2,350 state, local, and tribal governments - Title V, Subtitle E of the Energy Independence and Security Act of 2007 (42 U.S.C. 17151 et seq.);</li> </ul>

- The State Energy Programs - Title III of the Energy Policy and Conservation Act of 1975, (42 U.S.C. 6321 et seq.) as amended.

These programs are implemented by the Office of Weatherization and Intergovernmental Programs (OWIP), Energy Efficiency and Renewable Energy (EERE), within the Department of Energy.

DOE has not exercised the authority to date under the current emergency ICR to collect utility bill waivers. The emergency ICR will expire on June 30, 2011, and DOE intends to submit a new ICR to continue the authority currently granted. However, the new ICR will propose a substantial burden reduction from the current authority for two reasons:

1. the Energy Efficiency and Conservation Block Grant program is covered under the current authority, but will be removed from new ICR thereby significantly reducing the number of required responses;
2. the current authority is retrospective whereas the new ICR will be forward-looking only.

The prime recipient of DOE Recovery Act funds will oversee the distribution of the Authorization form, a standard energy-use disclosure form, to each participating facility receiving retrofits funded fully or partially by OWIP Recovery Act funds. DOE will provide a standard energy-use disclosure form for use by grantees. The grantee will aggregate the Authorization forms and provide to DOE, or a third-party evaluator specified by DOE. DOE will oversee the transfer of the information into an electronic database.

<b>Estimated Burden Reduction:</b>	282,502 hours
<b>Collection(s) Affected:</b>	1910-5157
<b>Expected Date of Completion:</b>	Completed in second quarter of FY 2011
<b>Hurdles to Completion:</b>	None.

### Environmental Protection Agency

<b>Office:</b>	Office of Air and Radiation
<b>Initiative Title:</b>	Paperwork Burden Reduction for the Alternative Fuel Conversion Vehicle Industry

<b>Description:</b>	EPA streamlined certification requirements for the alternative fuel conversion vehicle industry that is mostly comprised of small businesses. A final rule was promulgated on April 8, 2011, that affects manufacturers seeking an exemption from the Clean Air Act tampering prohibition for light-duty vehicles, light-duty trucks, medium-duty passenger vehicles, and heavy-duty vehicles and engines, that have been converted for use of fuels that the original models were not designed for, such as from gasoline to liquid propane gas or compressed natural gas.
<b>Estimated Burden Reduction:</b>	11,203 hours
<b>Collection(s) Affected:</b>	2060-0104
<b>Expected Date of Completion:</b>	Completed May, 2011.
<b>Hurdles to Completion:</b>	None.

### Federal Acquisition Regulation

<b>Office:</b>	Federal Acquisition Regulation (FAR)
<b>Initiative Title:</b>	Re-examine process for applying new regulatory requirements to commercial items
<b>Description:</b>	<p>Sections 33-35 of the OFPP Act address the application of new laws to contracts and subcontracts for the acquisition of commercial items, including commercially available off-the-shelf items (which essentially are commercial products sold in the marketplace that have not been modified for government use). These sections of the OFPP Act exempt commercial items from the application of new laws unless the new laws (1) provide for criminal or civil penalties, (2) specifically state that they are applicable to these types of contracts, or (3) are applicable because the FAR Council (or, in the case of COTS items, the OFPP Administrator) makes a written determination that it would not be in the best interest of the Federal Government to exempt contracts from these laws. These laws help to minimize the application of government-unique requirements that can create barriers to entry and discourage contractors from doing business with the government.</p> <p>This lookback initiative will review current practices and processes used by the FAR Council to make determinations. Some members of the public have recommended that consideration be given to making the determination process more open, especially given the</p>

potential for added burden associated with each such determination.

**Estimated Burden Reduction:** Indeterminate

**Collection(s) Affected:** 9000-0159 and 9000-0136

**Expected Date of Completion:** March 2012

**Hurdles to Completion:** None.

### Federal Acquisition Regulation

**Office:** Federal Acquisition Regulation (FAR)

**Initiative Title:** Sustainable Acquisition, FAR Case 2010-001

**Description:** The subject FAR case, opened on January 8, 2010, is being issued as an interim rule, effective May 31, 2011, amending the FAR to implement Executive Order 13514, "Federal Leadership in Environmental, Energy, and Economic Performance," and Executive Order 13423, "Strengthening Federal Environmental, Energy, and Transportation Management." The interim rule requires Federal agencies to leverage agency acquisitions to foster markets for sustainable technologies, materials, products, and services. The rule would delete FAR subpart 23.9, which required contractors to report to agencies compliance with the Toxic Chemical Release Reporting. Executive Order 13148 required contractors to affirm compliance with Toxic Chemical Release Reporting requirements. However, Executive Order 13148 was revoked by Executive Order 13423. The associated clauses at FAR 52.223-13 and 52.223-14 are also being deleted. Toxic chemical release reporting remains a requirement under environmental statutes and regulations, but the coverage in the FAR, and the contract clauses are being deleted.

**Estimated Burden Reduction:** 58,621 hours

**Collection(s) Affected:** 9000-0139

**Expected Date of Completion:** March 2012

**Hurdles to Completion:** Finalization of the FAR rule.

### Federal Acquisition Regulation

**Office:** Federal Acquisition Regulation (FAR)

**Initiative Title:** Government Property (FAR Case 2010-009)

**Description:** This FAR case, opened on May 20, 2010, will amend the FAR to clarify reporting, reutilization, and disposal of Government property and the contractor requirements under the Government property clause. This change will reduce the annual reporting burden for those Contractors to which Government property has been provided. The current FAR requires Government approval of contractor scrap procedures, prior to allowing the contractor to dispose of ordinary production scrap. In addition, the current practice of requiring contractors (without approved scrap procedures) to submit inventory schedules or scrap lists for production scrap assumes that such practice is economically or otherwise justified in all cases. This practice unnecessarily burdens small contractors that generate only small amounts of scrap. This proposed rule removes the requirement for Government approvals of contractor scrap procedures and submitting inventory schedules and scrap lists, thus easing the burden on large and small contractors alike.

**Estimated Burden Reduction:** 980,000 hours

**Collection(s) Affected:** 9000-0075

**Expected Date of Completion:** April 2012

**Hurdles to Completion:** Finalization of the FAR rule.

### Federal Communications Commission

**Office:** Wireline Competition Bureau

**Initiative Title:** Universal Service – Schools and Libraries Universal Service Program

**Description:** The Communications Act of 1934, as amended by the Telecommunications Act of 1996 (Act), directed the Commission to take steps necessary to establish support mechanisms to ensure delivery of affordable telecommunications services for all Americans, including consumers in



high cost areas, low-income consumers, rural health care providers, and eligible schools and libraries. Section 254(h) of the Act, as implemented by the Federal Communications Commission (Commission) in its *Universal Service Order, CC Docket No. 96-45, FCC 97-157*, established the federal universal service support mechanism for schools and libraries. Under the schools and libraries support mechanism (also known as the E-rate program), eligible schools and libraries may apply for discounts for telecommunications services, Internet access, internal connections, and basic maintenance of internal connections. FCC Forms 470 and 471 are required to determine eligibility for discounts under the program so that schools and libraries can purchase eligible services.

The Commission revised this information collection to streamline the application process for the E-rate program. The Commission further revised the forms by removing questions that were no longer useful in assisting service providers and by removing questions that were outside the scope of the information needed to process E-rate applications. The Commission further limited data collection to information that is not already available through other Universal Service Administrative Company (USAC) forms or review processes.

**Estimated Burden**

**Reduction:** 78,573 hours

**Collection(s) Affected:** 3060-0806

**Expected Date of Completion:** Completed October 2010

**Hurdles to Completion:** None

### Federal Deposit Insurance Corporation

**Office:** Division of Depositor and Consumer Protection (DCP)

**Initiative Title:** Survey of Banks' Efforts to Serve the Unbanked & Underbanked

**Description:** The Federal Deposit Insurance Corporation (FDIC) in compliance with Section 7 of the FDIC Reform Conforming Amendments Act of 2005 is required to conduct ongoing surveys and submit periodic reports to Congress on efforts by insured depository institutions to bring unbanked and underbanked into the conventional finance system. The first survey was paper-based and was conducted in 2008.

The planned 2011 survey has been streamlined and reformatted to expedite question review and response. The number of survey questions has been reduced, open-ended questions requiring a detailed narrative response have been eliminated, and the survey will be conducted via the Web.

**Estimated Burden Reduction:** The burden estimate for the 2008 paper-based survey was an average of 290 minutes per survey. The revised Web-based survey is estimated to take 30 minutes to complete. The overall burden reduction for this initiative is 3,396 hours.

**Collection(s) Affected:** 3064-0158

**Expected Date of Completion:** January 2012

**Hurdles to Completion:** None

### Federal Energy Regulatory Commission

**Office:** Office of Energy Projects

**Initiative Title:** Small Hydropower Development in Colorado (Pilot Project) (addressing burden reduction initiatives for “relief to small businesses”, and “eliminating unnecessary complexity”)

**Description:** FERC has seen rising interest among entities seeking to develop small, low-impact hydropower projects, and federal surveys have identified several hundred potential small hydropower projects of smaller than 5 megawatts (MW) in Colorado with a combined capacity of more than 1,400 MW. This pilot program is meant to test options for simplifying and streamlining procedures for authorizing conduit exemptions and small 5 MW exemption projects while ensuring environmental safeguards. This will be done by streamlining the pre-filing consultation process by prescreening potential small hydropower applicants in Colorado. This new process should ensure more complete hydropower applications that should facilitate expedited Commission processing.

This initiative falls under the umbrella of the “small hydropower program” reported as a new initiative in the Commission’s FY 2010 budget (status update in Appendix B). However, this pilot program is considered to be significant enough to split out from the small hydropower initiative.

In August 2010, FERC and the State of Colorado signed a Memorandum of Understanding to simplify procedures authorizing the development of small-scale hydropower projects in Colorado. The Commission has the authority to issue licenses and exemptions under Part I of the Federal Power Act (FPA), 16 U.S.C. §§ 791a *et seq.*, for non-federal hydropower projects, and has regulatory authority for dam safety under the FPA as amended, 16 U.S. C. §§ 792-828c (1982). Colorado has regulatory authority and responsibilities relating to use of its waters, including regulatory authority over water quality under Colorado Revised Statutes (CRS) §§25-8-101 to 703 CRS, and environmental regulatory responsibilities under CRS Titles 33, 35, 36 and 37.

This pilot initiative impacts persons seeking to develop small hydropower projects within the state of Colorado by potentially streamlining and simplifying the authorization for small hydropower projects. The Commission administers the hydropower project licensing and dam safety programs within the Office of Energy Projects.

**Estimated Burden Reduction:**

Quantitative burden reductions have not been estimated at this time. However, it is anticipated that this coordinated effort between FERC and the State of Colorado will ease the burden on small hydropower developers in Colorado and provide useful lessons in order to potentially implement similar initiatives in other states.

This initiative should reduce: 1) the number of deficient applications with their corresponding delays, and 2) the industry time required to supplement and re-submit an application. Additionally, FERC should be able to make decisions more quickly because more applications should be complete when submitted initially.

**Collection(s) Affected:**

1902-0115 (FERC-505) and 1902-0073 (FERC-512)

**Expected Date of Completion:**

The pilot program will continue until 20 projects have gone through the program. If the procedures or some aspects prove successful, FERC and the State of Colorado intend that these approaches be continued to facilitate an expedited exemption process for small hydropower projects in Colorado.

**Hurdles to Completion:**

None

**Federal Energy Regulatory Commission**

**Office:**

Office of Energy Projects

**Initiative Title:**

Environmental Review and Compliance for Natural Gas Facilities Seminars (addressing Burden Reduction Initiatives for “relief to small business” and “eliminating unnecessary complexity”).

**Description:**

Environmental Review and Compliance for Natural Gas Facilities Seminars are a part of the Commission's broader outreach program aimed at transparency and coordination among all the stakeholders, including the natural gas industry, federal, state and local agencies, as well as concerned citizens, throughout the process.

To construct or operate interstate natural gas facilities, an applicant must secure approval from FERC, in the form of a certificate of public convenience and necessity (certificate) pursuant to Section 7 of the Natural Gas Act (NGA) for pipeline or storage facilities or an authorization to construct and site a new LNG import terminal pursuant to Section 3 of the NGA.

Similarly, in order to construct any interstate natural gas related facilities, companies must file an application with FERC. FERC then completes an environmental analysis of that application in which the Commission will use staff's findings to assist their determination on whether to approve or deny a certificate or authorization for the project. If the Commission approves the project, the certificate or authorization may include certain conditions with which the applicant must comply, in order for FERC to authorize construction of the project.

Once the project is authorized, during construction of its pipeline project, the applicant must adhere to certain construction-related conditions and land restoration processes of the affected environment. FERC has the responsibility of monitoring the project to ensure that the pipeline/facilities are constructed as authorized and that the environment is appropriately restored. FERC completes on-site inspections, both during construction to monitor compliance with construction conditions and after construction to monitor restoration of the right-of-way.

The seminars are intended to help attendees better understand the FERC processes, help improve coordination with other agencies, and help applicants complete the process more quickly and efficiently. The seminars cover new construction and abandonment projects, exclusion projects, blanket certificate projects, and the environmental compliance regulations throughout the life of the project.

The initiative has been vastly successful with six seminars in various parts of the country held during the last two years. Since the commencement of the initiative, each of the seminars has been met with great demand, filling to capacity within days of registration going live. By the end of FY 2011, over one thousand individuals in the natural gas industry will have completed the three-day seminar and have become significantly better versed in preparing environmental

reports filed with applications for project construction/abandonment, as well as basic requirements of most FERC natural gas certificates or authorizations.

Each participant is required to submit an evaluation form at the end of the session, thus enabling on-going improvement of the course content and presentation style.

**Estimated Burden Reduction:**

Quantitative burden reductions have not been estimated at this time. However, the material presented at the seminars, as well as the supporting handouts will ease the burden for applicants by more clearly describing the process and defining the issues and reporting requirements for filing applications for abandonment or construction of projects, as well as FERC certificates or authorizations.

This Initiative should reduce: 1) the number of deficient applications with their corresponding delays, and 2) the industry time required to supplement and re-submit an application. Additionally, FERC should be able to make decisions more quickly because more applications should be complete when submitted initially.

**Collection(s) Affected:**

1902-0060 (FERC-537), 1902-0061 (FERC-538), 1902-0116 (FERC-574), and 1902-0128 (FERC-577)

**Expected Date of Completion:**

On-going effort.

**Hurdles to Completion:**

Availability of travel-related funding.

### Department of Health and Human Services

**Office:**

Office of the Secretary/ The Office for Human Research Protections (OHRP) –Electronic Communication

**Initiative Title:**

Simplification of Federal Wide Assurance (FWA) submission

**Description:**

The current requirement for respondents to designate on their institutions FWAs all internal and external IRBs that will review human subjects research covered by each FWA will be changed to require designation of an institution's internal IRBs only; if the institution has no internal, only one external IRB will need to be designated on that institution's FWA, this will mean that many institutions may not need to update their FWAs as often as they currently do.

The revised FWA form will no longer request submission of the HHS Institution Profile code or the Federal Entity Identification number, if

known; and revised FWA form will allow the FWA to be signed by the institution's signatory official electronically and eliminate the current need for submission of a hard copy signature page by mail or fax.

**Estimated Burden Reduction:** 4,000 hours

**Collection(s) Affected:** 0990-0278

**Expected Date of Completion:** 2012

**Hurdles to Completion:** Consistent with the Paperwork Reduction Act, this revision is undergoing public review and comment and must be approved by OMB.

### Department of Health and Human Services

**Office:** National Institutes of Health

**Initiative Title:** NIH Office of Intramural Training & Education Application OMB# Merge OITE Applications

**Description:** To improve the announcement of all programs and lessen burden of applicants, the OITE merged the following three OMB Clearance Numbers, while renewing 0925-0299 with a new title of "Office of Intramural Training & Education Application", which received approval on 3/17/2011. The two other clearances were discontinued as a result of this approval.

- 0925-0299 – NIH Intramural Research Training Award, Program Application
- 0925-0438 – Undergraduate Scholarship Program (UGSP)
- 0925-0501 – Graduate Student Training Program Application

Upon careful review of these approvals and online application fields, the OITE concluded there is a substantial overlap of the required fields to determine eligibility and strength of applicants for admission into its programs. In order to minimize applicant confusion and increase efficiency of the office, the OITE merged the clearances.

**Estimated Burden Reduction:** 46,147.5 hours

**Collection(s) Affected:** 0925-0299, 0925-0438, 0925-0501

**Expected Date of Completion:** Completed 3/17/2011

**Hurdles to Completion:** None

### Department of Health and Human Services

**Office:** Substance Abuse Mental Health Services Administration

**Initiative Title:** Unified Block Grant Application

**Description:** SAMHSA's 2011 proposed initiative is to combine the Community Mental Health Services Block Grant (MHSBG) and Substance Abuse Prevention and Treatment Block Grant (SAPTBG) Guidance and Instructions that supports and encourages the submission of a unified block grant application. The purpose of the unified block grant application is to reduce the burden on the States, to require where we can and encourage where we cannot States to move toward the implementation of parity and health reform legislation, and to build into the program the accountability they demand.

States will be allowed to submit a single application for the Mental Health Services Block Grant and the Substance Abuse and Prevention and Treatment Block Grant. Over one-half of the States have a combined mental health and substance abuse authority. This will allow the States to submit one application rather than two separate applications. States will not be required to submit an annual plan. The new application allows States to submit a two year plan.

**Estimated Burden Reduction:** 11,606 hours

**Collection(s) Affected:** 0930-0080 and 0930-0168

**Expected Date of Completion:** Completed July, 2011

**Hurdles to Completion:** Consistent with the Paperwork Reduction Act, this revision is undergoing public review and comment and must be approved by OMB.

### Department of Homeland Security

**Office:** Department of Homeland Security (DHS)/United States Citizenship and Immigration Services (USCIS)

**Initiative Title:** Registration Requirement for Petitioners Seeking to File H-1B Petitions on Behalf of Aliens Subject to the Numerical Limitations

**Description:** U.S. Citizenship and Immigration Services (USCIS) is proposing to change its regulations to require employers seeking to petition for H-1B workers subject to the numerical cap to first file electronic registrations with USCIS during a designated registration period (thereby forgoing the time, effort, and expense associated with the preparation of a full H-1B petition, the Department of Labor (DOL) Labor Condition Application, and all of the necessary supporting documentation).

The registration requirement would not apply to petitions exempt from the H-1B cap or those that have already been counted against the cap in the previous six years. In these instances the petitioner would file Form I-129, Petition for a Nonimmigrant Worker, and include all required supporting documents.

Under this regulatory change, if USCIS anticipates that the H-1B cap will not be reached by the first day that H-1B petitions may be filed for a particular fiscal year, USCIS would notify all registered employers that they are eligible to file H-1B petitions on behalf of the beneficiaries named in the selected registrations. USCIS would continue to accept and select registrations until the H-1B cap is reached.

On the other hand, if USCIS anticipates that the H-1B cap will be reached by the first day that H-1B petitions may be filed for a particular fiscal year, USCIS would close the registration before such date and randomly select a sufficient number of timely filed registrations to meet the applicable cap.

USCIS proposes to allow only those petitioners whose registrations are randomly selected to file H-1B petitions for the cap-subject prospective worker named in the registration. USCIS would create a waitlist containing some or all of the remaining registrations, based on USCIS statistical estimates of how many more registrations may be needed to fill the caps should the initial pool of selected registrations fall short.

USCIS would notify the employers of those registrations placed on the waitlist when and if they are eligible to file an H-1B petition. Employers whose registrations were neither randomly selected to file petitions nor placed on the waitlist would receive notification that they were not selected to file petitions in that fiscal year.

USCIS anticipates that this new process will reduce administrative



burdens and associated costs on employers who currently must spend significant time and resources compiling the petition and supporting documentation for each potential beneficiary without certainty that the statutory cap has not been reached. The proposed mandatory registration process also will alleviate administrative burdens on USCIS service centers that process H-1B petitions.

<b>Estimated Burden Reduction:</b>	13,750 hours
<b>Collection(s) Affected:</b>	1615-0009
<b>Expected Date of Completion:</b>	December 2011
<b>Hurdles to Completion:</b>	Department of Homeland Security (DHS)/United States Citizenship and Immigration Services (USCIS)

### Department of Homeland Security

<b>Office:</b>	Federal Emergency Management Agency (FEMA)
<b>Initiative Title:</b>	Grants Management Integrated Environment (GMIE) systems
<b>Description:</b>	<p>FEMA's grant processes rely on multiple grant management systems and manual processes to perform grant management functions. FEMA is working to improve its grant processes and systems by pursuing the Grants Management Integrated Environment (GMIE) system initiative. FEMA has identified several grant programs that would be impacted by this initiative by enhancing the accuracy of the agency's burden on the public, while reducing on small entities.</p> <p>FEMA has reduced its effort to advance the GMIE project and will implement an automated solution, ND Grants system (<a href="https://portal.fema.gov">https://portal.fema.gov</a>). ND Grants will house many DHS grants that are currently managed via manual processes or in disparate systems. When ND Grants is fully implemented, ND Grants will consolidate all of FEMA's non-disaster grant programs into one system that covers the entire grants management lifecycle. ND Grants will be implemented via phased approach where system functionality is released to coincide with staff needs, requirements, and functionalities. FEMA will continue to post their grant solicitations on Grants.gov. After applicants have completed the Standard Form 424 in Grants.gov, data will be electronically uploaded into the ND Grants system where applicants will complete their application based on data requirements for specific grant programs.</p>

<b>Estimated Burden Reduction:</b>	2,860,526 hours
<b>Collection(s) Affected:</b>	1660-0072, 1660-0073, 1660-0054, 1660-0025, 1660-0114, 1660-0116, 1660-0119, 1660-0120, 1660-0121, 1660-0122, 1660-0123, 1660-0124, 1660-0125
<b>Expected Date of Completion:</b>	December 2016
<b>Hurdles to Completion:</b>	Program Management challenges, Stakeholder and DHS Executive sponsorship and support.

### Department of Housing and Urban Development

<b>Office:</b>	Office of Public Housing Investments
<b>Initiative Title:</b>	Grant Drawdown Payment Request/Line of Credit Control System (LOCCS)/VRS Voice Activated
<b>Description:</b>	<p>Grant recipients use the applicable payment information to request funds from HUD through the Line of Credit Control System (LOCCS)/VRS Voice activated system. The information collected on the payment voucher will also be used as an internal control measure to ensure the lawful and appropriate disbursement of Federal funds as well as provide a service to program recipients.</p> <p>The LOCCS/VRS is an automated system, which includes the latest technology and provides the grantee with a fast, reliable method to request/obtain grant funds.</p> <p>HUD has revised and removed several obsolete forms that are no longer required. Forms 50080 MTW; AP, C, CB-CR, CBG, HSS, RMBD, RSDM, YAP, and UYC. These forms were obsolete and are no longer necessary.</p>
<b>Estimated Burden Reduction:</b>	3,790 hours
<b>Collection(s) Affected:</b>	2577-0166
<b>Expected Date of Completion:</b>	Completed November 2010.
<b>Hurdles to Completion:</b>	None.

### Department of Housing and Urban Development

<b>Office:</b>	Office of Public Housing Investments
<b>Initiative Title:</b>	Application for the Resident Opportunities and Self-Sufficiency (ROSS) program
<b>Description:</b>	<p>Applicants for ROSS Service Coordinator Grant funds submit applications for Service Coordinator positions. The grant program is being changed to provide funding for Service Coordinators only. The application is being streamlined. Applicants describe the needs of their residents and the services and partners available in the community, their past performance in similar programs, their ability to commit match funds, and indicate their expected outputs and outcomes</p> <p>The reduction burden hours previously reported were 10,458. There is a reduction of 6158 hours. The reduction in burden is attributed to the ROSS effort shifting from a direct service program to a program which will fund the salary and administrative expenses for Service Coordinators. As a result, several existing forms are being removed: HUD-52751, HUD-52763, HUD-52764, HUD-52756, HUD-52757, HUD-424-CB, HUD-424-CBW, and HUD-27300. In addition, two new forms were added: HUD-52768 and HUD-2769. The burden hours were estimated by HUD staff that completed sample packages of forms.</p>
<b>Estimated Burden Reduction:</b>	6,158 hours
<b>Collection(s) Affected:</b>	2577-0229
<b>Expected Date of Completion:</b>	July 2011.
<b>Hurdles to Completion:</b>	None.

### Department of the Interior

<b>Office:</b>	U.S. Fish and Wildlife Service
<b>Initiative Title:</b>	Electronic Submission of Permit Applications and Reports
<b>Description:</b>	The U.S. Fish and Wildlife Service implements a number of complex wildlife laws and treaties. Four Service programs (International Affairs

(Management Authority), Migratory Birds, Endangered Species, and Law Enforcement) work together to conserve wildlife in accordance with the Bald and Golden Eagle Protection Act (16 U.S.C. 668), Endangered Species Act (16 U.S.C.1531-1544), Marine Mammal Protection Act (16 U.S.C. 1361 et seq.), Migratory Bird Treaty Act of 1973 (16 U.S.C. 703-711), Lacey Act (18 U.S.C. 42), Convention on International Trade in Endangered Species of Wild Flora and Fauna (TIAS 8249), Wild Bird Conservation Act (16 U.S.C. 4901-1916), and Title 50 CFR Parts 10, 13, 14, 15, 16, 17, 18, 21, 22, and 23. We issue permits for domestic take; interstate and foreign commerce; and import and export purposes using the Service Permit Issuance and Tracking System (SPITS). A species may be listed under more than one law or treaty, and permit requirements and allowed activities may differ under the different laws and treaties for the same species. The Service has over 100 permit application and report forms. The affected parties are individuals, businesses, not-for-profit organization, and Federal agencies, States, tribes, and local government agencies. In an effort to reduce the paperwork burden to the public, we have been working to develop a system that allows:

- Electronic submission of application forms and processing fees.
- Electronic submission of annual reports.
- The public to search on the Service's permits web portal to determine how a species is protected, whether a permit from the Service is needed, and which application form to submit.

**Measurable Objectives:**

- Use current technology to streamline the permit issuance process, improve customer service, and reduce the burden on the public.
- Coordinate across programs and among researchers and conservationists to achieve goals (joint stewardship with others).
- Focus permit process to gather data and assess management of species and their habitats.

**Estimated Burden**

**Reduction:**

1,500 hours. This is a preliminary estimate. Once we have experience with electronic submission, we may determine that the burden has been reduced to a greater extent. Renewing permits (with no changes to the initial application) and using attachments from a prior application will simplify the application process and reduce burden.

**Collection(s) Affected:**

1018-0022, 1018-0092, 1018-0093, and 1018-0094

**Expected Date of Completion:**

FY 2011 - pilot test FWS Form 3-200-19 (OMB Control No. 1018-0093) and then go live with the application submission.  
 FY 2012 - FY 2015. Continue developing and deploying forms and reports for electronic submission. The SPITS Development Team is currently developing two additional forms for electronic submission, which should be ready to follow closely after the first form goes live.

**Hurdles to Completion:**

Completion of a necessary upgrade to the current SPITS application is required before the e-Permits may be moved to a new server and made available to the public. The upgrade has not yet been completed due to the need to complete specific requirements for the Migratory Bird species tracking and redesign of reports to satisfy the needs of all the programs.

### Department of Justice

**Office:**

Office of Justice Programs (OJP), Office of Community Oriented Policing Services (COPS), Office on Violence Against Women (OVW)

**Initiative Title:**

Coordinated Tribal Assistance Solicitation

**Description:**

In FY 2010, the Justice Department's grant-making components created a streamlined approach for American Indian and Alaska Native tribal communities to apply for funding opportunities. The Coordinated Tribal Assistance Solicitation (CTAS) serves as a single solicitation for existing tribal government-specific grant programs administered by OJP, COPS and OVW. CTAS includes most of the tribal programs from the Department's grant-making components. Programs are listed as 10 purpose areas; in previous years, tribes seeking funding for more than one of these purposes would need to submit multiple grant applications. With CTAS, tribes are able to submit a single application while selecting multiple purpose areas, ranging from juvenile justice to violence against women.

The CTAS grant application process was inspired by and developed after consultation with tribal leaders, including sessions at the department's Tribal Nations Listening Session in 2009, and has been updated based on continued tribal consultations and listening sessions. CTAS was launched in direct response to tribal leaders who were concerned that DOJ's grant-making process was too cumbersome. It encourages local collaboration and coordination on public safety and justice planning, and it combines the application process for tribes seeking federal grants. CTAS is being used for the FY 2011 tribal grant solicitations as well.

**Estimated Burden****Reduction:**

Estimated burden hours are based on the number of hours involved in preparing and submitting a complete application package. Public reporting burden for this collection of information is estimated at up to 30 hours per application. The 30-hour estimate is based on the amount of time to prepare research and evaluation proposals, one of the most time-intensive types of applications solicited by DOJ. In FY 2010, the initial year of CTAS, DOJ received 237 applications covering 720 funding requests across the 10 purpose areas. Prior to the initiation of CTAS, the 720 funding requests would have represented individual applications. The reduction of burden hours can be estimated at up to 14,490 hours.

**Collection(s) Affected:**

The Information Collection Form, SF 424 and other data as required through published solicitations (OMB No. 1121-0329) are submitted through the Community Partnership Grants Management System (OMB 1121-0243). The information collection instrument and mode of submission did not change, rather the frequency of submission changed.

**Expected Date of****Completion:**

Completed in 2010

**Hurdles to Completion:**

None

### Department of Justice

**Office:**

Office on Violence Against Women

**Initiative Title:**

Measuring Effectiveness Initiative

**Description:**

In response to a Congressional requirement to collect data on the effectiveness of Violence Against Women Act (VAWA) grant activities, the Office on Violence Against Women (OVW), in partnership with the University of Southern Maine, Muskie School of Public Service, Institute for Child and Family Policy (The Muskie School), established the VAWA Measuring Effectiveness Initiative. With the assistance of the Muskie School, and after extensive consultation with OVW grantees and experts in the field, OVW developed program-specific forms that collect quantitative data on staffing, victim services, criminal justice case processing, and other grant program services unique to each OVW grant program. These reports also collect qualitative data on the status of grantee progress on project goals and objectives, significant areas of remaining need, and the grantees' assessments of changes that have resulted from VAWA-funded projects in their communities. Data from these progress report forms can be used for grant monitoring, feedback to grantees and the public, long-term planning, and reporting to Congress.

In 2005, Congress amended VAWA, authorizing a new grant program, the Grants to Indian Tribal Governments Program and replacing the STOP Violence Against Indian Women Discretionary Grant Program. OVW had created a progress report for the STOP Violence Against Indian Women Discretionary Grant Program (OMB 1122-0014) and then after VAWA 2005, also created a progress report for the new Grant to Indian Tribal Governments grant program (1122-0018). Because some grantees under the STOP Violence Against Women Discretionary Grant Program received no-cost extensions under that program, they continue to use progress report form number 1122-0014. Once all the grants under the STOP Violence Against Indian Women Discretionary Grant Program are closed out, OVW will discontinue use of that form.

**Estimated Burden**

**Reduction:** 330 hours

**Collection(s) Affected:** 1122-0014

**Expected Date of**

**Completion:** OVW no longer uses this form and OMB approved the discontinuation on 3/29/2011.

**Hurdles to Completion:** None

### Department of Justice

**Office:** United States Trustees Program

**Initiative Title:** Trustee Uniform Final Report

**Description:**

The TUFRR system implements a statutory mandate for uniform forms for final reports filed by bankruptcy trustees in cases under chapters 7, 12 and 13 of title 11. See 28 U.S.C. § 589b. The uniform forms attempt to provide the public with information about the operational results of the Federal bankruptcy system while maintaining sensitivity to appropriate privacy concerns and safeguards, without creating an undue burden on the trustees. TUFRRs replace the many versions of final report forms that were in use nationwide, and require trustees to use fillable forms that embed the case data. These data are available for extraction and searching. This will assist policymakers, scholars, and the public to better understand the bankruptcy system. The data may be nationally aggregated, which will assist Congress in compiling data to accurately analyze bankruptcy trends when making policy decisions. Scholars and members of the public may also be able to obtain aggregate data with the necessary software. The Executive Office of the United States Trustees has worked with the various bankruptcies case administration

software vendors to automate the process. An alternative filing method was developed for trustees who administer a low volume of cases. This Program reduces the burden on the academic community and on the general public who are interested in the bankruptcy system by standardizing and data-enabling forms. In addition, the use of the TUFTR system will eventually lead to the elimination of one of the forms the private chapter 7 trustees currently maintain thereby reducing the reporting burdens placed on the chapter 7 trustees.

**Estimated Burden****Reduction:**

Trustees will realize annual time savings between 4,000 and 10,000 hours

**Collection(s) Affected:**

Section 602 of the Bankruptcy Abuse Prevention and Consumer Protection Act of 2005, codified at 28 U.S.C. § 589b, required the Attorney General to issue uniform forms for final reports by trustees under chapters 7, 12, and 13 of the Bankruptcy Code (uniform forms). The uniform forms in use are:

UST Form 101-7-NDR, UST Form 101-7-TFR  
 UST Form 101-7-NFR, UST Form 101-7-TDR  
 UST Form 101-12-FR-S, UST Form 101-12-FR-C  
 UST Form 101-13-FR-S, UST Form 101-13-FR-C

**Expected Date of****Completion:**

Forms implemented FY2009; System Projected FY2012. For TUFTR, the data enabled "smart" forms were implemented in FY2009. The associated process to extract the data was completed in FY2010. The Program expects to complete the transfer over to the on-line review process in FY2012 and may consider additional enhancement at a later time for additional internal reviews.

**Hurdles to Completion:**

None

### Department of Labor

**Office:**

Employee Benefits Security Administration (EBSA)

**Initiative Title:**

Electronic Disclosure by Employee Benefit Plans

**Description:**

EBSA is reviewing the use of electronic media by employee benefit plans to furnish information to participants and beneficiaries covered by employee benefit plans subject to the Employee Retirement Income Security Act (ERISA). In 2002, the Department adopted standards for the electronic distribution of plan disclosures required under ERISA. *See* 29 CFR 2520.104b-1(c). The purpose of the review is to explore whether, and possibly how, to expand or modify these standards taking into account



current technology, best practices and the need to protect the rights and interests of participants and beneficiaries.

DOL is aware that electronic disclosure sometimes can be as, or more effective, than paper based communications, and that it can lower costs and administrative burdens for employee benefit plans and increase the timeliness and accuracy of the disseminated information. DOL recognizes, however, that the any expansion of electronic disclosure must take into account the fact that some of America's workers may not have reasonable access to the Internet, and others may prefer to receive employee benefit disclosures in paper even when they have Internet access.

**Estimated Burden Reduction:**

Not estimated.

**Collection(s) Affected:**

Summary Plan Descriptions/Summary of Material Modifications (OMB Control Number 1210-0121); Summary Annual Report (1210-0040); ERISA Claims Procedure (1210-0053); ERISA section 404(c) disclosure (1210-0090); COBRA Notice (1210-0123); HIPAA Prior Creditable Coverage Certificate (121-0103); HIPAA Pre-existing Condition Exclusions (1210-0102); HIPAA Special Enrollment (1210-0101); National Medical Child Support Notice (1210-0113); and Alternative Method of Compliance for Simplified Employee Pensions (1210-0034)

**Expected Date of Completion:**

On April 7, 2011, DOL issued a request for information (RFI) soliciting public comments that will be helpful in determining whether and possibly how to expand or modify current rules regarding the electronic distribution of employee benefit plan information (76 FR. 19285). The RFI comment period closes on 06/06/2011. After the comment period closes and comments are reviewed, DOL will determine if or when, to issue further guidance to the regulated community regarding its electronic disclosure standards.

**Hurdles to Completion:**

A policy challenge DOL will confront if it decides to modify its electronic disclosure standards will be to craft guidance that balances the cost reduction and efficiency gains that are expected to be realized from expanded electronic disclosure while protecting the interests of plan participants and beneficiaries without reasonable access to the Internet and those that prefer to receive information regarding their employee benefits in paper even if they have Internet access.

**National Aeronautics and Space Administration (NASA)**

**Office:**

Office of the Chief Information Officer

**Initiative Title:**

Reducing the burden on Small Business – Procurement-specific collections

<b>Description:</b>	OCIO is working with the NASA Office of Procurement to review all current procurement collections with an emphasis on burden reduction initiatives that provide relief to small businesses. Most of these collections cover the submission of reports associated with grant or contract performance such as reports of property acquired under a contract and reports of inventions made under a contract. The remaining cover the collection of documents prior to award of a grant or contract that are necessary to determine who should receive a grant or contract.
<b>Estimated Burden Reduction:</b>	201,975 hours, or approximately 10%
<b>Collection(s) Affected:</b>	2700-0047, 2700-0048, 2700-0052, 2700-0054, 2700-0085, 2700-0086, 2700-0087, 2700-0089 2700-0092, and 2700-0093
<b>Expected Date of Completion:</b>	<b>FY2011:</b> 2700-0047, 0048, 0052, 0054 <b>FY2012:</b> 2700-0085, 0086, 0089 <b>FY2013:</b> 2700-0087, 0092, 0093
<b>Hurdles to Completion:</b>	In some cases, scaling back the collection might not be feasible or appropriate.

### Nuclear Regulatory Commission

No new initiatives.

### National Science Foundation

<b>Office:</b>	National Center for Science and Engineering Statistics (NCSES)
<b>Initiative Title:</b>	Pre-populating fields for annual/biennial surveys
<b>Description:</b>	Each of these surveys is conducted either annually or biennially, allowing for the option to pre-populate certain fields for respondents. A short description for each follows:  The NSF-NIH Survey of Graduate Students and Postdoctorates in Science and Engineering (3145-0062) is an annual survey of academic institutions in the United States, provides data on the number and characteristics of graduate students, postdoctoral appointees, and doctorate-holding nonfaculty researchers in science and engineering (S&E) and selected

health fields. NSF uses the results of this survey to assess shifts in graduate enrollment and postdoctoral appointments and trends in financial support.

The National Survey of Recent College Graduates (3145-0077) is a biennial survey and provides information about individuals who recently obtained bachelor's or master's degrees in a science, engineering or health field. This group is of special interest to many decision makers, because it represents individuals who have recently made the transition from school to the workplace. It also provides information about individuals attending graduate school. The results of this survey are vital for educational planners within the federal government and in academia. The results are also used by employers in all sectors (education, industry, and government) to understand and predict trends in employment opportunities and salaries in science, engineering and health (SEH) fields for recent graduates. This survey, along with the Survey of Doctorate Recipients and the National Survey of College Graduates, is a component of the Scientists and Engineers Statistical Data System (SESTAT), which provides data on the total number and characteristics of individuals with training or employment in SEH in the United States.

The National Survey of College Graduates (3145-0141) is a longitudinal survey, designed to provide data on the number and characteristics of experienced individuals with education and/or employment in S&E, or S&E-related fields in the United States. The results of this survey are vital for educational planners within the federal government and in academia. Employers in all sectors (education, industry, and government) use the survey results to understand trends in employment opportunities and salaries in various degree fields. This survey is designed to complement the other surveys of scientists and engineers conducted by NCSES in order to provide a comprehensive picture of the number and characteristics of individuals with education and/or employment in S&E or S&E-related fields in the United States.

The Survey of Doctorate Recipients (3145-0020) gathers information from individuals who have obtained a doctoral degree in a science, engineering or health field. The SDR is conducted every 2 years and is a longitudinal survey that follows recipients of research doctorates from U.S. institutions until age 76.

The NSF Survey of Research and Development Expenditures at Universities and Colleges (3145-0100) is the primary source of information on separately budgeted research and development (R&D) expenditures by academic institutions in the United States and outlying areas. The survey was recently redesigned and renamed the Higher Education Research & Development Survey. Conducted annually since fiscal year (FY) 1972, the survey collects information on R&D

expenditures by academic field as well as by source of funds. The results of the survey are primarily used to assess trends in R&D expenditures across the fields of S&E and, with the redesign, non-S&E fields. This information is vital for decision making by federal, state, and academic planners regarding future R&D funding priorities.

The Survey of Science and Engineering Research Facilities (3145-0101) is a congressionally mandated, biennial survey. It is the primary source of information about science and engineering research facilities located at U.S. research-performing colleges and universities. The survey is the basis of public data used by Congress, higher education associations, state governments, academia, and architecture and engineering firms.

**Estimated Burden Reduction:**

Total of 2,196 hours, broken out by the following times:

- The Survey of Graduate Students and Postdoctorates in Science and Engineering: 572 hours
- The National Survey of Recent College Graduates: 785 hours
- The National Survey of College Graduates: 83 hours
- The Survey of Doctorate Recipients: 685 hours
- The Survey of Research and Development Expenditures at Universities and Colleges: 40 hours
- The Survey of Science and Engineering Research Facilities: 31 hours

While this may not appear to be a tangible decrease in burden hours because the pre-populated fields are limited to basic respondent information (name, address, employer, certain dates, degree obtained, etc.), there is an intangible benefit to respondents by having this information already completed and allowing them to focus on those areas of the survey where answers may require more attention or discussion.

**Collection(s) Affected:**

Survey of Graduate Students and Postdoctorates in Science and Engineering (3145-0062); National Survey of Recent College Graduates (3145-0077); National Survey of College Graduates (3145-0141); Survey of Doctorate Recipients (3145-0020); Survey of Research and Development Expenditures at Universities and Colleges (3145-0100); and Survey of Science and Engineering Research Facilities (3145-0101).

**Expected Date of Completion:**

- 3145-0062, Survey of Graduate Students – end of FY 2011 (the ICR process started May 2011 with the first FR notice)
- 3145-0101, Survey of Science and Engineering Research Facilities – end of FY 2011 (the reinstatement process began May 2011 with the first FR notice)
- 3145-0077, National Survey of Recent College Graduates – second quarter FY 2012
- 3145-0141, National Survey of College Graduates – second quarter FY 2013

- 3145-0020, Survey of Doctorate Recipients – second quarter FY 2013
- 3154-0100, Higher Education Research and Development Survey – fourth quarter FY 2013

**Hurdles to Completion:** None

### Small Business Administration

**Office:** Disaster Assistance (ODA)

**Initiative Title:** Electronic Loan Application (ELA)

**Description:** Section 7(b) of the Small Business Act, 15 U.S.C. 636, as amended, authorizes the Small Business Administration (SBA) to make loans to victims of declared disasters. Homeowners, renters, business owners, and non-profit organizations are eligible to apply for assistance. The Electronic Loan Application (ELA) initiative is accomplished through the development and implementation of the Disaster Credit Management System (DCMS). For purposes of this initiative, the affected public is disaster loan applicants. The benefits have been significant with the paperless loan applications. The ELA is continually assessed regarding additional enhancements to existing capabilities, aimed at improving customer service. The development of the ELA initiative is on-going as we identify opportunities and customers provide improvement suggestions. These collections improve the mechanism for the collection of data from the disaster victim through the website and support automated processing of the loan application in the DCMS environment.

**Estimated Burden Reduction:**

Since ELA was used in production in August 2008, approximately 27.9% of applicants have applied for disaster assistance through the system, including 32.3% for the first half of Fiscal Year 2011. The actual burden hour information is still being assessed; however, the most recent formal analysis demonstrates burden reduction.

**Collection(s) Affected:** 3245-0017, 3245-0018, 3245-0084, 3245-0136

**Expected Date of Completion:** The initial implementation of the ELA was completed in August 2008, and additional enhancements of planned functionality are scheduled for deployments through Fiscal Year 2011.

**Hurdles to Completion:** The initiative is on-going within ODA to improve response and cycle times for internal processes and ultimately the delivery of assistance to disaster victims. The initiative could be challenged again in the future should there be another catastrophic disaster event similar in impact to the 2006 Gulf Coast Hurricanes.

### Small Business Administration

**Office:** Financial Assistance (OFA)

**Initiative Title:** Small Loan Advantage (SLA)

**Description:** Small Loan Advantage (SLA), developed and implemented in 2011, permits Preferred Lender Program (PLP) lenders to use the shorter, more streamlined small business loan application form designed originally in 2008 for use in the Small/Rural Lender Advantage (S/RLA) program. The streamlined form may now be used by small businesses applying to PLP lenders for loans of \$250,000 or less. This form replaces SBA Form 4 which is required for all PLP loans currently.

In 2008 S/RLA was rolled out to accommodate the unique loan processing needs of small community/rural lenders, many of which do not make SBA 7(a) loans or make very few SBA loans. At that time, the Agency, in implementing and testing this new streamlined concept, stated that it intended to also assess the feasibility of expanding the use of the modified loan application form and process to the PLP. A review of the portfolio performance of S/RLA has led SBA to conclude that the streamlined process does not appear to negatively impact loan performance and, therefore, may be expanded to PLP lenders for their smaller loans. The Small Business Administration anticipated that the use of their streamlined process by its PLP lenders will encourage PLP lenders to increase the number of smaller loans to small business borrowers.

**Estimated Burden Reduction:** 4,900

**Collection(s) Affected:** 3245-0016 replaced by 3245-0361

**Expected Date of Completion:** February 15, 2011

**Hurdles to Completion:** None

### Small Business Administration

**Office:** Surety Guarantees (OSG)

**Initiative Title:** Surety Guarantees Electronic Application System

<b>Description:</b>	<p>Surety Bond Guarantee Assistance is used to collect information for evaluating applicants' eligibility for the program and for paying claims as a result of contractor defaults. Additionally, the information collected is also used to compile performance metrics and demographic data. Information is collected from small businesses, and surety companies and agents.</p> <p>Our most recent initiative to simplify and reduce the current paperwork burden is the ability to upload forms into our electronic application (e-app) system. Surety bond guarantee application forms and supporting documents were being mailed to our area offices, resulting in costs to sureties, surety agents, and small businesses. This initiative will enable agents and contractors to upload a variety of PDF documents directly into the application. As a result, excessive overnight mail costs to sureties and agents, and small businesses, will be eliminated.</p>
<b>Estimated Burden Reduction:</b>	\$5,000 mailing cost savings
<b>Collection(s) Affected:</b>	3245-0007
<b>Expected Date of Completion:</b>	This initiative is in progress now.
<b>Hurdles to Completion:</b>	None

### Securities and Exchange Commission

<b>Office:</b>	Office of Corporate Finance, Division of Trading and Markets and the Division of Investment Management
<b>Initiative Title:</b>	EDGARLink Online Application (ELO)
<b>Description:</b>	<p>ELO is an online version of the offline EDGARLink tool that filers use to create their non-structured submission documents to be filed with the SEC.</p> <p>Use of the offline EDGARLink tool previously required filers to download the EDGARLink software tool, for installation on their local drive, as well as any of 6 submission templates that packaged groups of submission form types. Whenever changes were made in EDGAR that updated the offline EDGARLink tool or the templates, the filer would have to download the latest versions of both.</p> <p>The new ELO application is browser-based and eliminates the need for software installation or template downloads. It also provides more</p>

immediate validation and more user-friendly help screens.

As part of the EDGAR Rel 11.2 (*to be deployed Aug 1, 2011*), the offline EDGARLink tool will be retired and filers will use the ELO application full-time.

<b>Estimated Burden Reduction:</b>	A specific estimate of the reduction of the annual time burden would be difficult to estimate.
<b>Collection(s) Affected:</b>	All of the 138 information collections currently filed using EDGAR (Electronic Data Gathering, Analysis, and Retrieval system)
<b>Expected Date of Completion:</b>	August 2011
<b>Hurdles to Completion:</b>	None

### Social Security Administration

<b>Office:</b>	Office of Retirement and Disability Policy
<b>Initiative Title:</b>	Revised Work Activity Reports, SSA-820-F4 and SSA-821-BK
<b>Description:</b>	<p>Social Security disability beneficiaries and Supplemental Security Income (SSI) recipients receive payments based on their inability to engage in substantial gainful activity because of a physical or mental condition. When beneficiaries or SSI recipients resume work, they must report the work so SSA can evaluate and determine if they continue to meet the disability requirements of the law. SSA uses the SSA-820-F4, Work Activity Report-Self-Employed Person, and SSA-821-BK, Work Activity Report-Employee, to obtain work activity information.</p> <p>SSA is revising the SSA-820-F4 and the SSA-821-BK for clarity to provide better instructions, make the forms easier for our beneficiaries to understand and complete, and streamline the language. We also plan to revise our procedures to eliminate asking for unnecessary information in certain self-employment cases.</p> <p>For the SSA-820-F4, we anticipate these revisions will decrease the burden by 15 minutes for approximately one-half of the respondents. We are making similar revisions to the SSA-821-BK. We anticipate these actions will decrease the burden by 5 minutes per respondent.</p>



<b>Estimated Burden Reduction:</b>	37,500 hours
<b>Collection(s) Affected:</b>	0960-0598 and 0960-0059
<b>Expected Date of Completion:</b>	FY 2012
<b>Hurdles to Completion:</b>	We cannot use the revised forms until we can implement them in SSA systems. Implementation is dependent on systems update schedules.

### Social Security Administration

<b>Office:</b>	Office of Retirement and Disability Policy
<b>Initiative Title:</b>	Electronic Authorization (eAuthorization) for Authorization to Disclose Information to the Social Security Administration, SSA-827
<b>Description:</b>	<p>When claimants file for Social Security Title II or Title XVI disability benefits, they must sign the SSA-827, which serves as the claimants' written request to a medical provider or other source to release information to SSA. SSA obtains over 3 million claims for disability benefits annually and each claim must be accompanied by a "wet signed" Form SSA-827 (Authorization to Disclose Information to SSA). At this time, the claimant must sign the SSA-827 so SSA can obtain medical and other records related to the claim. Acquiring a wet signature on this form can often take weeks, causing unnecessary delays in processing claims for one of the most vulnerable segments of our population.</p> <p>SSA intends to implement a new electronic signature process for the SSA-827 that will save the claimants time, as they will no longer need to fill out the paper SSA-827 to give SSA the authorization to obtain medical information on their behalf. The new process would eliminate the need to complete the paper form in most circumstances by allowing the claims representative to process the authorization on the claimant's behalf with their consent. An electronic authorization process supports faster processing of disability claims and improves service to the public by eliminating the need to wait for the claimant to sign and return the paper form to SSA.</p> <p>SSA estimates eAuthorization will reduce the amount of time required to submit the SSA-827 by one minute per respondent. Implementation will begin with adult first party filers and we expect to expand to other types of claims in the future.</p>

**Estimated Burden Reduction:** 42,166 hours

**Collection(s) Affected:** 0960-0623

**Expected Date of Completion:** FY 2012

**Hurdles to Completion:** None

### Department of State

**Office:** Bureau of Human Resources, Office of Recruitment, Examination and Employment (HR/REE)

**Initiative Title:** Foreign Service Officer Test Registration

**Description:** The Foreign Service Officer Test registration form (DS-1998E) is used by all individuals who wish to register for the Foreign Service Officer Test. The information collected from this form includes information on race, national origin, gender, disability and social security numbers. This is the only form that may be used to register for the Foreign Service Officer Test which is the first of the assessments that must be passed to be considered for employment as a Foreign Service Officer. Questions have been removed from the form, reducing completion time from 3 hours to 2 hours. Previously, in addition to other questions, candidates registering for the Foreign Service Officer Test were asked to respond to six short essay questions on qualities they may or may not possess and asked to provide an example of how they have demonstrated that quality. For example "In the Foreign Service, you will be called upon to interact with people from different ethnic, racial, and religious backgrounds. Describe a significant experience you have had with another culture, either abroad or in the United States. What was the end result?"

**Estimated Burden Reduction:** 28,000 hours

**Collection(s) Affected:** 1405-0008

**Expected Date of Completion:** Completed 2010.

**Hurdles to Completion:** None

### Department of State

<b>Office:</b>	Bureau of Consular Affairs, Office of Visa Services (CA/VO)
<b>Initiative Title:</b>	Moving Medical Forms and J Visa Waiver form to a dynamic, user-guided, electronic format
<b>Description:</b>	<p>Exchange programs are arrangements made by two or more countries allowing citizens to visit each other's country for similar purposes such as to study, teach or conduct research. The U.S. operates a number of exchange programs with other countries. Citizens who are accepted into exchange programs are issued a special class of visa. Exchange visitor visas are non-immigrant, temporary visas that allow foreign citizens to enter the U.S. to participate in exchange programs. One such visa, the "J" visa, is issued for educational and cultural exchange programs designated by the Department of State. This visa requires the applicant to be physically in is/her home country for a minimum of two years before applying for the visa. The J Visa Waiver form is used to determine the eligibility of a "J" visa holder for a waiver of the two year foreign residence requirement. Visa Services is working with software developers to design an electronic version of this form.</p> <p>The Immigration and Naturalization Act in Section 221 outlines the legal requirements for the issuance of visas. One such legal requirement is that visa applicants undergo a physical and mental examination before a visa can be issued. The State Department currently requires a number of forms for physicians to use to record the results of these examinations. Currently, panel physicians complete paper forms. Under the new system, the physicians will complete the forms online. The Department of State is currently working closely with the Center for Disease Control to coordinate the implementation of the electronic form process.</p>
<b>Estimated Burden Reduction:</b>	1,700 hours – J Visa Waiver form 105,000 hours – medical forms
<b>Collection(s) Affected:</b>	1405-0135 and 1405-0113
<b>Expected Date of Completion:</b>	FY2011: 1405-0113 (medical forms) FY2012: 1405-0135 (J Visa Waiver form)
<b>Hurdles to Completion:</b>	None

### Department of Transportation

**Office:** Federal Aviation Administration

**Initiative Title:** Non-Fed (non-Federal) Tool

**Description:** Over the last several years, FAA has been developing a database for use by non-Federal entities, allowing them to fill out required forms online through the use of fill-able/file-able forms. This database is called the non-Fed (non-Federal) Tool. The NonFed Tool is an automation initiative to simplify the manual process already in place. The Tool standardizes the language of all Memoranda of Agreement/Understanding (MOA/U's) across the country. The Tool creates a central repository of all MOA/U's between Sponsor and FAA. The Tool will list all pertinent equipment data regarding each site, by Inspector, by State, by Facility type, by Service Area and District. Future development will permit automated notification of upcoming requirements for Annual Inspections and/or FCC Licensing renewal. The NonFed Tool goes hand-in-hand with the update of Order 6700-20\*. One current challenge is that many individual site records of Inspections are maintained at the separate sites, and are subject to destruction by flood, fire, hurricane when some event occurs at that site. Additionally, there is no current means to automatically query performance issues based on manufacturer type, year, and geographical impact. Data collection from the public under 14 CFR Part 171 and AC150/5220-16 is technical in nature and required to ensure that non-Federal (owned and operated by other than the Federal Government) navigational aids and AWOS are being operated and maintained in a safe manner. AWOS is an "Automated Weather Observation System or Station." The AWOS is pretty much a self-contained weather observer used primarily at smaller municipal airports and private airstrips. AWOS observations are available for pre-flight briefings.

Phase 1 of this effort was to develop, test and work out software issues for FAA/ATO internal use. We have completed that phase. It was an internally-funded effort worked out between FAA Technical Operations and ATO Finance.

Phase 2 is intended to make the Tool mandatory for FAA Technical Operations Employees to input data on all non-Federal facilities. During Phase I, FAA Inspectors have been able to upload several sites. However, Phase II is set to include all non-Fed Sites by both FAA Inspectors and the Sponsors Technicians. This will be accomplished with interactive PDF Forms compatible with the Tool.

Phase 3 is intended to allow online access for airport sponsors/owners and non-Federal technicians employed by those airports to complete forms and other data required. This would greatly reduce the time necessary for completion of the OMB-approved forms. NonFed Tool will give automatic notification when an Annual Inspection is due, when equipment is due for FCC Licensing, aid interaction and scheduling between Sponsor and the FAA Inspector. Inspectors will be able to pull a List due in say 30 days and

cluster a work-trip to cover as many as possible, weather permitting. Additionally, notification will assist in scheduling Flight Check support. In late January 2011, the NonFed Tool received a request from the FAA's Shutdown Committee ("Schedule Events group") to receive a feed of facilities when NonFeds are scheduled for inspection. The Shutdown Committee expressed their interest in order to have flight procedures created in advance of the event/inspection. In all, advance notification will aid in traffic flow and reduce tension/stress for Controllers.

Time efficiencies are gained in several ways. In the current manual process, every data point has to be written each time the facility is inspected, primarily by the Sponsor's technical representative. Forms and results are stored manually at the site. Any additional copies of the inspection reports must be removed from the site, copied and mailed or uploaded via PDF. If the forms are mailed, they must still be uploaded manually by the FAA TO Inspector. By automatically uploading the data to a central repository via NonFed Tool, the FAA Inspector is able to be prepared for the type of equipment by consulting the files via the Internet rather than when s/he arrives on site. Also, Sponsors tend to slip their responsibility to schedule inspections to a time that is at their convenience ... and often not within the equipment parameters. The NonFed Tool will also permit additional automated processes that are not currently available or possible. One such new process is Automated Data Capture for analysis of equipment performance by model and manufacture type. Form fields are not changing as we go from manual paper to interactive PDF.

FAA estimates a 70% reduction in the burden time to complete the activities of the collection following full implementation of the NonFed Tool. The current approved collection (OMB #2120-0014) reports 33,116 annual burden hours, of which 70% is 23,181 hours.

**Estimated Burden**

**Reduction:** 23,181 hours

**Collection(s) Affected:** Procedures for Non-Federal Navigation Facilities, OMB number 2120-0014.

**Expected Date of Completion:**

Phase II was scheduled to begin in November 2010. Due to the Continuing Resolution and funding shortfalls, the start has been pushed back to FY2012, starting in October 2011. Completion date is a day-for-day slip and will delay full implementation until close of September 2013. The good news is the Phase I testing indicates the Tool is not only needed but desired by the Field (FAA Inspectors). Some time may be gained during Phase II just by sheer desire. However, we must also be wary of the need for negotiation with the Bargaining Unit.

**Hurdles to Completion:** None

## Department of Transportation

<b>Office:</b>	Pipeline Hazardous Materials Safety Administration (PHMSA)/ Office of Pipeline Safety
<b>Initiative Title:</b>	Operator Identification Registry
<b>Description:</b>	<p>This year, OPS is focusing on program performance and efficiency. OPS included a requirement for an Operator Registry in the same final rule that incorporated the mandatory electronic reporting requirement. The final rule, titled "Updates to Pipeline and Liquefied Natural Gas Reporting Requirements" was published in the Federal Register on November 26, 2010. The Operator Registry will be used to help facilitate the electronic reporting requirement by increasing the reporting efficiency. The efficiency will be demonstrated by having a detailed system that will provide base data for each operator. These data would be available to pre-populate base information for the various reports that are required by OPS.</p> <p>OPS is moving to incorporate an operator registry program that has recently been added to the Pipeline Safety Regulations (PSR; 49 CFR Parts 190- 199) in §§ 191.22 and 195.64. OPS is taking the proper measures to obtain OMB approval to establish a program that will not only maintain a current list and description of operators subject to the PSR, but will create a central repository of information that will be used to facilitate the submission of electronic reporting. This information will potentially be available by other PHMSA offices to for a variety of purposes such as inspections, incident investigation, and impact determinations for future rulemakings. This system would not only allow for PHMSA to receive base information from a central location, but operators would be able to update their information at a central point which could be potentially disseminated throughout OPS.</p>
<b>Estimated Burden Reduction:</b>	1,376 hours.
<b>Collection(s) Affected:</b>	2137-0047, Hazardous Liquid Accident Reporting; 2137-0522, Gas Reporting Annual/Incident; and 2137-0614 Hazardous Liquid Annual Reporting
<b>Expected Date of Completion:</b>	January 2012.
<b>Hurdles to Completion:</b>	The most difficult aspect of this initiative will be the integration of the information collected in the Operator Registry with existing PHMSA systems.

**Department of Transportation**

<b>Office:</b>	Pipeline Hazardous Materials Safety Administration (PHMSA)/ Office of Pipeline Safety
<b>Initiative Title:</b>	Electronic Filing of Reports
<b>Description:</b>	OHMS is moving to modify Part 107 to offer an electronic option for the submission of special permits. Electronic data submission will enhance efficiency while reducing paperwork burdens. Once implemented, the percentage of operators reporting electronically should increase significantly. OHMS has developed an online fillable/fileable system that allows the user the opportunity to submit their information directly and with less opportunity for errors that may occur when the information is sent in other forms such as by mail or facsimile. The online system is user-friendly and guides the user through the appropriate and applicable parts of the various forms. OHMS has developed a rulemaking to enact this objective. The rulemaking is titled: "Hazardous Materials: Revision of Special Permit Procedures" under Docket No. PHMSA-2009-0410 and has been published as a final rule. This will result in a reduction in burden on the users who file reports.
<b>Estimated Burden Reduction:</b>	875 hours
<b>Collection(s) Affected:</b>	Rulemaking, Special Permits and Preemption Requirements, 2137-0051
<b>Expected Date of Completion:</b>	December 2011.
<b>Hurdles to Completion:</b>	The hardest part of any electronic initiative is to develop a contingency plan for companies (primarily Small Businesses) that do not have access to computers. To handle this situation, OHMS is still allowing paper submissions. However, we do expect a large majority of applicants to apply electronically.

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### Department of Transportation

<b>Office:</b>	Federal Highway Administration
<b>Initiative Title:</b>	Highway Performance Monitoring System (HPMS)
<b>Description:</b>	The HPMS is a data collection and reporting system, and analytical system that consists of a series of interrelated simulation models designed to serve the needs of the policy decision-making process of the agency. The HPMS data base, in concert with the inventory of the Nation's structures, consists of the continuing source of data used to prepare the legislatively mandated biennial report to Congress, <i>Status of the Nation's Surface Transportation System: Condition and Performance</i> . Incorporating a new FHWA geospatial data base will allow providers to submit HPMS data directly to our data base without the burden of manipulating the data first. The majority of our providers collect their data using geospatial databases and would be able to directly transfer all of their data to our new system. In addition, the



HPMS serves as the single continuing data source used to carry out a host of special studies and operational functions.

The reassessed HPMS will incorporate a new geospatial data base and will require some near term additional effort in transitioning from the current requirements and software. It is anticipated that the overall HPMS reporting burden and cost for the respondents will decrease upon complete and successful implementation in the near future of streamlined data reporting changes.

The program office estimates the burden hours per state will be reduced from 1,800 annually to 1,560 annually. The estimated total annual burden for all respondents will be 81,120 hours. This is an estimated 12,480 hour decrease from the current collection.

**Estimated Burden**

**Reduction:** 1,560 to 1,800 hours

**Collection(s) Affected:**

Highway Performance Monitoring System (HPMS), 2125-0028

**Expected Date of**

**Completion:** FY2012

**Hurdles to Completion:**

None.

### Department of Transportation

**Office:** Federal Motor Carrier Safety Administration (FMCSA)  
Driver and Carrier Operations Division (MC-PSD)

**Initiative Title:** Electronic On-Board Recorders (EOBRs) for Broader Hours of Service Compliance Usage

**Description:** FMCSA has proposed amendment of its HOS regulations to require most interstate motor carriers to equip their commercial motor vehicles (CMV) with electronic on-board recorders (EOBRs). Compliance would be required 3 years after the publication of a Final Rule by the Agency. EOBR technology would not only improve enforcement of HOS compliance, but also significantly reduce the PRA burden incurred by drivers and motor carriers in satisfying the HOS regulations. An EOBR installed on a CMV automatically records all time the CMV is in motion, and automatically forwards that information to the motor carrier. Thus, EOBRs would eliminate two driver tasks: recording "on duty/driving" time (by hand) and transmitting that record to the motor carrier. Further, the driver burden of entering "on duty/not driving," "sleeper berth" and "off duty" would be simplified, though not eliminated. Motor carriers would no longer be required to

verify, or cross-check, the “on duty/driving” entries of drivers, and would experience a reduced IC burden associated with maintaining HOS information. FMCSA estimates that EOBRs would cost motor carriers about \$1.6 billion per year, but that the value of the time saved by their use would be about \$2.0 billion per year.

<b>Estimated Burden Reduction:</b>	FMCSA believes that if its proposal is adopted, the IC burden of 2126-0001 would be substantially reduced. The best current estimate is approximately a 70 million hour reduction in the HOS burden.
<b>Collection(s) Affected:</b>	2126-0001
<b>Expected Date of Completion:</b>	The notice of this rulemaking was published February 1, 2011. The Agency is currently analyzing the comments made to this proposal by industry and the public. The Agency expects to issue a final rule in FY 2012.
<b>Hurdles to Completion:</b>	Issues may arise concerning the details of EOBR technology, or concerning enforcement of the HOS rules by officers viewing the electronic data of EOBRs at roadside.

### Department of Transportation

<b>Office:</b>	Federal Railroad Administration
<b>Initiative Title:</b>	Positive Train Control Systems FY11 Burden Reduction Initiative
<b>Description:</b>	Positive Train Control (PTC) systems are integrated command, control, communications, and information systems for controlling train movements with safety, security, precision, and efficiency. PTC systems improve railroad safety by significantly reducing the probability of collisions between trains, casualties to roadway workers and damage to their equipment, and over speed accidents. Currently, this PTC (RIN 2130-AC03) information collection package is associated with the Rail Safety Improvement Act of 2008 that defines criteria for certain passenger and freight rail lines requiring the implementation of the Positive Train Control systems (final rule 49 CFR Parts, 229, 234, 235, and 236). Based on a recent settlement agreement, FRA will be publishing the two new NPRMs, both of which will reduce PTC compliance costs for railroads to ease their financial burden. This rule is expected to be updated within the next year. FRA plans on conducting a comprehensive review of this collection, including regulations and procedures, with an emphasis placed on reviewing areas for possible burden hour reduction. The final results of this review will be reflected in the update of this information collection after the associated final rules have been published

<b>Estimated Burden Reduction:</b>	Approximately 64,070 – 96,105 burden hour reduction (2-3% reduction)
<b>Collection(s) Affected:</b>	2126-0001
<b>Expected Date of Completion:</b>	April 2012
<b>Hurdles to Completion:</b>	FRA does not expect any possible hurdles in publishing the associated rules or completing the review of this collection.

### Department of the Treasury

<b>Office:</b>	Internal Revenue Service (IRS), Wage & Investment (W&I), Business Systems Planning
<b>Initiative Title:</b>	Federal Student Aid – Datashare (FSA-D)
<b>Description:</b>	<p>Prior to the deployment of the IRS Federal Student Aid – Datashare (FSA-D) application, applicants for Federal Student Aid (FSA) completed the Free Application for Federal Student Aid (FAFSA) provided by the Department of Education (ED) on their web site. The information required on the application included tax return data from the applicant or the applicant's parents' federal tax return. There was no real-time validation by the IRS of the tax return information reported by the applicant resulting in overpayments or underpayments of financial aid to students. This led to a strain on ED's financial resources and posed a risk to some students receiving their fair share of student aid. In collaboration with ED, IRS developed the FSA-D that interfaces with the ED's FAFSA on the Web application. FSA-D allows applicants the option to transfer previously filed tax return information directly from the IRS system of record into their FAFSA. After an applicant is authenticated, FSA-D transfers the data and populates the respective line items on the FAFSA application. It also provides management reports for the data exchange between ED and the IRS. FSA-D aligns with the President's Management Agenda by facilitating expanded e-Government by offering an electronic tax consent function currently done manually. A Spanish version of the application was deployed in January 2011.</p>
<b>Estimated Burden Reduction:</b>	Between January 31, 2011 and April 8, 2011, more than 1.3 million English and Spanish speaking applicants successfully authenticated in FSA-D and were provided IRS tax information, potentially eliminating the need for them to request and IRS to manually send them paper tax return transcripts.

Taxpayer hours are potentially saved by them not having to look for their paper tax return and determine the appropriate tax return line items to answer the FAFSA questions. Unfortunately accurate, complete data to quantify the burden reduction to taxpayers is not currently available.

**Collection(s) Affected:** None for IRS. Department of Education FSA-D Control Number is 1845-0001

**Expected Date of Completion:** January 2010 – English application  
January 2011 – Spanish application

**Hurdles to Completion:** None

### Department of Veterans Affairs

**Office:** Office of the General Counsel (OGC), Professional Group II

**Initiative Title:** Application for Accreditation as a Claims Agent, VA Form 21a

**Description:** VA Form 21a, Application for Accreditation as a Claims Agent or Attorney, is used to obtain basic information necessary to determine whether an individual may be accredited as an agent or attorney for purposes of representation of claimants before VA. The information requested includes basic identifying information, as well as certain information concerning training and experience, military service, and employment. The information is used to evaluate qualifications, ensure against conflicts of interest, and to establish that statutory and regulatory eligibility requirements, e.g., good character and reputation, are met. Once completed, VA Form 21a is forwarded by the applicant to VA and evaluated manually by OGC employees to determine whether initial eligibility requirements are met.

VA Form 21a is currently available on the VA website in a fillable electronic format. Respondents can fill in the blanks, print the form, and fax or mail the form to OGC, or they can attach the form in an email to OGC.

OGC is modifying its case-management database, GCLaws, to enable attorneys and agents to file applications for accreditation, VA Form 21a, electronically via a web page. Once the initiative is complete, prospective agents and attorneys would be able to submit applications for accreditation directly to OGC. OGC employees would review an electronic application record and upload these data into GCLaws rather than inputting the same data manually. Through the web page, agents and attorneys would be able to confirm receipt of their application and track its

progress through adjudication.

VA, through OGC, accredits the claims agents and attorneys who represent claimants in the preparation, presentation, and prosecution of claims for benefits under laws administered by VA. See 38 U.S.C. chapter 59. Through the accreditation process, VA ensures that claimants for VA benefits have responsible, qualified and competent representation. See 38 U.S.C. §§ 5902 and 5904(a); 38 C.F.R. § 14.626. Agents and attorneys may not lawfully represent claimants without completing and maintaining accreditation requirements. See 38 C.F.R. §§ 14.629(a)-(b); 14.633(b).

**Estimated Burden Reduction:**

As to the initiative's electronic filing component, it is unclear precisely how much the burden will be reduced for persons applying for VA accreditation because much of the burden is associated with the applicant's gathering of personal information necessary for the application. However, electronic filing of applications directly with OGC will expedite processing of accreditation applications by reducing VA's personnel workload, and by reducing delays caused by the screening of mail received at VA's Central Office.

**Collection(s) Affected:** 2900-0605

**Expected Date of Completion:** September 2011

**Hurdles to Completion:** Lack of resources

### Department of Veterans Affairs

**Office:** Veterans Benefits Administration, Insurance Service

**Initiative Title:** Direct Deposit Enrollment Form, VA Form 29-0309

**Description:** This form is used by the insured or beneficiary to apply for direct deposit of a Treasury check.

1. Previously, the insured or beneficiary could only submit this information by completing the paper version of this information collection.
2. Insurance Service will offer the veteran or beneficiary the option of completing this form electronically.
3. The reduction in burden hours has been estimated at 50%, from 10,000 hours to 5,000 hours.

The Department of Veterans Affairs (VA), through its Veterans Benefits Administration (VBA), administers an integrated program of benefits and

services established by law for veterans and their survivors.

**Estimated Burden**

**Reduction:** 5,000 hours

**Collection(s) Affected:** 2900-0665

**Expected Date of Completion:**

December 2011

**Hurdles to Completion:** Awaiting approval of the acceptance of electronic signatures.

### Department of Veterans Affairs

**Office:** Veterans Health Administration

**Initiative Title:** VA MATIC Enrollment/Change, VA Form 29-0165

**Description:**

The Department of Veterans Affairs (VA), through its Veterans Benefits Administration (VBA), administers an integrated program of benefits and services established by law for veterans and their survivors.

This form is used by the insured to enroll or change the account number and/or bank from which a VA MATIC deduction was previously authorized.

1. Previously, the insured could only submit this information by completing the paper version of this information collection.
2. Insurance Service will offer the veteran the option of completing this form electronically.
3. The reduction in burden hours has been estimated at 50%, from 1,250 hours to 625 hours.

The Department of Veterans Affairs (VA), through its Veterans Benefits Administration (VBA), administers an integrated program of benefits and services established by law for veterans and their survivors.

**Estimated Burden**

**Reduction:** 625 hours

**Collection(s) Affected:** 2900-0525

**Expected Date of Completion:**

December 2011

**Hurdles to Completion:** Awaiting approval of the acceptance of electronic signatures.

## Update on FY 2009 Burden Reduction Initiatives

**Department of Agriculture**

**Status: ON HOLD**

**Office:** National Agricultural Statistics Service (NASS)

**Initiative Title:** Technology Enhancements

**Description:** During this initiative NASS will be implementing changes that should help reduce respondent burden and improve the quality and accuracy of data being collected, summarized, and published. For many of the smaller, specialty surveys that NASS conducts, Field Offices have been maintaining their own customized questionnaires. With this initiative, NASS will be standardizing all questionnaire content across States, eliminating redundancy and resulting in one master paper and web questionnaire for each survey.

NASS has also begun investigating ways to improve sampling and weighting of data to account for non-responses for our specialty surveys. This will eliminate the need to conduct a complete census on some specialty surveys and allow exclusion of or at least greatly reduce the number of small operators who will be contacted with each survey.

Finally, NASS is continually looking for ways to improve the flow or logic used in survey instruments to allow respondents or enumerators to minimize the number of questions being asked. In both our Electronic Data Reporting (EDR) and Computer Assisted Telephone Interview (CATI) instruments we are researching better ways of utilizing screening questions, and previously reported data. As we continue incorporating more standardized, specialty surveys into existing computer systems, respondent burden should be further decreased.

**Estimated Burden Reduction:** We are still in the early stages of the Technology Enhancements initiative. We hope to have the majority of the initiative that will impact respondent burden completed and changes implemented by the fall of 2011. It is still too early to accurately estimate the amount of burden reduction we will be able to achieve.

**Collection(s) Affected:** This initiative could potentially impact all of the data collections conducted by NASS. For the larger more standardized surveys, the impact could be minimal. However, for the smaller specialty surveys we are expecting the largest impact. NASS currently has 29 data collection dockets that are active. These dockets represent well over 500 different surveys conducted by NASS that utilize several thousand different versions of the questionnaires. (Questionnaires vary from State to State to account for the different commodities produced in each State as well as the variety within each commodity, especially with the fruit, nut, vegetable, and specialty surveys. There is also

tremendous variation in the questions asked with each season: planting intentions, actual plantings, harvestings, marketing prices, amounts in storage, conditions of the crops, fresh versus processing, etc.)

NASS has completed the first phase of the review process - identifying non-standard surveys. We have begun to prioritize the order in which these surveys will be completed.

**Expected Date of Completion:**

NASS expects to have the majority of the work involving electronic data collection completed by fall 2011.

**Hurdles to Completion:**

The biggest obstacle is limited resources. NASS will be using existing staff to research, develop, test, and implement changes while maintaining current programs. We will also be somewhat dependent on other initiatives related to efficiency gains.

**Department of Agriculture**

**Status: IN PROGRESS**

**Office:**

**Grain Inspection, Packers and Stockyards Administration (GIPSA)**

**Initiative Title:**

Packers and Stockyards Program Reporting and Recordkeeping Requirements

**Description:**

In an effort to reduce the burden hours on the public, The Packers and Stockyards Program (P&SP) is going from a paper-based collection to a web-based collection on forms in the 3000 and 7000 series. This package contains the forms that P&SP uses to regulate the industry. These forms are used by the public annually with a tight turn-around time to fill out the forms. The other forms in this package will be converted once these have been completed.

P&SP of the Grain Inspection, Packers and Stockyards Administration enforces the P&S Act, which requires regulated entities in the livestock, meat packing, and poultry industries to maintain certain records, submit certain information to P&SP, and provide certain information to third parties. The information collected is used by GIPSA to administer the fair trade provisions under the P&S Act. The regulated entities are packers, live poultry dealers, stockyard owners, market agencies, and dealers. In general, the information required includes ownership, business descriptive, procurement, and financial information and certifications.

Regulations (9CFR, part 201) and Statement of General Policy (9 CFR, part 203) Issued under the Packers and Stockyards (P&S) Act (7 U.S.C. 181-229, 229c) and Related Reporting and Recordkeeping Requirements.



**Estimated Burden Reduction:** 63,726 hours

**Collection(s) Affected:** Regulations and Related Reporting and Recording Requirements - Packers and Stockyards Programs, OMB Control Number 0580-0015

**Expected Date of Completion:** January 31, 2011

**Hurdles to Completion:** None

**Department of Commerce****Status: COMPLETED**

**Office:** Bureau of Industry and Security (BIS)

**Initiative Title:** Streamlining Export and Reexport Controls on Commercial Encryption Products

**Description:** BIS is amending the requirements of License Exception ENC and certain license application requirements to simplify and shorten the export and reexport approval process of certain encryption and related technology items. This rule replaces most encryption product reviews that required a thirty-day pre-export waiting period and semi-annual post-export sales and distribution reporting with immediate authorization to export or reexport upon submission of an encryption registration to BIS of these items and self-classification report. For restricted encryption items, these continue to be authorized for immediate export or reexport to most end-users in favorable License Exception ENC countries upon submission of a classification request to BIS. This rule also eases licensing requirements for many technology items necessary for the development and use of encryption products, except to countries subject to export license requirements for national security reasons or embargo/sanctions reasons. In addition, this rule removes the procedural requirement for separate submissions to both BIS and the ENC Encryption Request Coordinator for all export application to the BIS Web portal, Simplified Network Application Process-Redesign (SNAP-R), submissions to BIS that previously required separate hardcopy delivery to the ENC Encryption Request Coordinator. These submissions will now be submitted via SNAP-R.

These changes are expected to reduce the annual burden by 4,847 hours for the Commercial Encryption Items under Commerce Jurisdiction. It is anticipated that the number of commodity classifications for encryption products will decrease by 50% to 1,163 classifications annually. This will result in an estimated burden reduction of 107 minutes per classification or 2,074 hours. In addition, this rule will reduce the number of license applications for encryption technology by 60%, about 80 licenses per year for the Simplified

Network Application Process and Multipurpose Application Form.

These collections fall under the Export Administration Regulations (EAR) and agreements made by the Wassenaar Arrangement on Export Controls. This initiative will affect businesses and other for-profit institutions.

**Estimated Burden Reduction:**

4,847 hours

**Collection(s) Affected:**

Commercial Encryption Items Under Commerce Jurisdiction, OMB Control Number 0694-0104; and Simplified Network Application Process and Multipurpose Application Form, OMB Control Number 0694-0088

**Date of Completion:**

June 25, 2010

**Hurdles to Completion:**

None

**Department of Commerce**

**Status: IN PROGRESS**

**Office:**

Bureau of the Census

**Initiative Title:**

Expansion of Direct-Internet Reporting for the Survey of Manufacturers and the 2012 Economic Census

**Description:**

This initiative will expand the implementation of Centurion, a Web-based software application, for the Annual Survey of Manufacturers, the 2012 Economic Census and the Economic Current Surveys. Centurion is used to securely collect and distribute sensitive information over the Internet and replaced the legacy Census Taker Web-based system. Centurion is highly flexible, incorporates newer Web technologies and supports a myriad of collection inquiries across multiple independent surveys. In the 2012 Economic Census, direct-Internet reporting via Centurion will be offered to over 4 million businesses, including over a million businesses that could not report electronically in the 2007 Economic Census. The Census Bureau is migrating the economic surveys that use the legacy Web-based system into Centurion and is expanding the implementation of direct-Internet reporting to nearly all economic surveys.

Although difficult to measure the burden hours saved, implementing direct-Internet reporting will directly impact the public by providing better data and a better experience for online users of the Economic Census and the Economic Current Surveys. Direct-Internet reporting will facilitate respondent reporting and streamline processing, resulting in the production of accurate, timely, and relevant business statistics. Benefits to the respondent include easy-to-use interfaces, customized inquiries, and tools to address the needs of businesses of

varying sizes. Real-time data edits incorporated into the electronic reporting software provide feedback to respondents and aid in identifying potential reporting errors. Higher quality data via electronic response reduces the need for follow-up regarding questionable data. Streamlined processing has reduced the time necessary to make data available for analyst review to 24 hours, as compared to weeks for paper submissions.

**Estimated Burden**

**Reduction:** Unknown

**Collections Affected:**

Annual Survey of Manufacturers, OMB Control Number 0607-0924, and 2012 Economic Census, future OMB submission 0607-XXXX.

**Expected Date of Completion:**

Direct-Internet reporting available for 2010 Annual Survey of Manufactures (ASM) (Pilot for 2012 Economic Census), December 30, 2010; Direct-Internet reporting available for the 2011 Classification Forms and 2011 ASM, October 31, 2011; Direct-Internet reporting available for Single-Unit reporters for 2012 Economic Census, September 30, 2012; Migration of Economic Surveys to Centurion completed, January 30, 2012.

**Hurdles to****Completion:**

Changes in IT security requirements; redirection of resources; late changes to user requirements; too large a scope (nearly 600 forms) for the Economic Census; and limited resource availability due to ongoing production work.

**Department of Commerce**

**Status: ON HOLD**

**Office:**

International Trade Administration (ITA)

**Initiative Title:**

Streamlining of Foreign-Trade Zone Operations Annual Report Submission Process

**Description:**

The Foreign-Trade Zones Act (19 U.S.C. 81(a)-81(u), enacted in 1934) established the Foreign-Trade Zones Board (comprised of the Secretaries of Commerce and Treasury) to license and regulate foreign trade zones (FTZs) in the United States. The purposes of the program are to help encourage exports and to assist firms engaged in domestic operations (ranging from warehousing to manufacturing) to compete internationally. State and local officials use FTZs as part of their economic development efforts to maintain and increase employment by attracting international trade-related activity. There are now 240 U.S. communities with zones, serving over 2,500 firms. The Foreign-Trade Zones Act and the FTZ Regulations (15 C.F.R. Part 400) require that each FTZ grantee submit an annual report on zone operations to the FTZ Board. The FTZ Board, in turn, provides an annual report on zone operations to Congress, interested parties, and the public. The affected parties

for this submission are FTZ grantees, as well as private companies that operate within FTZs.

ITA's FTZ Staff is in the process of developing an online system for the submission of the annual report. The online system will simplify the submission process by creating a fillable online form for affected parties. Certain information will be automatically populated for the respondent. The system will allow each FTZ operator to log in and securely transmit their information. That information will then be electronically compiled and presented to the FTZ grantee, greatly reducing the burden on FTZ grantees, especially in larger zones that may have dozens of operators. The grantee will then be able to submit the data through the system to the FTZ Board. Automatic checks and assistance will be built into the system to assist grantees and operators and improve the quality of the submissions.

Currently, the FTZ Board receives paper versions of the report that must be manually entered into a spreadsheet and checked for errors and inconsistencies. The online system will significantly enhance the staff's efficiency and reduce the time needed to prepare the FTZ Board's annual report to Congress.

**Collection Affected:** Annual Report from Foreign-Trade Zones, 0625-0109

**Estimated Burden Reduction:** 3,302 hours

**Expected Date of Completion:** The system is now under development. The submission of the annual report currently occurs on a fiscal-year basis. Individual zone submissions for FY 2010 will be due to the FTZ Board on January 31, 2011. Full deployment is anticipated for March 2011.

**Hurdles to Completion:** The system is being developed and built internally. While this provides for a cost-effective means of developing and deploying the system, it also carries a risk of delay due to limited internal resources. Assuming that resources are able to remain dedicated to the scheduled deployment, there are no statutory or policy barriers to completion and full implementation of the system.

**Department of Commerce**

Status: COMPLETED

**Office:** International Trade Administration (ITA)

**Initiative Title:** Procedural and Web Site Upgrades for Safe Harbor Self Certification

**Description:** Safe Harbor is a voluntary program and eliminates the need for prior approval to begin data transfers, or makes approval from the appropriate EU member

countries automatic. The participating companies self-certify to the Safe Harbor principles and the supporting documents that make up the framework. Companies would typically send renewal letters via regular mail or e-mail to attest their recommitment to Safe Harbor. In calendar year 2009, the database platform on which the program's Web site and supporting databases reside was redesigned. During that process, alterations were made to the method for the annual reaffirmation or renewal to Safe Harbor which is required under the agreement. Now, companies may reaffirm their commitments to Safe Harbor online and update their electronic records at any time.

The United States-European Union (US-EU) Safe Harbor Framework is a bilateral agreement with the European Union which was negotiated with the European Commission between 1998 and 2000. The Framework provides a mechanism for U.S.-based companies to transfer personal data of EU citizens to the United States for commercial purposes.

**Estimated Burden**

**Reduction:** 720 hours

**Collection Affected:**

Information for Self-Certification under FAQ 6 of the U.S. – European Union Safe Harbor Privacy Framework, OMB Control Number 0625-0239

**Date of**

**Completion:** September 4, 2009

**Hurdles to**

**Completion:** Availability of resources to pursue further program oversight and administrative efficiencies.

**Department of Commerce**

**Status: ON HOLD**

**Office:** Minority Business Development Agency (MBDA)

**Initiative Title:** Implementation of Enhanced Electronic Tools for MBDA Clients

**Description:** Under Executive Order 11625, the Minority Business Development Agency's (MBDA) primary mission is to foster the growth and competitiveness of minority-owned firms. To this end, MBDA is developing and implementing new electronic tools, including a Customer Relationship Management (CRM) system and an enhanced Performance Reporting system. These tools are expected to streamline the client intake process and collection of agency and program performance data. An interface between the CRM system and Performance system will be established to integrate data so that the two systems work seamlessly. This combined repository of information will facilitate data sharing throughout the agency network.

Phase I of this effort will focus on implementation of the CRM system. Client information will be centralized to improve data collection efficiencies. This data centralization will eliminate the need for a separate MBDA “Phoenix” system to collect minority business profiles. The submission of redundant information is expected to decrease, and accessing data will be simplified.

Phase II will develop the enhanced Performance Reporting system. Implementation of this system is anticipated to reduce the burden on grant recipients in complying with performance report submission requirements. The frequency of data collection will decrease from three to two reports a year. In addition, the number of text fields within the reports will be decreased to eliminate duplicative and/or unnecessary reporting requirements. Use of the MBDA “Needs Analyzer” will no longer be mandatory, but will be available as an optional tool for grant recipients. This will further reduce the overall burden.

**Collection Affected:** Online Databases: Performance, Phoenix, and Opportunity, OMB Control Number 0640-0002

**Estimated Burden Reduction:** 2,590 hours

**Estimated Date of Completion:** FY 2011

**Hurdles to Completion:** None

**Department of Commerce**

**Status: ON HOLD**

**Office:** National Oceanic and Atmospheric Administration (NOAA), National Marine Fisheries Service (NMFS)

**Initiative Title:** Implementation of a National Permit System (NPS)

**Description:** The National Permit System (NPS) is a centralized database with a Web-based permit application feature. The system will have a direct effect on the public burden by harmonizing and linking data currently residing in stovepipe regional permit, dealer, and vessel databases; standardizing permit applications renewals and electronic submission of fees; and by allowing for the use of common components and data throughout the permit process to reduce the burden of duplicative submission of recurrent data. Approximately two thirds of the affected parties that will benefit from this initiative are small businesses. In addition, the system will generate unique electronic signatures to identify permit holders. The statutory authority is the Magnuson Stevens Fisheries Conservation and Management Act (16 USC 1801).

<b>Collections Affected:</b>	Various titles involving permit processes for multiple fishery management regions, OMB Control Numbers: 0648-0194, -0202, -0203, -0204, -0205, -0206, -0269, -0272, -0304, -0316, -0327, -0334, -0393, -0398, -0401, -0471, -0490, -0512, -0513, -0514, -0545, -0569, -0584, -0586, 0589, -0587, and -0591.
<b>Estimated Burden Reduction:</b>	20,786 hours
<b>Expected Date of Completion:</b>	September 30, 2011
<b>Hurdles to Completion:</b>	NOAA's NMFS regional offices have historically maintained local systems to manage their work; efforts to switch to a nationwide system will require outreach efforts.

**Department of Defense**

Status: COMPLETED

<b>Office:</b>	Defense Acquisition Regulation System (DARS)
<b>Initiative Title:</b>	Eliminate Reporting of Commercially Available Off-the-Shelf Items that Contain Specialty Metals
<b>Description:</b>	<p>This burden reduction initiative reduces the reporting burden on contractors that provide noncommercial end items that contain specialty metal to DoD. DoD is no longer required to report to Congress on the types of commercially available off-the-shelf items containing specialty metals that are incorporated into noncommercial end items.</p> <p>Delete DFARS clause 252.225-7029, "Reporting of Commercially Available Off-the-Shelf Items that Contain Specialty Metals and are Incorporated into Noncommercial End Items."</p> <p>This requirement was incorporated in the DFARS to implement the statutory requirement of 10 U.S.C. 2533b. It calls for the Government to report to Congress for Fiscal Years 2008 and 2009, on the use of the exception to the specialty metals restrictions. These restrictions are for commercially available off-the-shelf items that are incorporated in non-commercial end items. The affected public consists of contractors that sell noncommercial end items containing specialty metals to the Department of Defense.</p>
<b>Collections Affected:</b>	Defense Federal Acquisition Regulations Supplement (DFARS) 252.225-7009 and DFARS 252.225-7010, OMB Control Number 0704-0459
<b>Estimated Burden Reduction:</b>	306,800 hours

**Expected Date of Completion:** September 31, 2010

**Hurdles to Completion:** None

**Department of Education**

**Status: COMPLETED**

**Office:** Federal Student Aid (FSA)

**Initiative Title:** Federal Student Aid Application Process Simplification

**Description:** The Free Application for Federal Student Aid (FAFSA), 1845-0001, collects the data necessary to determine a student's eligibility for participation in the following federal student assistance programs identified in the Higher Education Act (HEA): the Federal Pell Grant Program; the Campus-Based Programs; the William D. Ford Federal Direct Loan Program; the Federal Family Education Loan Program; the Academic Competitiveness Grant; the National Science and Mathematics Access to Retain Talent (SMART) Grant, and the Teacher Education Assistance for College and Higher Education (TEACH) Grant.

During the 2010-2011 Free Application for Federal Student Aid (FAFSA) information clearance process, the Department began to reevaluate the methodology in assessing burden imposed on the public. Several concepts emerged that could be beneficial in improving the clarity of information provided and in reducing the burden placed on the public to provide the information needed to determine a student's eligibility for federal student aid.

1. **Consolidation of the application information collections (FAFSA and Student Aid Report (SAR), 1845-0008)** – Merging the two separate information collections will provide a more accurate representation of the application components, application process and the total burden associated with the entire experience. We anticipate a reduction when the application components are assessed together instead of as standalone functions.  
Expected Completion – August 15, 2010
2. **Simplified application experience** – Streamlining the application experience has been a continued goal of the Department. We will be further simplifying the application with a redesign of FAFSA on the Web site and with significant improvements to the online process for making updates to a submitted application.  
Expected Completion – January 1, 2011
3. **Reevaluation of Burden Estimates** – For 2011-2012, the Department will reevaluate the methodology in assessing burden imposed on the public by utilizing several methods which include:



- a) Use of more concrete data provided by a web trending tool to accurately capture application completion time;
- b) Use of survey data designed to collect applicant perceptions of the burden associated with the overall application process;
- c) Applicant focus group and/or usability study designed to identify areas in the application process that can be further simplified, and
- d) Focus group with financial aid professionals, designed to collect perceptions on the burden associated with FAFSA data collection and submission on behalf of applicants and their families.

Expected Completion – September 1, 2010

**Estimated Burden Reduction:**

The more accurate representation of the application components should eliminate the inconsistencies and duplication caused by two separate information clearances. This combined with our simplification efforts and reevaluation based on more concrete data should result in a 5 percent or approximately 1.6 million hour reduction in current burden estimates for the FAFSA, 1845-0001, and the SAR, 1845-0008.

**Collections Affected:**

Free Application for Federal Student Aid (FAFSA), 1845-0001; Student Aid Report (SAR), 1845-0008

**Expected Completion:**

There are different completion dates per action, as specified above. The overall completion date for this initiative is January 2011.

**Hurdles to Completion:**

Because the simplified application experience as described above will contribute to much of the indicated reduction in burden, our estimated burden reduction is dependent upon the successful development and implementation of proposed web system requirements for 2011-2012 application period.

**Department of Energy**

**Status: IN PROGRESS**

**Office:** Health, Safety and Security

**Initiative Title:** Nuclear Materials Management and Safeguards System (NMMSS) Forms Revision

**Description:** Nuclear Materials Management and Safeguards System (NMMSS): Nuclear materials control and accountability for DOE-owned and –leased facilities and DOE-owned nuclear materials at other facilities that are exempt from licensing by the Nuclear Regulatory Commission (NRC). NMMSS is the United States Government’s system of accountancy for nuclear materials which are owned and used by the U.S. Government, leased to or owned by private companies within the U.S., produced and owned in foreign countries under conditions that bring them into U.S. safeguards interest, and produced in the U.S. and leased or sold to foreign governments. The system is owned and sponsored by the U.S.

Government [U.S. Department of Energy (DOE) and the Nuclear Regulatory Commission]. DOE implementing policy for reporting to NMMSS is contained in DOE M 470.4-6, Nuclear Material Control and Accountability. The sources of data reported to the NMMSS are many and varied depending upon the legal requirements, safeguards restrictions, and financial interests related to each facet of the nuclear industry. Attributes such as ownership, reporting identification symbol, material type, and foreign obligations are the guidelines and criteria for reporting these activities to the NMMSS. The primary data subsystem is comprised of three elements containing the data reported by and generated for, facilities regarding inventories, transactions and material balances. DOE facilities are required to report to NMMSS by DOE M 470.4-6; NRC licensees are required to report to NMMSS by NRC regulations. The forms used to report this information are currently posted on the DOE/IM Forms Website but are not fillable. The Office of Information Management (HS-1.22) has already begun the process of revising the forms to incorporate updated changes that need to be made to the forms. In doing so, the forms will be made fillable, thereby, reducing the burden of hours on the public.

Most DOE facilities submit data to NMMSS using the electronic equivalents of the NMMSS forms. HSS provides software and support to these facilities to assist them in submitting their data to NMMSS system. By improving the software used to submit these data and improving the interfaces between site system and the NMMSS system, we expect to significantly reduce the reporting burden.

The table below lists each form and how a reduction will occur:

Form And/or System	Current Minutes per Response	As Fillable – Revised Minutes per Response	Minutes for Improved Electronic Submission	Total Burden Hours Reduced per Initiative	Action
DOE/NRC F 740M	30	20	15	3	Make fillable – currently on DOE Forms Website as PDF
DOE/NRC F 741	30	20	15	1208	Make fillable – currently on DOE Forms Website as PDF. Improve electronic submission software and interfaces
DOE/NRC F 742	30	20	15	5169	Make fillable – currently on DOE Forms Website as PDF. Improve electronic submission software and interfaces
DOE/NRC F742C	30	20	15	1	Make fillable – currently on DOE Forms Website as PDF

DOE F DP-749	30	20	15	910	Make fillable – currently on DOE Forms Website as PDF. Improve electronic submission software and interfaces
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**Collection Affected:** Security, OMB Control Number 1910-1800

**Estimated Burden Reduction:** 7,291 hours

**Expected Date of Completion:** FY 2011

**Hurdles to Completion:** None

**Department of Energy**

Status: COMPLETED

**Office:** Health, Safety and Security

**Initiative Title:** Publication of Thresholds for Reporting Material and/or Significant Changes

**Description:** The DOE Foreign Ownership, Control or Influence program is mandated by the Federal Acquisition Regulation (48 CFR Parts 904.7003, 952.204-2, 904.404, and 952.204-73) and by Executive Order 12829 “National Industrial Security Program.” This program applies to all contracts at DOE and NNSA facilities involving classified work and sensitive nuclear material and is part of the facility clearance process. DOE and NNSA use a three-part web based information technology system, e-FOCI, to support this program. Contractors complete and submit e-forms and upload required corporate documents via the e-FOCI Submission Site. DOE and NNSA process the submissions and render FOCI determinations via the e-FOCI Processing Site. Contractors are required, by current DOE policy, to report material or significant changes in the degree of foreign ownership or control, but the terms material or significant are not defined in policy. All completed FOCI packages are stored electronically in the e-FOCI System database and can be searched, retrieved and viewed at any time.

Contractors holding a facility clearance based upon a favorable FOCI determination must submit reports of changed conditions and anticipated changes when these changes affect the information in an applicant’s most recent Standard Form 328 (SF-328). Publication of thresholds for reporting material and/or significant changes will provide circumstances that contractors are required to report on the SF-328 to DOE. Establishing thresholds for reporting change eliminates the potential reporting of insignificant changes.

**Collection Affected:** Security, OMB Control Number 1910-1800

**Estimated Burden****Reduction:** 7,291 hours**Expected Date of****Completion:** October 2010**Hurdles to****Completion:** This initiative will require a change in DOE/NNSA FOCI policy. The revised DOE policy should be in the DOE Review and Comment (REVCOM) system by October 1, 2010, for Departmental concurrence and approval.**Department of Energy****Status: COMPLETED****Office:** Health, Safety and Security**Initiative Title:** Administrative Simplification through the Reduction of Information Collected for FACTS.**Description:** Foreign Access Central Tracking System (FACTS) is the secure unclassified DOE national electronic tracking system that facilitates appropriate reviews, records approvals of visits and assignments by foreign nationals, and provides a historical database of biographical, visit and assignment, and approval information for the DOE complex. The system was created in response to Presidential Decision Directive 61, which recognized the need, at the executive level, to create a system to track foreign national visits and assignment information at Department of Energy sites. DOE O 142.3, *Unclassified Foreign Visits and Assignments Program*, contains the Departmental policy for this collection.

Through a working group established to review DOE Unclassified Foreign Visits and Assignments policy, a related effort was undertaken to reduce the amount of information required for entry into FACTS to create visit or assignment requests. It is estimated that the approximate time to complete each response will be reduced from 3 hours to 1 hour when the reduced set of mandatory fields of information is implemented.

**Collection Affected:** Security, OMB Control Number 1910-1800**Estimated Burden****Reduction:** 122,000 hours**Expected Date of****Completion:** October 2010**Hurdles to**

**Completion:** There are no anticipated difficulties in accomplishing this initiative. This initiative was undertaken in line with a review of current foreign visits policy and development of draft revised policy. Representatives of all major stakeholders within the DOE foreign visits community participated in the review/revision of FACTS information collection requirements.

**Department of Energy**

**Status: ON HOLD**

**Office:** Health, Safety and Security

**Initiative Title:** Administrative Simplification through the Elimination of Reporting.

**Description:** **Safeguards and Security Site Self Assessments:** This information is required by the National Industrial Security Program Operating Manual (NISPOM), which was established by E.O. 12829 "National Industrial Security Program." The NISPOM establishes the baseline requirements for the protection and control of classified information and is administered by the Information Security Oversight Office (ISOO), National Archives and Records Administration (NARA). This requirement is implemented by the Department through DOE O 470.4A, Safeguards and Security Program, DOE M 470.4-1, Safeguards and Security Program Planning and Management, and DOE M 470.4-4, Information Security. This collection is used to provide documentation on the quality of the security programs used by contractors to protect classified information, special nuclear material, and other national security assets. The report is prepared by the program office with oversight responsibilities for that specific site/contract. A similar report is prepared by the contractor. This report is called the safeguards and security site self assessment report.

**Site Safeguards and Security Plans or Site Security Plans (for classified information):** This information is required by the National Industrial Security Program Operating Manual (NISPOM), which was established by E.O. 12829 "National Industrial Security Program." The NISPOM establishes the baseline requirements for the protection and control of classified information and is administered by the Information Security Oversight Office (ISOO), National Archives and Records Administration (NARA). This requirement is implemented by the Department through DOE O 470.4A, Safeguards and Security Program, DOE M 470.4-1, Safeguards and Security Program Planning and Management, and DOE M 470.4-4, Information Security. This information is used to provide documentation on the implementation measures used by contractors to protect classified information, special nuclear material, and other national security assets. These are prepared by the contractor and approved by the security office. These plans are updated as needed, or depending on the type of classified information / assets on at least an annual basis.

**Site Safeguards and Security Plans or Site Security Plans (for unclassified information):** The Department does not have any collection of information

identified as unclassified document security. The Department does have Site Safeguards and Security Plans and Site Security plans that identify the implementation of protection requirements for unclassified documents marked as containing Unclassified Controlled Nuclear Information and Official Use Only. The Departments requirement for these plans are contained in DOE O 470.4A, Safeguards and Security Program, DOE M 470.4-4, Information Security, DOE O 471.1A, Identification and Protection of Unclassified Controlled Nuclear Information, DOE M 471.1-1, Identification and Protection of Unclassified Controlled Nuclear Information, DOE O 471.3, Identifying and Protecting Official Use Only Information, and DOE M 471.3-1, Manual for Identifying and Protecting Official Use Only Information. The information is used to provide documentation on the implementation measures used by contractors to protect unclassified information. These are prepared by the contractor and approved by the security office.

After a function review, it has been determined that these entries in the information collection submission are inappropriate for the type of data being collected. The primary purpose and tracking appears applicable to real-time, or near real-time, operational support functions and systems that see periodic and frequent access and use. These four entries do not appear to fit this criterion.

Rather, these represent planning functions, not operational data-entry systems. Each of the processes/programs listed above are long-term activities requiring many months of effort to produce data and/or documentation for Senior Management consideration. They are not discrete activities or form-based functions that conform to the metrics (e.g., time to fill in a form, time spent accessing a data entry system, etc.) that are the basis for most other categories. As an example, conducting a Vulnerability Assessment varies widely and the level of effort and scope is vastly different for each asset and site. Providing a meaningful estimate without polling the field is difficult if not impossible – the same provisions apply to the development of the security plans as well.

<b>Collection Affected:</b>	Security, OMB Control Number 1910-1800
<b>Estimated Burden Reduction:</b>	31,305
<b>Expected Date of Completion:</b>	FY 2011
<b>Hurdles to Completion:</b>	Obtain OCIO/PRA and the Office of Management and Budget (OMB) approval to remove the functions from the current information collection package.

<b>Office:</b>	Office of Chemical Safety and Pollution Prevention
<b>Initiative Title:</b>	Premanufacture and Significant New Use Notification Electronic Reporting
<b>Description:</b>	EPA amended the Toxic Substances Control Act (TSCA) section 5 Notification regulations and related provisions to phase-out paper-based submissions and facilitates the introduction and use of a new electronic reporting mechanism. These amendments enable, and will eventually require, that manufacturers, importers, and processors of TSCA chemical substances use the Internet, through EPA's Central Data Exchange, to submit TSCA section 5 notices to the Agency, including the following: Premanufacture Notices, Significant New Use Notices, Test Market Exemption Applications, Low Volume Exemption notices, Low Exposure/Low Release Exemption notices, Biotechnology notices for genetically modified microorganisms, and Notices of Commencement of Manufacture or Import.
<b>Estimated Burden Reduction:</b>	16,291 hours
<b>Collection(s) Affected:</b>	Pre-Manufacture Review Reporting and Exemption Requirements for New Chemical Substances and Significant New Use Reporting Requirements for Chemical Substances, OMB Control Number 2070-0012; and TSCA Section 5(a)(2) Significant New Use Rules for Existing Chemicals, OMB Control Number 2070-0038
<b>Expected Date of Completion:</b>	September 2010
<b>Potential Hurdles to Completion:</b>	None

**Federal Acquisition Regulation****Status: COMPLETED**

<b>Office:</b>	Office of Chemical Safety and Pollution Prevention
<b>Initiative Title:</b>	Electronic Communication "fillable-fileable" forms and E-Signature
<b>Description:</b>	GSA's PDF and Formnet Libraries of approximately 500 Standard, Optional, and GSA forms located at <a href="http://www.gsa.gov/forms">www.gsa.gov/forms</a> are fillable, saveable, XML-capable, 508-compliant, E-signature capable, and may be submitted electronically.  The PDF versions are FDCC-compliant as well; that is, they are

useable by any individuals via the free Adobe Reader software, which requires no IT Help Desk intervention.

The 38 total forms associated with the FAR information collections are no exception. As the 10 ICRs with associated forms are renewed, the electronic capability can be changed from printable to fillable-fileable. The burden is expected to be reduced by 5 minutes, as individuals will no longer need to either print, scan, and then electronically submit or print and then physically mail forms through the post office.

**Estimated Burden Reduction:**

Although not a significant decrease in actual burden hours because of the small number of forms, i.e., 38, the ease to internal and external customers clearly meets the intent to significantly reduce the burden per response and overall on the public.

If only up to 5 minutes are saved by the 14,967,758 respondents, a total of 1,247,313 hours are saved, almost 4% of the FAR Council's entire active burden inventory.

**Collection(s) Affected:**

Standard Form 28, Affidavit of Individual Surety, OMB Control Number 9000-0001; Subcontracting Plans/Individual Subcontract Report, OMB Control Number 9000-0006; Summary Subcontract Report, OMB Control Number 9000-0007; Progress Payments, SF 1443, OMB Control Number 9000-0010; Preaward Survey Forms, OMB Control Number 9000-0011; Termination Settlement Proposal Forms, OMB Control Number 9000-0012; Statement and Acknowledgment, OMB Control Number 9000-0014; Bid, Performance, and Payments Bonds, OMB Control Number 9000-0045; Government Property, OMB Control Number 9000-0075; and Architect-Engineer Qualifications, OMB Control Number 9000-0157

**Expected Date of Completion:**

2010: 9000-0011, 9000-0075  
 2011: 9000-0001, 9000-0012, 9000-0014, 9000-0157  
 2012: 9000-0010, 9000-0045  
 2013: 9000-0006, 9000-0007

**Potential Hurdles to Completion:**

None

**Federal Communications Commission**

Status: COMPLETED

**Office:** Wireline Competition Bureau (WCB)

**Initiative Title:** Administrative Simplification of Competitive Local Exchange Carriers Filing Requirements



**Description:** The FCC adopted an integrated interstate access reform and universal service proposal put forth by members of the Coalition for Affordable Local and Long Distance Service (CALLS). The Commission requires the following information to be reported: 1) tariff filings; 2) quarterly and annual data filings; and 3) cost support filings. The Commission and the Universal Service Administrative Company use the information to ensure compliance with the interstate access reforms of the CALLS proposal, or uses the line count and other information filed by price cap and competitive LECs to determine, on a per-line basis, the amount that the carrier receives from the interstate access universal service support mechanism; and to implement the requirements of section 201(b) of the Communications Act. Going forward, the Commission decided to consolidate the quarterly competitive LEC reporting requirement that was previously approved under OMB Control Number 3060-0942. This will reduce duplicative reporting requirements and burden; and improve administrative efficiency because all the necessary requirements are now under one comprehensive information collection; OMB Control Number 3060-0986, Competitive Carrier Line Count Report and Self-Certification as a Rural Carrier.

**Collections Affected:** Access Charge Reform, Price Cap Performance Review for Local Exchange Carriers, Low-Volume Long Distance Users, Federal-State Joint Board On Universal Service, OMB Control Number 3060-0942

**Estimated Burden Reduction:** 11,480 hours

**Date of Completion:** June 2010

**Hurdles to Completion:** None

**Federal Communications Commission**

Status: COMPLETED

**Office:** Media Bureau (MB)

**Initiative Title:** Streamlined Cable Price Survey

**Description:** The Cable Television Consumer Protection and Competition Act of 1992 requires the Commission to publish annually a report on average rates for basic cable service, cable programming service, and equipment. The report must compare the prices charged by cable operators subject to effective competition and those that are not subject to effective competition. The Annual Cable Industry Price Survey is intended to collect the data needed to prepare that report. The FCC plans to substantially shorten the questionnaire in order to reflect changes in industry conditions, technology, and Commission needs. The survey will be further

simplified because it requests two years of data for a number of questions, whereas the previous questionnaire requested three years of data for many of those questions.

**Collections Affected:** Annual Cable Price Survey and Supplemental Questions, FCC Form 333, OMB Control Number 3060-0647

**Estimated Burden Reduction:** 3,188 hours

**Expected Date of Completion:** September 2010

**Hurdles to Completion:** None

#### Federal Deposit Insurance Corporation

**Status: IN PROGRESS**

**Office:** Division of Finance (DOF), Division of Insurance and Research (DIR)

**Initiative Title:** Temporary Liquidity Guarantee Program (TLGP) – Comprehensive Review

**Description:** The TLGP was announced by the FDIC on October 14, 2008, as an initiative to counter the system-wide crisis in the nation's financial sector. It provided two limited guarantee programs: One that guaranteed newly-issued senior unsecured debt of insured depository institutions and most U.S. holding companies (the Debt Guarantee Program), and another that guaranteed certain noninterest-bearing transaction accounts at insured depository institutions (the Transaction Account Guarantee Program). Each of these programs has been subsequently modified. For most insured depository institutions and other entities participating in the Debt Guarantee Program, the program concluded on October 31, 2009, with the FDIC's guarantee expiring no later than December 31, 2012. The FDIC Board of Directors did not vote to continue insurance coverage under the TAG program. This coverage was replaced on December 31, 2010, by the Dodd Frank Act, Sec. 343, which authorizes the FDIC to extend coverage on noninterest-bearing transaction accounts for 2 years. As a result of these program changes, the FDIC will perform a comprehensive review of the data collection forms and reporting requirements for TLGP.

**Estimated Burden Reduction:** 50,000 burden hours

<b>Collection(s) Affected:</b>	Temporary Liquidity Guarantee Program, OMB Control Number 3064-0166  <b>Sections 370.5(c) and (g)</b> - Opt-out of Debt Guarantee Program, Transaction Account Guarantee Program, or Both; Section 370.5(h)(2) - Written Disclosure As to Guarantee Status of Newly Issued Debt; <b>Section 370.6(b)</b> - Notice of Debt Under Debt Guarantee Program; <b>Section 370.12(b)(2)(A)</b> - Unsecured Senior Debtholders POC; <b>Section 370.3(h)(1)(i)</b> - Request to establish or increase debt guarantee limit; <b>Section 370.3(h)(1)(ii)</b> - Request for increase in presumptive debt guarantee limit of zero; <b>Section 370.3(h)(1)(iv)</b> - Request by affiliate to participate in debt guarantee or transaction account guarantee program; <b>Section 370.3(h)(1)(v)</b> - Application to issue FDIC-guaranteed mandatory convertible debt; <b>Section 370.3(h)(1)(vi)</b> - Application by certain participating entities to issue FDIC-guaranteed after June 30, 2009; <b>Section 370.3(h)(1)(vii)</b> - Application by participating entity to issue senior unsecured non-guaranteed debt after June 30, 2009
<b>Expected Date of Completion:</b>	FY 2011
<b>Potential Hurdles to Completion:</b>	None

**Federal Energy Regulatory Commission****Status: COMPLETED**

<b>Office:</b>	Federal Energy Regulatory Commission (FERC)
<b>Initiative Title:</b>	Electronic Filing of Rate and Tariff Documents (eTariffs) (addressing Burden Reduction Initiatives for "Electronic Communication," "E-Signature," and "Administrative Simplification")
<b>Description:</b>	<p>In a Final Rule issued September 19, 2008 (Order No. 714), FERC revised its regulations to require that all tariffs, tariff revisions and rate change applications for electric utilities, natural gas pipelines, and oil pipelines be filed according to a set of standards developed in conjunction with the North American Energy Standards Board. After numerous technical conferences, meetings with stakeholders, and implementation guides, the eTariff system and filings are being implemented.</p> <p>The Commission provided that the conversion to electronic tariff filings would begin April 1, 2010, with pipelines and utilities filing baseline tariffs according to a six-month staggered filing schedule worked out</p>

between staff and industry. Once the baseline filings have been made, all subsequent tariff and tariff-related filings must be made electronically using the eTariff formatted filings.

Between April and September 30, 2010, approximately 2,000 compliance filings are anticipated to be filed, and corresponding FERC orders issued, to establish each company's new "baseline" electronic tariff. (A baseline tariff will consist of refile the regulated entity's complete open access tariff in the new electronic tariff format.)

**Estimated Burden Reduction:**

Changes to burden were submitted to OMB with the corresponding FERC proposed and final rules.

**Collection(s) Affected:**

FERC-516, Electric Rates Schedules and Tariff Filings, OMB Control Number 1902-0096; FERC-545, Gas Pipeline Rates: Rate Change, OMB Control Number 1902-0154; FERC-549, NGPA Title III Transactions and NGA Blanket Certificate Transactions, OMB Control Number 1902-0086; and FERC 550, Oil Pipeline Rates: Tariff Filings, OMB Control Number 1902-0089

**Date of Completion:**

September 2010

**Potential Hurdles to Completion:**

FERC phased in the implementation of the electronic filing requirements from April -September 2010, to provide sufficient time for filers to incorporate changes.

**Federal Energy Regulatory Commission**

**Status: IN PROGRESS**

**Office:**

Federal Energy Regulatory Commission (FERC)

**Initiative Title:**

Small Hydropower Initiative (addressing Burden Reduction Initiatives for "Small Business Burden," "Administrative Simplification," and "Electronic Communication")

**Description:**

FERC is working to make its small hydropower licensing program more user-friendly and to simplify the filing requirements for applicants for small hydropower licenses and exemptions. Based on outreach with stakeholders, FERC announced, on April 15, 2010, a series of Web-based resources that will help small hydropower developers better understand the FERC licensing process, help improve coordination with other agencies, and help license applicants complete the process more quickly and efficiently.

The resources will provide a roadmap that walks applicants through the process of selecting a project site, determining if a project is jurisdictional, selecting a FERC licensing process, consulting with

stakeholders and preparing a license or exemption application. This Small Hydropower Initiative balances the need to reduce the burden on developers of small hydropower projects with the need to protect the environment.

**Estimated Burden Reduction:**

Quantitative burden reductions have not been estimated at this time. However, the material to be posted on the web at <http://www.ferc.gov/industries/hydropower/gen-info/licensing/small-low-impact.asp> will ease the burden and cost for small hydro applicants by more clearly describing the process and defining the issues and reporting requirements for filing applications for licenses and exemptions. This Initiative should reduce: 1) the number of deficient applications with their corresponding delays, and 2) the industry time required to supplement and re-submit an application. Additionally, FERC should be able to make decisions more quickly because more applications should be complete when submitted initially.

**Collection(s) Affected:**

FERC-505, Application for License/Relicense for Water Projects with 5 MW or Less Capacity, OMB Control Number 1902-0115; Application for Preliminary Permits, OMB Control Number 1902-0073

**Expected Date of Completion:  
Potential Hurdles to Completion:**

September 2010 for Phase 1 (the initial roadmap, checklist, and other aids to be posted on the web); Phase 2 is not yet scheduled.

Information technology budget constraints for Phase 2.

**Federal Energy Regulatory Commission**

**Status: COMPLETED**

**Office:**

Federal Energy Regulatory Commission (FERC)

**Initiative Title:**

FERC Form No. 556, Certification of Qualifying Facility (QF) Status for a Small Power Production or Cogeneration Facility (addressing Burden Reduction Initiatives for "Electronic Communication," "Small Business Burden," "Administrative Simplification," and "E-Signature")

**Description:**

Following the enactment of the Energy Policy Act of 2005 (EP Act 2005), which imposed new requirements for QF status for "new" cogeneration facilities, FERC issued Order No. 671, which implemented those new requirements. As part of that implementation, for the first time, notices of self-certifications for new cogeneration facilities were required to be published in the *Federal Register*; self-certifications, other than for new cogeneration facilities, are not published in the *Federal Register*. In addition, for the first time, the Commission required the filing of a notice of self-certification or an application for

Commission certification as a requirement for QF status. In the Final Rule in Docket No. RM09-23-000, FERC is requiring that the Form No. 556 be submitted electronically. FERC also is revising and reformatting the Form No. 556 to clarify the content of the form and to take advantage of newer technologies to reduce both the filing burden for applicants and the processing burden for the Commission. Additionally, FERC is revising the procedures, standards and criteria for QF status provided in Part 292 of its regulations to accomplish the following: (1) exemption of generating facilities with net power production capacities of 1 MW or less from the requirement that a generating facility, to be a QF, must file either a notice of self-certification or an application for Commission certification; (2) codification of the FERC's authority to waive the QF certification requirement for good cause; (3) extension to all applicants for QF certification the requirement (currently applicable only to applicants for self-certification of QF status) to serve a copy of a filed Form No. 556 on the affected utilities and state regulatory authorities; (4) elimination of the requirement for applicants to provide a draft notice suitable for publication in the *Federal Register*; and (5) clarification, simplification and correction of certain sections of the regulations. Finally, FERC is changing the exemption of QFs from the Federal Power Act and the Public Utility Holding Company Act of 2005 (PUHCA) and certain State laws and regulations to make clear that certain small power production facilities that satisfy the criteria of section 3(17)(E) of the Federal Power Act qualify for those exemptions.

The revisions described above will: (1) make the Form No. 556 easier and less time consuming to complete and submit; (2) decrease opportunities for confusion and error in completing the form; (3) improve consistency and quality of the data collected by the form; (4) decrease FERC resources dedicated to managing errors and omissions in submitted forms; and (5) clarify and correct the regulations governing the requirements for obtaining and maintaining QF status.

**Estimated Burden Reduction:**

The Final Rule is the last component of a multi-step process that included simplification of the collection, and further simplification through a proposed rule and a final rule. For the package currently pending OMB review, the Program Changes plus the Adjustments result in a net decrease of 384 hours from the current OMB-improved Inventory. (The earlier phase of the project reduced burden by 7,828 hours.) The total effort in this project resulted in a combined burden reduction of 8,212 hours.

**Collection(s) Affected:**

FERC-556, Certification of Qualifying Facility (QF) Status for a Small Power Production or Cogeneration Facility, OMB Control Number 1902-0075

**Date of Completion:** May 2010

**Potential Hurdles to Completion:** Information technology budget constraints for Phase 2.

**Department of Health and Human Services**

**Status: CANCELLED**

**Office:** Centers Medicare and Medicaid (CMS)

**Initiative Title:** Electronic Health Records Demonstration systems (EHRDS) – practice profile and update system (Electronic Communications)

**Description:** The EHRDS is a major Secretarial initiative conducted under Medicare’s waiver authority as provided in section 402 of Public Law 90-248. The goal of the EHRD is to foster the implementation and adoption of EHRs and Health Information Technology (HIT). These effective vehicles improve the quality of care provided and transform the practice and delivery of medicine.

EHRDS will allow medical practices the ability to use an on-line application form, rather than the currently approved paper application form. Data on Phase 1 practices collected through the paper application form will transfer to the new system. Practices participating in Phase 1 of the demonstration will be able to use the new system to provide updated information about their practices as needed during the course of the demonstration.

Currently a PC-based system tracks practice information. Web forms will make it easier for practices to access their practice-specific information, submit and track updates on a timely basis.

**Estimated Burden Reduction:** 468 hours

**Collection(s) Affected:** Electronic Health Record Demonstration, OMB Control Number 0938-0965

**Expected Date of Completion:** 2014

**Hurdles to Completion:** Potential unforeseen technical issues.

**Department of Health and Human Services**

**Status: IN PROGRESS**

**Office:** Centers Medicare and Medicaid (CMS)

<b>Initiative Title:</b>	Medicare Parts C and D Universal Audit Guide (Administrative Simplification)
<b>Description:</b>	<p>Under the Medicare Prescription Drug, Improvement, and Modernization Act of 2003 and implementing regulations at 42 C.F.R. Parts 423 and 422, Medicare Part D plan sponsors and Medicare Advantage organizations are required to comply with all Medicare Parts C and D program requirements. The rapid growth of these sponsoring organizations has forced CMS to update its current auditing strategy to ensure CMS continues to obtain meaningful audit results.</p> <p>Our audit approach in 2010 targets sponsoring organizations at the parent organization level. Parent organizations often consist of multiple contracts, performing as a Part C plan, a Part D plan or a plan that provides both benefits. The CMS initiative targets entities at their parent organization level, as opposed to an individual contract level; thereby audits will be more efficient as many of these contracts share the same platforms. Many of the requirements surrounding enrollment/de-enrollment, access to benefits, marketing and appeals and grievances are similar enough that continuing the use of two separate audit guides no longer makes sense from a comprehensive and consolidated compliance perspective. Therefore, CMS has combined all Part C and Part D audit elements into one universal guide. The guide will promote consistency, effectiveness and reduce financial and time burdens for both CMS and Medicare-contracting entities.</p> <p>Based on this change to our auditing strategy, CMS is discontinuing the separate collection tool, (i.e., Medicare Advantage audit guide). CMS has submitted a revised Part D collection tool, renamed the tool to incorporate all audit requirements for Medicare Part C and Part D.</p>
<b>Estimated Burden Reduction:</b>	17,100 hours
<b>Collection(s) Affected:</b>	Medicare Parts C and D Universal Audit Guide, OMB Control Number 0938-1000
<b>Expected Date of Completion:</b>	2013
<b>Hurdles to Completion:</b>	None

**Department of Health and Human Services**

Status: IN PROGRESS

<b>Office:</b>	Food and Drug Administration (FDA)
<b>Initiative Title:</b>	Mammography Quality Standards Act; Regulatory Amendments (Electronic Communications and Administrative Simplifications)



<b>Description:</b>	FDA's Center for Device and Radiologic Health proposes amending regulation 21 CFR 900 thereby updating the regulatory requirements issued under the Mammography Quality Standards Act of 1992. The updated requirements address the technological and process advancements in mammography practices that have occurred since the 1997 published regulations. In particular, the current revised rules update several provisions necessary to address the use of digital mammography. The revisions provide significant reductions in health care provider mammography imaging record retention and third-party reporting burden via the use of computer storage, retrieval and transfer of mammography images.
<b>Estimated Burden Reduction:</b>	4,420 hours
<b>Collection(s) Affected:</b>	Mammography Facilities, Standards, and Lay Summaries for Patients, OMB Control Number 0910-0309
<b>Expected Date of Completion:</b>	FY 2011
<b>Hurdles to Completion:</b>	FDA is re-evaluating the PRA estimates for the MQSA program (0910-0309) and reconsidering whether or not parts of the collection is subject to the PRA.

**Department of Health and Human Services**
**Status: IN PROGRESS**

<b>Office:</b>	Food and Drug Administration (FDA)
<b>Initiative Title:</b>	Medical Device Reporting: Electronic Submission Requirements (Electronic Communications and Administrative Simplifications)
<b>Description:</b>	FDA's Center for Device and Radiologic Health proposes updating regulation 21 CFR 803. This regulation governs post-market medical device reporting. The amendments will codify requirements for manufacturers, importers, and user facilities to submit mandatory reports of individual medical device adverse events electronically, also known as medical device reports. Electronic reporting streamlines respondent reporting and recordkeeping requirements and improves the agency's ability to collect and analyze post-market medical device adverse event information.
<b>Estimated Burden Reduction:</b>	123,047 hours
<b>Collection(s) Affected:</b>	Medical Devices; Medical Device Reporting; Manufacturer reporting; importer reporting, user facility reporting, distributor reporting, OMB Control Number 0910-0437
<b>Expected Date of Completion:</b>	FY 2011

**Hurdles to Completion:** Regulatory process

**Department of Health and Human Services**

Status: IN PROGRESS

**Office:** Food and Drug Administration (FDA)

**Initiative Title:** Device Registration and Listing Requirements Enacted in the Public Health Security and Bioterrorism Preparedness and Response Act of 2002, the Medical Device User Fee and Modernization Act of 2002, and Title II of the Food and Drug Administration Amendments Act of 2007 (Electronic Communications and Administrative Simplifications)

**Description:** FDA's Center for Device and Radiologic Health proposes amendments to regulations governing medical device establishment registration and device listing. The proposed modifications to FDA's current regulation 21 CFR Part 807 reflect recent statutory amendments to the device registration and listing provisions of the Federal Food, Drug, and Cosmetic Act. Revisions require domestic and foreign device establishments to submit their registration and device listing information to FDA electronically, to the FDA's Internet-based Unified Registration and Listing System. Electronic reporting will streamline respondent reporting and recordkeeping requirements and improve the agency's ability to collect and analyze registration and device listing information.

**Estimated Burden Reduction:** 16,250 hours

**Collection(s) Affected:** Medical Devices Registration and Listing, OMB Control Number 0910-0387

**Expected Date of Completion:** FY 2011

**Hurdles to Completion:** Regulatory process

**Department of Health and Human Services**

Status: COMPLETED

**Office:** The Administration for Children and Families (ACF)

**Initiative Title:** Strengthening Communities Fund (SCF) Performance Progress Reports

**Description:** An ACF initiative to reduce burden in the area of Electronic Communications (fillable fileable/data systems) is to replace current SCF performance progress reports submitted via paper with an electronic automated mechanism. The emergency clearance was approved by OMB under Control Number 0970-0376, which is set to expire on October 30, 2010, and the clearance stipulates that the electronic communication initiative will be developed and implemented before full clearance is sought for the SCF Performance progress reports.

SCF purpose is to enable nonprofit organizations, through capacity building, to contribute to the economic recovery, and to help state, local and Tribal governments ensure that the information and services described in the Recovery Act effectively reach disadvantaged and hard to serve populations. Authorized under Section 1110 of the Social Security Act, SCF reporting requirements are associated with Administrative Code 2 CFR 215 and the public website Recovery.gov.

The public affected by this data collection is the SCF grantees. The Office of Community Services (OCS) within ACF contracts with Dare Mighty Things, Inc. to execute the evaluation and related data collection efforts.

ACF estimates the automation will consume less time than a paper form to complete. The second quarter data collection by May 15, 2010 will be implemented using paper forms. The electronic mechanism is scheduled for implementation by the third quarter reporting deadline of July 30, 2010. This will allow OCS to compare response times and estimate any reduction in burden.

<b>Estimated Burden Reduction:</b>	56 hours
<b>Collection(s) Affected:</b>	Strengthening Communities Fund Program Evaluation, OMB Control Number 0970-0376
<b>Expected Date of Completion:</b>	Fall 2010
<b>Hurdles to Completion:</b>	Technical difficulties in implementation of electronic mechanism.

**Department of Health and Human Services**

Status: COMPLETED

<b>Office:</b>	The Administration for Children and Families (ACF)
<b>Initiative Title:</b>	Revised Participation Selection Procedures (Electronic Communications)
<b>Description:</b>	An ACF initiative in the area of Administrative Simplification is revising participant selection procedures and methods for obtaining consent. ACF proposes streamlining the classroom and child sampling procedures for FACES (Head Start's Family and Child Experiences Survey Cohort 2009) with a Field Enrollment Specialist (FES) visit. To reduce burden, the FES will use a laptop computer application to select children within the classrooms to participate while on location. This approach reduces the burden on Head Start staff quickly and efficiently by identifying the children chosen to participate in the study. The FES can facilitate the consent process immediately by the earlier identification of participants and removes the need repeatedly engage parents in different ways to secure consent.

The data collection's purpose is to collect program performance data on successive nationally representative samples of children and families served by Head Start. FACES provide the Office of Head Start, the federal government, local programs, and the public with valid and reliable national information about the skills and abilities of Head Start children, how they compare to normative samples of American children, and their readiness for and subsequent performance in school. Two legislative bases: the Government Performance and Results Act of 1993 (P.L. 103-62), requires that the Office of Head Start move expeditiously toward development and testing of Head Start Performance Measures, and the Improving Head Start for School Readiness Act of 2007 (P.L. 110-134), outlining requirements on monitoring, research, and standards for Head Start.

The public affected by this data collection is the children, parents and program staff affiliated with selected Head Start centers. The Office of Head Start (OHS) has contracted with Mathematica Policy Research, Inc. (MPR) and its subcontractors, Juarez and Associates and The Educational Testing Service, to collect information on Head Start Performance Measures.

The revised participant selection procedures and methods for obtaining consent, originally tested under the Cognitive Generic Clearance, 0970-0355, is to inform the execution of the full data collection plan, have not been implemented long enough to generate exact data about the amount of burden reduction associated with the streamlined procedures. The program's best estimate of burden reduction is given.

**Estimated Burden**

**Reduction:** 1,368 hours

**Collection Affected:** Head Start Family and Child Experience Survey (FACES 2009), OMB Control Number 0970-0151

**Expected Date of Completion:** Fall 2010

**Hurdles to Completion:** None

**Department of Homeland Security**

**Status: COMPLETED**

**Office:** Customs and Borders Protection(CBP)

<b>Initiative Title:</b>	Electronic Communication
<b>Description:</b>	<p>CBP is working on a project to replace the paper version of the Form I-94W, Non-immigrant Visa Waiver Arrival/Departure with the automated system, Electronic System for Travel Authorization (ESTA) for air travelers.</p> <p>CBP has been conducting several pilot programs involving admitting air passengers via the Visa Waiver Program without requiring an I-94W. CBP plans to expand these pilot tests to additional locations later in 2010.</p>
<b>Estimated Burden Reduction:</b>	1,695,750 hours
<b>Collection(s) Affected:</b>	Arrival and Departure Record, OMB Control Number 1651-0111
<b>Expected Date of Completion:</b>	2011
<b>Potential Hurdles to Completion:</b>	<p>The automated system, ESTA, is not a substitute for the paper I-94W. ESTA is completed usually several days prior to a traveler departing for the U.S. and often by a travel agent, while the paper I-94W is filled out by the traveler on the plane en route to the U.S. and presented to CBP at the port of entry. The paper I-94W is considered an admissibility document needed to enter the U.S. However, ESTA is not an admissibility document. It is intended to determine that the respondent is eligible to board a plane to come to the U.S. under the Visa Waiver Program.</p> <p>In addition, ESTA is not used to document a traveler's departure from the U.S. as the I-94W is. CBP is working to obtain this departure information from other sources so the I-94W can eventually be eliminated.</p> <p>CBP must continue to use the I-94W at land borders and for sea passengers. However, air passengers account for at least 75% of Visa Waiver Program.</p> <p>In addition, ESTA is not used to document a traveler's departure from the U.S. as the I-94W is. CBP is working to obtain this information this departure information from other sources so the I-94W can eventually be eliminated.</p> <p>CBP can only eliminate the paper I-94W when we are sure that national security issues are resolved.</p>

**Department of Homeland Security****Status: COMPLETED**

<b>Office:</b>	Transportation Safety Administration (TSA)
<b>Initiative Title:</b>	Administrative Simplification
<b>Description:</b>	TSA will reduce the burden associated with collections that are currently identified as OMB Control No. 1652-0046 and 1652-0003. TSA will assume the responsibility of checking passengers against government watch lists through TSA's Secure Flight program. TSA's assumption of this responsibility will result in a reduction associated with these collections, and will reduce the burdens on U.S. aircraft operators and foreign air carriers. However, other collection activities associated with the OMB control No. 1652-0046 and 1652-0003 will continue. The mission of the Secure Flight program is to enhance the security of domestic and international commercial air travel through the use of improved watch list matching performed by TSA.
<b>Estimated Burden Reduction:</b>	1,500,000 hours
<b>Collection(s) Affected:</b>	Secure Flight, OMB Control Number 1652-0046; Aircraft Operator Security, 49 CFR Part 1544, OMB Control Number 1652-0003
<b>Expected Date of Completion:</b>	December 2010
<b>Potential Hurdles to Completion:</b>	Secure Flight has accomplished its goal of assuming watch list matching from the airlines for all U.S. aircraft operators and foreign air carriers with flights to, from, and within the United States. Secure Flight completed this responsibility well ahead of the December 31, 2010 deadline, with the last foreign air carrier cutting over to Secure Flight on November 23, 2010. There are a total of 197 aircraft operators cutover to Secure Flight and the program continues to work with aircraft operators implementing new service or adding additional flights. Currently, Secure Flight is conducting watch list matching for nearly 2 million daily enplanements.

**Department of Housing and Urban Development****Status: COMPLETED**

<b>Office:</b>	Single Family
<b>Initiative Title:</b>	Administrative Simplification
<b>Description:</b>	Regulations 24 CFR 203.670-681 outline circumstances under which HUD will accept conveyance of title to property acquired by

mortgagee/loan servicers. HUD will accept conveyance of occupied property if an individual residing in the property suffers from an illness or injury that would be aggravated by moving, if state or local law prohibits eviction, or if it is in the Secretary's best interest to accept the property, the property is habitable, and the occupants meet eligibility criteria. HUD Management and Marketing (M&M) contractors and loan servicers clearly conveyed to mortgagors, the difficulty and extensive financial criteria process used for approval of Request for Occupied Conveyance (HUD Form 9539). This led to a better understanding of the program's application criteria and a significant decrease in burden hours.

**Estimated Burden**

**Reduction:** 15,525 hours

**Collection Affected:** Request for Occupied Conveyance, OMB Control Number 2502-0268

**Date of**

**Completion:** March 2010

**Hurdles to**

**Completion:** None

**Department of Housing and Urban Development**

**Status: COMPLETED**

**Office:** Community Planning and Development

**Initiative Title:** Administrative Simplification

**Description:** This information collection provides for an application for grants to fund technical assistance for five Community Planning and Development (CPD) program areas: HOME, Community Housing Development Organization (CHDO), McKinney Vento Homeless Assistance, Community Development Block Grant (CDBG), and Housing Opportunities for Persons with AIDS (HOPWA) Program. The information is necessary to determine competition winners and to monitor expenditures of grant funds.

Implementation of the two new forms, Experience Matrix, and Expertise Matrix, has significantly reduced the burden on the applicants by reducing 15 pages of experience and capacity to two or three pages.

**Reduction:** 12,469 hours

**Collection Affected:** Application for Technical Assistance for Community Planning and Development (CPD) Programs, OMB Control Number 2506-0166

**Date of**

**Completion:** August 2010

**Hurdles to Completion:** None

**Department of Housing and Urban Development**

Status: IN PROGRESS

**Office:** Office of Native American Programs

**Initiative Title:** Programmatic Changes to Indian Block Grant (IHBG) Program

**Description:** The IHBG Program has been modified significantly as a result of consultation with tribal grantees and statutory changes to the Native American Housing Assistance and Self-Determination Act (NAHASDA). IHPB Program changes include:

- Combining the IHP and APR forms
- Eliminating requirements to submit a 5-year plan
- Planning and reporting will be on a program year basis rather than on a grant-by-grant basis.
- Adding comprehensive listing of eligible activities and proposed outcomes on the new IHP/APR form.
- Program results will be collected in a standardized manner to facilitate reporting of accomplishments under NAHASDA.

**Reduction:** 40,367 hours

**Collection Affected:** Indian Housing Block Grants (IHBG) Program Reporting , OMB Control Number 2577-0218; Request Voucher for Grant Payment and Line of Credit Control System (LOCCS) Voice Response System Access, OMB Control Number 2535-0102

**Expected Date of Completion:**  
 FY-2011: 2535-0102  
 FY-2011: 2577-0215

**Hurdles to Completion:** None

**Department of the Interior**

Status: IN PROGRESS

**Office:** Bureau of Indian Affairs (BIA)

**Initiative Title:** Providing Online Access to BIA Information Collection Instruments

**Description:** In 2001, all BIA offices were disconnected from the Internet pursuant to court order. In summer 2008, the court allowed BIA to reconnect to the



Internet. Since that time, the BIA has been working to bring its web sites up to current business standards. This initiative will ensure that BIA information collection instruments, including but not limited to forms, are easily accessible on the Web, where appropriate. In most cases, posting the forms on the Internet will reduce the time burden associated with travel to and from the local BIA office for copies of the form.

**Reduction:** 57,576 hours

**Collection Affected:** Navajo Partitioned Lands Grazing Permits, OMB Control Number 1076-0162; Loan Guarantee, Insurance, and Interest Subsidy Program, OMB Control Number 1076-0020; Documented Petitions for Federal Acknowledgment as an Indian Tribe, OMB Control Number 1076-0104; Application for Job Placement and Training Services, OMB Control Number 1076-0062; United States Department of the Interior, Bureau of Indian Affairs Housing Improvement Program, OMB Control Number 1076-0084; Verification of Indian Preference for Employment in BIA and HIS, OMB Control Number 1076-0160; Higher Education Grant Application, OMB Control Number 1076-0101; Adult Education, OMB Control Number 1076-0120; Financial Assistance & Social Services Program, OMB Control Number 1076-0017; Tribal Colleges and Universities Annual Report Form, OMB Control Number 1076-0105

**Expected Date of Completion:**  
 FY2010: 1076-0162,1076-0020  
 FY2011: 1076-0104, 1076-0062,1076-0084, 1076-0160  
 FY2012: 1076-0101, 1076-0120, 1076-0017,1076-0105

**Hurdles to Completion:** None

**Department of Justice**

**Status: IN PROGRESS**

**Office:** United States Trustees Program (USTP)

**Initiative Title:** Credit Counseling and Debtor Education Application Process

**Description:** Pursuant to 11 U.S.C. § 111 and 28 C.F.R Part 58, entities that seek to become approved nonprofit budget and credit counseling agencies or providers of instructional courses on personal financial management must submit an application to the United States trustee annually. Currently, the required application and attachments may only be submitted in paper form. The burden on the approximately 400 entities per year that are affected by the requirement to submit annual paper applications are photocopying and costs from mailing the requested records and employee salaries.

To reduce the burden on the entities that submit these applications, the Executive Office of the United States Trustees is developing an

electronic application. The existing paper application form is screen-fillable, but users cannot save the data and edit them later. Applicants must complete the lengthy application in one session, type their responses onto the paper application form, or duplicate the text of the form onto a different application. The new electronic application will allow the applicant to complete the application in stages, save the data, and return to finish it. Further, if the applicant is required to make changes to the application during the approval process, the applicant can make those revisions directly online, and save those changes.

**Estimated Burden****Reduction:**

New applicants will realize minimal time savings but returning applicants will save between 3-6 hours after the first year, resulting in a reduction of 1,200 – 2,400 hours annually after the first year.

**Collection(s) Affected:**

Application for Non-Profit Budget and Credit Counseling Agencies, OMB Control Number 1105-0084; Application for Debt Education Course Provider, OMB Control Number 1105-0085

**Expected Date of Completion:**

FY 2012

**Potential Hurdles to Completion:**

None

**Department of Justice**

**Status: COMPLETED**

**Office:**

Alcohol, Tobacco, Firearms and Explosives (ATF)

**Initiative Title:**

ATF e-Form 4473 (Federal Firearms Transaction Record)

**Description:**

Per requests from the firearms industry, ATF has developed the “smart” e-Form 4473 to assist in the proper completion of the Federal Firearms Transaction Record (ATF Form 4473). The collection determines whether the respondent is prohibited under law from receiving a firearm.

Electronic filing enables applicants to complete the form more quickly and easily, and reduces errors and improves legibility. The electronic form will also automatically populate certain fields (based on the zip code entered, the city, the state and country will automatically populate) <http://www.atf.gov/application/e4473>.

The affected public for this collection are individuals and households. ATF does not have the capability to provide electronic signature. The respondent completes the form one time.

In order to eliminate unnecessary complexity, a user's manual is available. Also, ATF will post information on its Website notifying respondents to download the newest version of the new smart form.

**Estimated Burden**

**Reduction:** 22,415 hours

**Collection(s) Affected:** Firearms Transaction Record, Part 1, Over-the-Counter, OMB Control Number 1140-0020

**Expected Date of Completion:** July 2012

**Potential Hurdles to Completion:** None

**Department of Justice****Status: IN PROGRESS**

**Office:** Drug Enforcement Administration (DEA)

**Initiative Title:** Request for Importation/Exportation of Listed Chemicals

**Description:** Online DEA Form 486 – (Import/Export Declaration: Precursor & Essential Chemicals), will be used to notify DEA of all chemical imports, exports, and international transactions as required by the Controlled Substances Import and Export Act (21 U.S.C. 971). Detailed requirements are found in Title 21 CFR Parts 1300, 1310 and 1313.

This form is currently a paper-based form that must be completed and mailed to DEA. Once DEA receives the form the data then must be entered into a system for processing in order to produce a declaration before allowing the chemical importers/exporters to conduct their transaction.

Enabling e-filing of DEA Form 486 will improve DEA's ability to monitor and control requests for import and export of listed chemicals, improve the accuracy of the data collected through online validation and reducing duplicate data entry errors, improve service to registrants by shortening turnaround time and increasing customer service quality, and reduce customer wait time by eliminating the need to mail the paper form as well as the time to correct any inaccurate data provided.

**Estimated Burden**

**Reduction:** 2,650 hours

**Collection(s) Affected:** Import/Export Declaration for List I and List II Chemicals, OMB Control Number 1117-0023

**Expected Date of Completion:** FY 2011

**Potential Hurdles to Completion:** None

**Department of Justice**

**Status: IN PROGRESS**

**Office:** Drug Enforcement Administration (DEA)

**Initiative Title:** Request for Quotas

**Description:** Online DEA Form 189 – (Application for Individual Manufacturing Quota), must be completed by a Controlled Substance registrant on or before May 1 of the year preceding the calendar year for which the manufacturing quota is being applied and governing quotas are included in Title 21, Code of Federal Regulations, Part 1300 to end. Online DEA Form 250 - (Application for Procurement Quota for Controlled Substance), must be completed by a registrant on or before April 1 of the year preceding the calendar year for which the procurement quota is being applied. Regulations governing quotas are included in Title 21, Code of Federal Regulations, Part 1300 to end. Form 488 - (Application for Import Quota for Ephedrine, Pseudoephedrine, Phenylpropanolamine), must be completed by a Chemical registrant on or before April 1 of the year preceding the calendar year for which the import quota is being applied. Regulations governing quotas are included in Title 21, Code of Federal Regulations, Part 1315.

Currently, all forms are paper-based and must be completed and mailed to DEA. Once DEA receives the form the data then must be validated for completeness and accuracy and then must be researched in order to ensure they are a registrant in “good standings” and have been authorized the drug codes for which they are requesting a quota. Once validated the data are logged and entered into another system before quota is granted.

The online form will provide real time data validation, eliminate duplicate data entry/errors and resubmission due to inaccurate information, minimize research and eliminate the time waiting for the data to be received. The online form for data collection will provide real time data validation, eliminate duplicate data entry/errors and resubmission due to inaccurate information, minimize research and eliminate the time waiting for the data to be received.

**Estimated Burden Reduction:** 1,608 hours

**Collection(s) Affected:** Application for Individual manufacturing Quota for a Basic Class of Controlled Substance and for Ephedrine, Pseudoephedrine, and Phenylpropanolamine, OMB Control Number 1117-0006; Application for Procurement Quota for Controlled Substances and Ephedrine, Pseudoephedrine, and Phenylpropanolamine , OMB Control Number 1117-0008; Form 488 Application for Import Quota for Ephedrine, Pseudoephedrine, and Phenylpropanolamine, OMB Control Number 1117-0047.

**Expected Date of Completion:** FY 2011  
**Potential Hurdles to Completion:** None

**Department of Justice**

**Status: IN PROGRESS**

**Office:** Drug Enforcement Administration (DEA)

**Initiative Title:** Controlled Substances Ordering System (CSOS) Registration Application request for a Digital Certificate Form DEA-251, Form DEA-252., Form DEA 253

**Description:** Before a participant can begin electronically submitting controlled substance orders (DEA form 222), they must first go through the CSOS enrollment process. Currently, this process is a paper-based form that needs to be completed and mailed to DEA. Once DEA receives the form the data then must be validated for completeness and accuracy and then must be researched in order to ensure they are a registrant in "good standing". Once fully processed the DEA registrant will be permitted to order controlled substances electronically. Regulations governing CSOS are included in Title 21, Code of Federal Regulations, Part 1305 and 1311.

Online enrollment will provide real time data validation, eliminate duplicate data entry/errors and resubmission due to inaccurate information, minimize research and eliminate the time waiting for the data to be received. It will avoid the processing of applications where the registrant is not in good standings. It will also expedite the process of the registrant receiving their final approval which will allow them a secure electronic transmission of Schedule I-V controlled substance orders without the supporting paper Form 222.

**Estimated Burden Reduction:** 5,568 hours

**Collection(s) Affected:** Reporting and Recordkeeping for Digital Certificates, OMB Control Number 1117-0038

**Expected Date of Completion:** FY 2011

**Potential Hurdles to Completion:** None

**Department of Justice**

**Status: COMPLETED**

**Office:** National Security Division / Counterespionage Section / Foreign Agents Registration Act Unit (FARA)

**Initiative Title:** FARA E-Filing per Congress and Public Law 110-81, Section 212 of the Honest Leadership and Open Government Act of 2007

**Description:** The general purposes of FARA's six (6) ICRs are to provide a means for registrants ((law firm, lobbying group, public relations firm, individual, etc.) to submit their public disclosure registration forms as mandated by Congress pursuant to 22 U.S.C. 611, et seq., the Foreign Agents Registration Act (FARA) of 1938, as amended; and CFR [Title 28 C.F.R. Part 5](#). When a registrant decides to represent a foreign agent in a lawful activity not meeting any of our statutory exemptions, the registrant must register and file our forms and any associated fees.

Currently registrants must download the forms on the FARA website, print them when done, and file them via the mail/courier/deliver with a payment by cash, check, money order, etc. to our offices. Then our Unit receives the package, reviews the forms, and if everything is in order, we enter key data fields and scan the documents into our database. Shortly thereafter, these forms get uploaded to our public website for anyone to view. Subsequent forms and fees get filed in the same fashion as needed during the active phase of a registrant's registration. We also assign pertinent information to the registrant such as a registrant number and write to them as needed during their entire registration history so that they are compliant with our law.

Pursuant to Sec. 212 of P.L. 110-81, the Honest Leadership and Open Government Act of 2007 (HLOGA), Congress mandated the Department, as soon as technically feasible, to create an online electronic filing system at no additional cost to the public, that will accommodate registrants in meeting their FARA registration requirements. This will be accomplished by using our future fillable-fillable / e-signature forms and then submitting them online to our Unit via new E-Filing procedure screens and credit card or similar payment instructions.

**Estimated Burden**

**Reduction:** 336 hours

**Collection(s) Affected:** Registration Statement of Individuals (Foreign Agents), OMB Control Number 1124-0001; Supplemental Registration Statement of Individuals (Foreign Agents), OMB Control Number 1124-0002; Amendment to Registration or Supplemental Registration Reports (Foreign Agents), OMB Control Number 1124-0003; Exhibit B to Registration Statement (Foreign Agents), OMB Control Number 1124-0004; Short-form Registration Statement of Individuals (Foreign Agents), OMB Control Number 1124-0005; Exhibit A to Registration Statement (Foreign Agents), OMB Control Number 1124-0006.

**Expected Date of Completion:** December 2010

**Potential Hurdles to Completion:** None

**Department of Justice**

**Status: COMPLETED**

**Office:** Office of Information Policy (OIP)

**Initiative Title:** E-Freedom of Information Act (FOIA)

**Description:** Implementation of e-FOIA system will allow OIP to receive, process, and respond to FOIA requests and appeals electronically. Currently, redactions to documents to protect information are made manually, consultations with other agencies are done via standard mail, and edits during review are tracked manually. The new FOIA system will allow all of these activities to be done electronically and enable OIP to more expediently process FOIA and Privacy Act (PA) requests and adjudicate appeals, resulting in more timely responses to requesters, as well as improving the accuracy of OIP's statistics regarding these activities. The primary information collection affected is Certification of Identify form signatures, which are completed by FOIA and PA requesters when submitting a request. Currently, only original, hard-copy signatures are accepted. If OIP accepts signatures electronically, requesters will no longer have to mail or fax these forms, greatly reducing the burden on the public.

**Estimated Burden Reduction:** 5,800 hours

**Collection(s) Affected:** Certification of Identity, OMB Control Number 1103-0016

**Expected Date of Completion:** December 2010

**Potential Hurdles to Completion:** None

**Department of Labor**

Status: COMPLETED

**Office:** Office of Labor-Management Standards (OLMS)

**Initiative Title:** OLMS Electronic Filing System (EFS) – Form LM-2, LM-3, LM-4 (and potentially Form T-1)

**Description:** Electronic Forms System (EFS) is the Office of Labor-Management Standards' (OLMS) new web-based reporting system for completing and filing annual labor organization financial reports, Forms LM-2, LM-3 and LM-4 (and potentially T-1). To use EFS, a union will obtain a unique Private Identification Number (PIN) and each user within that union who will need access to prepare, review, or sign the LM Forms will use that PIN along with a unique User ID to safeguard unauthorized access to the union's forms and data.

The EFS reduces the burden for unions required to file Forms LM-2, LM-3, and LM-4 (OMB Control Number 1215-0188) by removing the requirement that filers purchase a digital certificate for each officer required to sign their completed reports, which needs to be renewed every two years. The application is also being developed with newer architecture to eliminate difficulties with the current electronic application. Specifically, with the new web-based system, unions no longer need to maintain Adobe Reader on their systems and store the report in the Adobe format. The report can be completed on any web browser that meets the minimum requirements.

**Estimated Burden Reduction:** 10,232 hours

**Collection(s) Affected:** Labor Organization and Auxiliary Reports, OMB Control Number 1215-0188

**Expected Date of Completion:** October 2010

**Potential Hurdles to Completion:** None

**Department of Labor**

Status: COMPLETED

**Office:** Occupational Safety and Health Administration (OSHA)



**Initiative Title:** Standards Improvement Project (SIPs III)

**Description:** The Standards Improvement OSHA's SIPs III would revoke numerous recordkeeping requirements that have been determined to lack utility and/or not justifiable in terms of costs versus benefits.

The proposal would remove the requirement for employers to transfer employee exposure monitoring and medical records to National Institute for Occupational Safety and Health (NIOSH) in the Access to employee exposure and medical records (§1910.1020) standard and an additional 20 standards in the general, construction, and shipyard industries. Currently employers are required to transfer records, or request if NIOSH would like the employer to transfer certain employee medical and exposure records to NIOSH, when an employer ceases to do business and there is no successor; when a worker terminates employment (including retirement or death), or when the employer is about to dispose of the records. After receiving comment from NIOSH that the significant cost associated with the records transfer requirement is not justifiable based on the lack of scientific utility of the records, OSHA is proposing to revoke this provision.

The Agency would also propose to remove training certification records which require employers to develop and maintain a written record certifying that they have complied with training requirements in four standards. In addition to the four certification records proposed for revocation, OSHA is also considering revoking training records for 16 standards in the general industry, construction, and shipyard employment industries.

The training provision requires employers to verify that affected employees have been trained as required by the standards through a written certification record that includes, at least, the name(s) of the employer trained, the date(s) of training, and the types of training the worker received. The Agency is proposing to remove the certification record requirement because the record does not provide any particular safety or health benefit sufficient enough to justify the time and costs to employers.

**Estimated Burden Reduction and Collection(s) Affected:**

SIPs III is estimated to achieve a 2.7 million hour burden reduction. Below is a list of OMB Control Numbers and the burden hour decrease associated with each control number.

SIPs III Summary of Burden Hour Decrease

Provision	OMB Control Number	Burden Hour Change
Vinyl Chloride §1910.1017(m)(3)	1218-0010	-1

Cotton Dust §1910.1043(k)(4)(ii) and (iii)	1218-0061	-3
Access to Employee Exposure and Medical Records §1910.1020(h)(3)(i), (ii) and (h)(4)	1218-0065	-2,939
Commercial Diving Operations §1910.440(b)(3)-(b)(5)	1218-0069	-301
Carcinogens §1910.1003(g)(2)(i) and (ii)	1218-0085	-6
Lead §1910.1925(n)(5)(ii) and (iii)	1218-0092	-2
1,2 Dibromo-3- Chloropropane §1910.1044(p)(4)(ii) and (iii)	1218-0101	0
Inorganic Arsenic §1910.1018(q)(4)(ii) and (iii)	1218-0104	-1
Ethylene Oxide §1910.1047(k)(5)(ii)	1218-0108	-3
Acrylonitrile §1910.1045(q)(5)(ii) and (iii)	1218-0126	-3
Coke Ovens Emissions §1910.1029(m)(4)(ii) and (iii)	1218-0128	-3
Benzene §1910.1028(k)(4)(ii)	1218-0129	-1
Occupational Exposure to Hazardous Chemicals §1910.1450(j)(2)	1218-0131	-333
Asbestos §1910.1001(m)(6)(ii)	1218-0133	-1
Asbestos §1926.1101(n)(8)(ii)	1218-0134	-4

Formaldehyde §1910.1048(o)(6)(ii) and (iii)	1218-0145	-2
1,3-Butadiene §1910.1051(m)(6)(i)	1218-0170	-3
Methylene Chloride §1910.1052(m)(5)	1218-0179	-1
Bloodborne Pathogens §1910.1030(h)(4)(ii)	1218-0180	0
4,4' - Methylenedianiline §1926.60(n)(7)(ii)	1218-0183	-1
Methylenedianiline §1910.1050(n)(7)(ii)	1218-0184	-1
Cadmium §1910.1027(d)(5)	1218-0185	0
Cadmium §1926.1127(d)(5)(i)	1218-0186	0
Lead in Construction §1926.62(n)(6)	1218-0189	-1
Asbestos in Shipyards §1915.1001(n)(8)(i)	1218-0195	-1
<b>Subtotal</b>		<b>-3,611</b>
Cadmium §1910.1027(n)(4)	1218-0185	-1,226
Cadmium §1926.1127(n)(4)	1218-0186	-2,100
Personal Protective Equipment (PPE) §1910.132(f)(4)	1218-0205	-1,855,180
Personal Protective Equipment in Shipyards (PPE) §1915.152(e)(4)	1218-0215	-2,776
<b>Subtotal</b>		<b>-1,861,282</b>
Confined Spaces §1915.152(d)(5)(i) and (ii)	1218-0011	-1,601
Powered Platforms §1910.66(i)(1)(v)	1218-0121	-470
Lockout/Tagout §1910.147(c)(7)(iv)	1218-0150	-180,768

Electrical Power Generation, Transmission, and Distribution §1910.269(a)(2)(vii)	1218-0190	-4,554
Fall Protection Training §1926.503(b)	1218-0197	-481,885
Logging Operations §1910.266(i)(10)(i)	1218-0198	-3,270
Process Safety Management §1910.119(g)(3)	1218-0200	-55,250
Hazardous Waste Operations §1910.120(e)(6)	1218-0202	-3,352
Confined Spaces §1910.146(g)(4)	1218-0203	-28,213
Telecommunications §1910.268(c)	1218-0225	-1,087
Powered Industrial Trucks §1915.508(f)	1218-0242	-29,785
Fire Protection §1915.508(f)	1218-0248	-625
<b>Subtotal</b>		<b>-790,860</b>
<b>Total</b>		<b>-2,655,753</b>

**Date of Completion:** July 2010

**Potential Hurdles to Completion:** None

**National Aeronautics and Space Administration (NASA)**

**Status: IN PROGRESS**

**Office:** Office of the Chief Information Officer (OCIO)

**Initiative Title:** Electronic Communications

**Description:** The OCIO is reviewing all current collections in which instruments are classified as fillable/printable and working with collection owners to reengineer their process to capture information electronically.

<b>Estimated Burden Reduction:</b>	17,510 hours
<b>Collection(s) Affected:</b>	Effective Messaging Research, OMB Control Number 2700-0113; Generic Clearance for Studies to Assess Learning and Flow in Video Games -0128; NASA Explorer Schools Project Application, -0130; Space Grant Consortia Faculty Project, -0131; Exploration Systems Mission Directorate Student Internship Program Application, -0132; INSPIRE (Interdisciplinary National Science Program Incorporating Research and Education Experience) Application, -0133; Financial Monitoring and Control - Grants and Cooperative Agreements, -0049; AST - Technology Utilization, -0009; NASA Property in the Custody of Contractors, -0017; Patents - Grants and Cooperative Agreements, -0048; Kennedy Education Experiences Program (KEEP), -0135; NASA Contractor Financial Management Reports, -0003; NASA Safety Reporting System, -0063; NASA Aeronautics Scholarship Program, -0134
<b>Expected Date of Completion:</b>	FY2010: 2700-0128, 0130, 0131, 0132, 0133, 0113, 0049, and 0009 FY2011: 2700-0017, 0048, and 0135 FY2012: 2700-0003, 0063, and 0134
<b>Potential Hurdles to Completion:</b>	In some cases, transmitting information electronically might not be feasible or appropriate.

**Nuclear Regulatory Commission****Status: IN PROGRESS**

<b>Office:</b>	Office of Nuclear Reactor Regulation (NRR), Division of License Renewal (DLR)
<b>Initiative Title:</b>	Update of License Renewal Guidance Documents (LRGDs)
<b>Description:</b>	DLR is currently working on an initiative to update the License Renewal Guidance Documents (LRGDs). The updated documents will be issued for use in FY 2011. The LRGDs will be updated to reflect lessons learned where the staff has accepted aging management approaches proposed by applicants. In these cases, future applicants (FY2011 and beyond) will no longer need to submit plant specific justifications for the approaches that have been integrated into the staff's guidance. In addition, in recognition of implementation lessons learned, the staff is proposing to modify the guidance to reduce the number of situations where site specific further evaluation is necessary. In summary, the staff expects a burden reduction will result as applicants will be able to take advantage of the updated generic aging management guidance and submit less site specific information in their application. NRC staff is currently developing draft changes to the Standard Review Plan for License Renewal and the Generic Aging Lessons Learned Report. The staff is considering industry comments, operating

experience, and lessons learned from recent license renewal applications as part of this update initiative. The draft guidance document changes will be issued for formal public comment in May 2010.

**Estimated Burden Reduction:** 250 hours

**Collection(s) Affected:** Requirements for Renewal of Operating Licenses for Nuclear Power Plants, OMB Control Number 3150-0155

**Expected Date of Completion:** FY 2011

**Potential Hurdles to Completion:** None

**Nuclear Regulatory Commission**

**Status: IN PROGRESS**

**Office:** Office of Nuclear Reactor Regulation

**Initiative Title:** Incorporation by Reference of Edition and Addenda to American Society of Mechanical Engineers (ASME) Codes and New and Revised ASME Code Cases into 10 CFR 50.55a

**Description:** The NRC is improving its process (by applying lean six sigma concepts) for issuing recurring rulemakings that incorporate by reference new ASME Code editions and addenda into 10 CFR 50.55a. This will cause 10 CFR 50.55a to be updated more frequently and permit timely use of the latest acceptable ASME Code editions and addenda. The net result is that the information collection burden will be reduced with each rulemaking since allowing the use of more recent ASME Code editions and addenda results in fewer in service inspection and in service testing relief requests being submitted to the NRC for review and approval.

**Estimated Burden Reduction:** 1,040 hours

**Collection(s) Affected:** Domestic Licensing of Production and Utilization Facilities, OMB Control Number 3150-0011

**Expected Date of Completion:** FY 2011

**Potential Hurdles to Completion:** None

**National Science Foundation****Status: COMPLETED**

<b>Office:</b>	Office of Polar Programs
<b>Initiative Title:</b>	Medical Clearance Process for Deployment to the Polar Regions
<b>Description:</b>	<p>Currently, a limited amount of medical information is captured in an independent database used to track the movements of personnel through the system. The Program now makes the forms available electronically – e.g., they can be downloaded and completed electronically by participants and sent to NSF by mail. By having the forms available to them electronically, participants in the program who are repeating the process will be able to reduce much of their burden intangibly by already having the information completed; updates by physicians and dentists will still be necessary. A tangible benefit will be better known after a cycle has been completed.</p> <p>There are two distinct sets of forms for the Arctic and the Antarctic programs. During the planned, upcoming information collection review cycle in FY 2011, consideration will be given to combining these forms to eliminate any duplication of effort of participants who may travel to both areas. While the number of participants traveling to the Arctic is not as high as for those traveling to the Antarctic, this will eliminate the administrative burden of having two sets of similar forms.</p>
<b>Estimated Burden Reduction:</b>	750 hours
<b>Collection(s) Affected:</b>	Medical Clearance Process for Deployment to the Polar Regions, OMB Control Number 3145-0177
<b>Expected Date of Completion:</b>	The timeline for the next step in the Polar Regions medical process (plans for receiving medical information electronically) is being discussed for the next information collection request cycle, set to begin in early FY 2011, with hopes for full electronic access during the cycle to be covered in FY 2014.
<b>Potential Hurdles to Completion:</b>	Medical privacy issues; electronic security for large-scale transmission of encrypted information

**Small Business Administration****Status: IN PROGRESS**

<b>Office:</b>	Office of Business Development
<b>Initiative Title:</b>	8(a) Business Development Management Information System (BDMIS)

**Description:**

The SBA 8(a) Development Program (BD) Program is one of the tools through which the agency assists eligible small business obtain the management, technical, procurement and financial assistance necessary to successfully compete in the American economy. In addition, the SBA's Mentor-Protégé Program and the 7(j) Management and Technical Assistance Program provide targeted business development assistance to 8(a) Program participants and other 7(j) eligible small businesses.

The 8(a) BD Program's primary objective is to provide various forms of assistance to foster the business growth and development of 8(a) participants so that they can successfully compete in the Federal marketplace.

The Section 7(j) Management and Technical Assistance Program enters into grants, cooperative agreements or contracts with public or private organizations that can deliver management or technical assistance to individuals and enterprises eligible for assistance.

The SBA's Mentor-Protégé Program is designed to develop the capabilities of the Protégé (i.e. eligible 8(a) participants) and to improve its ability to successfully compete for Federal contracts through various forms of assistance.

The Business Development Management Information System (BDMIS) reflects an earlier effort to automate the following four manual processes surrounding the 8(a) Business Development program:

- the process used by firms to apply for 8(a) Program admission;
- the process used by SBA's Central Duty Stations (CODS) and Headquarters staff to process 8(a) applications and render approval or decline decisions;
- the process used by existing 8(a) firms to submit the data and materials required for their Annual Review update (this process is used to determine a firm's continuing 8(a) eligibility) and;
- the process used by SBA's District Office staff to process the firm's Annual Review and recommend retention, graduation or termination.

**Estimated Burden Reduction:**

8,548 burden hours

Automation of these processes reduces approximately 25% of the burden to the public as a result of the following:

- Data and other information can be input via the on-line forms which are available in BDMIS.



- New electronic interface enables the public to apply for 8(a) certification via the internet.
- The new system is based on the actual OMB approved forms, similar to the process reflected in Turbo-Tax, and is much more user-friendly than the prior system.
- The required supporting documentation is clearly spelled out via an on-line checklist.
- Provides the user with easy-to-use instructions as they are needed.
- Ensures accuracy of the applicant's data in the system, as all data are input by the firm itself, and not transferred from a paper application to the system by SBA staff, as in the past.
- Decrease in incomplete applications sent to the processing centers.
- Faster and more accurate tracking of the status of a firm's applications as compared to the manual process used in the past.

<b>Collection(s) Affected:</b>	8(a)/SBD Paper and Electronic Application, OMB Control Number 3245-0331; Personal Financial Statement, OMB Control Number 3245-0188; Statement of Personal History, OMB Control Number 3245-0178 June 2010
<b>Expected Date of Completion:</b>	Phase/Version 1.1 was released in December, 2009 Phase/Version 1.2 was released in February, 2010 Phase/Version 2.0 was released in June, 2010 Phase/Version 2.1 is scheduled to be released in FY 2011
<b>Potential Hurdles to Completion:</b>	Competing priorities and budgetary constraints resulted in delaying the implementation of some of the BDMIS enhancements.

### Small Business Administration

Status: COMPLETED

<b>Office:</b>	Office of Disaster Assistance
<b>Initiative Title:</b>	Disaster Credit Management Modernization (DCMM)
<b>Description:</b>	Section 7(b) of the Small Business Act, 15 U.S.C. 636, as amended, authorizes SBA to make loans to victims of declared disasters. Homeowners, renters, and business owners are eligible to apply for assistance. The Disaster Credit Management Modernization (DCMM) initiative is accomplished through the development and implementation of the Disaster Credit Management System (DCMS). For purposes of this initiative, the affected public is disaster loan applicants. This initiative was implemented throughout FY05 and into the first quarter of FY06. DCMS provides access to data and information technology tools across the Office of Disaster Assistance and to its major stakeholders. The benefits have been significant with

the paperless processing of loan applications including the electronic transfer of assignments to field inspectors and loan officers. Processing applications and loans electronically has minimized the need for physical files, which had been physically passed from person to person and department to department within a single geographic area in order to be processed. Dependency on the physical files causes delays in processing and physical files can be misplaced or lost. Electronic files have enabled system users to have access to critical key data allowing various processes to occur simultaneously, without having to wait on physical files. This concept alone enhances our ability to meet our performance goals for processing 85 percent of home loans within 14 days and 85 percent of business and Economic Injury Disaster Loans (EIDL) loans within 18 days. In addition, our customer satisfaction can be improved by eliminating burdensome and duplicative paperwork. The initiative is in on-going with development of additional enhancements to existing capabilities aimed at improving customer service and increased productivity of staff. One such enhancement is the Electronic Loan Application (ELA) which provides on-line loan application capabilities for disaster victims. ELA was released for use by the public in the fourth quarter of FY08. Further improvements have been made to the ELA during FY 2009 and are on-going through 2010. These collections improve the mechanism for the collection of data from the disaster victim through the website and support automated processing of the loan application in the DCMS environment.

**Estimated Burden Reduction:**

11,280 hours

**Collection(s) Affected:**

Disaster Business Loan Application, OMB Control Number 3245-0017; Disaster Home Loan Application, OMB Control Number 3245-0018; Disaster Home/Business Loan Inquiry Record, OMB Control Number 3245-0084; Disaster Survey Worksheet, OMB Control Number 3245-0136

**Date of Completion:**

August 2010

**Potential Hurdles to Completion:**

This initiative may difficult to implement if a catastrophic event occurs in the future.

**Securities and Exchange Commission**

**Status: COMPLETED**

**Office:**

Division of Investment Management

**Initiative Title:**

Custody of Funds or Securities of Clients by Investment Advisers

**Description:** The Commission adopted amendments that require the electronic filing of Form ADV-E and the attached accountant's certificate. The filed information will be accessible from any computer with Internet access.

In December 2009 the Commission adopted amendments that require Form ADV-E under the Investment Advisers Act of 1940 to be filed electronically through the Investment Adviser Registration Depository. Rule 206(4)-2 requires certain SEC-registered investment advisers to have an independent public accountant conduct an annual surprise examination of custodied assets. The independent public accountant is required to certify the examination results to the Commission. Form ADV-E is required by the rule as a cover sheet for the auditor's examination certificate. Previously, the only way to file the form was through a paper submission. The amendments require Form ADV-E to be filed electronically as soon as the electronic version of the form is available. The electronic version of the form is expected to be available by the end of 2010.

Previously, filers were required to submit 3 paper copies of Form ADV-E and the certificate to the Commission. The average filing was about 10 pages. The staff estimated that 1,859 advisers would be subject to the surprise examination requirements under the adopted custody amendments. We estimate that the amendments result in a reduction of approximately 55,770 pages per year.

**Estimated Burden Reduction:** 300 hours

**Collection(s) Affected:** Form ADV-E, cover sheet for each certificate of accounting of client securities and funds, OMB Control Number 3235-0361

**Expected Date of Completion:** December 2010

**Potential Hurdles to Completion:** None

**Securities and Exchange Commission**

**Status: COMPLETED**

**Office:** Division of Corporate Finance

**Initiative Title:** Proxy Disclosure Enhancements

**Description:** The rule amendments enhance information provided in connection with proxy solicitations and in other reports filed by registrants. The amendments require registrants to make new or revised disclosures about compensation policies and practices for all employees that create risks that are reasonably likely to have a material adverse effect

on the company; stock and option awards of executives and directors; director and nominee qualifications and legal proceedings; board leadership structure; the board's role in risk oversight; and potential conflicts of interest of compensation consultants that advise companies and their boards of directors.

Under the rules before the amendment, registrants were required to disclose shareholder vote results on Form 10-Q during the fiscal year covered by the Form 10-Q. The Commission amended Form 10-Q to delete this disclosure requirement. The information is now required to be disclosed on an expedited basis on Form 8-K.

**Estimated Burden Reduction:**

5,475 hours

**Collection(s) Affected:**

Exchange Act Form 10-Q, OMB Control Number 3235-0070

**Date of Completion:**

February 2010

**Potential Hurdles to Completion:**

None

**Social Security Administration**

**Status: COMPLETED**

**Office:**

Office of Retirement and Disability Policy

**Initiative Title:**

Simplified Adult Disability Report, SSA-3368

**Description:**

Sections 223(d)(5)(1) and 1631e)(1) of the Social Security Act and 20 CFR 404.1512 and 416.912 of the Code of Federal Regulations require Title II and Title XVI applicants for disability benefits to provide information about their mental and physical conditions, treatment for these conditions, and work history. SSA collects the information on paper, by SSA employees in an interview with the applicant, or from the applicant through the Internet.

Prior to January 2010, we asked individuals completing the SSA-3368 to provide: 1) a complete job history for the 15 years prior to becoming unable to work; 2) detailed information about job duties for the longest job held (Internet users provided detailed information about all jobs.); and 3) the side effects of medicines and a description of how the condition limited ability to work.

Beginning in January 2010, individuals provide information about only the last five jobs, and job details only if they had a single job in the 15 years prior to becoming unable to work. The side effects, limitations questions, and more specific job history questions appear on other forms, and claimants provide this information only under specific

circumstances when SSA requires additional information to adjudicate a claim. We simplified the disability application process by collecting less information or asking for the information in specific circumstances later in the process.

For the Internet collection (i3368), we eliminated the requirement for disability applicants to list detailed information about all jobs held in the prior 15 years. Also, we merged the best features of the i3368-PRO into the i3368, such as better navigation, print function, and the ability to jump to different sections of the application. Since these changes require less time for applicants to provide the information through our Internet application, we reduced the burden from 2 ½ hours to 1 ½ hours.

**Estimated Burden Reduction:**

319,994 hours

**Collection(s) Affected:**

Disability Report - Adult, OMB Control Number 0960-0579

**Date of Completion:**

January 2010

**Potential Hurdles to Completion:**

None

**Social Security Administration**

**Status: COMPLETED**

**Office:**

Office of Retirement and Disability Policy

**Initiative Title:**

Authorization to Disclose Information to the Social Security Administration SSA-827

**Description:**

When a claimant files for Social Security Title II or Title XVI disability benefits, he or she must sign the SSA-827, which serves as the claimant's written request to a medical provider or other source to release information to SSA. SSA required the claimant to sign four SSA-827s, because the average claimant had at least that many sources of medical evidence.

Public Law 104-191, the Health Insurance Portability and Accountability Act of 1996 (HIPAA), provides standards covering consent for release of medical information. Prior to HIPAA, no generally accepted set of security standards or general requirements for protecting health information existed in the health care industry. Under HIPAA, a photocopy, fax, electronic data interchange, or scanned image of a wet signature on an SSA-827 is a valid authorization.

As new technology evolves, the health care industry is moving away from paper processes and relying more heavily on the use of electronic information systems in its business practices. Today, the majority of

the medical/professional community involved in Social Security disability claims accept scanned, faxed, or imaged, signed and dated SSA-827s. To facilitate this change, we implemented a new procedure to scan and fax images of the SSA-827 into our electronic folder. This significantly reduced the burden on the disability claimant by eliminating the requirement for three of the four signed SSA-827s. SSA implemented this change in December 2009.

**Estimated Burden Reduction:** 192,696 hours

**Collection(s) Affected:** Authorization to Disclose Information to the Social Security Administration, OMB Control Number 0960-0623

**Date of Completion:** January 2010

**Potential Hurdles to Completion:** None

**Social Security Administration**

**Status: COMPLETED**

**Office:** Office of Retirement and Disability Policy

**Initiative Title:** Enumeration at Entry (EAE) - Expansion to Under Age 18 Immigrants

**Description:** EAE is our cooperative initiative with the Department of State (DoS) and the Department of Homeland Security (DHS). EAE allows an immigrant to apply for both an immigrant visa and an original or replacement SSN card using the DoS immigrant visa application. If the immigrant visa is granted, DoS transmits the data collected on the form to DHS. Once DHS admits the immigrant to the United States, DHS electronically transmits data to us for Social Security number assignment. This process, which was first implemented for adults in 2002, eliminates the need for the immigrant to complete an SS-5, Application for Social Security Card, in a field office. Beginning August 31, 2009 we expanded the process to the population of immigrants under age 18.

Normally, an applicant for a Social Security card would have to complete a Form SS-5 to be issued an original or replacement Social Security card. The burden estimated for completing this form is 9 minutes. Under EAE, most of the burden associated with completion of Form SS-5 is fulfilled when an applicant completes the DoS immigrant visa application (Form DS-230). We estimate the time required to read and answer the questions for Social Security on the DS-230 form at 30 seconds. Since the respondent is not completing the SS-5 application, this is a time savings of 9 minutes.

**Estimated Burden Reduction:** 5,459 hours

**Collection(s) Affected:** Application for a Social Security Card, OMB Control Number 0960-0066

**Date of Completion:** October 2009

**Potential Hurdles to Completion:** None

**Department of State**

**Status: COMPLETED**

**Office:** Diplomatic Security, Office of Foreign Missions (DS/OFM)

**Initiative Title:** Foreign Diplomatic Services Applications (FDSA)

**Description:** The FDSA is a collection of applications used by Diplomatic Security, Office of Foreign Missions to acquire the necessary information needed to provide and administer an effective, efficient, and uniform benefits, privileges, and immunities program for foreign missions, its members, and their dependents located in the United States, as well as escort screening courtesies at U.S. airports for foreign VIPs.

Automating the FDSA information collection of applications is a priority. Our objective is that additional paper-based and partially paper-based applications will be automated within the next 12 months. Of the 19 information collection instruments, seven have been completely automated. Five are partially automated, and seven are currently paper-based.

Burden reduction for the Department of State is improved in the applications process through the elimination of the need to re-enter (by typing) information into the computer database system before providing benefits, privileges and immunities to foreign missions, its members and their dependents. Improvements have been made in the application turnaround time, fewer errors are created, and there is quicker communication between the mission and the Department.

Burden reduction has improved slightly for the foreign mission community in applications with drop down buttons from which choices can be made, therefore eliminating the need to write or type the requested information. A burden reduction also occurs when fields automatically populate, i.e., name and address populate when an ID number is entered.

**Collection Affected:** Foreign Diplomatic Services Applications (FDSA), OMB Control Number 1405-0105

**Estimated Burden****Reduction:** 3,255 hours**Expected Date of****Completion:** May 2011**Hurdles to****Completion:** Application development.**Department of Transportation****Status: COMPLETED****Office:** Pipeline Hazardous Materials Administration (PHMSA), Office of Hazardous Materials Safety (OHMS)**Initiative Title:** Incorporation of Special Permits into the Hazardous Materials Regulations (HMR)**Description:** A "special permit" is a document issued by the Associate Administrator of PHMSA permitting a person to perform a function that is not otherwise permitted under the Hazardous Materials Regulations (HMR; 49 CFR Parts 171-180). Effective May 1, 2010, PHMSA implemented an online special permit and approval application process to provide faster processing and turnaround time, 24/7 access, immediate confirmation and tracking number ability to attach supporting documentation, and ease of submitting multiple applications.**Collection Affected:** Rulemaking, Special Permits, and Preemption Requirements, OMB Control Number 2137-0051**Estimated Burden****Reduction:** 422 hours**Date of****Completion:** May 2010**Hurdles to****Completion:** None**Department of Transportation****Status: IN PROGRESS****Office:** Federal Motor Carrier Safety Administration (FMCSA), IT Operations Division (MC-RIO)**Initiative Title:** Electronic On-Board Recorders (EOBRs) for Broader Hours of Service Compliance Usage**Description:** This rulemaking would amend the Federal Motor Carrier Safety Regulations (FMCSRs) to incorporate new performance standards for electronic on-board



recorders (EOBRs) installed in commercial motor vehicles (CMVs) manufactured 2 years after the effective date of a final rule. On-board hours-of-service recording devices meeting FMCSA's current requirements and voluntarily installed in CMVs manufactured before that date could continue to be used for the remainder of the service life of those CMVs. Motor carriers that have demonstrated a history of serious noncompliance with the hours-of-service (HOS) rules would be subject to mandatory installation of EOBRs meeting the new performance standards (a remedial directive). The motor carrier would then be required to install EOBRs in all of its CMVs regardless of their date of manufacture and to use the devices for HOS recordkeeping for a period of 2 years, unless the carrier already had equipped its vehicles with automatic on-board recording devices (AOBRDs) meeting the Agency's current requirements under 49 CFR 395.15 and could demonstrate to FMCSA that its drivers understand how to use the devices. FMCSA would encourage industry-wide use of EOBRs by providing the following incentives for motor carriers to voluntarily use EOBRs in their CMVs: Revising the Agency's compliance review procedures to permit examination of a random sample of drivers' records of duty status; and providing partial relief from HOS supporting documents requirements, if certain conditions are satisfied.

**Collection Affected:** Hours of Service (HOS) of Drivers Regulations, OMB Control Number 2126-0001

**Estimated Burden Reduction:** Preliminary estimate of 70,000,000 burden reduction hours possible.

**Estimated Date of Completion:** NPRM in FY 2011, and Final Rule in FY 2012

**Hurdles to Completion:** Unknown

**Department of Transportation**

Status: IN PROGRESS

**Office:** Federal Motor Carrier Safety Administration (FMCSA), Physical Qualifications Division (MC-PSP)

**Initiative Title:** National Registry of Certified Medical Examiners

**Description:** This rulemaking would establish training, testing and certification standards for medical examiners responsible for certifying that interstate commercial motor vehicle drivers meet established physical qualifications standards; provide a database (or National Registry) of medical examiners that meet the prescribed standards for use by motor carriers, drivers, and Federal and State enforcement personnel in determining whether a medical examiner is qualified to conduct examinations of interstate truck and bus drivers; and require medical examiners to transmit electronically to FMCSA the name of the driver and a numerical identifier for each driver that is examined. The rulemaking would also establish the process by which medical examiners that fail to meet or maintain the

minimum standards would be removed from the National Registry. This action is in response to section 4116 of Safe, Accountable, Flexible, Efficient, Transportation Equity Act: A Legacy for Users. Once every calendar month, each medical examiner listed on the NRCME will be required to complete and transmit electronically to FMCSA Form MCSA-5850, "CMV Driver Examination Results," for each driver examined via a secure Web site. The medical examiners will also be required to provide copies of Medical Examination Reports and medical examiner's certificates to authorized representatives or special agents of the FMCSA or authorized State or local enforcement agency representatives upon request.

With the rulemaking, current paper-based processes will now be electronic, reducing burden on medical examiners.

**Collection Affected:** Medical Qualification Requirements, OMB Control Number 2126-0006

**Estimated Burden Reduction:** 16,000 hours

**Estimated Date of Completion:** FY 2011

**Hurdles to Completion:** Unknown

**Department of Transportation**

**Status: IN PROGRESS**

**Office:** Maritime Administration

**Initiative Title:** Fillable Fileable Internet Forms and Allowance for Electronic Signatures

**Description:** The Maritime Administration currently has 19 active information collections, which require respondents to submit in the aggregate, 36 individual forms and applications. The current working environment requires the potential respondents to either obtain a hard copy of forms and/or applications from the Agency or download copies from the MARAD Internet Web site. In most cases, the forms and applications are not fillable or fileable online. The proposal is to notify the public through a *Federal Register* notice that all forms and applications associated with a particular information collection are on the MARAD Internet Web site and can be assessed under the forms tab. Each information collection would be listed by title and when opened the associated forms and/or applications would be available in PDF fillable format. The option to file applications online with electronic signature would be present. A link would be provided to apply for and retrieve an electronic signature pin. Consolidation of the forms and applications in one location and the capability of electronic signature would greatly enhance accessibility for the potential respondents and ease of use.

<b>Collection(s) Affected:</b>	Uniform Financial Reporting Requirements, OMB Control Number 2133-0005; Request for Transfer of Ownership, Registry, and Flag, or Charter, Lease, or Mortgage, OMB Control Number 2133-0006; U.S. Merchant Marine Academy Candidate Application for Admission, OMB Control Number 2133-0010; War Risk Insurance, Applications and Related Information, OMB Control Number 2133-0011; Monthly Report of Ocean Shipments Moving Under Export-Import Bank Financing, OMB Control Number 2133-0013; Title XI Obligation Guarantees, OMB Control Number 2133-0018; Shipbuilding Orderbook and Shipyard Employment, OMB Control Number 2133-0029; Supplementary Training Course Application, OMB Control Number 2133-0030; Voluntary Tanker Agreement, OMB Control Number 2133-0505; Service Obligation Compliance Report and Merchant Marine Reserve U.S. Naval Reserve (USNR) Annual Report, OMB Control Number 2133-0509; Request for Waiver or Deferment of Service Obligation, Application for Review, OMB Control Number 2133-0510; Determination of Fair and Reasonable Rates for the Carriage of Agricultural Cargoes, OMB Control Number 2133-0514; Application for Conveyance of Port Facility Property, OMB Control Number 2133-0524; Application for Waiver of the Coastwise Trade Laws for Small Passenger Vessels, OMB Control Number 2133-0529; Voluntary Intermodal Sealift Agreement (VISA), OMB Control Number 2133-0532; MARAD Maritime Operator Survey Concerning Mariner Availability, OMB Control Number 2133-0537; MARAD's Marine Transportation Economic Impact Model Data Needs, OMB Control Number 2133-0538; U.S. Port and Terminal Inventory Survey, OMB Control Number 2133-0539; and USMMA Alumni Survey, 2133-new
<b>Estimated Burden Reduction:</b>	230 hours
<b>Estimated Date of Completion:</b>	FY 2011
<b>Hurdles to Completion:</b>	This action is contingent upon IT reconfiguration on the website or establishment of a module within the portal, IT security issues and the availability of funding.

**Department of Transportation**

Status: IN PROGRESS

<b>Office:</b>	Federal Transit Administration, Office of Budget and Policy
<b>Initiative Title:</b>	Sampling of Passenger Miles for National Transit Database Reporters

**Description:** The Federal Transit Administration (FTA) provides \$10 billion per year in funding assistance to public transit systems across the nation. It is primarily targeted at capital infrastructure of transit, including buses, bus garages, railcars, track, stations and systems. A large portion of this funding is allocated to urbanized areas by statutory formula, as set forth by Congress. Transit systems that benefit from FTA's formula grant programs are required by statute to report annually to the National Transit Database (NTD) on passenger miles traveled. A handful of systems, such as commuter rail, demand response and inclined plane systems are able to report a 100 percent count of passenger miles to the NTD. All of the remaining systems, however, must rely on statistical sampling to report passenger miles traveled to the NTD. All systems that use sampling to report passenger miles traveled are required to conduct a refresh of their sample in FY 2011 as part of a regular cycle of refreshing the sampling data in the NTD. For many grantees, FY 2011 begins on July 1, 2010.

FTA recently issued new guidance covering the sampling of passenger miles. The new guidance instructs agencies on how to use modern statistical techniques to conduct a more efficient sample than they might have otherwise. A more efficient sample means that the same results can be obtained with a smaller sample size, which reduces the overall burden of sampling on the reporters. The exact amount of the burden reduction will vary by report and will be based on the number of reporters that ultimately decide to make use of the new guidance. There are currently 1,200 modes reporting to the NTD. If the new guidance is adopted by 20% of these modes, that would involve approximately 250 reports. If each of these reports reduces the sample size by 200 sampled trips (as some early adopters of the guidance have already indicated to us) and if it takes 4 hours to conduct a sample, the estimated burden reduction would be approximately 200,000 hours.

**Collection(s) Affected:** National Transit Database, OMB Control Number 2132-0008

**Estimated Burden Reduction:** 200,000 hours

**Estimated Date of Completion:** July 2013

**Hurdles to Completion:** Unknown

**Department of Transportation**

Status: IN PROGRESS

**Office:** Pipeline and Hazardous Materials Safety Administration (PHMSA),

Office of  
Pipeline Safety (OPS)

**Initiative****Title:****Description:****Mandatory Electronic Filing of Reports Description**

PHMSA, Office of Pipeline Safety is taking action to require electronic filing of all reports required from both gas and hazardous liquid pipeline operators. The targeted areas of the Pipeline Safety Regulations (49 CFR Parts 190-199) to place the requirement are Part 191 and part 195. Part 191 applies to operators of gas pipeline facilities located in the United States or Puerto Rico, including pipelines within the limits of the Outer Continental Shelf (OCS). Part 195 applies to pipeline facilities affecting interstate or foreign commerce, including pipeline facilities on the OCS. The filing of reports to OPS is primarily handled under the OPS Office of Information and Analysis (PHP-10). PHP-10 is looking to handle all electronic filing under the following

URL: <http://opsweb.phmsa.dot.gov>.

OPS is moving to modify 191.7 and 195.58 to require electronic reporting and updating of operator data in OPS database. Electronic data submissions will enhance efficiency while reducing paperwork burdens. Currently, 66-80 percent of operators submit reporting data electronically. The remaining operators submit large volumes of reporting data to OPS in paper format. Once implemented, the percentage of operators reporting electronically should be higher than 80 percent. OPS developed an online fillable fileable system that allows the user the opportunity to submit their information directly and with less opportunity for errors than when the information is sent in other forms, such as by mail or facsimile. The online system is user-friendly and guides the user through the appropriate and applicable parts of the various forms. This will result in the receipt of more accurate information provided in a much more efficient manner with less burden on the users who file reports. Burden hours relative to filing reports should decrease by about 12 percent. A rulemaking, Pipeline Safety: Updates to Pipeline and Liquefied Natural Gas Reporting Requirements (docket number PHMSA-2008-0291), was developed to enact this objective, and it is in the final rule stage of development.

<b>Collection(s) Affected:</b>	Transportation of Hazardous Liquids by Pipeline: Recordkeeping and Accident Reporting, OMB Control Number 2137-0047; Incident and Annual Reports for Gas Pipeline Operators, OMB Control Number 2137-0522; Reporting Safety-Related Conditions on Gas, Hazardous Liquid, and Carbon Dioxide Pipelines and Liquefied Natural Gas Facilities, OMB Control Number 2137-0578; Pipeline Integrity Management in High Consequence Areas Gas Transmission Pipeline Operators, OMB Control Number 2137-0610; and Reporting Requirements for Hazardous Liquid Pipeline Operators: Hazardous Liquid Annual Report, OMB Control Number 2137-0614
<b>Estimated Burden Reduction:</b>	1,153 hours
<b>Date of Completion:</b>	FY 2011
<b>Hurdles to Completion:</b>	To develop a contingency plan for companies (primarily small businesses) without access to computers. To address this situation, the Office of Pipeline Safety will allow affected parties the opportunity to file a written request for alternative reporting methodologies.

**Department of Transportation**

Status: IN PROGRESS

<b>Office:</b>	Office of the Secretary
<b>Initiative Title:</b>	Public Charters
<b>Description:</b>	Air carriers and charter companies are required to file public charter information under Title CFR Part 380, which is consolidated into a charter prospectus using OST Forms 4532, 4533, 4534, and 4545. The collection is necessary in order to protect the participants and their funds. Some of the information collected is filed electronically. Capabilities are being sought to install e-signature mechanisms needed to approve the prospectuses, thus eliminating the need to file paper. Permitting the Department to accept and authenticate electronically filed signatures would eliminate the respondents' need to mail in hard copy original signatures, and thus duplicative applications.
<b>Collection(s) Affected:</b>	Contractor's Request for Progress Payment, OMB Control Number 2106-0005
<b>Estimated Burden Reduction:</b>	866 hours

**Estimated Date of Completion:** October 2012

**Hurdles to Completion:** The Department needs to arrange for the installation of a software or web-based system that includes a mechanism for authenticating e-signatures.

**Department of Transportation**

**Status: IN PROGRESS**

**Office:** Office of the Secretary

**Initiative Title:** Air Carrier's Claims for Subsidy Payments

**Description:** In accordance with 14 CFR 271, the Department provides subsidy to air carriers providing Essential Air Service (EAS) in small rural communities. Funding is paid to the air carriers monthly according to the actual amount of service performed during a given month. The air carriers report this data on OST Form 398 "Air Carrier's Claim for Subsidy." The collection of information presently permits subsidized air carriers to submit their monthly claims on an easy-to process form without having to devise their own means of submitting support for these claims. OST Form 398 will be automated so that vendors can submit their data via website instead of paper.

**Collection(s) Affected:** Supporting Statement, Air Carrier's Claims for Subsidy Payments, Airline Deregulation Act of 1978, OMB Control Number 2106-0044

**Estimated Burden Reduction:** 5,388 hours

**Estimated Date of Completion:** September 2011

**Hurdles to Completion:** Network security and compatibility with current/future DOT financial systems.

**Department of the Treasury**

**Status: COMPLETED**

**Office:** Office of the Chief Information Officer (OCIO), Departmental Offices

**Initiative Title:** Collaboration Tool (Wiki) Pilot for the PRA Information Collection

**Description:** The Department of the Treasury (Department) accounts for 77% of the paperwork burden placed on the public. The majority of this burden is attributed to the tax information collections. The Department uses the *Federal Register* Notice (FRN) process to obtain public comments on

more than 1,200 information collections (ICs). The Department publishes a 60-day FRN and 30-day FRN announcing these opportunities for public comments. Through the FRN process, Treasury asks the public, specifically for small business entities, to provide feedback on how to reduce the burden to complete ICs, e.g., simplification, leveraging information technologies, less frequent reporting, etc.

In 2009, the Office of the Chief Information Officer (OCIO) staff, after consulting with the Internal Revenue Service (IRS) PRA clearance staff on public comments for their collections, acknowledged that the public rarely provided comments on the 60-day FRNs. The IRS staff reported that the public was generally unaware of information collection FRN schedules. The OCIO staff had several meetings with the IRS Office of Taxpayer Burden Reduction and Tax Exempt and Government Entities (TEGE) Division staff and received endorsement of the pilot and on the information collection. The OCIO staff communicated the initiative with the Office of General Counsel (OGC), PRA and regulations advisor.

The OCIO will pilot social media technology to establish a framework of collaboration and public participation as well as to achieve the goals of the Administration for a more openness. The OCIO selected IRS Form 1023 as the first collection for the pilot. The collection affects 33,379 applicants annually. The collection (form) is 28 pages and the associated instructions are 38 pages. The information collection takes an estimated 96 hours to complete. It is filed by applicants seeking Federal income tax exemption as an organization defined in section 501(c)(3). The TEGE uses the information to determine if the applicant is exempt and whether the applicant is a private foundation.

The OCIO anticipates that this tool will engage the public participation in the Department's information collection activities. Increased participation will lead to reduced paperwork burden placed on the public as well as reduced costs to the public and the Department. After lessons-learned, the OCIO will use the tool to request public comments on additional collections before the end of the fiscal year.

<b>Estimated Burden Reduction:</b>	1,000 hours
<b>Collection(s) Affected:</b>	Form 1023, Application for Recognition of Exemption Under Section 501(c)(3), OMB Control Number 1545-0056
<b>Expected Date of Completion:</b>	January 2011
<b>Potential Hurdles to Completion:</b>	No critical difficulties perceived to-date. Moving the tool from the development environment to the domain may cause a minor impediment in a few activities; however, the OCIO staff will obtain required resources to meet the launch date.



**Department of the Treasury****Status: COMPLETED**

**Office:** Office of Foreign Asset Control (OFAC), Departmental Offices

**Initiative Title:** OFAC Electronic Processing for TSRA AgMed<sup>26</sup> License Applications

**Description:** As economic sanctions are increasingly deployed as a tool of foreign policy, and as a correspondingly greater demand is placed upon OFAC's services and expertise, OFAC's Licensing Division is hampered by largely paper-based processes that limit the speed, efficacy, reliability and security of its licensing, enforcement and compliance activities. The business functions of the Trade Sanctions Reform and Export Enhancement Act of 2000 (the "TSRA AgMed") Program include the extensive review of all applications submitted to OFAC pursuant to the TSRA AgMed Program and their eligibility for licensing.

This project will benefit federal law enforcement in several ways. By building in the necessary technical enhancements into the TSRA AgMed platform and by providing a public-facing component designed for on-line application submission, OFAC will be able to capture and process information more accurately. The export of U.S. origin goods to Iran and Sudan continues to grow and each TSRA AgMed application can contain anywhere from one to 1500 products and one to 950 end-users. In November 2008, OFAC took some regulatory initiatives to restrict the number of products and end-users to 50, which did not reduce the workload of the TSRA AgMed Program, instead resulted in an increase in the number of applications received annually. Accurate processing of this information is a crucial component in the implementation and enforcement of the TSRA AgMed Program, the Iranian Transaction Regulations and the Sudanese Sanctions Regulations. Currently, application-related data capturing is done manually by the licensing officers.

The enhancements to the TSRA AgMed platform would also allow OFAC to share information more easily internally, including with its Enforcement, Compliance and Civil Penalties divisions, and also externally (as needed) with other government agencies such as the Department of Commerce and the Department of State.

The application will facilitate OFAC's sharing of TSRA AgMed-related information with other law enforcement agencies and provide a public-facing component designed for online application submission thereby

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<sup>26</sup> The term "AgMed" stands for Agricultural Commodities and Medical Devices (including medicine).

significantly reducing manual data entry. It will also facilitate OFAC's submission of required quarterly and biennial reports to Congress on all of OFAC's TSRA AgMed-related activities. In addition to Congressional reporting and exchanges of information with the Department of Commerce, OFAC has a mandate under the Safe Ports Act of 2006 to participate in the Automated Commercial Environment/ International Trade Data System (ACE/ITS) initiative, and the application will facilitate OFAC's participation in this important initiative.

**Estimated Burden Reduction:**

350 hours

**Collection(s) Affected:**

Reporting and Procedures Regulations 31 CFR Part 501, OMB Control Number 1505-0164

**Date of Completion:**

September 2010

**Hurdles to Completion:**

Since its implementation in 2001, the workload of the TSRA AgMed program has grown significantly. The number of applications processed by OFAC has increased as has the number of entities involved in applications. Meeting the requirements of TSRA AgMed Program has become increasingly difficult, leading to delays in the issuance of licensing determinations and reports to Congress and to several legal actions taken by U.S. companies against OFAC. Further, this is in light of differing policy boundaries with Department of State that comprise several inherent obstacles for OFAC TSRA AgMed use.

**Department of the Treasury**

**Status: IN PROGRESS**

**Office:**

Technology Solutions and Services Division, Financial Crimes Enforcement Network (FinCEN)

**Initiative Title:**

Bank Secrecy Act (BSA) Information Technology (IT) Modernization

**Description:**

The BSA, Titles I and II of Public Law 91-508, as amended, codified at 12 U.S.C. 1829b, 12 U.S.C. 1951-1959, and 31 U.S.C. 5311-5314 and 5316-5332, authorizes the Secretary of the Treasury (Secretary), among other things, to issue regulations requiring persons to keep records and file reports that are determined to have a high degree of usefulness in criminal, tax, regulatory, and counter-terrorism matters. The regulations implementing the BSA appear at 31 CFR Part 103. The Secretary's authority to administer the BSA has been delegated to the Director of FinCEN.

This project involves the modernization of FinCEN's capability to collect and store BSA data for use by law enforcement and appropriate analyst. The BSA Information Technology (IT) Modernization investment is critical in supporting Treasury's mission to collect, analyze, enhance data value, and disseminate information on financial transactions, persons of interest, and suspicious activities. Given the importance of deterring criminal activity, detecting terrorism and other national security threatening activities, and minimizing negative BSA related economic impacts, FinCEN places a strong emphasis on supporting their mission by extracting the greatest value for all BSA data collected, while minimizing the compliance obligation to industry. It is FinCEN's aim to ensure that data collected under the Bank Secrecy Act and related authorities are of high quality and are made available in IT systems and formats appropriate for law enforcement, regulators, and financial industry as accurately and quickly as possible.

FinCEN, as the administrator of the BSA, is facing the performance challenge of how to enable easier compliance and streamline BSA information capture for FinCEN's financial community stakeholders, while maximizing the value and impact of BSA information for its regulator, law enforcement and intelligence community stakeholders. The BSA IT Modernization investment is targeted to address this performance challenge.

This investment will enable easier compliance and streamline BSA information capture for FinCEN's financial community through the enhancement of Electronic filing (E-filing) systems for filers, standardization of financial data with existing financial community and law enforcement standards, and more timely and useful feedback on BSA information filings and the use of BSA information. This investment will enable FinCEN's regulator, law enforcement and intelligence community stakeholders to maximize the value and impact of BSA information by enriching the data through derivation, linkages and third party sources, modernizing BSA data dissemination and sharing, and improving and expanding access to both basic and advanced data analysis capabilities. This investment will also benefit all of the FinCEN stakeholders through the implementation of a more inclusive and transparent forms and filing design process that considers the impact on data collection and data usage, improved data quality management, and improved customer relationship and feedback management.

FinCEN plans to increase the percent of BSA documents for which data are captured electronically from a baseline of 75% in FY2010 to 88% in FY2014 – moving towards a “paperless environment.”

Another benefit is the expected annual savings of \$6-\$10M to industry by increasing the use of Electronic Filing, along with streamlining the

collection of BSA data to ease the compliance burden.

**Estimated Burden**

**Reduction:** 501,500 hours

**Collection(s) Affected:** Currency Transaction Reports, OMB Control Number 1506-0004; Designation of Exempt Person, OMB Control Number 1506-0012; Suspicious Activity Report by Depository Institutions, OMB Control Number 1506-0001; Suspicious Activity Report by Securities and Futures Industries, OMB Control Number 1506-0019; Suspicious Activity Report by Money Services Business, OMB Control Number 1506-0015; Suspicious Activity Report by Casinos and Card Clubs, OMB Control Number 1506-0006; Currency Transaction Report by Casinos, OMB Control Number 1506-0005

**Expected Date of Completion:**

The BSA IT Modernization is a four-year effort that will be completed in mid-FY2014.

**Hurdles to Completion:** A perceived difficulty is getting the small filing institutions to move away from paper to electronic filing.

**Department of the Treasury**

**Status: CANCELLED**

**Office:** Internal Revenue Service (IRS), Wage & Investment (W&I) Tax Forms & Publications

**Initiative Title:** Form 1099B/Schedule D/Form 1040 Revisions

**Description:** Currently, taxpayers must report each sale of capital assets on a separate line on Schedule D, and receive only gross proceeds amounts from brokers. Under new law, beginning in 2011, the broker will be required to report the basis on any asset acquired after 2010 that is sold during the year. Brokers may also choose to report basis for assets acquired before 2011 if the broker has the correct basis information. The revised Form 1099B includes a field for the taxpayer's basis. The IRS is also having the broker report the net gain or loss, so taxpayers don't have to make that computation. Further, IRS is working on being able to allow filers whose only capital gain transactions are transactions with correct basis reported to forego Schedule D altogether and instead report their net short- and long-term gains or allowable losses directly on Form 1040. The IRS made a very similar change several years ago to allow taxpayers whose only capital gains were from capital gain distributions from a mutual fund to report them directly on Form 1040

and not have to file Schedule D.

**Estimated Burden Reduction:**

55 million hours

**Collection(s) Affected:**

U.S. Individual Income Tax Return, OMB Control Number 1545-0074

**Expected Date of Completion:**

2011

**Potential Hurdles to Completion:**

None

**Department of Veterans Affairs**

**Status: IN PROGRESS**

**Office:**

Veterans Health Administration, Health Eligibility Center (HEC)

**Initiative Title:**

Veterans Health Benefits and Electronic Submissions

**Description:**

VA Forms 10-10EZ, Application for Health Benefits and VA Form 10-10EZR, Health Benefits Renewal Form

VA Forms 10-10EZ and 10-10EZR collect financial information relative to a veteran's household income, assets and net worth. This information is necessary to make a determination of the individual's ability to defray the cost of needed health care related benefits. VA Form 10-10EZR is used only to collect updated information. Failure to use this form would result in an increased burden on the public as all items on the VA Form 10-10EZ would need to be completed every time there was a change in the veteran's personal data.

Description of the Structure that Implements the Program: Electronic submission of VA Form 10-10EZ and the recent implementation of 10-10EZR currently allows VA health care facilities to directly load veteran application data into its computer system (VistA). This reduces VA personnel workload while expediting the veteran's application for benefits. In addition, once the veteran's information is in VistA, any VA facility the veteran visits has the ability to retrieve the veteran's information electronically, thereby eliminating the need for the veteran to provide the information multiple times.

Measurable Objective and Burden Reduction: As a new initiative, 10-10EZR meets the basic provisions and intent of the Government Paperwork Elimination Act (GPEA). The application can now be completed online. Whether the data are collected electronically or by paper, it allows VA health care facilities to load veteran application data directly into its computer system (VistA).

VHA is exploring the feasibility of dropping signature requirement for online submission. Efforts are currently under way to completely automate forms 10-10EZ and 10-10EZR to incorporate electronic signature features. Once the inherent issues in electronic signature are resolved, VA Forms 10-10EZ and 10-10EZR will be fully GPEA compliant.

With the implementation of electronic signatures plus the elimination of printing and mailing efforts on behalf of the veteran, the burden hour for 10-10EZ completion is an expected decrease from 45 minutes 15 minutes. The reduction in burden will be 351,720 hours.

With the implementation of electronic signatures plus the elimination of printing and mailing efforts on behalf of the veteran, the burden hour for 10-10EZR completion is an expected decrease from 24 minutes 12 minutes.

**Estimated Burden Reduction:**

240,300 hours

**Collection(s) Affected:**

Application and Renewal for Health Benefits, OMB Control Number 2900-0091

**Expected Date of Completion:**

FY 2011

**Potential Hurdles to Completion:**

None

**Department of Veterans Affairs**

**Status: ON HOLD**

**Office:**

Office of Resolution Management (ORM)

**Initiative Title:**

Complaint of Employment Discrimination, VA Form 4939

**Description:**

The Office of Resolution Management (ORM) provides Equal Employment Opportunity (EEO) discrimination complaint processing services to VA employees, applicants for employment and former employees. Complaint processing services include counseling, investigation, and procedural final agency decisions.

Pursuant to the Equal Employment Opportunity Commission (EEOC) Title 29 Code of Federal Regulations (CFR) §1614, VA Form 4939, can be used by VA employees, former employees and applicants for employment who file a formal Equal Employment Opportunity (EEO) complaint of discrimination.

The complaint resolution process is administered through the Veterans Affairs Central Office (VACO) Deputy Assistant Secretary for Resolution Management (DAS/RM) Office and field offices geographically situated throughout the country. Each office is comprised of the following positions: Regional EEO Officer/Field Manager, Administrative Officer, Intake Specialists, EEO Investigators, EEO Counselors, Investigator/Intake (C2) Counselor/Investigator (C1), and Program Assistants. This group of subject-matter-experts provides comprehensive EEO complaint processing services.

In 2008 the Office of Management and Budget approved the use of VA Form 4939, which is a Complaint of Employment Discrimination form that an individual complaints if they wish to file a formal complaint. The tracking number is OMB No. 2900-0716. A blank copy of the form is issued to the aggrieved individual when informal counseling is completed. VA is piloting a new initiative which is an auto-populated VA Form 4939. The auto populated form reduces the respondent's burden from 30 minutes to 20 minutes. The essential data gathered during counseling (to include the claims and basis) are entered into the agency's Complaints Automated Tracking System. The data automatically auto populate to the formal discrimination complaint VA Form 4939. The claim(s) and basis(s) raised with the EEO counselor are listed on the form. The auto populated form will be sent to the aggrieved individual with the notice of right to file a formal discrimination complaint once counseling has concluded. The aggrieved individual will have the option to check the box next to the claim(s) and basis(s) they wish to file formal.

**Estimated Burden**

**Reduction:** 54 hours

**Collection(s) Affected:** Complaint of Employment Discrimination, OMB Control Number 2900-0716

**Expected Date of Completion:** FY 2011

**Potential Hurdles to Completion:** There may be objections from the aggrieved individual or their representative to receiving an auto-populated form

**Department of Veterans Affairs**

**Status: ON HOLD**

**Office:** Veterans Benefits Administration, Insurance Service

**Initiative Title:** VA Form 29-8636, Veterans Mortgage Life Insurance Statement

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<b>Description:</b>	<p>This form is used by Veterans who have received Specially Adapted Housing Grants to decline Veterans Mortgage Life Insurance (VMLI) or to provide information upon which the insurance premium can be based.</p> <p>Previously, the insured could only submit this information by completing the paper version of this information collection. Insurance Service will offer the Veteran the option of completing VA Form 29-8636 electronically.</p>
<b>Estimated Burden Reduction:</b>	37 hours
<b>Collection(s) Affected:</b>	Veterans Mortgage Life Insurance Statement, OMB Control Number 2900-0212
<b>Expected Date of Completion:</b>	May 2011
<b>Potential Hurdles to Completion:</b>	None



## Appendix A. FY 2010 Significant Paperwork Reductions and Increases

The Paperwork Reduction Act of 1995 (PRA) assigns responsibility for the agency's information collection activities to the head of each agency, supported by its Chief Information Officer (CIO). Agencies are expected to develop and coordinate paperwork initiatives that will produce meaningful improvements for the public. This includes reducing the amount of paperwork required of the public.

This appendix highlights the most significant burden changes agencies made in FY 2010. To identify the source of the burden reduction or increase, the appendix is divided into sub-categories. For reductions, these exhibits of burden changes are organized as follows: cutting redundancy, using information technology, changing regulations, changing forms, and miscellaneous actions. For increases in burden, the exhibits are placed into three categories: caused by statute, changing regulations, miscellaneous actions. When legislation results in an increase in burden to achieve the benefits of the law or new program, the appendix includes the statute title and public law number when available.

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### ***FY(2010) Burden Reduction from Changing Regulations***

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#### **Department of Labor**

OMB Control Number:	1235-0008
Title:	Davis-Bacon Certified Payroll
Purpose of the Collection:	The Copeland Act requires contractors and subcontractors performing work on federally financed or assisted construction contracts to furnish weekly a statement with respect to the wages paid each employee during the preceding week. See 40 U.S.C. § 3145; 29 C.F.R. § 3.3(b). U.S. Department of Labor (DOL) Regulations 29 C.F.R. § 5.5 (a) (3) (ii) (A) requires contractors to submit weekly a copy of all payrolls to the federal agency contracting for or financing the construction project, if the agency is a party to the contract, accompanied by a signed "Statement of Compliance" indicating that the payrolls are correct and complete and that each laborer or mechanic has been paid not less than the proper Davis-Bacon prevailing wage rate for the work performed. Id. at § 5.5(a) (3) (ii) (B). The DOL has developed optional use Form WH-347, Payroll Form, to aide contractors and subcontractors performing work on federally financed or assisted construction contracts in meeting weekly payroll reporting requirements. Id. at §

5.5(a) (3) (ii) (A); see also, *id.* at § 3.3(b). Properly filled out, this form will satisfy the requirements of Regulations, 29 C.F.R. Parts 3 and 5 as to payrolls submitted in connection with contracts subject to the Davis-Bacon and Related Acts.

How Reduction  
Achieved:

The DOL is changing its total burden estimates from 5,025,040 responses, 4,700,000 hours, and \$211,000 to 7,196,056 responses, 6,596,385 hours, and \$899,507 in maintenance and operations costs. This results in an overall increase of 2,171,016 responses, and 1,896,385 hours and \$688,507 in maintenance and operations costs. This revised rule introduces no new information collection requirements nor proposes any substantive or material changes to the existing information collection requirements noted above. However, the Department is removing the requirement to report an employee's complete social security number and home address, which the Department estimates will reduce the average reporting time from an average of 56 minutes per response to 55 minutes per response. Adoption of the revised rule will reduce burden by 119,934 hours.

The DOL has an adjustment in the estimated burden, because the estimated number of DBRA covered projects requiring submission of Form WH-347 or its equivalent has increased from 27,310 projects to 39,109 projects. Estimated operation and maintenance costs have increased, again due to the higher number of DBRA covered projects and the fact that prior efforts to calculate the burden did not separately state the cost of copying certified payrolls for recordkeeping purposes.

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Change in Burden: -119,934 hours

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**Department of  
Transportation**

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OMB Control  
Number: 2126-0001

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Title: Hours of Service (HOS) of Drivers Regulations

Purpose of the Collection:	This information collection is necessary to ensure that motor carriers and commercial motor vehicle (CMV) drivers comply with the maximum driving and duty time limitations prescribed in the Federal Motor Carriers Safety Regulations (FMCSR). FMCSA is revising this information collection due to a Final Rule entitled, 'Electronic On-Board Recorders for Hours-of-Service Compliance,' which would incorporate new performance standards for Electronic On-Board Recorders (EOBRs) installed in commercial motor vehicles (CMVs).
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How Reduction Achieved:	This program change decrease of an estimated 3,110,000 annual burden hours [184,380,000 currently approved annual burden hours - 181,270,000 total annual burden hours requested = 3,110,000] is due to an EOBR final rule that would require an estimated average of 5,700 motor carriers per year with severe HOS noncompliance issues to install and use EOBRs to record and manage HOS regulations. These motor carriers employ approximately 129,000 CMV drivers. The rule is estimated to increase the cost to respondents by \$53,504,040 [\$140,720,040 total estimated cost to respondents - \$87,216,000 currently approved costs to respondents = \$53,504,040].
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Change in Burden:	-3,110,000 hours
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### **Environmental Protection Agency**

OMB Control Number:	2050-0021
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Title:	Oil Pollution Prevention; Spill Prevention, Control, and Countermeasure Rule Requirements - Amendments (Final Rule)
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Purpose of the Collection:	The 2009 amendments will reduce the burden of the SPCC regulation, with expected benefits for small entities. Specifically, the rule amendments include: exempting hot-mix asphalt; exempting pesticide application equipment and related mix containers; exempting residential heating oil containers; amending the definition of 'facility'; amending the facility diagram requirement; defining 'loading/unloading rack'; providing streamlined requirements for a subset of Tier 1 qualified facilities; amending general secondary containment requirement; exempting non-transportation-related tank trucks from sized secondary containment requirements; amending security requirements; amending integrity testing
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requirements; amending requirements for animal fats or vegetable oil containers; streamlining several requirements for onshore oil production facilities; and exempting underground oil storage tanks at nuclear power generation facilities.

Differences in burden and costs from the previous ICR are attributed to both adjustments and program changes. Adjustments capture updates to the number of affected facilities, wages, and unit costs in the absence of the 2009 SPCC amendments. Program changes reflect the 2009 revisions to the SPCC rule, which affect both per-facility costs and the number of affected facilities. In total, the burden hours presented in this ICR have increased relative to the current OMB inventory. The new burden estimate shows a net annualized increase of approximately 5.8 million hours. As a result of the final amendments, the reporting and recordkeeping burden would decrease by 1.3 million hours. The final amendments would reduce capital and O&M costs by approximately \$7.5 million. The net effect on annualized capital and O&M costs to regulated facilities is estimated at \$125 million, mainly due to a larger number of facilities expected to incur paperwork-related costs and the revisions made to the estimates of the per-facility capital and O&M costs.

How Reduction Achieved:	Differences in burden and costs from the previous ICR are attributed to both adjustments and program changes. Adjustments capture updates to the number of affected facilities, wages, and unit costs in the absence of the final amendments. Program changes reflect the final revisions to the SPCC rule, which affect both per-facility costs and the number of affected facilities.
Change in Burden:	-1,274,327 hours
OMB Control Number:	2060-0003
Title:	Prevention of Significant Deterioration and Non-Attainment New Source Review (Final Rule for Flexible Air Permits)

Purpose of the  
Collection:

This ICR pertains to the final Flexible Air Permits rulemaking whereby EPA seeks to promote flexible air permitting approaches that provide greater operational flexibility and, at the same time, ensure environmental protection and compliance with applicable laws. The final rulemaking affects the approved burden estimates for three EPA permitting programs: (1) the New Source Review (NSR) programs codified in parts 51 and 52 of title 40 of the Code of Federal Regulations (40 CFR parts 51 and 52); (2) the State Operating Permit Program codified in 40 CFR part 70; and (3) the Federal Operating Permit Program codified in 40 CFR part 71.

This ICR addresses the effects of the final rule on the NSR programs. The NSR program requirements in 40 CFR parts 51 and 52 govern the state and federal programs for preconstruction review and permitting of major new and modified sources pursuant to Part C 'Prevention of Significant Deterioration' and Part D 'Program Requirements for Nonattainment Areas' of Title I of the Clean Air Act. Although we are not finalizing any revisions to the existing NSR regulations, we are encouraging sources of air pollution who are subject to NSR permitting and state and local reviewing authorities who issue such permits to investigate in more depth the flexibilities currently available under the existing NSR regulations. As a result, we expect the final rule to result in a decrease in burden for sources and state and local reviewing authorities related to NSR permit actions. Accordingly, this ICR revises the existing, approved ICR for the NSR programs.

How Reduction  
Achieved:

As a result of the final Flexible Air Permits rule, we estimate that 5 percent of existing major sources will voluntarily obtain an NSR permit that authorizes ('advance approves') a range of future physical or operational changes at the source without further review or approval. After the initial burden of obtaining the advance approval permit, the sources will be able to make the authorized changes without incurring the burden that would have resulted from obtaining NSR permits for those changes in the absence of the advance approval permit. The overall effect of the advance approval permit will be a net reduction in burden for the sources. Similarly, after the initial burden associated with issuing advance approval NSR permits, state and local reviewing authorities will experience reduced burden associated with the NSR permits that subsequently are not needed by the sources. The overall effect will be a net reduction in burden for the reviewing authorities. The advance approval NSR permits must be incorporated into the sources' Part 70 or Part 71 operating permits as well. The burden related to this incorporation and the subsequent burden reductions for forgone permit revisions are addressed in the ICRs for those programs.

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Change in Burden: -331,251 hours

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OMB Control Number: 2060-0243

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Number:

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Title: State Operating Permit Regulations (40 CFR part 70) (Final Rule for Flexible Air Permits)

Purpose of the  
Collection:

This ICR pertains to the final Flexible Air Permits rulemaking whereby EPA seeks to promote flexible air permitting approaches that provide greater operational flexibility and, at the same time, ensure environmental protection and compliance with applicable laws. The final rulemaking affects the approved burden estimates for three EPA permitting programs: (1) the New Source Review (NSR) programs codified in parts 51 and 52 of title 40 of the Code of Federal Regulations (40 CFR parts 51 and 52); (2) the State Operating Permit Program codified in 40 CFR part 70; and (3) the Federal Operating Permit Program codified in 40 CFR part 71. This ICR addresses the effects of the final rule on the State Operating Permit Program. The State Operating Permit Program requirements in 40 CFR part 70 govern the state programs for operating permits for major sources of air pollutants pursuant to Title V of the Clean Air Act. The minor revisions to Part 70 are intended to clarify and reaffirm opportunities for accessing operational flexibility under existing regulations. As a result, we expect the final rule to result in a decrease in burden for sources and state and local permitting authorities related to state Part 70 operating permit actions. Accordingly, this ICR revises the existing, approved ICR for the State Operating Permit Program.

How Reduction  
Achieved:

As a result of the final Flexible Air Permits rule, we estimate that 5 percent of existing major sources with a Part 70 operating permit will voluntarily revise that permit (through a permit modification or at permit renewal) to create a 'Tier 1' flexible permit. A Tier 1 flexible permit incorporates the terms and conditions of an 'advance approval' New Source Review (NSR) construction permit (i.e., an NSR permit that authorizes ('advance approves') a range of future physical or operational changes at the source without further review or approval under NSR) and adds additional terms and conditions as needed to allow for the changes authorized under NSR to go forward without need of revisions to the Part 70 operating permit. After the initial burden of obtaining a Tier 1 operating permit, the source will be able to make the authorized changes without incurring the burden that would have resulted from obtaining Part 70 operating permit revisions for those changes in the absence of the flexible Tier 1 permit. The overall effect of the flexible Tier 1 operating permits will be a net reduction in burden for the sources. In addition, we estimate that an additional 10 percent of existing and new major sources subject to Part 70 permitting requirements will obtain simpler, 'Tier 2' flexible operating permits. Tier 2 permits do not involve advance approval under NSR, but incorporate flexibility features that improve the operational flexibility of sources without operating permit revisions. The overall effect of a Tier 2 flexible operating permit will be a net reduction in burden for the source because the burden reduction associated with permit revisions that the source avoids due to the flexible permit more than compensates for the burden incurred in obtaining the permit. Similarly, after the initial burden associated with issuing Tier 1 and Tier 2 flexible operating permits, state and local permitting authorities will experience reduced burden associated with the revisions to those operating permits that subsequently are not needed by the sources. The overall effect will be a net reduction in burden for the permitting authorities. The burden related to issuing advance approval NSR permits and subsequent burden reductions for forgone NSR permit actions are addressed in the ICR for the NSR program.

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Change in Burden: -116,569 hours

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***FY(2010) Burden Reduction  
from Cutting Redundancy***



**Department of  
Health and Human  
Services**

OMB Control Number:	0938-0463
Title:	Skilled Nursing Facility and Skilled Nursing Facility Cost Report and Supporting Regulations in 42 CFR 413.20, 413.24, and 413.106
Purpose of the Collection:	Form CMS 2540-10 is used by freestanding SNF's participating in the Medicare Program, to report the health care costs to determine the amount of reimbursable costs for services rendered to Medicare Beneficiaries
How Reduction Achieved:	Revising the Skilled Nursing Facility and Skilled Nursing Facility Health Care Complex Cost Report (MCR) -- prior to inclusion of the FORM CMS-339 -- to streamline data collection, clarify instructions and definitions, and eliminate obsolete worksheets decreased the burden. Incorporating Provider Cost Report Reimbursement Questionnaire, FORM CMS-339, in the revised MCR increased the burden. The net effect of changes to the MCR is a decrease in the burden.
Change in Burden:	-240,592 hours

***FY(2010) Burden Reduction  
from Changing Forms***

**Department of  
Housing and Urban  
Development**

OMB Control Number:	2502-0579
Title:	Application for HUD/FHA Insured Mortgage "Hope for Homeowners"
Purpose of the Collection:	This information is collected on new mortgages offered by FHA approved mortgagees to mortgagors who are at risk of losing their homes to foreclosure. The new FHA insured mortgages refinance the borrowers existing mortgage at a significant writedown. Under the program the mortgagors share the newly created equity (Exit Premium) with FHA.
How Reduction Achieved:	The program revisions resulting from the additional legislation have decreased the responses per annum and annual burden hours by 666,285 and 346,121 respectively.

Additionally, the estimated number of responses has decreased. The reduction in the responses per annum and annual burden hours are further reduced by 254,750 and 105,151 respectively. The information collection is required to meet the statutory and regulatory requirements of the HOPE for Homeowners Program established in Title IV of the Housing and Economic Recovery Act of 2008.

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Change in Burden: -345,800 hours

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**Department of the  
Treasury**

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OMB Control Number: 1545-0092

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Title: U.S. Income Tax Return for Estates and Trusts

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Purpose of the Collection: IRC section 6012 requires that an annual income tax return be filed for estates and trusts. Data are used to determine that the estates, trusts, and beneficiaries filed the proper returns and paid the correct tax. IRC section 59 requires the fiduciary to recompute the distributable net income on a minimum tax basis.

How Reduction  
Achieved:

The fiduciary of a domestic decedent's estate, trust, or bankruptcy estate uses Form 1041 to report:

- The income, deductions, gains, losses, etc. of the estate or trust;
- The income that is either accumulated or held for future distribution or distributed currently to the beneficiaries;
- Any income tax liability of the estate or trust; and
- Employment taxes on wages paid to household employees.

Form 1041 - Beginning with the 2008 revision, the instructions for Schedule D, Capital Gains and Losses, and Schedule I, Alternative Minimum Tax--Estates and Trusts, were removed from the Instructions for Form 1041 and made into separate freestanding products. We also deleted old line 27 from Schedule D, Part V and old line 69 from Schedule I to reflect the reduction in capital gains rates from 5% to 0% under IRC section 1(h)(1)(B), as a result of P.L. 108-27, the Jobs And Growth Tax Relief Reconciliation Act Of 2003. The filing requirements for Schedule D or Schedule I did not change. Both forms are still required to be filed as attachments to Form 1041 if the filing requirements are met. The affect on burden associated with these statutory requirements is a total burden decrease of 65,497,680 hours. Additionally, beginning with the 2008 revision, Schedule I was removed from Form 1041 and made into a freestanding Schedule. This and other changes were made as a result of agency discretion in order to expedite delivery of Form 1041 and its instructions to the public. Including the Schedules and their Instructions in the 1041 product has led to print delays in the past, so this change resulted in quicker release of the products. The affect on burden of these changes result in a total burden decrease of 5,694,610 hours. As a result of various changes throughout the forms and schedules the total burden has been reduced by 71,192,290 hours. Changes to the method and reporting of the burden into the OMB database system, have resulted in an estimated number of responses by 1,769,000 and a total burden decrease of 13,800 hours.

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Change in Burden: -5,694,610 hours

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OMB Control 1545-1836

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Number:

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Title: Support Schedule for Advance Ruling Period

Purpose of the Collection:	Form 8734 is used by charitable exempt organizations to furnish financial information supporting its qualification of public charity status under 26 USC Section 509 and that the IRS can use to classify a charity as a public charity.
How Reduction Achieved:	Information collected via Form 8734 will be collected via Form 990. Form 8734 is being discontinued and made obsolete in the near future. Hence, the number of expected filers has decreased to 2,900 in 2010.
Change in Burden:	-451,709 hours

**Department of  
Veterans Affairs**

OMB Control Number:	2900-0001
Title:	Veteran's Application for Compensation; Authorization and Consent to Release Information to the DVA, Veteran's Supplemental Claim Application
Purpose of the Collection:	To determine eligibility for compensation and/or pension benefits.
How Reduction Achieved:	Revision of the primary form will streamline the application process and reduce the amount of time required to complete the application for compensation or pension benefits.
Change in Burden:	-150,518 hours

***FY(2010) Burden Reduction  
from Using Information  
Technology***

**Department of  
Education**

OMB Control Number:	1845-0001
Title:	Free Application for Federal Student Aid (FAFSA)

Purpose of the Collection:	The Free Application for Federal Student Aid (FAFSA) collects the data necessary to determine a student's eligibility for participation in the following federal student assistance programs identified in the Higher Education Act (HEA): the Federal Pell Grant Program; the Campus-Based Programs; the William D. Ford Federal Direct Loan Program; the Federal Family Education Loan Program; the Academic Competitiveness Grant; the National Science and Mathematics Access to Retain Talent (SMART) Grant, and the Teacher Education Assistance for College and Higher Education (TEACH) Grant.
How Reduction Achieved:	There are both adjustments and program changes to this year's FAFSA. There are two Adjustments to the 2010-2011 FAFSA that total 22,560,709 burden hours. The first adjustment is for a revised burden estimate to fully reflect the time required to perform all processes associated with FAFSA completion, including Preparation, Completion, Submission and Recordkeeping. This adjustment totals an estimated burden increase of 20,332,779. The second adjustment reflects the increased volume projections of 15.5% for a total of 21,696,675 applicants during the 2010-2011 cycles, resulting in an estimated burden adjustment increase of 2,227,930. There is also a very significant Program Change Burden Decrease of 4,121,500 hours. This decrease results from FSA simplification efforts to streamline the application, thereby reducing electronic format completion times. For example, starting in July 2010, FAFSA applicants can access and download IRS data to significantly reduce preparation time by pre-populating up to 18 financial data elements.
Change in Burden:	-4,121,501 hours
<b>DOD/GSA/NASA (FAR)</b>	
OMB Control Number:	9000-0150
Title:	Small Disadvantaged Business Procurement Credit Programs. FAR sections affected: Subparts 19.11; 19.12; 52.219-22.

Purpose of the Collection:	The small disadvantaged business procurement credit programs implement DOJ's proposal to reform affirmative action in Federal procurement, which was designed to ensure compliance with the constitutional standards established by the Supreme Court. The credits include :( 1) Price Evaluation Factor Targets and (2) Certification.
How Reduction Achieved:	FAR Subpart 19.12, Small Disadvantaged Business Participation Program includes the price evaluation factor or subfactor and incentive subcontracting program for SDBs and is applicable for instances where a subcontracting plan under FAR Subpart 19.7 could apply. FAR Subpart 19.12 does not apply to Multiple Award Schedule contracts, negotiated acquisitions where the lowest price technically acceptable source selection process is used, and contract actions that will be performed entirely outside of the United States and its outlying areas. In addition, Subpart 19.12 does not apply to all NAICs codes but only to certain NAICS and/or regions. Therefore, FAR Subpart 19.12, Small Disadvantaged Business Participation Program would not apply in all cases. In addition, on October 3, 2008, the Small Business Administration (SBA) published a revision to 13 Code of Federal Regulations (CFR) Part 124 in the Federal Register (73 FR 57490) which now allows firms to self-represent their status for subcontracting purposes without receiving a SDB certification. Moreover, with the implementation of the Electronic Subcontracting Reporting System (eSRS), the amount of time to report data via the electronic system should reduce the recordkeeping and reporting hours. FAR Subpart 19.11 currently requires application of the Price Evaluation Adjustment (PEA) to only NASA, DoD and Coast Guard for certified small disadvantaged businesses. This reduces the number of certified SDBs that will be involved in procurements where the PEA could be applied for specific NAICS codes/regions. Also, on February 26, 2009, the Federal Circuit directed the United States District Court, Western District of Texas, to enter a judgment declaring Section 1207 as enacted in 2006 (i.e. the current 10 U.S.C. § 2323) to be facially unconstitutional and enjoined its further application for DoD. This decision drastically impacts the requirement for small disadvantaged business requirements for federal acquisitions.
Change in Burden:	-152,370 hours

**Federal Energy**

**Regulatory  
Commission**

OMB Control Number:	1902-0174
Title:	Standards for Business Practices of Interstate Natural Gas Pipelines
Purpose of the Collection:	<p>In RM96-1-029 (See ICR 200905-1902-001) the Federal Energy Regulatory Commission (FERC) amended its regulations governing standards for business practices and electronic communications with interstate natural gas pipelines. The FERC incorporated by reference standards promulgated by the Wholesale Gas Quadrant (WGQ) that would upgrade the Commission's current business practice and communications standards to the then latest version 1.8 as approved by the North American Energy Standards Board (NAESB) Wholesale Gas Quadrant (WGQ) group. The implementation of these standards was necessary to increase the efficiency of the natural gas pipeline grid, make pipelines' electronic communications more secure, and consistent with the mandate agencies have to provide for electronic disclosure of information. Requiring such information ensured both a common means of communication and common business practices in order to provide participants engaged in transactions with interstate pipelines the ability to have timely information and also ensure uniform business procedures across multiple pipelines. The new set of standards were for Internet Electronic Transport as applicable to the retail gas and electric markets as well as the wholesale gas market; changes to the Electronic Delivery Mechanism Related Standards, an additional standard related to reporting on gas quality, and maintenance changes to the Nomination Related Standards and Flowing Gas Related Standards. The standards updated and refined the standards adopted by the Commission in its Order No. 587-S. Compliance with these standards required certain changes in interstate pipeline day-to-day business operations. This was a one-time implementation which has been completed and FERC is now seeking to reduce the inventory burden by the hours associated with Order No. 587-T.</p>

How Reduction  
Achieved:

This Final Rule upgraded the Commission's current business practice and communication standards to the latest edition approved by the NAESB WGQ (i.e., the Version 1.8 Standards). The implementation of these standards was necessary to increase the efficiency of the pipeline grid, make pipelines' electronic communications more secure. Requiring such information ensures both a common means of communication and common business practices that provide participants engaged in transactions with interstate pipelines with timely information and uniform business procedures across multiple pipelines. The Commission required that natural gas pipelines implement the Version 1.8 Standards on the first day of the month three months after the final rule was issued or July 2, 2009. Based on past practice, the Commission proposed this implementation schedule in order to give the natural gas pipelines subject to these standards adequate time to prepare for these changes. Natural gas pipelines have now updated their websites to reflect these changes.

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Change in Burden: -148,806 hours

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***FY(2010) Burden Reduction  
from Miscellaneous Actions***

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**Department of  
Agriculture**

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OMB Control  
Number: 0584-0026

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Title: 7 CFR Part 245, Determining Eligibility for Free & Reduced  
Price Meals

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Purpose of the  
Collection: To establish program eligibility and insure that the program  
is administered according to statutory and USDA  
implementing regulations.



How Reduction Achieved:	This is a revision of a currently approved information collection. The current burden inventory is 1,758,167. The number of State Agencies increased from 54 to 56; SFA increased from 16,342 to 20,858; Schools decreased from 101,000 to 96,461, however, the burden hours increased from 52,520 to 192,922. This is due to the increase in frequency of responses from 6 to 8 and an increase in the burden hour per respondent from 0.080 minutes (approximately 5 minutes) to 0.25 minutes (15 minutes). The household respondents increased from 4,138,810 to 9,390,000 which increase the household burden from 289,717 to 657,300 an increase of 367,583 burden hours. Additionally, recordkeeping has been decreased from 125,918 to 6,045 State and School Food Authorities are required to keep provision 2 and provision 3 data on file indefinitely; however, all other records are not required to be kept for more than three years. Therefore, the recordkeeping burden for all other provisions in 7 CFR Part 245 has been eliminated. The overall, burden hours has decreased by 684,798 hours. This program change is due to a decrease in burden hours in recordkeeping at the State and Local agency level.
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Change in Burden:	-684,735 hours
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**Department of Commerce**

OMB Control Number:	0607-0809
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Title:	Generic Clearance for MAF and TIGER Update Activities
Purpose of the Collection:	The Census Bureau plans to use the MAF for post-Census 2010 evaluations, various pre-2020 census tests, and as a sampling frame for the American Community Survey and our other demographic current surveys. The TIGER is a geographic system that maps the entire country in Census Blocks with applicable address ranges of living quarter location information. Linking MAF and TIGER allows us to assign each address to the appropriate Census Block, produce maps as needed and publish results at the appropriate level of geographic detail.

How Reduction Achieved:	The activities we conduct each year directly cause fluctuations in the burden hours we request.
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Change in Burden:	-2,622,007 hours
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OMB Control Number:	0693-0055
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Title:	National Institute of Standards and Technology (NIST) Construction Grant Program Application Requirements
Purpose of the Collection:	The NIST Construction Grant Program provides funding for research science buildings through the construction of new buildings or expansion of existing buildings.
How Reduction Achieved:	The estimated number of applicants reduced from 500 to 250; and the burden hours reduced from 250,000 to 125,000 based on two years of program activity.
Change in Burden:	-125,000 hours

**Department of  
Health and Human  
Services**

OMB Control Number:	0925-0593
Title:	Recruitment Strategy Substudy for the National Children's Study (NICHD)
Purpose of the Collection:	The Initial Vanguard Study protocol was designed to enroll approximately 1,750 pregnant women through seven study locations after 12 months of data collection. Two of the locations began recruitment in January 2009 and the remaining 5 in April 2009. As of May 2010, however, approximately 900 pregnant women have been enrolled, leading to questions about the assumptions underlying the Initial Vanguard Study recruitment model. The seven Initial Vanguard sites use a household enumeration and screening strategy to identify eligible women for recruitment into the study. Although household enumeration is often considered a gold standard for maximizing coverage, in that all dwelling units are identified and enumerated, for the NCS Initial Vanguard Study this method has not yielded the target number of births in the time frame projected from initial models. Consequently, additional methodological research is needed to evaluate the feasibility, acceptability, and cost of alternate recruitment strategies for enrollment of pregnant women into the NCS. This research will be conducted through the NCS Recruitment Substudy. The Recruitment Substudy will assess three alternate recruitment strategies - (1) a provider-based recruitment strategy; (2) an enhanced version of a household enumeration strategy; and (3) a two-tier recruitment strategy involving high-intensity and low-intensity data collection efforts.

Why increase  
occurred:

The NCS Initial Vanguard Study, which consists of 7 Study locations, utilized the Household Enumeration and Screening Strategy, but did not yield the target number of births in the time frame projected from initial models. As a result, additional methodological research is needed to evaluate the feasibility, acceptability, and cost of alternate recruitment strategies for enrollment of pregnant women into the NCS. This research will be conducted through the NCS Recruitment Substudy. The Recruitment Substudy will assess three alternate recruitment strategies (1) a provider-based recruitment strategy; (2) an enhanced version of a household enumeration strategy; and (3) a two-tier recruitment strategy involving high-intensity and low-intensity data collection efforts. Each recruitment approach would occur in 10 study locations, for a total of 30 study locations implementing alternate recruitment strategies. Recruitment strategies will be assessed and compared on the basis of feasibility (including success in recruiting and retaining sufficient numbers of participants), acceptability (including the extent of selection bias in recruitment, effect on respondent burden, and impact on study infrastructure), and cost. Ultimately, these comparisons will inform the recruitment approach or approaches to be taken for the NCS Main Study. Each recruitment strategy will be provided with approximately equal resources, and will be associated with a specific communications theme appropriate for its mode of participant enrollment.

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Change in Burden: 114,245 hours

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OMB Control Number: 0938-0692

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Title:

Medicare and Medicare Advantage Programs; Notification Procedures for Hospital Discharges : Important Message From Medicare

Purpose of the Collection: As a result of the Weichardt v. Leavitt class action lawsuit and in response to public comments, CMS set forth a final rule in November 2006, CMS-4105-F, for how hospitals must notify Medicare beneficiaries who are hospital inpatients about their hospital discharge rights. Notice is required both for original Medicare beneficiaries and for beneficiaries enrolled in Medicare Advantage plans and other Medicare health plans subject to the MA regulations. Under the final rule, hospitals use a revised version of the Important Message from Medicare (IM), Form CMS-R-193 to explain discharge rights. Hospitals must issue the IM within two days of admission, and must obtain the signature of the beneficiary or his or her representative. Hospitals must also deliver a copy of the signed notice to each beneficiary not more than two days before the day of discharge. This notice was approved in 2007 to fulfill the regulatory requirement

How Reduction Achieved: The currently approved annual response burden did not account for delivery of the follow-up copy of the IM. Since CMS has included an estimate for delivery of the follow-up notice in this submission, there is a 6,680,000 increase in annual responses. The currently approved annual hour per response is 15 minutes and was based on the sum of the minutes required for initial IM delivery plus the minutes required for the follow-up IM delivery. A more accurate calculation of average hourly response was used to determine that the estimated average response time for delivery of this notice as either the initial IM or follow-up copy is 9 minutes. Although there is an increase in the annual response burden as noted above, the more accurate time estimate allows for a mild reduction in annual hour burden. The addition of a time notation on the collection as noted in #7 is not expected to affect burden since this collection already requires an enrollee's signature and date. Adding documentation of the time of day along with the date is a negligible change.

Change in Burden: -298,000 hours

OMB Control Number: 0938-0992

Title: Medicare Part D Reporting Requirements under 42 CFR section 423.505

Purpose of the Collection:	<p>MMA provides CMS the statutory authority to require all Part D Sponsors (MA-PDs and PDPs) to report data related to their operational costs, services, and fiscal soundness. These data will be analyzed for oversight and monitoring purposes, as well as potentially initiating other groups within the agency to perform functions such as fraud/waste/abuse investigations, audit activities, and compliance. Title I, Part 423, Sec. 423.514 describes CMS' regulatory authority to establish reporting requirements for Part D sponsors. It is noted that each Part D plan sponsor must have an effective procedure to develop, compile, evaluate, and report to CMS, to its enrollees, and to the general public, at the times and in the manner that CMS requires, statistics in the following areas:</p> <ol style="list-style-type: none"> <li>(1) The cost of its operations.</li> <li>(2) The patterns of utilization of its services.</li> <li>(3) The availability, accessibility, and acceptability of its services.</li> <li>(4) Information demonstrating that the Part D plan sponsor has a fiscally sound operation.</li> <li>(5) Other matters that CMS may require.</li> </ol> <p>Subsection 423.505 of the MMA regulation establishes as a contract provision that Part D Sponsors must comply with the reporting requirements for submitting drug claims and related information to CMS.</p>
How Reduction Achieved:	<p>After additional experience with oversight and monitoring of data collected via the Part D Reporting Requirements, CMS has identified the appropriate data needed to effectively monitor plan performance. Revisions to the collection instrument are subsequent to both new legislation, and changes to agency policy or guidance. Decreases in the reporting frequency and level of data reported, and changes to streamline existing sections are the primary reasons for the overall decrease in the reporting burden. These changes are reflected in the revised Reporting Requirement document.</p>
Change in Burden:	-129,682 hours
<b>Department of Homeland Security</b>	
OMB Control Number:	1640-0001
Title:	Support Anti-terrorism by Fostering Effective Technologies Act of 2002

Purpose of the Collection:	The SAFETY Act provides incentives for the development and deployment of anti-terrorism technologies by creating a system of risk and litigation management. The Act creates certain liability limitations for claims arising out of, relating to, or resulting from an Act of Terrorism, as defined by the Secretary of Homeland Security. These Applications are received from business entities, associations, and State, Local and Tribal Government entities. Applications are reviewed for benefits, technology/program evaluations, and regulatory compliance.
How Reduction Achieved:	With the SAFETY Act having been implemented since 2006, the number of new SAFETY Act applications has decreased over time. The new burden estimates accounts for the expected decrease in the number of new applications for SAFETY Act approval. For this submission, all forms have been separated out instead of listed as one Information Collection.
Change in Burden:	-104,100 hours
OMB Control Number:	1651-0111
Title:	Arrival and Departure Record
Purpose of the Collection:	Form I-94 (Arrival/Departure Record) and Form I-94W (Nonimmigrant Visa Waiver Arrival/Departure Record) are used to document a traveler's admission into the United States. These forms include date of arrival, visa classification and the date the authorized stay expires. The forms are also used by business employers and other organizations to confirm legal status in the United States. The Electronic System for Travel Authorization (ESTA) applies to aliens traveling to the United States under the Visa Waiver Program (VWP) and requires that VWP travelers provide information electronically to CBP before embarking on travel to the United States.
How Reduction Achieved:	As of June 29, 2010, CBP has been able to use ESTA to admit travelers to the United States at all airports and large seaports, rather than collecting the paper I-94W from travelers as they undergo the admission process. Very few passengers will continue filling out the I-94W, but it cannot be eliminated completely at this time. Thus, this collection of information has been substantially modified to eliminate the burden for the vast majority of I-94W forms.
Change in Burden:	-1,772,700 hours
OMB Control Number:	1652-0003

Title:	Aircraft Operator Security, 49 CFR Part 1544
Purpose of the Collection:	49 CFR part 1544, formerly FAR part 108, requires air carriers to maintain, update, and comply with TSA-approved comprehensive security programs to ensure the safety of persons and property traveling on their flights. These programs are subject to TSA inspection.
How Reduction Achieved:	The reduction in burden is a result of TSA's Secure Flight program taking over the watch list matching function from domestic air carries. Because the carriers will no longer be required to conduct this function, their burden associated with the collection (OMB Control No. 1652-0003) has been reduced significantly.
Change in Burden:	-2,244,930 hours
OMB Control Number:	1670-0007
Title:	Chemical Security Assessment Tool (CSAT)
Purpose of the Collection:	This ICR collects information from chemical facilities to: (1) identify those which are high risk chemical facilities, (2) conduct detailed consequence and vulnerability assessments, (3) evaluate the security measures in site security plans, (4) provide training and collect applications to be a CVI Authorized User, (5) collect applications for to be granted access to the appropriate DHS IT System which supports this collection, and (6) collect information which enables the department to respond to questions from the public about the chemical security program this collection supports.
How Reduction Achieved:	Estimates base upon historical data collected since implementation in April 2007.
Change in Burden:	-1,272,205 hours

**Department of  
Housing and Urban  
Development**

OMB Control Number:	2577-0026
Title:	Public Housing Operating Budget, Supporting and Related Forms
Purpose of the Collection:	This information collection will ensure that Public Housing Agencies (PHAs) follow sound financial practices and that federal funds are used for eligible expenditures. PHAs use the information as a financial summary and analysis of immediate and long-term operating programs and plans to

provide control over operations and achieve objectives.

How Reduction Achieved:	This is a revision to a currently approved collection. The decrease in the amount of annual burden hours is attributed to the fact that only troubled PHAs are required to submit budget information to the local field office.
Change in Burden:	-353,514 hours

### Department of the Interior

OMB Control Number:	1035-0004
Title:	Trust Funds for Tribes and Individual Indians, 25 CFR 115
Purpose of the Collection:	The American Indian Trust Reform Act of 1994 directs the Secretary of the Interior to establish guidelines to carry out the fiduciary duties owed to tribes and individual Indians to administer trust funds held exclusively for their benefit.
How Reduction Achieved:	The primary reason for a decrease in the burden hours of this information collection is the previous estimation was based on all individual IIM account holders responding every year. OST has updated their estimate to reflect that approximately one third of the individual IIM account holders respond per year. A secondary reason is that several non-form information collections in the previous approval have now been recognized as improperly identified as information collections and have been dropped from this request.
Change in Burden:	-154,463 hours

### Department of Justice

OMB Control Number:	1121-0323
Title:	Solicitation Template to Announce Grant Programs under the American Recovery and Reinvestment Act of 2009



Purpose of the Collection:	The solicitation template serves as a generic model for the announcement of grant programs as authorized by the American Recovery and Reinvestment Act of 2009 (Public Law 111-5) (the "Recovery Act"). The template will be used to solicit applications to fund grants to assist state, local, and tribal law enforcement, to combat violence against women, to fight internet crimes against children, to improve the functioning of the criminal justice system, to assist victims of crime, and to support youth mentoring.
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How Reduction Achieved:	In Fiscal Year 2010, OJP will announce funding opportunities as authorized by the American Recovery and Reinvestment Act of 2009 for the remaining funds appropriated in FY 2009.
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Change in Burden:	-130,500 hours
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### Department of the Treasury

OMB Control Number:	1545-0162
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Title:	Credit for Federal Tax Paid on Fuels
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Purpose of the Collection:	Internal Revenue Code section 34 allows a credit for Federal excise tax for certain fuel uses. This form is used to figure the amount of the income tax credit. The data are used to verify the validity of the claim for the type of nontaxable or exempt use.
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How Reduction Achieved:	There are various reasons why this reduction was achieved. There were inconsistencies with the number of responses with the Tax Forms and Publications numbers and the numbers in Rocis. The number of responses is being updated to reflect the current estimates of filers of the Form 4136. Nine lines were added and one code reference was deleted. The aviation fuel rates have been extended from March 31, 2009 to September 30, 2009. The reference is to Line 2, Line 5, Line 8, and Line 13. P.L. 111-12 section 2a. Two new lines were added to include the LUST tax on aviation fuels used in foreign trade. Seven new lines were added to include the addition of credit for fuels derived from biomass. Because of these changes the number of filers has increased by 978,968 to a new total of 2,441,858. However, the total burden hours decreased from 4,364,013 to 4,122,067.
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Change in Burden:	-241,946 hours
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**Federal Trade  
Commission**

OMB Control Number:	3084-0137
Title:	The Reg Flags Regulations (The Fair and Accurate Credit Transactions Actions)
Purpose of the Collection:	Portions of the FACT Act amended the Fair Credit Reporting Act of 1970 ("FCRA"), 15 U.S.C. 1681 <i>et seq.</i> , to enhance the ability of consumers to resolve problems caused by identity theft and increase the accuracy of consumer reports.
How Reduction Achieved:	The primary factor in the reduced totals is staff's newly accounting for an estimated number of low-risk entities under section 114 that do not have covered accounts (9,191,496), which is the large bulk of low-risk entities. As the Red Flags Rule does not require entities that determine that they do not have any covered accounts to create a written Program, they are appropriately excluded from the revised PRA burden calculations.
Change in Burden:	-7,110,000 hours

**Securities and  
Exchange  
Commission**

OMB Control Number:	3235-0647
Title:	Rule 204
Purpose of the Collection:	Rule 204 is intended to help further the Commission's goal of reducing fails to deliver by maintaining the reductions in fails to deliver achieved by the adoption of temporary Rule 204T, as well as other actions taken by the Commission. In addition, Rule 204 is intended to help further the Commission's goal of addressing abusive "naked" short selling in all equity securities. The information collected will continue to assist the Commission and self-regulatory organizations in monitoring whether or not participants of a registered clearing agency, and the broker-dealers from which they receive trades for clearance and settlement, are complying with the close-out and borrowing requirements of the rule.

How Reduction  
Achieved:

All collections of information from temporary Rule 204T have been incorporated into Rule 204 without modification, with the exception of the elimination in Rule 204 of the exception in temporary Rule 204T(b)(2) for market makers from the borrowing requirement in Rule 204(b). Such exception is no longer necessary under Rule 204(b) because, as with other broker-dealers, a market maker is excepted from the borrowing requirements of Rule 204(b) if it timely certifies to the participant that it has not incurred a fail to deliver position on settlement date for a long or short sale in an equity security for which the participant has a fail to deliver position at a registered clearing agency or that it is in compliance with the requirements of Rule 204(e). Because Rule 204(b) includes an exception applicable to all broker-dealers, including market makers, it was not necessary to maintain a separate exception applicable only to market makers.

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Change in Burden: -271,187 hours

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***FY(2010) Burden Reduction  
from Statutory Requirements***

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**Department of  
Education**

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OMB Control Number: 1810-0682

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Title: Elementary and Secondary Improvement Formula Grants

Purpose of the Collection:	The U.S. Department of Education (Department) is issuing a notice of final requirements (NFR) to define the criteria that a State educational agency (SEA) must use to award School Improvement Grant (SIG) funds provided through the regular FY 2009 appropriation and the American Recovery and Reinvestment Act (ARRA) to local educational agencies (LEAs). These funds must go to the LEAs with the lowest-achieving Title I, Part A schools that demonstrate the greatest need for the SIG funds and strongest commitment to use the funds to provide adequate resources to their lowest-achieving schools eligible to receive services provided through SIG funds in order to raise substantially the achievement of the students attending those schools. The final requirements include information collection activities covered under the Paperwork Reduction Act (PRA). The Department is requesting emergency approval of the information collections for the same date as the NFR is approved so that this important program can move forward in a timely manner.
How Reduction Achieved:	Revised School Improvement Grant (SIG) application approved under 1810-0682 on 12/16/09, to incorporate the FY2010 appropriations language by making additional schools eligible for SIG and changing the maximum amount permitted to be awarded to a school.
Change in Burden:	-243,960 hours
	\$0
Statute Title and Public Law:	ARRA(Pub.L. 111-5)
OMB Control Number:	1810-0682
Title:	Elementary and Secondary Improvement Formula Grants

Purpose of the Collection:	The U.S. Department of Education (Department) is issuing a notice of final requirements (NFR) to define the criteria that a State educational agency (SEA) must use to award School Improvement Grant (SIG) funds provided through the regular FY 2009 appropriation and the American Recovery and Reinvestment Act (ARRA) to local educational agencies (LEAs). These funds must go to the LEAs with the lowest-achieving Title I, Part A schools that demonstrate the greatest need for the SIG funds and strongest commitment to use the funds to provide adequate resources to their lowest-achieving schools eligible to receive services provided through SIG funds in order to raise substantially the achievement of the students attending those schools. The final requirements include information collection activities covered under the Paperwork Reduction Act (PRA). The Department is requesting emergency approval of the information collections for the same date as the NFR is approved so that this important program can move forward in a timely manner.
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How Reduction Achieved:	Revised School Improvement Grant (SIG) application approved under 1810-0682 on 12/16/09, to incorporate the FY2010 appropriations language by; making additional schools eligible for SIG and changing the maximum amount permitted to be awarded to a school.
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Change in Burden:	-243,960 hours
	\$0

Statute Title and Public Law:	Elementary and Secondary Education Act of 1965(Pub.L. 107-110)
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**Department of Health and Human Services**

OMB Control Number:	0910-0312
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Title:	Regulations Restricting the Sale and Distribution of Cigarettes and Smokeless Tobacco to Protect Children and Adolescents
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Purpose of the Collection: The regulations, which are codified at 21 CFR Part 1140 (previously codified at 21 CFR Part 897), are authorized by section 102 of the Family Smoking Prevention and Tobacco Control Act (Tobacco Control Act) (Public Law 111-31). Section 102 of the Tobacco Control Act requires FDA to publish a final rule regarding cigarettes and smokeless tobacco identical in its provisions to the regulation issued by FDA in 1996 (61 FR 44396, August 28, 1996) with certain specified exceptions including that subpart C (which included ? 897.24) and ? 897.32(c) be removed from the reissued rule (? 102(a)(2)(B)).

In accordance with the statutory mandate, the rule includes section 1140.30 which directs persons to notify FDA if they intend to use a form of advertising that is not addressed in the rule. Section 1140.32 states that the advertising must use black text on a white background, but that this particular requirement does not apply to adult newspapers, magazines, periodicals, or other publications. The rule indicates that competent and reliable survey evidence is required to determine whether a particular publication is an 'adult' publication.

How Reduction Achieved: The estimated burden hours have been reduced from 205,001 hours to 125,007. The reduction reflects the removal of 21 CFR 897.24, which were part of the 1999 information collection request for this rule, from this 2010 information collection request. The Tobacco Control Act struck these provisions from the reissued final rule.

Change in Burden: -180,401 hours  
(\$20,301,000)

Statute Title and Public Law: Tobacco Control Act(Pub.L. 111-31)

**Department of the Treasury**

OMB Control Number: 1545-0023

Title: Quarterly Federal Excise Tax Return

Purpose of the Collection: The information supplied on Form 720 is used by the IRS to determine the correct tax liability. Additionally, the data are reported by the IRS to Treasury so that funds may be transferred from the general revenue funds to the appropriate trust funds.

How Reduction Achieved: For page 2- The Patient Protection and Affordable Care Act of 2010 (P.L. 111-148), sec. 10907, creates new IRC chap. 49

(Cosmetic Services) and sec. 5000B, which imposes a 10% excise tax on the amount paid for indoor tanning services. Prior to this revision, the tax was not reflected on Form 720. Page 2, Part II was changed to add line for IRS No. 140 for the filer to report 10% of the amount paid.

Change in Burden:	-4,354,623 hours
	\$0
Statute Title and Public Law:	Affordable Care Act(Pub.L. 111-148)
OMB Control Number:	1545-0023
Title:	Quarterly Federal Excise Tax Return
Purpose of the Collection:	The information supplied on Form 720 is used by the IRS to determine the correct tax liability. Additionally, the data are reported by the IRS to Treasury so that funds may be transferred from the general revenue funds to the appropriate trust funds.
How Reduction Achieved:	For page 2- The Patient Protection and Affordable Care Act of 2010 (P.L. 111-148), sec. 10907, creates new IRC chap. 49 (Cosmetic Services) and sec. 5000B, which imposes a 10% excise tax on the amount paid for indoor tanning services. Prior to this revision, the tax was not reflected on Form 720. Page 2, Part II was changed to add line for IRS No. 140 for the filer to report 10% of the amount paid.
Change in Burden:	-4,354,623 hours
	\$0
Statute Title and Public Law:	Affordable Care Act(Pub.L. 111-148)
OMB Control Number:	1545-0023
Title:	Quarterly Federal Excise Tax Return
Purpose of the Collection:	The information supplied on Form 720 is used by the IRS to determine the correct tax liability. Additionally, the data are reported by the IRS to Treasury so that funds may be transferred from the general revenue funds to the appropriate trust funds.

How Reduction  
Achieved:

Summary of Changes:

1. Indoor Tanning Services (Change for Rev. July 2010) added: For page 2- The Patient Protection and Affordable Care Act of 2010 (P.L. 111-148), sec. 10907, creates new IRC chap. 49 (Cosmetic Services) and sec. 5000B, which imposes a 10% excise tax on the amount paid for indoor tanning services.

Prior to this revision, the tax was not reflected on Form 720. Page 2, Part II was changed to add line for IRS No. 140 for the filer to report 10% of the amount paid.

2.

Line 6h added, credit for use of "Liquefied gas from biomass" (Change for Rev. October 2008): Section 204(b) of the Energy Improvement and Extension Act of 2008, which is in Division B of the Financial Rescue bill (P.L. 110-343), codifies liquefied gas from biomass as one of two new alternative fuels under IRC 6426. This provision is effective after date of enactment (October 3, 2008). Liquefied gas derived from biomass is taxable under sections 4041(a)(2) at \$.183. The credit for nontaxable use of liquefied gas derived from biomass will be claimed on Schedule C on new line 6h at \$.183 per gallon under credit reference number (CRN) 435.

3.

Lines 14h and 14i added, credits for use of "Liquefied gas derived from biomass" and "Compressed gas derived from biomass" (Change for Rev. October 2008): Under Section 204(b) of the Energy Improvement and Extension Act of 2008 (cited above) credits are available for mixtures of taxable and alternative fuel, claimed on new lines 14h and 14i on Schedule C at the rate of \$.50 per gallon or gallon equivalent.

4.

Lines 15f, 15g, and 15h added, credits applicable for tax-paid tires (Change for Rev. January 2009): Previously, these CRNs appeared only in the Instructions for Form 720. The form was changed to also add a "Number of tires" column. This change was made at the request of SE:W:CAS:SP and ETA to capture the number of taxable tires claimed for CRNs 396, 304, and 305.

These changes have resulted in a net increase of 11,758 burden hours.

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Change in Burden:

-4,354,623 hours

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\$0



Statute Title and Public Law:	Tax Technical Corrections Act of 2007 (Pub.L. 110-172)
OMB Control Number:	1545-0023
Title:	Quarterly Federal Excise Tax Return
Purpose of the Collection:	The information supplied on Form 720 is used by the IRS to determine the correct tax liability. Additionally, the data are reported by the IRS to Treasury so that funds may be transferred from the general revenue funds to the appropriate trust funds.
How Reduction Achieved:	<p>Summary of Changes:</p> <p>1. Indoor Tanning Services (Change for Rev. July 2010) added: For page 2- The Patient Protection and Affordable Care Act of 2010 (P.L. 111-148), sec. 10907, creates new IRC chap. 49 (Cosmetic Services) and sec. 5000B, which imposes a 10% excise tax on the amount paid for indoor tanning services.</p> <p>Prior to this revision, the tax was not reflected on Form 720. Page 2, Part II was changed to add line for IRS No. 140 for the filer to report 10% of the amount paid.</p> <p>2. Line 6h added, credit for use of "Liquefied gas from biomass" (Change for Rev. October 2008): Section 204(b) of the Energy Improvement and Extension Act of 2008, which is in Division B of the Financial Rescue bill (P.L. 110-343), codifies liquefied gas from biomass as one of two new alternative fuels under IRC 6426. This provision is effective after date of enactment (October 3, 2008). Liquefied gas derived from biomass is taxable under sections 4041(a)(2) at \$.183. The credit for nontaxable use of liquefied gas derived from biomass will be claimed on Schedule C on new line 6h at \$.183 per gallon under credit reference number (CRN) 435.</p> <p>3. Lines 14h and 14i added, credits for use of "Liquefied gas derived from biomass" and "Compressed gas derived from biomass" (Change for Rev. October 2008): Under Section 204(b) of the Energy Improvement and Extension Act of 2008 (cited above) credits are available for mixtures of taxable and alternative fuel, claimed on new lines 14h and 14i on Schedule C at the rate of \$.50 per gallon or gallon equivalent.</p> <p>4. Lines 15f, 15g, and 15h added, credits applicable for tax-</p>

	<p>paid tires (Change for Rev. January 2009): Previously, these CRNs appeared only in the Instructions for Form 720. The form was changed to also add a "Number of tires" column. This change was made at the request of SE:W:CAS:SP and ETA to capture the number of taxable tires claimed for CRNs 396, 304, and 305. These changes have resulted in a net increase of 11,758 burden hours.</p>
Change in Burden:	-4,354,623 hours
	\$0
Statute Title and Public Law:	Airport and Airway Extension Act of 2008(Pub.L. 110-190)
OMB Control Number:	1545-0023
Title:	Quarterly Federal Excise Tax Return
Purpose of the Collection:	The information supplied on Form 720 is used by the IRS to determine the correct tax liability. Additionally, the data are reported by the IRS to Treasury so that funds may be transferred from the general revenue funds to the appropriate trust funds.
How Reduction Achieved:	<p>Summary of Changes:</p> <ol style="list-style-type: none"> <li>Indoor Tanning Services (Change for Rev. July 2010) added: For page 2- The Patient Protection and Affordable Care Act of 2010 (P.L. 111-148), sec. 10907, creates new IRC chap. 49 (Cosmetic Services) and sec. 5000B, which imposes a 10% excise tax on the amount paid for indoor tanning services.</li> </ol> <p>Prior to this revision, the tax was not reflected on Form 720. Page 2, Part II was changed to add line for IRS No. 140 for the filer to report 10% of the amount paid.</p> <ol style="list-style-type: none"> <li>Line 6h added, credit for use of "Liquefied gas from biomass" (Change for Rev. October 2008): Section 204(b) of the Energy Improvement and Extension Act of 2008, which is in Division B of the Financial Rescue bill (P.L. 110-343), codifies liquefied gas from biomass as one of two new alternative fuels under IRC 6426. This provision is effective after date of enactment (October 3, 2008). Liquefied gas derived from biomass is taxable under sections 4041(a)(2) at \$.183. The credit for nontaxable use of liquefied gas derived from biomass will be claimed on Schedule C on new line 6h at \$.183 per gallon under credit reference number (CRN) 435.</li> <li></li> </ol>

Lines 14h and 14i added, credits for use of “Liquefied gas derived from biomass” and “Compressed gas derived from biomass” (Change for Rev. October 2008): Under Section 204(b) of the Energy Improvement and Extension Act of 2008 (cited above) credits are available for mixtures of taxable and alternative fuel, claimed on new lines 14h and 14i on Schedule C at the rate of \$.50 per gallon or gallon equivalent.

4.

Lines 15f, 15g, and 15h added, credits applicable for tax-paid tires (Change for Rev. January 2009): Previously, these CRNs appeared only in the Instructions for Form 720. The form was changed to also add a “Number of tires” column. This change was made at the request of SE:W:CAS:SP and ETA to capture the number of taxable tires claimed for CRNs 396, 304, and 305.

These changes have resulted in a net increase of 11,758 burden hours.

Change in Burden:	-4,354,623 hours
	\$0
Statute Title and Public Law:	Small Business and Work Opportunity Tax Act of 2007(Pub.L. 110-28)
OMB Control Number:	1545-0074
Title:	U.S. Individual Income Tax Return
Purpose of the Collection:	These forms and schedules are used by individuals to report their income tax liability. IRS uses the data collected on these forms and their schedules to compute tax liability and determine that the items claimed are properly allowable. This information is also used for general statistical purposes.
How Reduction Achieved:	The changes in aggregated compliance burden estimates can be explained by three major sources of change - technical adjustments, statutory changes, and discretionary agency (IRS) actions. Technical Adjustments - The largest adjustments are from the new taxpayer survey data. The new survey results capture significant gains in productivity associated with the usage of tax preparation software and tax preparation services and large shifts in the population away from tax self-preparation (by hand) towards the use of the assisted methods, such as paid preparers and tax software. Additionally, the economic recession in the past year has had a significant impact on burden estimates, reducing the filing volume and lower hour and cost burdens.

The inclusion of Form 1040X, Amended US Individual Income Tax Return, has significantly increased burden estimates. The burden associated with 1040X had not been previously included in the aggregated burden estimates. Statutory Changes - The primary drivers for the statutory changes are credit/deductions provided in the American Recovery and Reinvestment Act (ARRA) of 2009, the Emergency Economic Stabilization Act (EESA) of 2008 and related legislations. Some examples include:

- Making Work Pay Credit - For tax years 2009 and 2010, the Making Work Pay provision will provide a refundable tax credit of up to \$400 for individuals and \$800 for married taxpayers filing joint returns.
- Economic Recovery Payments to SSA, VA, and Certain Federal and State Retirees - A one-time payment of \$250 to social security beneficiaries, disabled individuals, other individuals, and disabled veterans receiving benefits from the U.S. Department of Veterans Affairs.

- First-Time Homebuyer Credit - A \$7,500 (\$3,750 married filing separate) credit is available for first time homebuyers who purchase homes after April 8, 2008 and on or before December 31, 2008.

- New Automobile Purchase Tax Deduction - Allows for the deduction of state and local sales and excise taxes paid on the purchase of new cars, light truck, motor homes, and motorcycles through 2009.

- Taxability of Unemployment Benefits - The legislation temporarily suspends federal income tax on the first \$2,400 of unemployment benefits received in tax year 2009.

- Temporary Increase of the Earned Income Tax Credit (for TY 2009 and 2010) and the Refundable Child Tax Credit

- Alternative Minimum Tax (AMT) Relief - Extends through 2009 AMT relief for nonrefundable personal credits and increasing the AMT exemption amount to \$70,950 for joint filers and \$46,700 for individuals

From the Emergency Economic Stabilization Act of 2008, some examples include:

- Extension & Modification of Credit for Energy - Efficiency Improvements to Existing Homes - The bill extends the tax credit for energy-efficient existing homes for 2009 under Section 25C, and includes energy-efficient biomass fuel stoves as a new class of energy efficient property eligible for a consumer tax credit of \$300.

- Long-term Extension & Modification of Residential

Energy-Efficient Property Credit - The bill extends the 30% individual tax credit for residential solar electric expenditures through December 31, 2016 (8 years) pursuant to Section 25D.

- Plug-in Electric Drive Vehicle Credit - The bill establishes a new credit for plug-in electric drive vehicles by amending Section 30D.

IRS Discretionary Changes - The IRS discretionary changes include 1040X redesign, simplifications in filing Form 1099B/Schedule D/Form 1040, creation of Form 4506T-EZ, IRS support of the Free File Alliance, and changes to expand the eligibility of filing Form 3800 by individuals and businesses for general business credits. All these initiatives reduce time and money burdens for the taxpayers. These changes have decreased the total burden by 1,272,000,000 hours.

Change in Burden:	-2,000,000 hours (\$50,000,000)
Statute Title and Public Law:	American Recovery and Reinvestment Act(Pub.L. 111-5)
OMB Control Number:	1545-0074
Title:	U.S. Individual Income Tax Return
Purpose of the Collection:	These forms and schedules are used by individuals to report their income tax liability. IRS uses the data collected on these forms and their schedules to compute tax liability and determine that the items claimed are properly allowable. This information is also used for general statistical purposes.

How Reduction  
Achieved:

The changes in aggregated compliance burden estimates can be explained by three major sources of change - technical adjustments, statutory changes, and discretionary agency (IRS) actions.

Technical Adjustments - The largest adjustments are from the new taxpayer survey data. The new survey results capture significant gains in productivity associated with the usage of tax preparation software and tax preparation services and large shifts in the population away from tax self-preparation (by hand) towards the use of the assisted methods, such as paid preparers and tax software.

Additionally, the economic recession in the past year has had a significant impact on burden estimates, reducing the filing volume and lower hour and cost burdens.

The inclusion of Form 1040X, Amended US Individual Income Tax Return, has significantly increased burden estimates. The burden associated with 1040X had not been previously included in the aggregated burden estimates.

Statutory Changes - The primary drivers for the statutory changes are credit/deductions provided in the American Recovery and Reinvestment Act (ARRA) of 2009, the Emergency Economic Stabilization Act (EESA) of 2008 and related legislations. Some examples include:

- Making Work Pay Credit - For tax years 2009 and 2010, the Making Work Pay provision will provide a refundable tax credit of up to \$400 for individuals and \$800 for married taxpayers filing joint returns.
- Economic Recovery Payments to SSA, VA, and Certain Federal and State Retirees - A one-time payment of \$250 to social security beneficiaries, disabled individuals, other individuals, and disabled veterans receiving benefits from the U.S. Department of Veterans Affairs.
- First-Time Homebuyer Credit - A \$7,500 (\$3,750 married filing separate) credit is available for first time homebuyers who purchase homes after April 8, 2008 and on or before December 31, 2008.
- New Automobile Purchase Tax Deduction - Allows for the deduction of state and local sales and excise taxes paid on the purchase of new cars, light truck, motor homes, and motorcycles through 2009.
- Taxability of Unemployment Benefits - The legislation temporarily suspends federal income tax on the first \$2,400 of unemployment benefits received in tax year 2009.
- Temporary Increase of the Earned Income Tax Credit

(for TY 2009 and 2010) and the Refundable Child Tax Credit

- Alternative Minimum Tax (AMT) Relief - Extends through 2009 AMT relief for nonrefundable personal credits and increasing the AMT exemption amount to \$70,950 for joint filers and \$46,700 for individuals

From the Emergency Economic Stabilization Act of 2008, some examples include:

- Extension & Modification of Credit for Energy - Efficiency Improvements to Existing Homes - The bill extends the tax credit for energy-efficient existing homes for 2009 under Section 25C, and includes energy-efficient biomass fuel stoves as a new class of energy efficient property eligible for a consumer tax credit of \$300.
- Long-term Extension & Modification of Residential Energy-Efficient Property Credit - The bill extends the 30% individual tax credit for residential solar electric expenditures through December 31, 2016 (8 years) pursuant to Section 25D.
- Plug-in Electric Drive Vehicle Credit - The bill establishes a new credit for plug-in electric drive vehicles by amending Section 30D.

IRS Discretionary Changes - The IRS discretionary changes include 1040X redesign, simplifications in filing Form 1099B/Schedule D/Form 1040, creation of Form 4506T-EZ, IRS support of the Free File Alliance, and changes to expand the eligibility of filing Form 3800 by individuals and businesses for general business credits. All these initiatives reduce time and money burdens for the taxpayers. These changes have decreased the total burden by 1,272,000,000 hours.

Change in Burden:	-2,000,000 hours (\$50,000,000)
Statute Title and Public Law:	Emergency Economic Stabilization Act of 2008(Pub.L. 110-343)
OMB Control Number:	1545-0092
Title:	U.S. Income Tax Return for Estates and Trusts
Purpose of the Collection:	IRC section 6012 requires that an annual income tax return be filed for estates and trusts. Data are used to determine that the estates, trusts, and beneficiaries filed the proper returns and paid the correct tax. IRC section 59 requires the fiduciary to recompute the distributable net income on a minimum tax basis.

How Reduction  
Achieved:

The fiduciary of a domestic decedent's estate, trust, or bankruptcy estate uses Form 1041 to report:

- The income, deductions, gains, losses, etc. of the estate or trust;
- The income that is either accumulated or held for future distribution or distributed currently to the beneficiaries;
- Any income tax liability of the estate or trust; and
- Employment taxes on wages paid to household employees.

Form 1041 - Beginning with the 2008 revision, the instructions for Schedule D, Capital Gains and Losses, and Schedule I, Alternative Minimum Tax--Estates and Trusts, were removed from the Instructions for Form 1041 and made into separate freestanding products. We also deleted old line 27 from Schedule D, Part V and old line 69 from Schedule I to reflect the reduction in capital gains rates from 5% to 0% under IRC section 1(h)(1)(B), as a result of P.L. 108-27, the Jobs And Growth Tax Relief Reconciliation Act Of 2003. The filing requirements for Schedule D or Schedule I did not change. Both forms are still required to be filed as attachments to Form 1041 if the filing requirements are met. The affect on burden associated with these statutory requirements is a total burden decrease of 65,497,680 hours.

Additionally, beginning with the 2008 revision, Schedule I was removed from Form 1041 and made into a freestanding Schedule. This and other changes were made as a result of agency discretion in order to expedite delivery of Form 1041 and its instructions to the public. Including the Schedules and their Instructions in the 1041 product has led to print delays in the past, so this change resulted in quicker release of the products. The affect on burden of these changes result in a total burden decrease of 5,694,610 hours.

As a result of various changes throughout the forms and schedules the total burden has been reduced by 71,192,290 hours. Changes to the method and reporting of the burden into the OMB database system, have resulted in an estimated number of responses by 1,769,000 and a total burden decrease of 13,800 hours.

Change in Burden:	-68,275,906 hours
	\$0
Statute Title and Public Law:	Tax Increase Prevention and Reconciliation Act Of 2005 (Pub.L. 109-222)
OMB Control	1545-0123



Number:	
Title:	Form 1120, U.S. Corp. Income Tax Return, Schedule D, Capital Gains and Losses, Schedule H, Section 280H Limitations for a Personal Service Corporation (PSC), Schedule N, Foreign .....
Purpose of the Collection:	Use Form 1120, U.S. Corporation Income Tax Return, to report the income, gains, losses, deductions, credits, and to figure the income tax liability of a corporation.
How Reduction Achieved:	<p>Form 1120, U.S. Corporation Income Tax Return, is used to report the income, gains, losses, deductions, credits, and to figure the income tax liability of a corporation. Changes to this collection and the creation of a new schedule, has resulted in a combined burden increase of 890,000 responses and 2,972,162 hours.</p> <p>Form 1120 contains statutory changes to comply with the Housing and Economic Recovery Act of 2008. Under section 3081 of the Act, corporations may elect to claim additional research and minimum tax credits in lieu of claiming the additional first year depreciation under section 168(k) for certain property. The increase in allowable credit is treated as refundable. Accordingly, we have added line 32g to page 1 of Form 1120 for corporations to use for this credit.</p> <p>Schedule J, Form 1120, contains statutory changes relating to the American Recovery and Reinvestment Act. Section 1142 of the Act provides for the creation of a credit for certain plug-in electric vehicles acquired after February 17, 2009. Accordingly we have added line 5b, Schedule J, for corporations to claim this credit. Under section 3022 of the Housing and Economic Recovery Act of 2008, the low-income housing tax credit and the rehabilitation credit may offset the alternative minimum tax. Form 3800, General Business Credit, will now contain the calculation of the tax liability limitation. Accordingly, we have eliminated the check boxes on Form 1120, page 3, Schedule J, Tax Computation, line 5c, General business credit.</p> <p>These combined statutory changes have resulted in a decrease in burden by -477,788 hours.</p> <p>Schedule K, Form 1120, contains discretionary changes. The entry columns for Questions 4a and 4b were deleted. This entity information is now required to be provided on Schedule G (Form 1120) to address concerns raised by Treasury. Schedule B, Form 1120, contains discretionary changes. At the request of the Large and Mid-size Business (LMSB) unit (within the IRS), question 8 was replaced with new questions 8 and 9. The changes deleted language</p>

involving “mixed service costs” and used the term “indirect costs”. The changes also deleted references to the FERC (Federal Energy Regulatory Commission) method of accounting and expanded the range of entities subject to the questions. Question 10 was added at the request of LMSB to address future identification of potential section 118 abuses. Schedule G, Form 1120, was developed based on the discretionary suggestions of the Large and Mid-Size Business Unit (within the IRS) and Treasury to address disclosure issues pertaining to the information that was requested in Question 4 of the 2008 Form 1120, Schedule K. All discretionary changes to Schedule O, Form 1120, were made at the request of the Chief Counsel and Schedule O work group. New line 4 was added to clarify if the termination on line 3c or 3d was voluntary or involuntary. Lines 4, 5, and 6 were renumbered to read 5, 6, and 7. The language in line 7 was updated and a check box was added to identify corporations that have a short tax year that do not include December 31 to clarify how the allocations on pages two and three were determined.

The creation of new Schedule UTP (Uncertain Tax Position Disclosure Statement) is a result of discretionary actions as a result of Internal Revenue Service Announcements: 2010-9, 2010-17, and 2010-30. Existing business tax returns do not currently require that taxpayers identify and explain uncertain tax positions underlying their returns. The purpose of Schedule UTP (F1120) is to aid the Internal Revenue Service in focusing its examination resources on returns that contain specific uncertain tax positions that are of particular interest or of sufficient magnitude to warrant IRS inquiry and allow examination teams to identify all of the issues underlying the tax returns more efficiently.

These discretionary changes resulted in a burden increase of 3,449,950 hours.

Change in Burden:	-477,788 hours
	\$0
Statute Title and Public Law:	AMERICAN RECOVERY AND REINVESTMENT ACT(Pub.L. 111-5)
OMB Control Number:	1545-0155
Title:	Investment Credit

Purpose of the Collection:	Taxpayers are allowed a credit against their income tax for certain expenses they incur for their trades or businesses. Form 3468 is used to compute this investment tax credit. The information collected is used by the IRS to verify that the credit has been correctly computed.
How Reduction Achieved:	Form 3468 is used to compute Taxpayers credit against their income tax for certain expenses incurred for their trades or businesses. The information collected is used by the IRS to verify that the credit has been correctly computed. Changes to the form from the prior submission include: The Energy Improvement and Extension Act of 2008: <ul style="list-style-type: none"> <li>• Added three new energy properties eligible for the energy tax year credit for property placed in service after October 3, 2008.</li> <li>• Increased the qualified fuel cell limit from \$500 per half kilowatt capacity to \$1,500 per half kilowatt capacity.</li> <li>• Allow the energy credit to offset the alternative minimum tax for tax years beginning after October 3, 2008.</li> </ul> The American Recovery and Reinvestment Act of 2009: <ul style="list-style-type: none"> <li>• Added a new investment credit for qualifying advanced energy project credit for periods after February 17, 2009.</li> <li>• Repealed the credit limitation for qualified small wind energy property for periods after December 31, 2008.</li> <li>• Provides an election to treat qualified facilities as energy property for facilities placed in service after December 31, 2008. The above changes have resulted in a net decrease of 134,269 program hours.</li> </ul>
Change in Burden:	-134,269 hours \$0
Statute Title and Public Law:	Tax Extenders and Alternative Minimum Tax Relief Act of 2008(Pub.L. 110-343)
OMB Control Number:	1545-0155
Title:	Investment Credit
Purpose of the Collection:	Taxpayers are allowed a credit against their income tax for certain expenses they incur for their trades or businesses. Form 3468 is used to compute this investment tax credit. The information collected is used by the IRS to verify that the credit has been correctly computed.

How Reduction Achieved:	<p>Form 3468 is used to compute Taxpayers credit against their income tax for certain expenses incurred for their trades or businesses. The information collected is used by the IRS to verify that the credit has been correctly computed. Changes to the form from the prior submission include:</p> <p>The Energy Improvement and Extension Act of 2008:</p> <ul style="list-style-type: none"> <li>• Added three new energy properties eligible for the energy tax year credit for property placed in service after October 3, 2008.</li> <li>• Increased the qualified fuel cell limit from \$500 per half kilowatt capacity to \$1,500 per half kilowatt capacity.</li> <li>• Allow the energy credit to offset the alternative minimum tax for tax years beginning after October 3, 2008.</li> </ul> <p>The American Recovery and Reinvestment Act of 2009:</p> <ul style="list-style-type: none"> <li>• Added a new investment credit for qualifying advanced energy project credit for periods after February 17, 2009.</li> <li>• Repealed the credit limitation for qualified small wind energy property for periods after December 31, 2008.</li> <li>• Provides an election to treat qualified facilities as energy property for facilities placed in service after December 31, 2008. The above changes have resulted in a net decrease of 134,269 program hours.</li> </ul>
Change in Burden:	-134,269 hours
	\$0
Statute Title and Public Law:	Energy Improvement and Extension Act of 2008 (Division B)(Pub.L. 110-343)
OMB Control Number:	1545-0155
Title:	Investment Credit
Purpose of the Collection:	Taxpayers are allowed a credit against their income tax for certain expenses they incur for their trades or businesses. Form 3468 is used to compute this investment tax credit. The information collected is used by the IRS to verify that the credit has been correctly computed.

How Reduction Achieved:	<p>Form 3468 is used to compute Taxpayers credit against their income tax for certain expenses incurred for their trades or businesses. The information collected is used by the IRS to verify that the credit has been correctly computed. Changes to the form from the prior submission include:</p> <p>The Energy Improvement and Extension Act of 2008:</p> <ul style="list-style-type: none"> <li>• Added three new energy properties eligible for the energy tax year credit for property placed in service after October 3, 2008.</li> <li>• Increased the qualified fuel cell limit from \$500 per half kilowatt capacity to \$1,500 per half kilowatt capacity.</li> <li>• Allow the energy credit to offset the alternative minimum tax for tax years beginning after October 3, 2008.</li> </ul> <p>The American Recovery and Reinvestment Act of 2009:</p> <ul style="list-style-type: none"> <li>• Added a new investment credit for qualifying advanced energy project credit for periods after February 17, 2009.</li> <li>• Repealed the credit limitation for qualified small wind energy property for periods after December 31, 2008.</li> <li>• Provides an election to treat qualified facilities as energy property for facilities placed in service after December 31, 2008. The above changes have resulted in a net decrease of 134,269 program hours.</li> </ul>
Change in Burden:	-134,269 hours
	\$0
Statute Title and Public Law:	Housing and Economic Recovery Act of 2008(Pub.L. 110-289)
OMB Control Number:	1545-0155
Title:	Investment Credit
Purpose of the Collection:	Taxpayers are allowed a credit against their income tax for certain expenses they incur for their trades or businesses. Form 3468 is used to compute this investment tax credit. The information collected is used by the IRS to verify that the credit has been correctly computed.

How Reduction Achieved:	<p>Form 3468 is used to compute Taxpayers credit against their income tax for certain expenses incurred for their trades or businesses. The information collected is used by the IRS to verify that the credit has been correctly computed. Changes to the form from the prior submission include:</p> <p>The Energy Improvement and Extension Act of 2008:</p> <ul style="list-style-type: none"> <li>• Added three new energy properties eligible for the energy tax year credit for property placed in service after October 3, 2008.</li> <li>• Increased the qualified fuel cell limit from \$500 per half kilowatt capacity to \$1,500 per half kilowatt capacity.</li> <li>• Allow the energy credit to offset the alternative minimum tax for tax years beginning after October 3, 2008.</li> </ul> <p>The American Recovery and Reinvestment Act of 2009:</p> <ul style="list-style-type: none"> <li>• Added a new investment credit for qualifying advanced energy project credit for periods after February 17, 2009.</li> <li>• Repealed the credit limitation for qualified small wind energy property for periods after December 31, 2008.</li> <li>• Provides an election to treat qualified facilities as energy property for facilities placed in service after December 31, 2008. The above changes have resulted in a net decrease of 134,269 program hours.</li> </ul>
Change in Burden:	-134,269 hours
	\$0
Statute Title and Public Law:	Energy Policy Act of 2005(Pub.L. 109-58)
OMB Control Number:	1545-0155
Title:	Investment Credit
Purpose of the Collection:	Taxpayers are allowed a credit against their income tax for certain expenses they incur for their trades or businesses. Form 3468 is used to compute this investment tax credit. The information collected is used by the IRS to verify that the credit has been correctly computed.

How Reduction Achieved:	<p>Form 3468 is used to compute Taxpayers credit against their income tax for certain expenses incurred for their trades or businesses. The information collected is used by the IRS to verify that the credit has been correctly computed. Changes to the form from the prior submission include:</p> <p>The Energy Improvement and Extension Act of 2008:</p> <ul style="list-style-type: none"> <li>• Added three new energy properties eligible for the energy tax year credit for property placed in service after October 3, 2008.</li> <li>• Increased the qualified fuel cell limit from \$500 per half kilowatt capacity to \$1,500 per half kilowatt capacity.</li> <li>• Allow the energy credit to offset the alternative minimum tax for tax years beginning after October 3, 2008.</li> </ul> <p>The American Recovery and Reinvestment Act of 2009:</p> <ul style="list-style-type: none"> <li>• Added a new investment credit for qualifying advanced energy project credit for periods after February 17, 2009.</li> <li>• Repealed the credit limitation for qualified small wind energy property for periods after December 31, 2008.</li> <li>• Provides an election to treat qualified facilities as energy property for facilities placed in service after December 31, 2008. The above changes have resulted in a net decrease of 134,269 program hours.</li> </ul>
Change in Burden:	-134,269 hours
	\$0
Statute Title and Public Law:	American Recovery and Reinvestment Act of 2009(Pub.L. 111-5)
OMB Control Number:	1545-0155
Title:	Investment Credit
Purpose of the Collection:	<p>Taxpayers are allowed a credit against their income tax for certain expenses they incur for their trades or businesses. Form 3468 is used to compute this investment tax credit. The information collected is used by the IRS to verify that the credit has been correctly computed.</p>
How Reduction Achieved:	<p>Form 3468 is used to compute Taxpayers credit against their income tax for certain expenses incurred for their trades or businesses. The information collected is used by the IRS to verify that the credit has been correctly computed. Changes to the form from the prior submission include:</p> <p>The Energy Improvement and Extension Act of 2008:</p> <ul style="list-style-type: none"> <li>• Added three new energy properties eligible for the energy tax year credit for property placed in service after October 3, 2008.</li> <li>• Increased the qualified fuel cell limit from \$500 per half kilowatt capacity to \$1,500 per half kilowatt capacity.</li> </ul>

- Allow the energy credit to offset the alternative minimum tax for tax years beginning after October 3, 2008.

The American Recovery and Reinvestment Act of 2009:

- Added a new investment credit for qualifying advanced energy project credit for periods after February 17, 2009.
- Repealed the credit limitation for qualified small wind energy property for periods after December 31, 2008.
- Provides an election to treat qualified facilities as energy property for facilities placed in service after December 31, 2008. The above changes have resulted in a net decrease of 134,269 program hours.

Change in Burden:	-134,269 hours
	\$0
Statute Title and Public Law:	Tax Relief and Health Care Act of 2006(Pub.L. 109-432)
OMB Control Number:	1545-1974
Title:	Profit and Loss from Business
Purpose of the Collection:	Schedule C (Form 1040) is used by individuals to report their business income, loss and expenses. The data are used to verify that the items reported on the form are correct and also for general statistical use.
How Reduction Achieved:	The Hurricane Katrina house credit, the increased expensing for qualified timber property in the Gulf Opportunity (GO) Zone, and the deduction for qualified clean-up costs in the GO Zone have expired. The increased section 179 deduction and special depreciation allowance have been extended through 2009 due to the American Recovery and Reinvestment Act (PL 111-5). These changes caused four lines to be deleted and four new code references to be added to this collection, as well as the addition of 8,827 words, resulting in a net burden decrease of 32,000,075 hours.
Change in Burden:	-32,000,756 hours
	\$0
Statute Title and Public Law:	American Recovery and Reinvestment Act(Pub.L. 111-5)

***FY(2010) Burden Increases  
from Changing Regulations***

**Department of  
Agriculture**



OMB Control Number:	0581-0250
Title:	Mandatory Country of Origin Labeling of Covered Commodities
Purpose of the Collection:	To notify consumers of the country of origin of muscle cuts of beef (including veal), lamb, chicken, goat, and pork; ground beef, ground lamb, ground chicken, ground goat, and ground pork; wild and farm-raised fish and shellfish; perishable agricultural commodities; macadamia nuts; pecans; ginseng; and peanuts.
Change in Burden:	861,282 hours
OMB Control Number:	0584-0064
Title:	Food Stamp Forms: Applications, Periodic Reporting, Notices
Purpose of the Collection:	Information collected is used to determine eligibility and participation in the food stamp program. Certifications and periodic reporting are to verify current eligibility.
Change in Burden:	1,250,855 hours
OMB Control Number:	0584-0550
Title:	School Food Safety Program Based on Hazard Analysis and Critical Control Point Principles (HACCP)
Purpose of the Collection:	To prevent or minimize the risk of food borne illness in the school meal program by implementing a food safety program based on Hazard Analysis and Critical Control Point principles.
Change in Burden:	293,461 hours

**Department of  
Commerce**

OMB Control Number:	0608-0049
Title:	Benchmark Survey of U.S. Direct Investment Abroad--2009

Purpose of the Collection:	The data collected on the BE-10 survey provide a variety of measures of the overall operations of U.S. parent companies and their foreign affiliates. The data are needed to measure the size and economic significance of U.S. direct investment abroad, measure changes in such investment, and assess its impact on the U.S. and foreign economies. The data will provide benchmarks for deriving current universe estimates of direct investment from sample data collected in other BEA surveys in nonbenchmark years. In particular, they will serve as benchmarks for the quarterly direct investment estimates included in the U.S. international transactions and national income and product accounts, and for annual estimates of the U.S. direct investment position abroad and of the operations of U.S. parent companies and their foreign affiliates.
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Change in Burden:	459,400 hours
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**Department of Education**

OMB Control Number:	1810-0682
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Title:	Elementary and Secondary Improvement Formula Grants
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Purpose of the Collection:	The U.S. Department of Education (Department) is issuing a notice of final requirements (NFR) to define the criteria that a State educational agency (SEA) must use to award School Improvement Grant (SIG) funds provided through the regular FY 2009 appropriation and the American Recovery and Reinvestment Act (ARRA) to local educational agencies (LEAs). These funds must go to the LEAs with the lowest-achieving Title I, Part A schools that demonstrate the greatest need for the SIG funds and strongest commitment to use the funds to provide adequate resources to their lowest-achieving schools eligible to receive services provided through SIG funds in order to raise substantially the achievement of the students attending those schools. The final requirements include information collection activities covered under the Paperwork Reduction Act (PRA).
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Change in Burden:	281,960 hours
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OMB Control Number:	1845-0101
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Title:	Part 601 Preferred Lender Arrangements (JH)
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Purpose of the Collection:	<p>Part 601 - Institution and Lender Requirements Relating to Education Loans are a new section of the regulations governing private education loans offered at covered institutions by lenders also participating in the FFEL program. These regulations assure the Secretary that the integrity of the program is protected from fraud and misuse of program funds and places requirements on institutions and lenders to insure that borrowers receive additional disclosures about Title IV, HEA program assistance prior to obtaining a private education loan. These regulations require covered institutions to provide a variety of new loan disclosures, disclosures on private loans, for institutions to prepare and submit an annual report on the use of private loans, and to establish and adopt a code of conduct for institutions' participation in a preferred lender arrangement. While information about the applicant's cost of attendance and estimated financial assistance must be provided to the student, if available, the student will provide the data to the private loan lender who must collect and maintain the self-certification form prior to disbursement of a Private Education Loan. The Department will not receive the Private Education Loan Applicant Self-Certification form and therefore will not be collecting and maintaining the form or its data.</p>
Change in Burden:	3,197,761 hours
OMB Control Number:	1845-0102
Title:	Federal Family Education Loan (FFEL) Program Income Based Repayment (IBR) Plan Request and Alternative Documentation of Income
Purpose of the Collection:	<p>The IBR Plan Request form serves as the means by which a borrower with FFEL Program loans requests to repay those loans under the IBR Plan and provides certain information that is needed by the borrower's loan holder to determine whether the borrower is eligible to repay under the IBR Plan and to calculate the borrower's monthly payment amount under the IBR Plan. The IBR Plan Alternative Documentation of Income form serves as the means by which a borrower who is repaying FFEL Program loans under the IBR provides the borrower's loan holder with alternative documentation of the borrower's income if the borrower's adjusted gross income (AGI) is not available from the IRS, or if the loan holder believes that the borrower's most recently reported AGI does not accurately reflect the borrower's current income. Under the FFEL Program</p>

regulations, a borrower's AGI is used to calculate the monthly loan payment amount under the IBR Plan.

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Change in Burden:	936,721 hours
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**Department of  
Energy**

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OMB Control Number:	1910-0400
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Title:	Financial Assistance
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Purpose of the Collection:	Provides information necessary to manage all phases of the process of seeking, awarding, administering and closing financial assistance instruments.
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Change in Burden:	586,230 hours
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**Department of  
Health and Human  
Services**

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OMB Control Number:	0910-0660
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Title:	Prevention of Salmonella Enteritidis in Shell Eggs During Production---Recordkeeping and Registration Provisions
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Purpose of the  
Collection:

Shell eggs contaminated with Salmonella Enteritidis (SE) are responsible for more than 140,000 illnesses per year. The Food and Drug Administration (FDA) is requiring each farm site with 3,000 or more egg laying hens that sells raw shell eggs to the table egg market, other than directly to the consumer, and does not have all of the shell eggs treated, to design and monitor an SE prevention plan. In addition, all farms covered by any part of the rule are required to register with FDA. We have concluded that recordkeeping and registration are necessary for the success of the SE prevention measures. Written SE prevention plans and records of actions taken due to each provision are essential for farms to implement SE prevention plans effectively. Further, they are essential for FDA to be able to determine compliance. The Public Health Service Act (PHS Act) authorizes the Secretary to make and enforce such regulations as 'are necessary to prevent the introduction, transmission, or spread of communicable diseases from foreign countries into the States or from one State into any other State' (section 361(a) of the PHS Act). This authority has been delegated to the Commissioner of Food and Drugs. Under section 402(a)(4) of the Federal Food, Drug, and Cosmetic Act (the act) (21 U.S.C. 342(a)(4)), a food is adulterated if it is prepared, packed, or held under insanitary conditions whereby it may have been contaminated with filth or rendered injurious to health. Under section 701(a) of the act (21 U.S.C. 371(a)), FDA is authorized to issue regulations for the efficient enforcement of the act.

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Change in Burden: 406,750 hours

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OMB Control  
Number: 0938-1071

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Title: Ambulatory Surgical Centers Conditions of Coverage

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Purpose of the  
Collection: The information collection requirements are needed to implement the Medicare and Medicaid CfCs for 5,100 ambulatory surgical centers.

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Change in Burden: 198,900 hours

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**Department of  
Homeland Security**

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OMB Control  
Number: 1615-0023

Title:	Application to Register Permanent Residence or Adjust Status
Purpose of the Collection:	The information on Form I-485 will be used to request and determine eligibility for adjustment of permanent residence status. Supplement A is used to adjust status under section 245(i) of the Immigration and Nationality Act (Act). Supplement E provides evidentiary requirements for T and U applicants to submit to adjust status.
Change in Burden:	218,437 hours
OMB Control Number:	1615-0104
Title:	Petition for U Nonimmigrant Status
Purpose of the Collection:	This petition permits victims of certain qualifying criminal activity and their immediate family members to apply for temporary nonimmigrant classification. This nonimmigrant classification provides temporary immigration benefits, potentially leading to permanent resident status, to certain victims of criminal activity who: suffered substantial mental or physical abuse as a result of having been a victim of criminal activity; have information regarding the criminal activity; and assist government officials in investigating and prosecuting such criminal activity.
Change in Burden:	108,000 hours
OMB Control Number:	1652-0006
Title:	Employment Standards, 49 CFR parts 1542 and 1544
Purpose of the Collection:	Under the Aviation and Transportation Security Act (ATSA) of 2001, TSA prescribes standards for hiring and continued employment of air carrier and airport security personnel. Also, ATSA requires certain employees who were not subject to a background security check to undergo a criminal history records check. TSA implemented its employment standards at 49 CFR Parts 1542 and 1544 in February, 2002. This information collection remains critical.
Change in Burden:	307,503 hours

### Department of Labor

OMB Control Number:	1210-0139
Title:	Affordable Care Act Enrollment Opportunity Notice Relating to Extension of Dependent Coverage

Purpose of the Collection:	The Department's Interim Final Regulation under the Patient Protection and Affordable Care Act (the Affordable Care Act) requires group health plans to provide a notice of an enrollment opportunity to individuals whose coverage ended, or who were denied coverage (or were not eligible for coverage) under a group health plan or group health insurance coverage because, under the terms of the plan or coverage, the availability of dependent coverage of children ended before the attainment of age 26. The enrollment opportunity must continue for at least 30 days, regardless of whether the plan or coverage offers an open enrollment period and regardless of when any open enrollment period might otherwise occur. This enrollment opportunity must be presented not later than the first day of the first plan year (or, in the individual market, policy year) beginning on or after September 23, 2010 (which is the applicability date of PHS Act sections 2714). Coverage must begin no later than the first day of the first plan year (or policy year in the individual market) beginning on or after September 23, 2010.
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Change in Burden:	411,000 hours
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OMB Control Number:	1235-0003
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Title:	29 C.F.R. Part 825, The Family and Medical Leave Act of 1993
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Purpose of the Collection:	The DOL created the subject information collections (i.e., notifications) to implement statutory notice and certification provisions and to assist employees and employers in meeting their FMLA third-party notification obligations as required by The Family and Medical Leave Act of 1993 (FMLA) and by the amendments to FMLA contained in National Defense Authorization Act for FY 2008 (NDAA), Pub. L. No. 110-181. The subject recordkeeping requirements are necessary in order for the DOL to carry out its statutory obligation under FMLA section 106 to investigate and ensure employer compliance. 29 U.S.C. § 2616.
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Change in Burden:	7,020,126 hours
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**Department of Transportation**

OMB Control Number:	2126-0003
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Title:	Inspection, Repair and Maintenance
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Purpose of the Collection:	These information collection requirements are minimal and are used to ensure that motor carriers have adequate documentation of the systematic inspection, repair and maintenance programs required by 49 CFR part 393. This revision is due to a Final Rule entitled, 'Safety Requirements for Operators of Small Passenger-Carrying Commercial Motor Vehicles Used in Interstate Commerce,' that would subject motor carriers and commercial motor vehicle drivers of 9 - 15 passenger vans to the rules pertaining to the driver qualification file for the first time.
Change in Burden:	515,394 hours
OMB Control Number:	2130-0010
Title:	Track Safety Standards (Inspection of Continuous Welded Rail)
Purpose of the Collection:	Qualified persons inspect track and take action to allow safe passage of trains. FRA is amending the CWR Rule to promulgate specific requirements for the qualification of persons designated to inspect CWR track, or supervise the installation, adjustment, or maintenance of CWR track. FRA is also clarifying the procedures associated with the submission of CWR plans. The information collected will be used by FRA to ensure persons designated by railroads/track owners as qualified to inspect CWR track meet the criteria spelled out in this final rule.
Change in Burden:	259,194 hours
OMB Control Number:	2137-0625
Title:	Pipeline Safety: Integrity Management Program for Gas Distribution Pipelines
Purpose of the Collection:	PHMSA is amending the Federal Pipeline Safety Regulations to require operators of gas distribution pipelines to develop and implement integrity management (IM) programs. The purpose of these programs is to enhance safety by identifying and reducing pipeline integrity risks. The IM programs required by the rule are similar to those currently required for gas transmission pipelines, but tailored to reflect the differences in and among distribution systems. In accordance with Federal law, the proposed rule would require operators to install excess flow valves on certain new and replaced residential service lines, subject to feasibility criteria outlined in the rule. Based on the required risk assessments and enhanced controls, the rule also would establish procedures and standards permitting risk-based adjustment of prescribed intervals for leak



detection surveys and other fixed-interval requirements in the agency's existing regulations for gas distribution pipelines. To further minimize regulatory burdens, the proposed rule would establish simpler requirements for master meter and liquefied petroleum gas (LPG) operators, reflecting the relatively lower risk of these small pipeline systems.

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Change in Burden: 865,178 hours

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**Department of the Treasury**

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OMB Control Number: 1506-0049

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Title: Expansion of Special Information Sharing Procedures to Deter Money Laundering and Terrorist Activity

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Purpose of the Collection: FinCEN is issuing this notice of proposed rulemaking to amend the relevant Bank Secrecy Act ("BSA") information sharing rules to allow certain foreign law enforcement agencies, and State and local law enforcement agencies, to submit requests for information to financial institutions. The rule also clarifies that FinCEN itself, on its own behalf and on behalf of other appropriate components of the Department of the Treasury, may submit such requests. Modification of the information sharing rules is a part of the Department of the Treasury's continuing effort to increase the efficiency and effectiveness of its anti-money laundering and counter-terrorist financing policies.

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Change in Burden: 1,449,648 hours

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OMB Control Number: 1545-0028

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Title: Employer's Annual Federal Unemployment (FUTA) Tax Return (Form 940); Planilla Para La Declaracion Anual Del Patrono-La Contribucion Federal Para El Desempleo (FUTA)(Form 940-PR)

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Purpose of the Collection: IRC section 3301 imposes a tax on employees based on the first \$7,000 of taxable annual wages paid to each employee. IRS uses the information reported on Forms 940 and 940-PR (Puerto Rico) to ensure that employers have reported and figured the correct FUTA Wages and tax.

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Change in Burden: 14,812,830 hours

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OMB Control Number: 1545-0074

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Title: U.S. Individual Income Tax Return

Purpose of the Collection:	These forms and schedules are used by individuals to report their income tax liability. IRS uses the data collected on these forms and their schedules to compute tax liability and determine that the items claimed are properly allowable. This information is also used for general statistical purposes.
Change in Burden:	319,000,000 hours
OMB Control Number:	1545-1709
Title:	Application for Extension of Time to File an Exempt Organization Return (Form-8868)
Purpose of the Collection:	26 USC Section 6081 of the Internal Revenue Code grants a reasonable extension of time for filing any return. This form is used by fiduciaries and certain exempt organizations, to request an extension of time to file their returns. The information is used to determine whether the extension should be granted.
Change in Burden:	588,521 hours
OMB Control Number:	1545-2097
Title:	Reg-111583-07 -- Employment Tax Adjustments (NPRM)
Purpose of the Collection:	This document contains proposed amendments to regulations relating to employment tax adjustments and employment tax refund claims. These proposed amendments modify the process for making interest-free adjustments for both underpayments and overpayments of Federal Insurance Contributions Act (FICA) and Railroad Retirement Tax Act (RRTA) taxes and federal income tax withholding (ITW) under sections 6205(a) and 6413(a), respectively, of the Internal Revenue Code (Code).
Change in Burden:	15,000,000 hours
OMB Control Number:	1545-2176
Title:	REG-134235-08 - Furnishing Identifying Number of Tax Return Preparer

Purpose of the Collection:	The proposed regulations amend section 1.6109-2 of the Income Tax Regulations to provide that tax return preparers must furnish a preparer tax identification number (PTIN) on tax returns and claims for refund of tax as prescribed by the Internal Revenue Service in forms, instructions, or other guidance. After the proposed effective date of December 31, 2010, a tax return preparer's social security number may no longer be used as a valid identifying number on tax returns and claims for refund. The proposed regulations provide that tax return preparers shall apply for and regularly renew a PTIN as the IRS prescribes. In addition, under the proposed regulations, the IRS may prescribe in forms, instructions, or other guidance (including regulations) requirements related to applying for or renewing a PTIN. The proposed regulations, and any collection of information required by the regulations, are necessary to accurately identify tax return preparers and the tax returns and refund claims they prepare and to implement and administer provisions of the Internal Revenue Code.
Change in Burden:	300,000 hours
OMB Control Number:	1545-2189
Title:	Form-8946 PTIN Supplemental Application for Foreign Persons Without a Social Security Number
Purpose of the Collection:	Paid preparers that are nonresident aliens and cannot get a social security number will need to establish their identity prior to getting a Preparer Tax Identification Number(PTIN). Form 8946 is being created to assist that population with establishing their identity while applying for a PTIN.
Change in Burden:	201,200 hours
OMB Control Number:	1545-2190
Title:	Form W-12 - IRS Paid Preparer Tax Identification Number (PTIN) Application
Purpose of the Collection:	Paid tax return preparers will be required to get a preparer tax identification number (PTIN), and to pay the fee required with the application. A third party will administer the PTIN application process. Most applications will be filled out on-line. Form W-12 is being developed to replace Form W-7P. Form W-12 will be used to collect the information the new regs require, and to collect the information the third party needs to administer the PTIN application process.
Change in Burden:	1,464,000 hours

**Environmental  
Protection Agency**

OMB Control Number:	2060-0003
Title:	Prevention of Significant Deterioration and Non-Attainment New Source Review (Final Rule for Flexible Air Permits)
Purpose of the Collection:	<p>This ICR pertains to the final Flexible Air Permits rulemaking whereby EPA seeks to promote flexible air permitting approaches that provide greater operational flexibility and, at the same time, ensure environmental protection and compliance with applicable laws. The final rulemaking affects the approved burden estimates for three EPA permitting programs: (1) the New Source Review (NSR) programs codified in parts 51 and 52 of title 40 of the Code of Federal Regulations (40 CFR parts 51 and 52); (2) the State Operating Permit Program codified in 40 CFR part 70; and (3) the Federal Operating Permit Program codified in 40 CFR part 71.</p> <p>This ICR addresses the effects of the final rule on the NSR programs. The NSR program requirements in 40 CFR parts 51 and 52 govern the state and federal programs for preconstruction review and permitting of major new and modified sources pursuant to Part C 'Prevention of Significant Deterioration' and Part D 'Program Requirements for Nonattainment Areas' of Title I of the Clean Air Act. Although we are not finalizing any revisions to the existing NSR regulations, we are encouraging sources of air pollution who are subject to NSR permitting and state and local reviewing authorities who issue such permits to investigate in more depth the flexibilities currently available under the existing NSR regulations. As a result, we expect the final rule to result in a decrease in burden for sources and state and local reviewing authorities related to NSR permit actions. Accordingly, this ICR revises the existing, approved ICR for the NSR programs.</p>
Change in Burden:	-331,251 hours
OMB Control Number:	2060-0548
Title:	NESHAP for Stationary Reciprocating Internal Combustion Engines (40 CFR part 63, subpart ZZZZ) (Final Rule)

Purpose of the  
Collection:

The respondents to the information collection are owners or operators of stationary reciprocating internal combustion engines (RICE) that either are located at area sources of air toxics emissions or that have a site rating of less than or equal to 500 horsepower and are located at major sources of air toxics emissions, and were constructed or reconstructed before June 12, 2006. Respondents also include owners or operators of stationary compression ignition RICE that have a site rating of greater than 500 horsepower and are located at major sources of air toxics emissions, and were constructed or reconstructed before December 19, 2002. These engines are used at facilities such as power plants and chemical and manufacturing plants to generate electricity and power pumps and compressors. They are also used in emergencies to produce electricity and pump water for flood and fire control. These engines emit a variety of air toxics, but primarily formaldehyde, acetaldehyde, acrolein and methanol. The final rule requires engine owners and operators to meet emission limits that will result in significant reductions of HAP as well as particulate matter (PM), nitrogen oxides (NOx) volatile organic compounds (VOC), carbon monoxide (CO), and sulfur oxides (SOx). Also, the final rule requires owners of existing stationary diesel engines with a site rating of greater than 300 HP to use ultra low sulfur diesel fuel. Compliance with the final standards will be demonstrated through the use of performance testing and operation and maintenance requirements. The information collection activities will be used to determine initial and continuous compliance with emission standards for the regulated pollutants.

Change in Burden:	2,232,379 hours
OMB Control Number:	2060-0629
Title:	Regulation to Establish Mandatory Reporting of Greenhouse Gases

Purpose of the  
Collection:

The United States (U.S.) Environmental Protection Agency (EPA) is promulgating the GHG Reporting Rule, which requires reporting of GHG emissions from all sectors of the economy.

The rule establishes mandatory reporting requirements for some direct greenhouse gas emitters as well as some fossil fuel suppliers, industrial gas suppliers, and manufacturers of heavy-duty and off-road vehicles and engines. The rule does not require control of greenhouse gases. Instead, it requires that sources emitting above certain threshold levels of carbon dioxide (CO<sub>2</sub>) equivalent (CO<sub>2</sub>e) monitor and report emissions. Additionally, all facilities in certain industry sectors, such as petroleum refineries, must report emissions to EPA.

Under the rule, respondents must collect and report data on anthropogenic greenhouse gas emissions including CO<sub>2</sub>, methane (CH<sub>4</sub>), nitrous oxide (N<sub>2</sub>O), sulfur hexafluoride (SF<sub>6</sub>), hydrofluorocarbons (HFCs), perfluorocarbons (PFCs), and other fluorinated gases (e.g., nitrogen trifluoride and hydrofluorinated ethers, HFEs). Those that determine they are under their sector-specific reporting threshold are not required to report and have no further obligation under the rule; those that exceed this threshold or that belong to a sector in which all must report are required to implement the reporting requirements of the rule.

Change in Burden:	1,213,554 hours
OMB Control Number:	2060-0642
Title:	Ambient Oxides of Sulfur Monitoring Regulations: Revisions to Network Design Requirements (Final Rule)

Purpose of the  
Collection:

The EPA is finalizing the network design requirements for the oxides of sulfur (SOX), specifically sulfur dioxide (SO<sub>2</sub>), to support the revised National Ambient Air Quality Standards (NAAQS) for SO<sub>2</sub>. Presently, state agencies, and local agencies when delegated by the state, are required to operate minimum numbers of EPA-approved SO<sub>2</sub> monitors based on the population of each of their Core Based Statistical Areas (CBSA) and the amount of SO<sub>2</sub> emissions within those CBSAs.

EPA is finalizing requirements to require monitors in CBSAs where there is an increased coincidence of population and SO<sub>2</sub> emissions. The final network design corresponds to the proposal of the new NAAQS based on peak 1-hour daily maximum concentrations, or 1-hour NAAQS, and the associated level of 75 parts per billion (ppb). The introduction of the 1-hour NAAQS and the range of levels are intended to protect against peak, shorter term exposure risks.

In the final SO<sub>2</sub> monitoring network design, EPA has finalized minimum SO<sub>2</sub> monitoring requirements which call for monitors in CBSA based on a Population Weighted Emissions Index (PWEI) that uses population and emissions inventory data at the CBSA level to assign required monitoring for a given CBSA (population and emissions being obvious relevant factors in prioritizing numbers of required monitors). The PWEI for a particular CBSA is calculated by multiplying the population (using the latest Census Bureau estimates) of a CBSA by the total amount of SO<sub>2</sub> emissions in that CBSA. The CBSA emission value is in tons per year, and is calculated by aggregating the county level emissions for each county in a CBSA as maintained in the latest edition of the National Emissions Inventory. We then divide the resulting product of CBSA population and CBSA SO<sub>2</sub> emissions by 1,000,000 to provide a PWEI value, the units of which are millions of people-tons per year. Those CBSAs with a PWEI value of 1,000,000 or more are required to operate three monitors within that CBSA. Those CBSAs with a PWEI value between 1,000,000 and 100,000 are required to operate two monitors within that CBSA. Those CBSAs with a PWEI value between 100,000 and 5,000 are required to operate one monitor within that CBSA. In summary, EPA estimates that this final SO<sub>2</sub> network design will require 163 monitoring sites in 131 CBSAs, and that a large majority of existing SO<sub>2</sub> sites will satisfy these

minimum monitoring requirements.

Change in Burden:	207,662 hours
OMB Control Number:	2070-0155
Title:	TSCA Section 402 and Section 404 Training and Certification, Accreditation and Standards for Lead-Based Paint Activities (Opt-out and Recordkeeping Amendments Final Rule)
Purpose of the Collection:	This final rule addendum to an existing approved collection applies to reporting and recordkeeping requirements found in Toxic Substances Control Act (TSCA) section 402 and 404. Section 402 requires that individuals conducting activities that prevent, detect and eliminate hazards associated with led-based paint in residential facilities are properly trained and certified.
Change in Burden:	1,647,321 hours

**DOD/GSA/NASA  
(FAR)**

OMB Control Number:	9000-0006
Title:	Subcontracting Plans/Individual Subcontract Report (SF 294) FAR Section Affected: 19.7



Purpose of the Collection:	Public Law 95-507 requires that contracts over specified thresholds contain a subcontracting plan with goals for subcontracting with small and small disadvantaged firms. The requirements of the plan are set forth in the Small Business Act. The SF 294 is used to monitor the contractor's performance against the goals in its plan.
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Change in Burden:	2,970,291 hours
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OMB Control	9000-0007
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Number:	
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Title:	Summary Subcontract Report; FAR Sections Affected: Subpart 19.7; 52.219-9; SF 295
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Purpose of the Collection:	Pub. L95-507 requires that contracts over specified thresholds contain a subcontracting plan with goals. Reporting under those plans is being revised as part of implementation of DOJ's proposal to reform affirmative action in Federal procurement, which was designed to ensure compliance with the constitutional standards established by the Supreme Court.
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Change in Burden:	1,175,595 hours
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**Federal  
Communications  
Commission**

OMB Control	3060-0742
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Number:	
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Title:	Sections 52.21 through 52.36, Telephone Number Portability (47 CFR Part 52, Subpart C) and CC Docket No. 95-116
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Purpose of the Collection: In a Report and Order, FCC 10-85, in which the Commission adopted rules 47 CFR sections 52.26, 52.35 and newly adopted 47 CFR section 52.36. The FCC has long recognized the importance consumers being able to keep their telephone numbers when they switch telephone service providers. In this Report and Order (R&O), we ensure that service providers can accomplish these transfers quickly. Called local number portability (LNP), the ability to transfer a familiar number to a new carrier enhances competition by enabling a consumer to choose a service provider based on his or her needs, without being deterred by the inconveniences of having to change their phone number. This Order completes the task of facilitating prompt transfers by standardizing the data to be exchanged when transferring a customer's telephone number between two wireline providers; a wireline and wireless provider; or an interconnected VoIP provider and any other service provider. We also adopt recommendations made to the FCC by the North American Numbering Council (NANC).

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Change in Burden: 666,666 hours

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OMB Control Number: 3060-1089

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Title: Telecommunications Relay Services and Speech-to-Speech Services for Individuals with Hearing and Speech Disabilities; E911 Requirements for IP-Enabled Service .

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Purpose of the Collection: On December 19, 2008, the Commission adopted the Telecommunications Relay Services and Speech-to-Speech Services for Individuals with Hearing and Speech Disabilities; E911 Requirements for IP-Enabled Service Providers, CG Docket No. 03-123, WC Docket No. 05-196, Second Report and Order and Order on Reconsideration, 24 FCC Rcd 791 (Dec. 19, 2008) (Second Numbering Order). The Second Numbering Order adopted several new information collection requirements which impacted on information collection 3060-1089.

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Change in Burden: 101,010 hours

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**Federal Energy  
Regulatory  
Commission**

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OMB Control Number: 1902-0252

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Title: Transmission Relay Loadability Mandatory Reliability Standard for the Bulk Power System

Purpose of the Collection:	FERC-725G is a filing requirement concerning the implementation of a Reliability Standard by the Electric Reliability Organization as well as the Regional Entities and Regional Advisory Bodies who are responsible in the development of Reliability Standards. Specifically, FERC-725G covers Reliability Standard PRC-023-1. On March 18, 2010 FERC issued a Final Rule approving the Reliability Standard PRC-023-1 which was not among the original Reliability Standards approved by the Commission in Order No. 693. Reliability Standard PRC-023-1 requires transmission owners, generator owners, and distribution providers to set load-responsive phase protection relays according to specific criteria in order to ensure that the relays reliably detect and protect the electric network from all fault conditions, but do not limit transmission loadability or interfere with system operators' ability to protect system reliability. In addition, pursuant to section 215(d)(5) of the Federal Power Act, the Commission directs NERC to develop modifications to the Reliability Standard to address specific concerns identified by the Commission. Protective relays, also known as primary relays are one type of equipment used to detect, operate and initiate the removal of faults on electric systems. Protective relays read electrical measurements (such as current, voltage and frequency) and remove from service any system element that suffers a fault and threatens to damage equipment or interfere with effective operation of the system. Protective relays are applied to protect specific system elements and are set to recognize certain electrical measurements as indicating a fault.
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Change in Burden:	278,715 hours
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**Securities and Exchange Commission**

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OMB Control Number:	3235-0059
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Title:	Regulation 14A (Commission Rules 14a-1 through 14a-17 and Schedule 14A)
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Purpose of the Collection:	Schedule 14A is filed by issuers to provide security holders with the information necessary to enable them to vote in an informed manner on matters intended to be acted upon at security holders' meetings, whether annual or special
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meetings.

Change in Burden:	113,343 hours
OMB Control Number:	3235-0651
Title:	Proposed Rules 201 and 200(g)
Purpose of the Collection:	Proposed Rules 201 and 200(g) are designed to help restore investor confidence by restricting short selling at successively lower prices and, thereby, help prevent short selling, including potentially abusive or manipulative short selling, from being used as a tool for driving the market down or from being used to accelerate a declining market by exhausting all remaining bids at one price level, while at the same time allowing relatively unrestricted short selling in an advancing market. The information collected would also aid the Commission and self-regulatory organizations in monitoring compliance with the requirements of the proposed amendments.
Change in Burden:	7,197,046 hours

***FY(2010) Burden Increases  
from Miscellaneous Actions***

**Department of  
Agriculture**

OMB Control Number:	0579-0047
Title:	Brucellosis Program
Purpose of the Collection:	The purpose of this collection is to eliminate brucellosis disease in livestock through necessary surveillance, epidemiological investigation, annual reporting, and interstate movement activities that must be documented.
Change in Burden:	250,893 hours
OMB Control Number:	0579-0349
Title:	Implementation of Revised Lacey Act Provisions
Purpose of the Collection:	The purpose of this collection is to require importers to submit a declaration for all plants containing the scientific name of the plant and plant product, value of the importation, quantity of the plant, and name of country

from which the plant was harvested.

Change in Burden:	8,079,316 hours
OMB Control Number:	0584-0026
Title:	7 CFR Part 245, Determining Eligibility for Free & Reduced Price Meals
Purpose of the Collection:	To establish program eligibility and insure that the program is administered according to statutory and USDA implementing regulations.
Change in Burden:	-684,735 hours
OMB Control Number:	0584-0055
Title:	7 CFR Part 226, Child and Adult Care Food Program
Purpose of the Collection:	To establish Child and Adult Care Food Program eligibility and insure that the program is administered according to statutory and USDA implementing regulations.
Change in Burden:	119,178 hours

**Department of Commerce**

OMB Control Number:	0651-0063
Title:	Board of Patent Appeals and Interferences (BPAI) Actions
Purpose of the Collection:	The Patent Statute 35 U.S.C. 6(b) established the Board of Patent Appeals and Interferences (BPAI). As such, the BPAI 'shall, on written appeal of an applicant, review adverse decisions of examiners upon applications for patent and shall determine priority and patentability of invention in interferences.' BPAI has the authority under 35 U.S.C. 134 and 306 to review ex parte appeals from the adverse decisions of examiners in those situations where a written appeal is taken by a dissatisfied applicant. The current rules governing ex parte appeals can be found in 37 CFR 41.1 through 41.54.
Change in Burden:	812,280 hours
OMB Control Number:	0651-0064
Title:	Patent Reexaminations

Purpose of the Collection:	The United States Patent and Trademark Office (USPTO) is required by 35 U.S.C. 131 and 151 to examine applications and, when appropriate, allow applications and issue them as patents. Chapter 30 of Title 35 U.S.C. provides that any person at any time may file a request for reexamination by the USPTO of any claim of a patent on the basis of prior art patents or printed publications. Once initiated, the reexamination proceedings under Chapter 30 are substantially ex parte and do not permit input from third parties. Chapter 31 of Title 35 U.S.C. provides for inter partes reexamination allowing third parties to participate throughout the reexamination proceeding. If a request for ex parte or inter partes reexamination is denied, the requester may petition the Director to review the examiner's refusal of reexamination. The rules outlining ex parte and inter partes reexaminations are found at 37 CFR 1.510-1.570 and 1.902-1.997. The public uses this information collection to request reexamination proceedings and to ensure that the associated fees and documentation are submitted to the USPTO.
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Change in Burden:	161,128 hours
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**Department of Defense**

OMB Control Number:	0704-0468
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Title:	Request for Examination
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Purpose of the Collection:	The purpose of this information collection is to gather the necessary verifiable information for determining eligibility to process, qualify and join the Armed Forces and for establishing personal records on those enlisting. USMEPCOM Form 680-3A-E "Request for Examination" is the form associated with this information collection.
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Change in Burden:	141,950 hours
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**Department of Education**

OMB Control Number:	1810-0682
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Title:	Elementary and Secondary Improvement Formula Grants
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Purpose of the Collection:	The U.S. Department of Education (Department) is issuing a notice of final requirements (NFR) to define the criteria that a State educational agency (SEA) must use to award School Improvement Grant (SIG) funds provided through the regular FY 2009 appropriation and the American Recovery and Reinvestment Act (ARRA) to local educational agencies (LEAs). These funds must go to the LEAs with the lowest-achieving Title I, Part A schools that demonstrate the greatest need for the SIG funds and strongest commitment to use the funds to provide adequate resources to their lowest-achieving schools eligible to receive services provided through SIG funds in order to raise substantially the achievement of the students attending those schools. The final requirements include information collection activities covered under the Paperwork Reduction Act (PRA).
Change in Burden:	243,960 hours
OMB Control Number:	1810-0695
Title:	State Fiscal Stabilization Fund Phase II Application
Purpose of the Collection:	The Stabilization program is a formula grant program with two distinct portions – the Education Fund and the Government Services Fund. During Phase I of the Stabilization program, States received a portion of their award under the Education Fund and the entire award amount under the Government Services Fund. During the second phase of the Stabilization program, the Department will be awarding States the remaining portion of their awards under the Education Fund. States requesting the remainder of their State Fiscal Stabilization Fund monies—in most cases, the remaining 33 percent of the Education Fund allocation —must complete and submit the application contained in this packet in its entirety. To receive funding, applications will need to meet standards of both completeness and quality. The Department will employ a two-tier review process to evaluate State applications. The first review will verify that a State submitted a complete Phase II application. The second review will judge the application against the approval criteria identified in the NFR to assess the quality of the plan.
Change in Burden:	1,010,266 hours
OMB Control Number:	1875-0240
Title:	Annual Mandatory Collection of Elementary and Secondary Education Data for EDFacts

Purpose of the Collection:	EDFacts is a collection of education information about States, Districts, and Schools.
Change in Burden:	1,005,200 hours
OMB Control Number:	1875-0255
Title:	Study of School-Level Expenditures
Purpose of the Collection:	The purpose of this data collection is to meet the American Recovery and Reinvestment Act of 2009 requirement for states and school districts to submit a school-by-school listing of school-level expenditures from state and local funds for the 2008-09 school year. These data will be used to examine the extent to which school-level education resources are distributed equitably within and across school districts.
Change in Burden:	562,136 hours

**Department of  
Health and Human  
Services**

OMB Control Number:	0910-0645
Title:	Electronic Data Collection Using MedWatchPlus Portal and Rational Questionnaire--21 CFR 310.305, 314.80, 314.98, 514.80, 600.80, 1271.350 and Part 803
Purpose of the Collection:	FDA is implementing electronic data collection to improve adverse event reporting across the agency. FDA's current processes and systems for adverse event reporting vary across its centers and are not optimal for the efficient collection of voluntary and mandatory adverse event reports, product problems/consumer complaints, or errors associated with the use of FDA-regulated products. Current FDA reporting forms (Forms FDA 3500, 3500A, 1932, and 1932a) are an outgrowth of a paper process era and frequently result in the submission of inconsistent and poor quality information. In addition, the agency is limited in its ability to modify its paper forms to keep pace with changes in the types of regulated products and the information necessary to meet evolving standards to ensure post market safety. Further, the existing supporting business processes are not able to efficiently manage the information being provided on the paper forms.
Change in Burden:	460,874 hours
OMB Control Number:	0920-0696



Title:	HIV Prevention Program Evaluation and Monitoring System for Health Departments and Community-Based Organizations (PEMS)
Purpose of the Collection:	CDC requests a revision to the HIV Prevention Program Evaluation and Monitoring System (PEMS) for standardized HIV prevention program data from health departments and community-based organizations. The data are used to monitor the delivery of prevention services data to clients and report on required program performance indicators.
Change in Burden:	117,148 hours
OMB Control Number:	0925-0593
Title:	Recruitment Strategy Substudy for the National Children's Study (NICHD)
Purpose of the Collection:	The Initial Vanguard Study protocol was designed to enroll approximately 1,750 pregnant women through seven study locations after 12 months of data collection. Two of the locations began recruitment in January 2009 and the remaining 5 in April 2009. As of May 2010, however, approximately 900 pregnant women have been enrolled, leading to questions about the assumptions underlying the Initial Vanguard Study recruitment model. The seven Initial Vanguard sites use a household enumeration and screening strategy to identify eligible women for recruitment into the study. Although household enumeration is often considered a gold standard for maximizing coverage, in that all dwelling units are identified and enumerated, for the NCS Initial Vanguard Study this method has not yielded the target number of births in the time frame projected from initial models. Consequently, additional methodological research is needed to evaluate the feasibility, acceptability, and cost of alternate recruitment strategies for enrollment of pregnant women into the NCS. This research will be conducted through the NCS Recruitment Substudy. The Recruitment Substudy will assess three alternate recruitment strategies - (1) a provider-based recruitment strategy; (2) an enhanced version of a household enumeration strategy; and (3) a two-tier recruitment strategy involving high-intensity and low-intensity data collection efforts.
Change in Burden:	114,245 hours
OMB Control Number:	0938-0781

Title:	Home Health Advance Beneficiary Notices and Supporting Regulations in 42 CFR, Section 411.404 and 484.10(a) and (e)
Purpose of the Collection:	<p>Home health agencies (HHAs) are required to provide written notice to Medicare beneficiaries under various circumstances involving the initiation, reduction, or termination of services.</p> <p>The HHABN underwent format modifications so that the previously approved HHABN, which until that time served solely as a notification of liability notice, could also be used for beneficiary notification of changes of care consistent with HHA conditions of participation (COPs). The notice is designed to ensure that beneficiaries receive complete and useful information regarding potential financial liability or any changes made to their plan of care (POC) to enable them to make informed consumer decisions. The notice must provide clear and accurate information about the specified services and, when applicable, the cost of services when Medicare denial of payment is expected by the HHA.</p>
Change in Burden:	247,819 hours
OMB Control Number:	0938-1087
Title:	Early Retiree Reinsurance Program
Purpose of the Collection:	<p>Under the Patient Protection and Affordable Care Act (P.L. 111-148) and implementing regulations at 45 CFR Part 149, employment-based plans that offer health coverage to early retirees and their spouses, surviving spouses, and dependents are eligible to receive tax-free reimbursement for a portion of the costs of health benefits provided to such individuals. To qualify, a plan sponsor must submit a complete application to HHS, and must submit reimbursement requests that consist of a list of individuals for whom reimbursement is sought, and documentation of the costs of health benefits provided.</p>
Change in Burden:	651,000 hours
<b>Department of Homeland Security</b>	
OMB Control Number:	1615-0113
Title:	InfoPass System

Purpose of the Collection:	The InfoPass system allows an applicant or petitioner to schedule an interview appointment with USCIS through USCIS' Internet Web site.
Change in Burden:	104,332 hours
OMB Control Number:	1652-0005
Title:	Security Programs for Foreign Air Carriers
Purpose of the Collection:	This is a reinstatement of a previously approved collection relative to 49 U.S.C. 44906 requiring TSA to require foreign air carriers that fly into and out of the U.S. to adopt and use a security program. The required security program must be acceptable to the head of TSA, and have a security level similar to domestic carriers using the same airport.
Change in Burden:	744,507 hours
OMB Control Number:	1660-0054
Title:	Assistance to Firefighters Grant Program-Grant Application Supplemental Information
Purpose of the Collection:	Information sought under this submission will comprise the grant applications for AFG, FPS and SAFER. The information is necessary to assess the needs of the applicants as well as the benefits to be obtained from the use of funds.
Change in Burden:	227,225 hours

**Department of  
Housing and Urban  
Development**

OMB Control Number:	2502-0589
Title:	FHA Insured Mortgage Loan Servicing Involving the Loss Mitigation Programs
Purpose of the Collection:	This information collection involves mortgage loan servicers, "mortgagees" that service Federal Housing Administration "FHA" insured mortgage loans and the home owners, "mortgagors" who are involved with those activities. The information collection request for OMB review seeks to combine the requirements of several existing OMB collections under one collection; they are as follows OMB collections 2502-0301, 0464 and 0523.
Change in Burden:	777,494 hours
OMB Control Number:	2502-0592

Title:	Conversion of Efficiency Units to One-Bedroom Units Multifamily Housing Package
Purpose of the Collection:	This information is collected from owners seeking to convert efficiency units into one bedroom units in certain types of HUD assisted and/or insured housing. The Department has developed standards and requirements via Housing Notice and forms to permit the conversion of efficiencies to one-bedrooms provided it can be demonstrated that the conversion is warranted by local demands and results in the long-term financial and physical repositioning of the project.
Change in Burden:	147,375 hours
OMB Control Number:	2506-0186
Title:	Homelessness Prevention and Rapid Re-Housing Program (HPRP) Quarterly Performance Report and Supplement to First Report
Purpose of the Collection:	Quarterly and annual reports to monitor grantees and subgrantees receiving Homelessness Prevention and Rapid Re-Housing Programs as well as to report aggregate data to HUD staff, other federal agencies, the Congress, the Office of Management and Budget, and the public.
Change in Burden:	147,420 hours
<b>Department of the Interior</b>	
OMB Control Number:	1010-0139
Title:	30 CFR Parts 210 and 212, Royalty and Production Reporting
Purpose of the Collection:	The MMS uses the information collected in this ICR to ensure that royalty is appropriately paid based on accurate production accounting on oil, gas, and geothermal resources produced from Federal and Indian leases. Our integrated financial accounting system compares royalty (Form MMS-2014) and production volumes (Forms MMS-4054 and MMS-4058) to verify that proper royalties are received for the minerals produced.
Change in Burden:	158,820 hours

**Department of Labor**

OMB Control Number:	1245-0003
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Title:	Labor Organization and Auxiliary Reports
Purpose of the Collection:	The Labor-Management Reporting and Disclosure Act (LMRDA) requires unions to file annual financial reports, and copies of their constitution and bylaws with DOL. Under certain circumstances, reports are required of union officers and employees, employers, labor relations consultants, and surety companies. All reports are available for public disclosure. Filers are required to retain supporting records for five years; unions are required to retain election records for one year.
Change in Burden:	348,590 hours

### Department of Transportation

OMB Control Number:	2105-0563
Title:	National Infrastructure Investment Grant Program
Purpose of the Collection:	On December 16, 2009, the President of the United States signed the Transportation, Housing and Urban Development, and Related Agencies Appropriations Act for 2010 (Div. A of the Consolidated Appropriations Act, 2010 (Pub. L. 111-117, December 16, 2009)) ("FY 2010 Appropriations Act"), which appropriated \$600 million to be awarded for National Infrastructure Investments or "TIGER II Discretionary Grants." Funds for the TIGER II Discretionary Grant Program are to be awarded on a competitive basis for projects that will have a significant impact on the Nation, Metropolitan area or a region.
Change in Burden:	150,000 hours

### Department of the Treasury

OMB Control Number:	1545-0122
Title:	Foreign Tax Credit Corporations
Purpose of the Collection:	Form 1118 and separate Schedules I, J, and K are used by domestic and foreign corporations to claim a credit for taxes paid to foreign countries. The IRS uses Form 1118 and related schedules to determine if the corporation has computed the foreign tax credit correctly.
Change in Burden:	174,060 hours
OMB Control Number:	1545-0123

Title:	Form 1120, U.S. Corp. Income Tax Return, Schedule D, Capital Gains and Losses, Schedule H, Section 280H Limitations for a Personal Service Corporation (PSC), Schedule N, Foreign ...
Purpose of the Collection:	Use Form 1120, U.S. Corporation Income Tax Return, to report the income, gains, losses, deductions, credits, and to figure the income tax liability of a corporation.
Change in Burden:	3,449,950 hours
OMB Control Number:	1545-0895
Title:	General Business Credit
Purpose of the Collection:	IRC section 38 permits taxpayers to reduce their income tax liability by the amount of their general business credit, which is an aggregation of their investment credit, jobs credit, alcohol fuel credit, research credit, low-income housing credit, disabled access credit, enhanced oil recovery credit, etc. Form 3800 is used to figure the correct credit.
Change in Burden:	892,578 hours
OMB Control Number:	1545-2090
Title:	REG-143797-06 (NPRM), Health Savings Plan Notice
Purpose of the Collection:	The information is needed in cases where an employee establishes an HSA after the end of the calendar year but before the last day of February and will be used by employees for purposes of making up HSA contributions to those employees. The respondents are employees of employers who contribute to employees' HSAs.
Change in Burden:	1,250,000 hours
OMB Control Number:	1545-2187
Title:	Form 8955-SSA, Annual Registration Statement Identifying Separated Participants With Deferred Vested Benefits
Purpose of the Collection:	In 2007, the Department of Labor (DOL) published a final rule requiring plans subject to the annual reporting requirements of Title I of Employee Retirement Income Security Act (ERISA) to electronically file the Form 5500, Annual Return/Report of Employee Benefit. In order to accommodate the DOL's mandate for electronic filing of the Form 5500 series, Schedule (SSA) has been eliminated and replaced with Form 8955-SSA. The information provided by plan sponsors on Form 8955-SSA will be transmitted to the Social Security Administration (SSA) who will provide it to separated participants when those participants file for social security benefits.

Change in Burden:	166,000 hours
OMB Control Number:	1550-0128
Title:	Funding and Liquidity Risk Management
Purpose of the Collection:	The OTS and other financial institution regulatory agencies, in conjunction with the Conference of State Bank Supervisors, have issued proposed guidance summarizing the principles of sound liquidity risk management issued by the agencies in the past and where appropriate, bring those principles in conformance with the Basel Committee's 'Principles for Sound Liquidity Risk Management and Supervision.'

Change in Burden:	128,128 hours
OMB Control Number:	1557-0244
Title:	Funding and Liquidity Risk Management
Purpose of the Collection:	The Federal banking agencies and NCUA in conjunction with the Conference of State Bank Supervisors have issued a policy statement summarizing the principles of sound liquidity risk management that the agencies have issued in the past and, where appropriate, brings them into conformance with the 'Principles for Sound Liquidity Risk Management and Supervision' issued by the Basel Committee on Banking and Supervision in September 2008.

Change in Burden:	212,640 hours
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#### **Department of Veterans Affairs**

OMB Control Number:	2900-0737
Title:	E-Benefits Portal
Purpose of the Collection:	The eBenefits portal, a joint project between the VA and DoD, is intended to serve as a single point of entry for benefits information.

Change in Burden:	225,000 hours
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#### **Environmental Protection Agency**

OMB Control Number:	2050-0024
Title:	Notification of Regulated Waste Activity and 2009 Hazardous Waste Report (Renewal)

Purpose of the Collection:	RCRA requires large quantity hazardous waste generators and treatment, storage, and disposal facilities (TSDFs) to submit a report every other year (the Biennial Report) on the quantity, composition, and disposition of hazardous wastes they generate or receive for treatment, storage, or disposal. To implement these provisions, EPA issued the Biennial Report regulations, found in 40 CFR 262.41, 264.75, and 265.75. Generators and TSDFs must submit the Biennial Report forms by March 1 of every even numbered year for their hazardous waste activities in the previous (odd numbered) year. Through the Biennial Report forms and instructions, EPA tells generators and TSDFs what information they must provide.
Change in Burden:	139,656 hours
OMB Control Number:	2060-0631
Title:	Information Collection Effort for New and Existing Coal- and Oil-fired Electric Utility Steam Generating Units (New Collection)
Purpose of the Collection:	This information collection is being conducted by EPA's Office of Air and Radiation (OAR) to assist the EPA Administrator, as required by section 112(d) of the Clean Air Act, as amended (CAA), to develop an emission standard for coal- and oil-fired electric utility steam generating units.
Change in Burden:	125,098 hours
OMB Control Number:	2070-0133
Title:	Standards for Pesticide Containers and Containment



Purpose of the  
Collection:

This information collection request covers the information collection activities associated with the container design and residue removal requirements and containment structure requirements. With respect to the container design and residue removal requirements, the information collection activities are associated with the requirement that businesses subject to the container regulations (pesticide registrants) and repackaging regulations (pesticide registrants and refillers) maintain records of test data, cleaning procedures, certain data when a container is refilled, and other supporting information. These records are subject to both call-in by EPA and on-site inspection by EPA and its representatives. EPA has not established a regular schedule for the collection of these records, and there is no reporting. With respect to the containment structure requirements, the information collection activities are associated with the requirement that firms subject to the containment structure regulations maintain records of the: 1) Monthly inspection and maintenance of each containment structure and all stationary bulk containers; 2) duration over which non-stationary bulk containers holding pesticide and not protected by a secondary containment unit remain at the same location; and 3) construction date of the containment structure. The containment structure regulations apply to agrichemical retailers and refilling establishments, custom blenders and commercial applicators of agricultural pesticides. The records have to be maintained by the owners and operators of such businesses. There is no regular schedule for the collection of either of these records, nor does EPA anticipate a call-in of records at some future date. Instead, the records would be available to inspectors to ensure that businesses are in compliance with containment requirements. These inspections are generally conducted by the states, which enforce FIFRA regulations through cooperative agreements with EPA.

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Change in Burden:

122,494 hours

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**DOD/GSA/NASA  
(FAR)**

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OMB Control  
Number:

9000-0174

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Title:

Information Regarding Responsibility Matters; FAR 52-209-XX

Purpose of the Collection:	Section 872 of the Act requires the General Services Administration to develop and maintain a database containing specific information on the integrity and performance of covered Federal agency contractors and grantees.
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Change in Burden:	513,000 hours
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**Federal Deposit Insurance Corporation**

OMB Control Number:	3064-0174
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Title:	Funding and Liquidity Risk
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Purpose of the Collection:	The FDIC and other financial institution regulatory agencies, in conjunction with the Conference of State Bank Supervisors, have issued proposed guidance summarizing the principles of sound liquidity risk management issued by the agencies in the past and, where appropriate, bringing those principles in conformance with the Basel Committee's 'Principles for Sound Liquidity Risk Management and Supervision.'
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Change in Burden:	705,564 hours
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OMB Control Number:	3064-0175
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Title:	Guidance on Sound Incentive Compensation Policies
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Purpose of the Collection:	Incentive compensation practices in the financial services industry contributed to the financial crisis that began in 2007. Bank employees too often were rewarded for increasing short-term revenue or profit without adequate regard to the risks taken to achieve those results. These practices exacerbated the risks and losses at a number of banking organizations and resulted in the misalignment of the interests of employees with the long-term safety and soundness of their organizations. The Federal banking agencies, including the FDIC, have concluded that it is appropriate and urgent that incentive compensation practices be brought under control through issuance of this guidance.
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Change in Burden:	594,800 hours
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**Securities and Exchange**

**Commission**

OMB Control Number:	3235-0461
Title:	Dissemination of Quotations -- Rule 11Ac1-1
Purpose of the Collection:	Rule 11Ac-1 requires national securities exchanges and registered national securities associations to establish and maintain procedures for collecting from their members' bids, offers and quotation sizes for any subject security and for making such information available to quotation vendors. It also requires each exchange specialist and OTC market maker to promptly communicate such information to its exchange, including any priced orders it places in an electronic communications network that would improve its published bid or offer, if that exchange specialist or OTC market maker is responsible for more than 1%
Change in Burden:	205,486 hours
OMB Control Number:	3235-0647
Title:	Rule 204
Purpose of the Collection:	Rule 204 is intended to help further the Commission's goal of reducing fails to deliver by maintaining the reductions in fails to deliver achieved by the adoption of temporary Rule 204T, as well as other actions taken by the Commission. In addition, Rule 204 is intended to help further the Commission's goal of addressing abusive "naked" short selling in all equity securities. The information collected will continue to assist the Commission and self-regulatory organizations in monitoring whether or not participants of a registered clearing agency, and the broker-dealers from which they receive trades for clearance and settlement, are complying with the close-out and borrowing requirements of the rule.
Change in Burden:	-271,187 hours

**Social Security Administration**

OMB Control Number:	0960-0145
Title:	Statement for Determining Continuing Eligibility for Supplemental Security Income Payments

Purpose of the Collection:	SSA uses form SSA-8202-BK to conduct low-and middle-error-profile (LEP-MEP) telephone or face-to-face redetermination (RZ) interviews with Supplemental Security Income (SSI) recipients and representative payees. The information SSA collects during the interview is needed to determine whether SSI recipients have met and continue to meet all statutory and regulatory requirements for SSI eligibility and whether they have been, and are still receiving, the correct payment amount.
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Change in Burden:	110,953 hours
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OMB Control Number:	0960-0779
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Title:	Important Information About Your Appeal, Waiver Rights and Repayment Options
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Purpose of the Collection:	Form SSA-3105 explains claimants' rights for reconsideration of SSA's overpayment determination, their right to request a waiver of repayment, and the availability to vary repayments. The respondents are overpaid claimants who are requesting a waiver of recovery for overpayment, reconsideration of overpayment, or a lesser rate of withholding of the overpayment.
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Change in Burden:	200,000 hours
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***FY(2010) Burden Increases  
from Statutory Requirements***

**Department of  
Agriculture**

OMB Control Number:	0575-0194
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Title:	Rural Development Consolidated Programs - ARRA Funding
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Purpose of the Collection:	Rural Development agencies provide grants, loans, and loan guarantee assistance to rural residents, rural communities, and rural utility systems. The eligibility criterion for each program differs widely. Information is used to administer and monitor the programs against improper use of funds, and/or unsound loans. The programs are a) the Water and Waste Loan and Grant Program; b) the Rural Business Enterprise Grants and Television Demonstration Grants Program; c) the Community Facilities Grant Program; d) the Community Facilities Loans Program, e) the Fire and Rescue Loans Program; f) the Direct Single-Family Housing Loan and
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Grant Programs; and g) the Rural Housing Loans Program.

Why Increase Occurred:	This is a new collection
Change in Burden:	369,150 hours
	\$0
Statute Title and Public Law:	American Recovery and Reinvestment Act, 2009(Pub.L. 111-5)
OMB Control Number:	0584-0550
Title:	School Food Safety Program Based on Hazard Analysis and Critical Control Point Principles (HACCP)
Purpose of the Collection:	To prevent or minimize the risk of food borne illness in the school meal program by implementing a food safety program based on Hazard Analysis and Critical Control Point principles.
Why Increase Occurred:	This is a new collection. The reporting burden hours requested for this new collection is 1,588,685 and the recordkeeping burden hours requested for this new collection is 366,138 hours due to new statutory requirements prescribed in Public Law 108-265.
Change in Burden:	1,954,823 hours
	\$0
Statute Title and Public Law:	Child Nutrition and WIC Reauthorization Act of 2004(Pub.L. 108-265)
<b>Department of Commerce</b>	
OMB Control Number:	0660-0032
Title:	State Broadband Data and Development Grant Program - Broadband Mapping State Data Collection

Purpose of the Collection:	Despite the importance of broadband to the U.S. economy, and the importance of providing clear and accurate information about broadband services to the American consumer, the American public has very few avenues by which to obtain information about broadband availability. Section 6001(l) of the American Recovery and Reinvestment Act of 2009 (Recovery Act), Pub. L. No. 111-5 (2009), requires the Assistant Secretary of Commerce for Information and Communications (Assistant Secretary) to develop and maintain a comprehensive, interactive, and searchable nationwide inventory map of existing broadband service capability and availability in the United States that depicts the geographic extent to which broadband service capability is deployed and available from a commercial or public provider throughout each state. The statute further provides that the Assistant Secretary will make the national broadband map accessible by the public on a National Telecommunications and Information Administration web site no later than February 17, 2011.
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Why Increase Occurred:	This is a new information collection request
Change in Burden:	704,000 hours
	\$0
Statute Title and Public Law:	American Recovery and Reinvestment Act(Pub.L. 111-1)

**Department of Education**

OMB Control Number:	1845-0020
Title:	Federal Family Education Loan Program Regulations
Purpose of the Collection:	The Federal Family Educational Loan Program proposed regulations revise current regulations in areas of program administration and assure the Secretary that program integrity is protected from fraud and misuse of program funds. The proposed regulations provide for additional disclosure requirements, due diligence requirements, provide new administrative forbearances, as well as changes to income-based repayment plans.

Why Increase Occurred:	This is a revised collection that is required by a proposed change in the regulation due to implementing the statutory changes made by the Higher Education Opportunity Act (HEOA) (Pub. L. 110-315) that amends the Higher Education Act of 1965, as amended (HEA). There is also a 1,545,676 responses change adjustment to the previously approved total. We discovered a data entry error that resulted in the number of responses in the current approved IC-inventory to be under-reported.
Change in Burden:	2,243,869 hours
	\$0
Statute Title and Public Law:	Higher Education Act, as amended (HEA)(20 USC 1078)
OMB Control Number:	1845-0021
Title:	William D. Ford Federal Direct Loan Program (DL) Regulations
Purpose of the Collection:	The William D Ford Federal Direct Loan Program proposed regulations revise current regulations in areas of program administration. The proposed regulations assure the Secretary that the integrity of the program is protected from fraud and misuse of program funds. The proposed regulations require participating institutions to provide comprehensive information for graduate and profession student borrowers to include the terms and conditions of the loans, as well as the responsibilities of the borrowers. These loan counseling requirements may be delivered through on-line services.
Why Increase Occurred:	This burden increase was required by a proposed change in the regulation due to implementing the statutory changes made by the Higher Education Opportunity Act (HEOA) (Pub. L. 110-315) that amends the Higher Education Act of 1965, as amended (HEA).
Change in Burden:	456,606 hours
	\$0
Statute Title and Public Law:	Higher Education Act if 1965, as Amended(20 USC 1087a )
OMB Control Number:	1845-0022
Title:	Cohort Default Rates for Institutions Participating in the FFEL or Direct Loan Programs

Purpose of the Collection:	The regulations establish the standards to participate in the student financial assistance programs authorized by Title IV of the Higher Education Act of 1965, (HEA) as amended, (Title IV, HEA programs). The proposed regulations assure the Secretary that the integrity of the program is protected from fraud and misuse of program funds. These proposed regulations modify the program participation agreement, require institutions to provide new types of disclosures to prospective and enrolled students, add new campus security and crime statistic requirements, and provide for electronic appeals of institutional cohort default rates. The regulations establish the standards to participate in the student financial assistance programs authorized by Title IV of the Higher Education Act of 1965, (HEA) as amended, (Title IV, HEA programs). The proposed regulations assure the Secretary that the integrity of the program is protected from fraud and misuse of program funds. These proposed regulations modify the program participation agreement, require institutions to provide new types of disclosures to prospective and enrolled students, add new campus security and crime statistic requirements, and provide for electronic appeals of institutional cohort default rates.
Why Increase Occurred:	These changes to the burden estimates are as a result of the proposed regulations to implement the statutory changes made by the Higher Education Opportunity Act (HEOA) (Pub. L. 110-315) to the Higher Education Act of 1965, as amended (HEA).
Change in Burden:	120,438 hours
	\$0
Statute Title and Public Law:	Higher Education Opportunity Act(Pub.L. 110-315)
OMB Control Number:	1845-0023
Title:	Federal Perkins Loan Program Regulations
Purpose of the Collection:	Institutions of higher education make Perkins loans. Information is necessary in order to monitor a school's reimbursement to its Perkins loan revolving fund, monitor how collection costs are charged to borrowers on rehabilitated loans and to monitor the assignment of defaulted Perkins loans to the Department. This revision is a request for approval of reporting and record-keeping requirements contained in the final regulations are related to the administrative requirements of the Perkins Loan Program.



Why Increase Occurred:	The majority of burden change is required by a proposed change in the regulation due to implementing the statutory changes made by the Higher Education Opportunity Act (HEOA) (Pub. L. 110-315) that amends the Higher Education Act of 1965, as amended (HEA). There is also a 6 hour increase burden change adjustment to the previously approved burden total, and a decrease of 16 responses that is also an adjustment. We discovered an apparent data entry error in the previous IC that resulted in the number of responses to be over-reported by 16 and the number of hours to be under-reported.
Change in Burden:	236,551 hours
	\$0
Statute Title and Public Law:	Higher Education Act of 1965, as amended(20 USC 1087aa)
OMB Control Number:	1845-0098
Title:	Federal Pell Grant Program - Two Scheduled Pell Grants in an Award Year
Purpose of the Collection:	As provided by the Higher Education Opportunity Act, the regulations would establish that a student would be eligible for a second Scheduled Award of a Pell Grant in a single award year if the student earned in the award year at least the credit hours or clock hours of the first academic year of the student's eligible program, and the student is enrolled on at least a half-time basis (see section 401(b) (5) (A) of the HEA).
Why Increase Occurred:	This is a new collection that is required by a change in regulation due to implementing the statutory changes made by the Higher Education Opportunity Act (HEOA) (Pub. L. 110-315) that amends the Higher Education Act of 1965, as amended (HEA).
Change in Burden:	109,605 hours
	\$0
Statute Title and Public Law:	HEOA(Pub.L. 110-315)
OMB Control Number:	1855-0021
Title:	Application for the Investing in Innovation (i3) grants program
Purpose of the Collection:	The 'American Recovery and Reinvestment Act of 2009', the Office of Innovation and Improvement (OII) has developed an application package for the new Investing in Innovation Fund (i3) Program.
Why Increase	This is a new collection.

Occurred:	
Change in Burden:	198,000 hours
	\$0
Statute Title and Public Law:	American Recovery and Reinvestment Act of 2009(Pub.L. 111-0)
<b>Department of Health and Human Services</b>	
OMB Control Number:	0910-0312
Title:	Regulations Restricting the Sale and Distribution of Cigarettes and Smokeless Tobacco to Protect Children and Adolescents
Purpose of the Collection:	The regulations, which are codified at 21 CFR Part 1140 (previously codified at 21 CFR Part 897), are authorized by section 102 of the Family Smoking Prevention and Tobacco Control Act (Tobacco Control Act) (Public Law 111-31). Section 102 of the Tobacco Control Act requires FDA to publish a final rule regarding cigarettes and smokeless tobacco identical in its provisions to the regulation issued by FDA in 1996 (61 FR 44396, August 28, 1996) with certain specified exceptions including that subpart C and 897.32(c) be removed from the reissued rule ( 102(a)(2)(B)). In accordance with the statutory mandate, the rule includes section 1140.30 which directs persons to notify FDA if they intend to use a form of advertising that is not addressed in the rule. Section 1140.32 states that the advertising must use black text on a white background, but that this particular requirement does not apply to adult newspapers, magazines, periodicals, or other publications. The rule indicates that competent and reliable survey evidence is required to determine whether a particular publication is an 'adult' publication.
Why Increase Occurred:	The estimated burden hours have been reduced from 205,001 hours to 125,007. The reduction reflects the removal of 21 CFR 897.24, which were part of the 1999 information collection request for this rule, from this 2010 information collection request. The Tobacco Control Act struck these provisions from the reissued final rule.
Change in Burden:	111,505 hours
	\$3,000,000
Statute Title and Public Law:	Tobacco Control Act(Pub.L. 111-31)
OMB Control	0910-0650

Number:	
Title:	Tobacco Product Establishment Registration and Submission of Certain Health Information
Purpose of the Collection:	This new information collection is for the annual registration of any 'establishment in any State engaged in the manufacture, preparation, compounding, or processing of a tobacco product or tobacco products.' Section 905 of the FFDCA requires this registration be completed by December 31 of each year.
Why Increase Occurred:	This is a new information collection that requires the annual registration of any 'establishment in any State engaged in the manufacture, preparation, compounding, or processing of a tobacco product or tobacco products and requires this registration be completed by December 31 of each year.
Change in Burden:	375,000 hours \$440
Statute Title and Public Law:	FFDCA(21 USC 905)
OMB Control Number:	0910-0665
Title:	Section 4205 of the Patient Protection and Affordable Care Act Restaurant Menu Labeling; Recordkeeping and Mandatory Third Party Disclosure
Purpose of the Collection:	On March 23, 2010, the President signed into law the Patient Protection and Affordable Care Act( P.L. 11-148)( the legislation or PPACA). Section 4205 of the legislation, which principally amends Sections 403 and 403A of the Federal Food Drug and Cosmetic Act ( the act), requires restaurants or similar retail food establishments (SRFE) with 20 or more locations doing business under the same name and offering for sale substantially the same menu items ( ' chain restaurants or similar retail food establishments') as well as owners or operators of 20 or more vending machines ( ' chain vending machines') to disclose certain nutrition information on certain food items offered for sale so that consumers can make more informed choices about the nutritional content of the food they purchase. Non-Federal nutrition labeling laws for chain restaurants or similar retail food establishments and vending machines are preempted.
Why Increase Occurred:	There is a burden increase due to implementation of the provision of a new statute.
Change in Burden:	14,536,183 hours \$69,847,166
Statute Title and	(21 USC 4205)

Public Law:	
OMB Control Number:	0938-1074
Title:	Mandatory Insurer Reporting Requirements of Section 111 of the Medicare, Medicaid and SCHIP Act of 2007
Purpose of the Collection:	The Centers for Medicare & Medicaid Services (CMS) seeks to collect various data elements for the applicable reporting entities for purpose of implementing the mandatory MSP reporting requirements of Section 111 of the MMSEA. This information will be used to ensure that Medicare makes payment in the proper order and/or takes necessary recovery actions. The purpose of this submission is to set forth what information will be collected pursuant to Section 111 and the process for such collection. Section 111 mandates the reporting of information specified by the Department of Health and Human Services Secretary in the form and manner specified by the Secretary (including frequency) Data the Secretary will collect are necessary for both pre-payment and post-payment coordination of benefit purposes, including the recovery actions. Section 111 establishes separate mandatory reporting requirements for group health plan arrangements as well as for liability insurance (including self-insurance), no-fault insurance, and workers' compensation, also referred to as non-group health plan. With the passage of Section 111, CMS now has the authority to mandate the reporting of insurer MSP information.
Why Increase Occurred:	This is a new information collection request; however, as stated under item 4 of this document, these collection activities were created to reduce both burden and redundancy. Successful implementation of mandatory insurer reporting will allow CMS to eliminate or curtail other Coordination of Benefit Contractor data collection processes such as the IRS/SSA/CMS Data Match (0938-0656).
Change in Burden:	2,120,478 hours
	\$0
Statute Title and Public Law:	Medicare Secondary Payer (MSP) Mandatory Insurer Reporting Requirements (Pub.L. 110-173)
OMB Control Number:	0938-1087
Title:	Early Retiree Reinsurance Program

Purpose of the Collection:	Under the Patient Protection and Affordable Care Act (P.L. 111-148) and implementing regulations at 45 CFR Part 149, employment-based plans that offer health coverage to early retirees and their spouses, surviving spouses, and dependents are eligible to receive tax-free reimbursement for a portion of the costs of health benefits provided to such individuals. To qualify, a plan sponsor must submit a complete application to HHS, and must submit reimbursement requests that consist of a list of individuals for whom reimbursement is sought, and documentation of the costs of health benefits provided.
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Why Increase Occurred:	This is a new information collection.
Change in Burden:	854,675 hours
	\$0
Statute Title and Public Law:	Patient Protection and Affordable Care Act(Pub.L. 111-148)
OMB Control Number:	0938-1089

Title:	Affordable Care Act Enrollment Opportunity Notice Relating to Extension of Dependent Coverage
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Purpose of the Collection:	The Department's interim final regulation (29 CFR 2590.715-2714) require group health plans and health insurance insurers offering group or individual health insurance coverage that makes dependent coverage available for children to continue to make coverage available to such children until the attainment of age 26. The enrollment opportunity must continue for at least 30 days, regardless of whether the plan or coverage offers an open enrollment period and regardless of when any open enrollment period might otherwise occur. This enrollment opportunity must be presented not later than the first day of the first plan year (or, in the individual market, policy year) beginning on or after September 23, 2010 (which is the applicability date of PHS Act sections 2714). Coverage must begin no later than the first day of the first plan year (or policy year in the individual market) beginning on or after September 23, 2010.
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Why Increase Occurred:	This is a new information collection request.
Change in Burden:	259,066 hours
	\$0
Statute Title and Public Law:	Patient Protection and Affordable Care Act (Pub.L. 111-148)

OMB Control Number:	0938-1095
Title:	Application for Coverage in the Pre-Existing Condition Insurance Plan
Purpose of the Collection:	The data collection will be used by HHS to obtain information from potential eligible individuals applying for coverage in the PCIP. On March 23, 2010, the President signed into law H.R. 3590, the Patient Protection and Affordable Care Act (Affordable Care Act), Public Law 111-148. Section 1101 of the law establishes a 'temporary high risk health insurance pool program' (which has been named the Pre-Existing Condition Insurance Plan, or PCIP) to provide health insurance coverage to currently uninsured individuals with pre-existing conditions. The law authorizes HHS to carry out the program directly or through contracts with states or private, non-profit entities.
Why Increase Occurred:	This is a new information collection request.
Change in Burden:	233,999 hours
	\$0
Statute Title and Public Law:	Immediate access to insurance for uninsured individuals with a preexisting(Pub.L. 111-148)
OMB Control Number:	0938-1099
Title:	Affordable Care Act Internal Claims and Appeals and External Review Procedures for Non-grandfathered Group Health Plans and Issuers and Individual Market Issuers
Purpose of the Collection:	The information collection requirements included in the claims procedure regulation ensure that participants and beneficiaries (claimants) receive adequate information regarding the plan's claims procedures and the plan's handling of specific benefit claims. Participants and beneficiaries need to understand plan procedures and plan decisions in order to appropriately request benefits and/or appeal benefit denials. The recordkeeping requirement will allow a participant, beneficiary, or Federal or state official to inspect important information regarding an issuer's internal claims and appeals processes and request and receive documents free of charge.
Why Increase Occurred:	This is a new information collection request.
Change in Burden:	2,756,800 hours
	\$109,200,000
Statute Title and	Appeals process(Pub.L. 111-148)

Public Law:	
OMB Control Number:	0938-1101
Title:	American Health Benefit Exchange State Planning and Establishment Grants
Purpose of the Collection:	Section 1311 of the Affordable Care Act provides for grants to States for the planning and establishment of American Health Benefit Exchanges (hereinafter referred to as 'Exchanges'). The Secretary is planning to disburse funds in at least two phases; first, for planning, and second, for implementation. \$56 million is available for States (including the 50 States, the District of Columbia, and the Territories) during the planning phase, which will begin in early Federal fiscal year 2011 and extend for 12 months. States are eligible for up to \$1 million each from this grant announcement.
Why Increase Occurred:	This is a new information collection.
Change in Burden:	281,960 hours \$9,079,616
Statute Title and Public Law:	Planning and Establishment Grants(Pub.L. 111-148)

### **Department of Justice**

OMB Control Number:	1121-0329
Title:	OJP Solicitation Template
Purpose of the Collection:	The solicitation template serves as a generic model for fiscal year announcements for the Office of Justice Program's grant programs. The template will be used to solicit applications to fund grants to assist state, local, and tribal law enforcement, to combat violence against women, to fight internet crimes against children, to improve the functioning of the criminal justice system, to assist victims of crime, and to support youth mentoring. Grant programs in support of these purposes will be administered by the Office of Justice Programs, including its component program offices - the Bureau of Justice Assistance, Bureau of Justice Statistics, National Institute of Justice, Office of Juvenile Justice and Delinquency Prevention, and the Office of Victims of Crime.
Why Increase Occurred:	This is a new collection. The burden increase is a result of the new reported burden for this collection.

Change in Burden:	294,000 hours
	\$0
Statute Title and Public Law:	Office of Justice Programs grants, cooperative agreements, and contracts (42 USC 3715)
OMB Control Number:	1121-0329
Title:	OJP Solicitation Template
Purpose of the Collection:	The solicitation template serves as a generic model for fiscal year announcements for the Office of Justice Program's grant programs. The template will be used to solicit applications to fund grants to assist state, local, and tribal law enforcement, to combat violence against women, to fight internet crimes against children, to improve the functioning of the criminal justice system, to assist victims of crime, and to support youth mentoring. Grant programs in support of these purposes will be administered by the Office of Justice Programs, including its component program offices - the Bureau of Justice Assistance, Bureau of Justice Statistics, National Institute of Justice, Office of Juvenile Justice and Delinquency Prevention, and the Office of Victims of Crime.
Why Increase Occurred:	This is a new collection. The burden increase is a result of the new reported burden for this collection.
Change in Burden:	294,000 hours
	\$0
Statute Title and Public Law:	Establishment of Office of Justice Programs(42 USC 3711)

### Department of Labor

OMB Control Number:	1210-0126
Title:	Annual Funding Notice for Defined Benefit Pension Plans



Purpose of the  
Collection:

Pub. L. 108-218 amended section 101(f) of ERISA to require plan administrators of a defined benefit plan which is a multiemployer plan to each plan year furnish a plan funding notice to each plan participant and beneficiary, to each labor organization representing such participants or beneficiaries, to each employer that has an obligation to contribute under the plan, and to the Pension Benefit Guaranty Corporation. In August 2006, section 501(a) of the Pension Protection Act of 2006 (PPA) expanded the annual notice requirement to single-employer defined benefit plans. Section 501(c) of the PPA directs the Department to publish a model of the notice required by section 101(f) of ERISA, as amended, not later than one year after the date of enactment of the PPA. Recently, concerns have been expressed about the imminent compliance date of the new annual funding notice requirements, the absence of regulatory guidance from the Department, and the cost and burdens attendant to annual funding notice compliance efforts prior to the adoption of annual funding notice regulations and the issuance of model annual funding notices by the Department. In recognition of the foregoing, on February 10, 2009, the Department issued a Field Assistance Bulletin 2009-1 (the FAB) concerning the disclosure requirements mandated by the PPA, which provides model notices. The FAB addresses the need for interim guidance pending the adoption of regulations or other guidance under section 101(f) of ERISA by providing that pending further guidance, the Department will, as a matter of enforcement policy, treat a plan administrator as satisfying the requirements of section 101(f), if the administrator complies with the guidance contained in the FAB (and appropriately uses a completed model notice) and has acted in accordance with a good faith, reasonable interpretation of those requirements with respect to matters not specifically addressed in the FAB. The Department is revising its information collection under OMB Control Number 1210-0126 to reflect the issuance of the FAB at this time.

Why Increase  
Occurred:

The increase in burden occurred due to the extension of the requirement to provide annual funding notices to administrators of single-employer defined benefit plans enacted by the Pension Protection Act of 2006 (PPA).

Change in Burden:

1,074,303 hours  
\$20,547,570

Statute Title and Public Law:	Employee Retirement Income Security Act of 1974(29 USC 1021(f))
OMB Control Number:	1210-0137
Title:	Model Employer CHIP Notice
Purpose of the Collection:	On February 4, 2009, President Obama signed the Children's Health Insurance Program Reauthorization Act of 2009 (CHIPRA, Pub. L. 111-3). Under ERISA section 701(f)(3)(B)(i)(I), PHS Act section 2701(f)(3)(B)(i)(I), and section 9801(f)(3)(B)(i)(I) of the Internal Revenue Code, as added by CHIPRA, an employer that maintains a group health plan in a State that provides medical assistance under a State Medicaid plan under title XIX of the Social Security Act (SSA), or child health assistance under a State child health plan under title XXI of the SSA, in the form of premium assistance for the purchase of coverage under a group health plan, is required to make certain disclosures. Specifically, the employer is required to notify each employee of potential opportunities currently available in the State in which the employee resides for premium assistance under Medicaid and CHIP for health coverage of the employee or the employee's dependents. ERISA section 701(f)(3)(B)(i)(II) requires the Department of Labor to provide employers with model language for the Employer CHIP and Medicaid Notice to enable them to timely comply with this requirement. The model is required to include information on how an employee may contact the State in which the employee resides for additional information regarding potential opportunities for premium assistance, including how to apply for such assistance. Section 311(b)(1)(D) of CHIPRA provides that the Departments of Labor and Health and Human Services shall develop the initial Model Employer CHIP and Medicaid Notices under ERISA section 701(f)(3)(B)(i)(II), and the Department of Labor shall provide such notices to employers, by February 4, 2010. Moreover, each employer is required to provide the initial annual notices to such employer's employees beginning with the first plan year that begins after the date on which the initial model notices are first issued. The ICR relates to the Model Employer CHIP and Medicaid Notice.
Why Increase Occurred:	New third-party disclosure requirement pursuant to the Children's Health Insurance Program Reauthorization Act of 2009.
Change in Burden:	1,053,000 hours

	\$25,271,000
Statute Title and Public Law:	Employee Retirement Income Security Act of 1974(29 USC 1181(f)(3)(B)(i)(II))
OMB Control Number:	1210-0137
Title:	Model Employer CHIP Notice
Purpose of the Collection:	<p>On February 4, 2009, President Obama signed the Children's Health Insurance Program Reauthorization Act of 2009 (CHIPRA, Pub. L. 111-3). Under ERISA section 701(f)(3)(B)(i)(I), PHS Act section 2701(f)(3)(B)(i)(I), and section 9801(f)(3)(B)(i)(I) of the Internal Revenue Code, as added by CHIPRA, an employer that maintains a group health plan in a State that provides medical assistance under a State Medicaid plan under title XIX of the Social Security Act (SSA), or child health assistance under a State child health plan under title XXI of the SSA, in the form of premium assistance for the purchase of coverage under a group health plan, is required to make certain disclosures. Specifically, the employer is required to notify each employee of potential opportunities currently available in the State in which the employee resides for premium assistance under Medicaid and CHIP for health coverage of the employee or the employee's dependents. ERISA section 701(f)(3)(B)(i)(II) requires the Department of Labor to provide employers with model language for the Employer CHIP and Medicaid Notice to enable them to timely comply with this requirement. The model is required to include information on how an employee may contact the State in which the employee resides for additional information regarding potential opportunities for premium assistance, including how to apply for such assistance. Section 311(b)(1)(D) of CHIPRA provides that the Departments of Labor and Health and Human Services shall develop the initial Model Employer CHIP and Medicaid Notices under ERISA section 701(f)(3)(B)(i)(II), and the Department of Labor shall provide such notices to employers, by February 4, 2010. Moreover, each employer is required to provide the initial annual notices to such employer's employees beginning with the first plan year that begins after the date on which the initial model notices are first issued. The ICR relates to the Model Employer CHIP and Medicaid Notice.</p>
Why Increase Occurred:	New third-party disclosure requirement pursuant to the Children's Health Insurance Program Reauthorization Act of 2009.

Change in Burden:	1,053,000 hours
	\$25,271,000
Statute Title and Public Law:	Children's Health Insurance Program Reauthorization Act of 2009(Pub.L. 111-3)
OMB Control Number:	1210-0140
Title:	Affordable Care Act Grandfathered Health Plan Disclosure and Recordkeeping Requirement
Purpose of the Collection:	The Patient Protection and Affordable Care Act, Public Law 111-148, (the Affordable Care Act) was enacted by President Obama on March 23, 2010. Section 1251 of the Act provides that certain plans and health insurance coverage in existence as of March 23, 2010, known as grandfathered health plans, are not required to comply with certain statutory provisions in the Act. The interim final regulations implementing the grandfathered plan provision of the Affordable Care Act (29 CFR 2590.715-1251(a)(2)) requires a grandfathered health plan to include a statement in any plan material provided to participants or beneficiaries stating the plan's intent to be a grandfathered health plan within the meaning of §1251 of the Act. To maintain its status as a grandfathered health plan, the interim final regulations (29 CFR 2590.715-1251(a)(3)) require the plan or issuer to maintain records documenting the terms of the plan or health insurance coverage in effect on March 23, 2010 and any other documents that are necessary to verify, explain or clarify status as a grandfathered health plan. The plan or issuer must make such records available for examination upon request by participants, beneficiaries, individual policy subscribers, or a State or Federal agency official.
Why Increase Occurred:	New collection of information.
Change in Burden:	323,000 hours
	\$437,000
Statute Title and Public Law:	Patient's Protection and Affordable Care Act(Pub.L. 111-148)
OMB Control Number:	1235-0003
Title:	29 C.F.R. Part 825, The Family and Medical Leave Act of 1993

Purpose of the Collection: The DOL created the subject information collections (i.e., notifications) to implement statutory notice and certification provisions and to assist employees and employers in meeting their FMLA third-party notification obligations as required by The Family and Medical Leave Act of 1993 (FMLA) and by the amendments to FMLA contained in National Defense Authorization Act for FY 2008 (NDAA), Pub. L. No. 110-181. The subject recordkeeping requirements are necessary in order for the DOL to carry out its statutory obligation under FMLA section 106 to investigate and ensure employer compliance. 29 U.S.C. § 2616.

Why Increase Occurred: In addition to the 3,482,473 burden hour increase that occurred as a result of new statutory requirements, discretionary changes were made to the regulations -- adding and deleting specific notification requirements -- that resulted in an increase of 7,020,126 hours. The burden estimates were also adjusted upward by 7,096,758 because of improved information on the number of respondents subject to the FMLA paperwork requirements, recalculation of burden based on a more disaggregated approach, and a reconsideration of whether certain regulations impose a burden beyond what employees and employers customarily would do in the absence of the regulations. The estimated annual cost burden has increased due to an increase in maintenance and operations costs of \$150,906,330, of which \$455,927 are based on statutory changes and the remainder is due to the reasons mentioned above, as well as, increased wage rates and other costs for persons completing the information collections.

Change in Burden: 3,482,473 hours  
\$455,927

Statute Title and Public Law: National Defense Authorization Act for Fiscal Year 2008(Pub.L. 110-181)

**Department of Transportation**

OMB Control Number: 2105-0561

Title: 14 CFR Parts 234, 259, and 399 Enhancing Airlines Protections

Purpose of the Collection:	The Final Rule (FR) proposes the following paperwork requirements for each covered carrier: (i) retain for two years certain information about any ground delay that either triggers the carrier's contingency plans for lengthy tarmac delays or lasts at least four hours, (ii) audit its own adherence to its Customer Service Plan annually and retain the results for two years, and (iii) display information concerning listed flights' on-time performance for the previous month on its website. The information collection furthers the objectives of 49 U.S.C. §§ 41712, 40101(a)(4), 40101(a)(9), and 41702 to protect consumers from unfair or deceptive practices, and to ensure safe and adequate service in air transportation. The regulation also supports the Department of Transportation's (Department) strategic goal of global connectivity by reducing barriers to trade and enhancing competition.
Why Increase Occurred:	In the NPRM, it was estimated that only 18 reporting carriers needed to fulfill the Departments requirements of retaining tarmac delay information lasting four hours and customer service plans. However, the Final Rule applied to a larger number of carriers based on tarmac delays that last 3 hours rather than 4 hours as initially estimated; thus creating a significant increase in burden hours.
Change in Burden:	107,885 hours
	\$3,608,662
Statute Title and Public Law:	(49 USC 41702)
OMB Control Number:	2105-0561
Title:	14 CFR Parts 234, 259, and 399 Enhancing Airlines Protections

Purpose of the Collection:	The Final Rule (FR) proposes the following paperwork requirements for each covered carrier: (i) retain for two years certain information about any ground delay that either triggers the carrier's contingency plans for lengthy tarmac delays or lasts at least four hours, (ii) audit its own adherence to its Customer Service Plan annually and retain the results for two years, and (iii) display information concerning listed flights' on-time performance for the previous month on its website. The information collection furthers the objectives of 49 U.S.C. §§ 41712, 40101(a)(4), 40101(a)(9), and 41702 to protect consumers from unfair or deceptive practices, and to ensure safe and adequate service in air transportation. The regulation also supports the Department of Transportation's (Department) strategic goal of global connectivity by reducing barriers to trade and enhancing competition.
Why Increase Occurred:	In the NPRM, it was estimated that only 18 reporting carriers needed to fulfill the Departments requirements of retaining tarmac delay information lasting four hours and customer service plans. However, the Final Rule applied to a larger number of carriers based on tarmac delays that last 3 hours rather than 4 hours as initially estimated; thus creating a significant increase in burden hours.
Change in Burden:	107,885 hours
	\$3,608,662
Statute Title and Public Law:	(49 USC 40101 (a) (9))
OMB Control Number:	2105-0561
Title:	14 CFR Parts 234, 259, and 399 Enhancing Airlines Protections

Purpose of the Collection:	The Final Rule (FR) proposes the following paperwork requirements for each covered carrier: (i) retain for two years certain information about any ground delay that either triggers the carrier's contingency plans for lengthy tarmac delays or lasts at least four hours, (ii) audit its own adherence to its Customer Service Plan annually and retain the results for two years, and (iii) display information concerning listed flights' on-time performance for the previous month on its website. The information collection furthers the objectives of 49 U.S.C. §§ 41712, 40101(a)(4), 40101(a)(9), and 41702 to protect consumers from unfair or deceptive practices, and to ensure safe and adequate service in air transportation. The regulation also supports the Department of Transportation's (Department) strategic goal of global connectivity by reducing barriers to trade and enhancing competition.
Why Increase Occurred:	In the NPRM, it was estimated that only 18 reporting carriers needed to fulfill the Departments requirements of retaining tarmac delay information lasting four hours and customer service plans. However, the Final Rule applied to a larger number of carriers based on tarmac delays that last 3 hours rather than 4 hours as initially estimated; thus creating a significant increase in burden hours.
Change in Burden:	107,885 hours
	\$3,608,662
Statute Title and Public Law:	(49 USC 40101 (a) (4))
OMB Control Number:	2105-0561
Title:	14 CFR Parts 234, 259, and 399 Enhancing Airlines Protections



Purpose of the Collection:	The Final Rule (FR) proposes the following paperwork requirements for each covered carrier: (i) retain for two years certain information about any ground delay that either triggers the carrier's contingency plans for lengthy tarmac delays or lasts at least four hours, (ii) audit its own adherence to its Customer Service Plan annually and retain the results for two years, and (iii) display information concerning listed flights' on-time performance for the previous month on its website. The information collection furthers the objectives of 49 U.S.C. §§ 41712, 40101(a)(4), 40101(a)(9), and 41702 to protect consumers from unfair or deceptive practices, and to ensure safe and adequate service in air transportation. The regulation also supports the Department of Transportation's (Department) strategic goal of global connectivity by reducing barriers to trade and enhancing competition.
Why Increase Occurred:	In the NPRM, it was estimated that only 18 reporting carriers needed to fulfill the Departments requirements of retaining tarmac delay information lasting four hours and customer service plans. However, the Final Rule applied to a larger number of carriers based on tarmac delays that last 3 hours rather than 4 hours as initially estimated; thus creating a significant increase in burden hours.
Change in Burden:	107,885 hours
	\$3,608,662
Statute Title and Public Law:	(49 USC 41712)
OMB Control Number:	2130-0005
Title:	Hours of Service Regulations
Purpose of the Collection:	The Hours of Service Act specifies the maximum hours and conditions of proper rest for employees engaged in one or more critical categories of work. FRA uses the information collected to both monitor compliance with and to enforce these safety regulations.

Why Increase  
Occurred:

The burden for this information collection has increased by 412,670 hours. The increase in burden is due to statutory program changes (resulting from P.L. 110-432, the Rail Safety Improvement Act of 2008) and adjustments. Program changes increased the burden by a total of 138,960 hours and adjustments increased the burden by 273,710 hours. A full detailed breakdown is provided in the answer to question 15 of the Supporting Justification. The current inventory burden shows a total of 3,294,676 hours, while the present submission exhibits a total burden of 3,707,346 hours. Hence, there is an increase in burden of 412,670 hours. Also, it should be noted that the cost for the annual reporting and recordkeeping burden has decreased by \$100,000. This is an adjustment to reflect the fact that the initial costs (information technology or software costs) for the expenses incurred by railroads to keep the Hours of Duty Records – estimated at 12 million records – electronically have already been expended. The current inventory shows a cost of \$111,000, while the revised submission exhibits a cost of \$11,000. Hence, there is a decrease of \$100,000.

Change in Burden:	138,960 hours
	\$0
Statute Title and Public Law:	Rail Safety Improvement Act of 2008(Pub.L. 110-432)
OMB Control Number:	2130-0553
Title:	Positive Train Control
Purpose of the Collection:	The information collected is used to ensure new or novel signal and train control technologies meet proposed performance standards and work as intended in the U.S. rail environment.

Why Increase  
Occurred:

Total burden for this information collection submission has increased by 2,952,554 hours from the last approved submission. Total adjustments (Subpart H) increased the burden by 1,121,906 hours. Total program changes increased the burden by 1,830,648 hours (Subpart H = + 800 hours; new Subpart I = + 1,829,848 hours). The increase in burden for program changes in new Subpart I result from the agency effort to meet the statutory mandate set forth in the Railroad Safety Improvement Act of 2008 (RSIA). The current OMB inventory shows a total burden of 250,966 hours, while the present submission exhibits a total burden of 3,203,520 hours. Hence, there is a burden increase of 2,952,544 hours. For the present submission, total additional costs to respondents (as delineated in answer to question number 13) amount to \$12,085.15 (\$12,085 rounded off). Total costs to respondents have increased by \$10,981 from the last approved submission. Adjustments in Subpart H costs account for \$429 of this increase. Specifically, costs for envelopes and mailing of documents required under Subpart H to FRA have increased by \$429 (from \$1,103.76 or \$1,104 (rounded off) to \$1,533). Program change costs or costs for envelopes and mailing of documents required under new Subpart I amount \$10,552.15 or \$10,552 (rounded off).

Change in Burden:	1,830,648 hours
	\$0
Statute Title and Public Law:	Railroad Safety Improvement Act of 2008(Pub.L. 110-432)
<b>Department of the Treasury</b>	
OMB Control Number:	1505-0207
Title:	Recoupment Provisions of the Terrorism Risk Insurance Act (TRIA)

Purpose of the Collection:	<p>Section 103(e) of the Terrorism Risk Insurance Act of 2002 gives Treasury authority to recoup federal payments made under the Program through policyholder surcharges, up to a maximum annual limit. The Secretary is required to provide for insurers to collect these amounts and remit them to Treasury. In order to determine how and when to initiate the recoupment process Treasury will require information about industry aggregate total insured losses, insurer deductibles and reserves and may need to issue a “data call” to supplement existing industry reporting. If recoupment is initiated, insurers will be required to report and remit the Federal Terrorism Policy Surcharge. Treasury will require access to all books, documents, papers and records of an insurer that are pertinent to the Surcharge for the purpose of investigation, confirmation, audit and examination. The record keeping and reporting requirements will arise only after Treasury has initiated the recoupment process. This clearance action is for the data call, insurer reporting and record keeping requirements. Keywords: Terrorism Risk Insurance.</p>
Why Increase Occurred:	<p>The Terrorism Risk Insurance Act (the Act) establishes a temporary federal program of shared public and private compensation for insured commercial property and casualty losses resulting from an act of terrorism. The Act authorizes Treasury to administer and implement the Terrorism Risk Insurance Program (the Program), including the issuance of regulations and procedures. The Program provides a Federal backstop for insured losses from an act of terrorism. Section 103(e) of the Act gives Treasury authority to recoup federal payments made under the Program through policyholder surcharges, up to a maximum annual limit. Treasury is now issuing a final rule that describes how Treasury will determine the amounts to be recouped, including the provision for a “data call” for aggregate insured loss information, the factors and considerations that would be the basis for establishing the specific surcharge amount, describes the procedures for Treasury’s notification to insurers regarding the surcharges to be imposed, and establishes the requirements for insurers to collect, report and remit surcharges to the Treasury.</p>
Change in Burden:	<p>209,000 hours \$16,125,000</p>
Statute Title and Public Law:	<p>Terrorism Risk Insurance Program Reauthorization Act of 2007(Pub.L. 110-160)</p>
OMB Control	<p>1545-0023</p>

Number:	
Title:	Quarterly Federal Excise Tax Return
Purpose of the Collection:	The information supplied on Form 720 is used by the IRS to determine the correct tax liability. Additionally, the data are reported by the IRS to Treasury so that funds may be transferred from the general revenue funds to the appropriate trust funds.
Why Increase Occurred:	<p>Summary of Changes:</p> <p>1. Indoor Tanning Services (Change for Rev. July 2010) added: For page 2- The Patient Protection and Affordable Care Act of 2010 (P.L. 111-148), sec. 10907, creates new IRC chap. 49 (Cosmetic Services) and sec. 5000B, which imposes a 10% excise tax on the amount paid for indoor tanning services.</p> <p>Prior to this revision, the tax was not reflected on Form 720. Page 2, Part II was changed to add line for IRS No. 140 for the filer to report 10% of the amount paid.</p> <p>2.</p> <p>Line 6h added, credit for use of "Liquefied gas from biomass" (Change for Rev. October 2008): Section 204(b) of the Energy Improvement and Extension Act of 2008, which is in Division B of the Financial Rescue bill (P.L. 110-343), codifies liquefied gas from biomass as one of two new alternative fuels under IRC 6426. This provision is effective after date of enactment (October 3, 2008). Liquefied gas derived from biomass is taxable under sections 4041(a)(2) at \$.183. The credit for nontaxable use of liquefied gas derived from biomass will be claimed on Schedule C on new line 6h at \$.183 per gallon under credit reference number (CRN) 435.</p> <p>3.</p> <p>Lines 14h and 14i added, credits for use of "Liquefied gas derived from biomass" and "Compressed gas derived from biomass" (Change for Rev. October 2008): Under Section 204(b) of the Energy Improvement and Extension Act of 2008 (cited above) credits are available for mixtures of taxable and alternative fuel, claimed on new lines 14h and 14i on Schedule C at the rate of \$.50 per gallon or gallon equivalent.</p> <p>4.</p> <p>Lines 15f, 15g, and 15h added, credits applicable for tax-paid tires (Change for Rev. January 2009): Previously, these CRNs appeared only in the Instructions for Form 720. The form was changed to also add a "Number of tires" column.</p>

This change was made at the request of SE:W:CAS:SP and ETA to capture the number of taxable tires claimed for CRNs 396, 304, and 305.

These changes have resulted in a net increase of 11,758 burden hours.

Change in Burden:	4,366,381 hours
	\$0
Statute Title and Public Law:	Affordable Care Act(Pub.L. 111-148)
OMB Control Number:	1545-0023
Title:	Quarterly Federal Excise Tax Return
Purpose of the Collection:	The information supplied on Form 720 is used by the IRS to determine the correct tax liability. Additionally, the data are reported by the IRS to Treasury so that funds may be transferred from the general revenue funds to the appropriate trust funds.
Why Increase Occurred:	<p>Summary of Changes:</p> <p>1. Indoor Tanning Services (Change for Rev. July 2010) added: For page 2- The Patient Protection and Affordable Care Act of 2010 (P.L. 111-148), sec. 10907, creates new IRC chap. 49 (Cosmetic Services) and sec. 5000B, which imposes a 10% excise tax on the amount paid for indoor tanning services.</p> <p>Prior to this revision, the tax was not reflected on Form 720. Page 2, Part II was changed to add line for IRS No. 140 for the filer to report 10% of the amount paid.</p> <p>2.</p> <p>Line 6h added, credit for use of "Liquefied gas from biomass" (Change for Rev. October 2008): Section 204(b) of the Energy Improvement and Extension Act of 2008, which is in Division B of the Financial Rescue bill (P.L. 110-343), codifies liquefied gas from biomass as one of two new alternative fuels under IRC 6426. This provision is effective after date of enactment (October 3, 2008). Liquefied gas derived from biomass is taxable under sections 4041(a)(2) at \$.183. The credit for nontaxable use of liquefied gas derived from biomass will be claimed on Schedule C on new line 6h at \$.183 per gallon under credit reference number (CRN) 435.</p>

3.

Lines 14h and 14i added, credits for use of “Liquefied gas derived from biomass” and “Compressed gas derived from biomass” (Change for Rev. October 2008): Under Section 204(b) of the Energy Improvement and Extension Act of 2008 (cited above) credits are available for mixtures of taxable and alternative fuel, claimed on new lines 14h and 14i on Schedule C at the rate of \$.50 per gallon or gallon equivalent.

4.

Lines 15f, 15g, and 15h added, credits applicable for tax-paid tires (Change for Rev. January 2009): Previously, these CRNs appeared only in the Instructions for Form 720. The form was changed to also add a “Number of tires” column. This change was made at the request of SE:W:CAS:SP and ETA to capture the number of taxable tires claimed for CRNs 396, 304, and 305. These changes have resulted in a net increase of 11,758 burden hours.

Change in Burden:	4,366,381 hours
	\$0
Statute Title and Public Law:	Affordable Care Act(Pub.L. 111-148)
OMB Control Number:	1545-0023
Title:	Quarterly Federal Excise Tax Return
Purpose of the Collection:	The information supplied on Form 720 is used by the IRS to determine the correct tax liability. Additionally, the data are reported by the IRS to Treasury so that funds may be transferred from the general revenue funds to the appropriate trust funds.
Why Increase Occurred:	<p>Summary of Changes:</p> <p>1. Indoor Tanning Services (Change for Rev. July 2010) added: For page 2- The Patient Protection and Affordable Care Act of 2010 (P.L. 111-148), sec. 10907, creates new IRC chap. 49 (Cosmetic Services) and sec. 5000B, which imposes a 10% excise tax on the amount paid for indoor tanning services.</p> <p>Prior to this revision, the tax was not reflected on Form 720.</p>

Page 2, Part II was changed to add line for IRS No. 140 for the filer to report 10% of the amount paid.

2.

Line 6h added, credit for use of "Liquefied gas from biomass" (Change for Rev. October 2008): Section 204(b) of the Energy Improvement and Extension Act of 2008, which is in Division B of the Financial Rescue bill (P.L. 110-343), codifies liquefied gas from biomass as one of two new alternative fuels under IRC 6426. This provision is effective after date of enactment (October 3, 2008). Liquefied gas derived from biomass is taxable under sections 4041(a)(2) at \$.183. The credit for nontaxable use of liquefied gas derived from biomass will be claimed on Schedule C on new line 6h at \$.183 per gallon under credit reference number (CRN) 435.

3.

Lines 14h and 14i added, credits for use of "Liquefied gas derived from biomass" and "Compressed gas derived from biomass" (Change for Rev. October 2008): Under Section 204(b) of the Energy Improvement and Extension Act of 2008 (cited above) credits are available for mixtures of taxable and alternative fuel, claimed on new lines 14h and 14i on Schedule C at the rate of \$.50 per gallon or gallon equivalent.

4.

Lines 15f, 15g, and 15h added, credits applicable for tax-paid tires (Change for Rev. January 2009): Previously, these CRNs appeared only in the Instructions for Form 720. The form was changed to also add a "Number of tires" column. This change was made at the request of SE:W:CAS:SP and ETA to capture the number of taxable tires claimed for CRNs 396, 304, and 305.

These changes have resulted in a net increase of 11,758 burden hours.

Change in Burden:	4,366,381 hours
	\$0
Statute Title and Public Law:	Tax Technical Corrections Act of 2007 (Pub.L. 110-172)
OMB Control Number:	1545-0023
Title:	Quarterly Federal Excise Tax Return



Purpose of the  
Collection:

The information supplied on Form 720 is used by the IRS to determine the correct tax liability. Additionally, the data are reported by the IRS to Treasury so that funds may be transferred from the general revenue funds to the appropriate trust funds.

Why Increase  
Occurred:

Summary of Changes:

1. Indoor Tanning Services (Change for Rev. July 2010) added: For page 2- The Patient Protection and Affordable Care Act of 2010 (P.L. 111-148), sec. 10907, creates new IRC chap. 49 (Cosmetic Services) and sec. 5000B, which imposes a 10% excise tax on the amount paid for indoor tanning services.

Prior to this revision, the tax was not reflected on Form 720. Page 2, Part II was changed to add line for IRS No. 140 for the filer to report 10% of the amount paid.

2.

Line 6h added, credit for use of "Liquefied gas from biomass" (Change for Rev. October 2008): Section 204(b) of the Energy Improvement and Extension Act of 2008, which is in Division B of the Financial Rescue bill (P.L. 110-343), codifies liquefied gas from biomass as one of two new alternative fuels under IRC 6426. This provision is effective after date of enactment (October 3, 2008). Liquefied gas derived from biomass is taxable under sections 4041(a)(2) at \$.183. The credit for nontaxable use of liquefied gas derived from biomass will be claimed on Schedule C on new line 6h at \$.183 per gallon under credit reference number (CRN) 435.

3.

Lines 14h and 14i added, credits for use of "Liquefied gas derived from biomass" and "Compressed gas derived from biomass" (Change for Rev. October 2008): Under Section 204(b) of the Energy Improvement and Extension Act of 2008 (cited above) credits are available for mixtures of taxable and alternative fuel, claimed on new lines 14h and 14i on Schedule C at the rate of \$.50 per gallon or gallon equivalent.

4.

Lines 15f, 15g, and 15h added, credits applicable for tax-paid tires (Change for Rev. January 2009): Previously, these CRNs appeared only in the Instructions for Form 720. The form was changed to also add a "Number of tires" column. This change was made at the request of SE:W:CAS:SP and ETA to capture the number of taxable tires claimed for CRNs

396, 304, and 305.

These changes have resulted in a net increase of 11,758 burden hours.

Change in Burden:	4,366,381 hours
	\$0
Statute Title and Public Law:	Airport and Airway Extension Act of 2008(Pub.L. 110-190)
OMB Control Number:	1545-0023
Title:	Quarterly Federal Excise Tax Return
Purpose of the Collection:	The information supplied on Form 720 is used by the IRS to determine the correct tax liability. Additionally, the data are reported by the IRS to Treasury so that funds may be transferred from the general revenue funds to the appropriate trust funds.
Why Increase Occurred:	<p>Summary of Changes:</p> <p>1. Indoor Tanning Services (Change for Rev. July 2010) added: For page 2- The Patient Protection and Affordable Care Act of 2010 (P.L. 111-148), sec. 10907, creates new IRC chap. 49 (Cosmetic Services) and sec. 5000B, which imposes a 10% excise tax on the amount paid for indoor tanning services.</p> <p>Prior to this revision, the tax was not reflected on Form 720. Page 2, Part II was changed to add line for IRS No. 140 for the filer to report 10% of the amount paid.</p> <p>2. Line 6h added, credit for use of "Liquefied gas from biomass" (Change for Rev. October 2008): Section 204(b) of the Energy Improvement and Extension Act of 2008, which is in Division B of the Financial Rescue bill (P.L. 110-343), codifies liquefied gas from biomass as one of two new alternative fuels under IRC 6426. This provision is effective after date of enactment (October 3, 2008). Liquefied gas derived from biomass is taxable under sections 4041(a)(2) at \$.183. The credit for nontaxable use of liquefied gas derived from biomass will be claimed on Schedule C on new line 6h at \$.183 per gallon under credit reference number (CRN) 435.</p> <p>3. Lines 14h and 14i added, credits for use of "Liquefied gas derived from biomass" and "Compressed gas derived from biomass" (Change for Rev. October 2008): Under Section 204(b) of the Energy Improvement and Extension Act of</p>

2008 (cited above) credits are available for mixtures of taxable and alternative fuel, claimed on new lines 14h and 14i on Schedule C at the rate of \$.50 per gallon or gallon equivalent.

4.

Lines 15f, 15g, and 15h added, credits applicable for tax-paid tires (Change for Rev. January 2009): Previously, these CRNs appeared only in the Instructions for Form 720. The form was changed to also add a "Number of tires" column. This change was made at the request of SE:W:CAS:SP and ETA to capture the number of taxable tires claimed for CRNs 396, 304, and 305.

These changes have resulted in a net increase of 11,758 burden hours.

Change in Burden:	4,366,381 hours
	\$0
Statute Title and Public Law:	Small Business and Work Opportunity Tax Act of 2007(Pub.L. 110-28)
OMB Control Number:	1545-0029
Title:	Employer's Quarterly Federal Tax Return
Purpose of the Collection:	Form 941 is used by employers to report payments made to employees subject to income and social security/Medicare taxes and the amounts of these taxes. Form 941-PR is used by employers in Puerto Rico to report social security and Medicare taxes only. Form 941-SS is used by employers in the U.S. possessions to report social security and Medicare taxes only. Schedule B is used by employers to record their employment tax liability.

Why Increase  
Occurred:

Form 941 is used by employers to report payments made to employees subject to income and social security/Medicare taxes and the amounts of these taxes.

The changes to the 2nd Quarter 2010 Form 941 were necessary to allow employers to claim the social security tax credit and tax exemption, as provided in P.L. 111-147 ( The Hiring Incentives to Restore Employment Act), section 101 (new IRC section 3111(d)).

Qualified employer's social security tax credit

Qualified employers are allowed a credit in the second quarter of 2010 for their share (6.2%) of social security tax on wages/tips paid to qualified employees after March 18, 2010, and before April 1, 2010. Lines 12c-12e on Form 941 were added to allow the employer a credit for payment of their share of social security taxes paid on qualified wages paid to qualified employees from March 19, 2010 through March 31, 2010.

Qualified employer's social security tax exemption

Qualified employers are allowed an exemption for their share (6.2%) of social security taxes on wages/tips paid to qualified employees after March 31, 2010, and before January 1, 2011. Lines 6a thru 6d, of Form 941, were added to report the number of these employees, the wages they were paid, and the amount of the exemption. The result of these changes is a total burden increase of 69,372,702 hours.

Change in Burden:	69,377,102 hours
	\$0
Statute Title and Public Law:	Hiring Incentives to Restore Employment Act(Pub.L. 111-147)
OMB Control Number:	1545-0092
Title:	U.S. Income Tax Return for Estates and Trusts
Purpose of the Collection:	IRC section 6012 requires that an annual income tax return be filed for estates and trusts. Data are used to determine that the estates, trusts, and beneficiaries filed the proper returns and paid the correct tax. IRC section 59 requires the fiduciary to recompute the distributable net income on a minimum tax basis.

Why Increase  
Occurred:

The fiduciary of a domestic decedent's estate, trust, or bankruptcy estate uses Form 1041 to report: • The income, deductions, gains, losses, etc. of the estate or trust; • The income that is either accumulated or held for future distribution or distributed currently to the beneficiaries; • Any income tax liability of the estate or trust; and • Employment taxes on wages paid to household employees. Form 1041 - Beginning with the 2008 revision, the instructions for Schedule D, Capital Gains and Losses, and Schedule I, Alternative Minimum Tax--Estates and Trusts, were removed from the Instructions for Form 1041 and made into separate freestanding products. We also deleted old line 27 from Schedule D, Part V and old line 69 from Schedule I to reflect the reduction in capital gains rates from 5% to 0% under IRC section 1(h)(1)(B), as a result of P.L. 108-27, the Jobs And Growth Tax Relief Reconciliation Act Of 2003. The filing requirements for Schedule D or Schedule I did not change. Both forms are still required to be filed as attachments to Form 1041 if the filing requirements are met. The affect on burden associated with these statutory requirements is a total burden decrease of 65,497,680 hours. Additionally, beginning with the 2008 revision, Schedule I was removed from Form 1041 and made into a freestanding Schedule. This and other changes were made as a result of agency discretion in order to expedite delivery of Form 1041 and its instructions to the public. Including the Schedules and their Instructions in the 1041 product has led to print delays in the past, so this change resulted in quicker release of the products. The effect on burden of these changes result in a total burden decrease of 5,694,610 hours. As a result of various changes throughout the forms and schedules the total burden has been reduced by 71,192,290 hours. Changes to the method and reporting of the burden into the OMB database system, have resulted in an estimated number of responses by 1,769,000 and a total burden decrease of 13,800 hours.

Change in Burden:	2,730,000 hours
	\$0
Statute Title and Public Law:	Tax Increase Prevention and Reconciliation Act Of 2005 (Pub.L. 109-222)
OMB Control Number:	1545-0110
Title:	Dividends and Distributions

Purpose of the Collection:	The form is used by the Service to insure that dividends are properly reported as required by Code section 6042 and that liquidation distributions are correctly reported as required by Code section 6043, and to determine whether payees are correctly reporting their income.
Why Increase Occurred:	Form 1099-DIV is used by the Service to insure that dividends are properly reported as required by Code section 6042 and that liquidation distributions are correctly reported as required by Code section 6043, and to determine whether payees are correctly reporting their income. Correction made to reflect changes in the law: The American Recovery and Reinvestment Act of 2009 , section 1541, added new IRC section 853A, which allows Regulated Investment company's (RICs), to make an election to distribute tax credit bond credits to shareholders. For the reporting of the tax credit bond credits, we added boxes 10a and 10b to the form. We also added under the Instructions for Recipients, text for boxes 10a and 10b. Under IRC section 54A(h), Real Estate Investment Trusts (REITS), that hold qualified tax credit bonds distribute credits to shareholders more accurate filing figures. These changes resulted in a total burden increase of 3,357,664 hours.
Change in Burden:	3,357,664 hours
	\$0
Statute Title and Public Law:	The American Recovery and Reinvestment Act of 2009 (Pub.L. 111-5)
OMB Control Number:	1545-0112
Title:	Form 1099-INT, Interest Income
Purpose of the Collection:	This form is used for reporting interest income paid, as required by sections 6049 and 6041 of the Internal Revenue Code. It is used to verify that payees are correctly reporting their income.

Why Increase Occurred:	This form is used for reporting interest income paid, as required by sections 6049 and 6041 of the Internal Revenue Code. PL 111-5 sections 1521 and 1531 added new IRC sections 54F and 54AA which adds school constructions bonds and build America bonds as tax credits. Boxes 10a and 10b were added to the form for reporting of the tax bond credits and codes. The addition of these boxes results in a burden increase of 454,209 hours. We also updated the filing figures from Document 6961 (2009) Calendar Year Projections of Information and Withholding Documents for the United States and IRS Campuses 2009-2017. Based on these new projections we decreased the estimated number of responses by 29,960,464 responses.
Change in Burden:	454,209 hours
	\$0
Statute Title and Public Law:	ARRA(Pub.L. 111-5)
OMB Control Number:	1545-0172
Title:	Depreciation and Amortization (Including Information on Listed Property)
Purpose of the Collection:	Taxpayers use Form 4562 to: (1) claim a deduction for depreciation and/or amortization; (2) make a section 179 election to expense depreciable assets; and (3) answer questions regarding the use of automobiles and other listed property to substantiate the business use under section 274(d).

Why Increase Occurred:

1) P.L. 111-5 section 1201(a) extended IRC section 168(k)(2) to include property placed in service before January 1, 2010. It extends a provision that allows taxpayers the ability to take a special depreciation allowance on the certain qualified property in addition to the depreciation deduction they normally take under the Modified Accelerated Cost Recovery System (MACRS). The impact to the filings of the 2008 Form 4562 would only affect fiscal year taxpayers whose tax years begin in 2008 and end in 2009. Therefore, we anticipate there would be no expected increase or decrease in the number of filers of the 2008 Form 4562 with this change. 2) P.L. 111-5 section 1201(b)(1)(A) extended IRC section 168(k)(4) to include property placed in service before January 1, 2010, for eligible qualified property (January 1, 2011, for certain aircraft and property with a long production period). This extension affects Forms 3800 and 8827 in making the election to accelerate research and minimum tax credits in lieu of special depreciation allowance during fiscal year 2008, not Form 4562. No expected increase or decrease in the filing of the 2008 Form 4562 with this change. 3) P.L. 111-5 section 1201(b)(1)(B) added new IRC section 168(k)(4)(H) which added special rules for extension property. As with item (2) above, the affects are seen on Forms 3800 and 8827 and not Form 4562. No expected increase or decrease in the filing of the 2008 Form 4562 with this change. 4) We added references to Revenue Procedures 2008-65 and 2009-16 to provide additional guidance in making the above mentioned election to accelerate certain credits in lieu of taking a special depreciation allowance. No expected increase or decrease in the filing of the 2008 Form 4562 with this change. 5) We updated the IRC section 280F limitation amounts for passenger automobiles and trucks and vans placed in service in 2009. The instructions usually advise taxpayers to research these limits themselves in the Internal Revenue Bulletins until the 2009 Instructions for Form 4562 are released in the latter part of 2009. This information would only affect fiscal year taxpayers whose tax years begin in 2008 and end in 2009. No expected increase or decrease in the filing of the 2008 Form 4562 with this change.

Change in Burden:	472,725 hours
	\$0
Statute Title and	American Recovery and Reinvestment Act(Pub.L. 111-5)



Public Law:	
OMB Control Number:	1545-0172
Title:	Depreciation and Amortization (Including Information on Listed Property)
Purpose of the Collection:	Taxpayers use Form 4562 to: (1) claim a deduction for depreciation and/or amortization; (2) make a section 179 election to expense depreciable assets; and (3) answer questions regarding the use of automobiles and other listed property to substantiate the business use under section 274(d).
Why Increase Occurred:	<p>1) P.L. 111-5 section 1201(a) extended IRC section 168(k)(2) to include property placed in service before January 1, 2010. It extends a provision that allows taxpayers the ability to take a special depreciation allowance on the certain qualified property in addition to the depreciation deduction they normally take under the Modified Accelerated Cost Recovery System (MACRS). The impact to the filings of the 2008 Form 4562 would only affect fiscal year taxpayers whose tax years begin in 2008 and end in 2009. Therefore, we anticipate there would be no expected increase or decrease in the number of filers of the 2008 Form 4562 with this change.</p> <p>2) P.L. 111-5 section 1201(b)(1)(A) extended IRC section 168(k)(4) to include property placed in service before January 1, 2010, for eligible qualified property (January 1, 2011, for certain aircraft and property with a long production period). This extension affects Forms 3800 and 8827 in making the election to accelerate research and minimum tax credits in lieu of special depreciation allowance during fiscal year 2008, not Form 4562. No expected increase or decrease in the filing of the 2008 Form 4562 with this change.</p> <p>3) P.L. 111-5 section 1201(b)(1)(B) added new IRC section 168(k)(4)(H) which added special rules for extension property. As with item (2) above, the affects are seen on Forms 3800 and 8827 and not Form 4562. No expected increase or decrease in the filing of the 2008 Form 4562 with this change.</p> <p>4) We added references to Revenue Procedures 2008-65 and 2009-16 to provide additional guidance in making the above mentioned election to accelerate certain credits in lieu of taking a special depreciation allowance. No expected increase or decrease in the filing of the 2008 Form 4562 with this change.</p> <p>5) We updated the IRC section 280F limitation amounts for passenger automobiles and trucks and vans placed in service in 2009. The instructions usually advise</p>

taxpayers to research these limits themselves in the Internal Revenue Bulletins until the 2009 Instructions for Form 4562 are released in the latter part of 2009. This information would only affect fiscal year taxpayers whose tax years begin in 2008 and end in 2009. No expected increase or decrease in the filing of the 2008 Form 4562 with this change.

Change in Burden:	472,725 hours
	\$0
Statute Title and Public Law:	American Recovery and Reinvestment Act(Pub.L. 111-5)
OMB Control Number:	1545-0172
Title:	Depreciation and Amortization (Including Information on Listed Property)
Purpose of the Collection:	Taxpayers use Form 4562 to: (1) claim a deduction for depreciation and/or amortization; (2) make a section 179 election to expense depreciable assets; and (3) answer questions regarding the use of automobiles and other listed property to substantiate the business use under section 274(d).

Why Increase  
Occurred:

1) P.L. 111-5 section 1201(a) extended IRC section 168(k)(2) to include property placed in service before January 1, 2010. It extends a provision that allows taxpayers the ability to take a special depreciation allowance on the certain qualified property in addition to the depreciation deduction they normally take under the Modified Accelerated Cost Recovery System (MACRS). The impact to the filings of the 2008 Form 4562 would only affect fiscal year taxpayers whose tax years begin in 2008 and end in 2009. Therefore, we anticipate there would be no expected increase or decrease in the number of filers of the 2008 Form 4562 with this change. 2) P.L. 111-5 section 1201(b)(1)(A) extended IRC section 168(k)(4) to include property placed in service before January 1, 2010, for eligible qualified property (January 1, 2011, for certain aircraft and property with a long production period). This extension affects Forms 3800 and 8827 in making the election to accelerate research and minimum tax credits in lieu of special depreciation allowance during fiscal year 2008, not Form 4562. No expected increase or decrease in the filing of the 2008 Form 4562 with this change. 3) P.L. 111-5 section 1201(b)(1)(B) added new IRC section 168(k)(4)(H) which added special rules for extension property. As with item (2) above, the affects are seen on Forms 3800 and 8827 and not Form 4562. No expected increase or decrease in the filing of the 2008 Form 4562 with this change. 4) We added references to Revenue Procedures 2008-65 and 2009-16 to provide additional guidance in making the above mentioned election to accelerate certain credits in lieu of taking a special depreciation allowance. No expected increase or decrease in the filing of the 2008 Form 4562 with this change. 5) We updated the IRC section 280F limitation amounts for passenger automobiles and trucks and vans placed in service in 2009. The instructions usually advise taxpayers to research these limits themselves in the Internal Revenue Bulletins until the 2009 Instructions for Form 4562 are released in the latter part of 2009. This information would only affect fiscal year taxpayers whose tax years begin in 2008 and end in 2009. No expected increase or decrease in the filing of the 2008 Form 4562 with this change.

Change in Burden:	472,725 hours
	\$0
Statute Title and	American Recovery and Reinvestment Act(Pub.L. 111-5)

Public Law:	
OMB Control Number:	1545-0177
Title:	Casualties and Thefts
Purpose of the Collection:	Form 4684 is used by taxpayers to compute their gain or loss from casualties or thefts, and to summarize such gains and losses. The data are used to verify that the correct gain or loss has been computed.
Why Increase Occurred:	Form 4684 is used by taxpayers to compute their gain or loss from casualties or thefts, and to summarize such gains and losses. The data are used to verify that the correct gain or loss has been computed. The Emergency Economic Stabilization Act of 2008 (PL 110-343), increased the personal casualty and theft loss limit for tax 2009. Losses must exceed \$500 to be allowed in 2009. This is in addition to the 10% of AGI limit that generally applies to the net loss. However, for tax year 2010, the loss limit was decreased to \$100. If a taxpayer claims a net disaster loss as part of their standard deduction, they must complete new Schedule L (Form 1040A or 1040). As a result of this change, line 18a is now line 18 and we deleted line 18b because filers claiming disaster losses as part of the standard deduction will have to complete and attach new Schedule L (Form 1040A or Form 1040), in accordance with PL 111-5, Div. B, sec. 1008 (The American Recovery and Reinvestment Act of 2009). Losses in the Midwestern disaster area would have been claimed in 2008, not 2009. Therefore, the lines to claim these losses (Lines 20 and 21), were deleted in accordance with PL 110-343, Emergency Economic Stabilization Act of 2008. The result of these changes is an increase in the estimated number of responses by 155,017 and a total of 832,727 burden hours.
Change in Burden:	832,727 hours
	\$0
Statute Title and Public Law:	The American Recovery and Reinvestment Act of 2009 (Pub.L. 111-5)
OMB Control Number:	1545-0177
Title:	Casualties and Thefts
Purpose of the Collection:	Form 4684 is used by taxpayers to compute their gain or loss from casualties or thefts, and to summarize such gains and losses. The data are used to verify that the correct gain or loss has been computed.

Why Increase  
Occurred:

Form 4684 is used by taxpayers to compute their gain or loss from casualties or thefts, and to summarize such gains and losses. The data are used to verify that the correct gain or loss has been computed. The Emergency Economic Stabilization Act of 2008 (PL 110-343), increased the personal casualty and theft loss limit for tax 2009. Losses must exceed \$500 to be allowed in 2009. This is in addition to the 10% of AGI limit that generally applies to the net loss. However, for tax year 2010, the loss limit was decreased to \$100. If a taxpayer claims a net disaster loss as part of their standard deduction, they must complete new Schedule L (Form 1040A or 1040). As a result of this change, line 18a is now line 18 and we deleted line 18b because filers claiming disaster losses as part of the standard deduction will have to complete and attach new Schedule L (Form 1040A or Form 1040), in accordance with PL 111-5, Div. B, sec. 1008 (The American Recovery and Reinvestment Act of 2009). Losses in the Midwestern disaster area would have been claimed in 2008, not 2009. Therefore, the lines to claim these losses (Lines 20 and 21), were deleted in accordance with PL 110-343, Emergency Economic Stabilization Act of 2008. The result of these changes is an increase in the estimated number of responses by 155,017 and a total of 832,727 burden hours.

Change in Burden:	832,727 hours
	\$0
Statute Title and Public Law:	Waiver of certain mortgage revenue bond requirements following federally declared disasters.(Pub.L. 110-343)
OMB Control Number:	1545-0177
Title:	Casualties and Thefts
Purpose of the Collection:	Form 4684 is used by taxpayers to compute their gain or loss from casualties or thefts, and to summarize such gains and losses. The data are used to verify that the correct gain or loss has been computed.

Why Increase  
Occurred:

Form 4684 is used by taxpayers to compute their gain or loss from casualties or thefts, and to summarize such gains and losses. The data are used to verify that the correct gain or loss has been computed. The Emergency Economic Stabilization Act of 2008 (PL 110-343), increased the personal casualty and theft loss limit for tax 2009. Losses must exceed \$500 to be allowed in 2009. This is in addition to the 10% of AGI limit that generally applies to the net loss. However, for tax year 2010, the loss limit was decreased to \$100. If a taxpayer claims a net disaster loss as part of their standard deduction, they must complete new Schedule L (Form 1040A or 1040). As a result of this change, line 18a is now line 18 and we deleted line 18b because filers claiming disaster losses as part of the standard deduction will have to complete and attach new Schedule L (Form 1040A or Form 1040), in accordance with PL 111-5, Div. B, sec. 1008 (The American Recovery and Reinvestment Act of 2009). Losses in the Midwestern disaster area would have been claimed in 2008, not 2009. Therefore, the lines to claim these losses (Lines 20 and 21), were deleted in accordance with PL 110-343, Emergency Economic Stabilization Act of 2008. The result of these changes is an increase in the estimated number of responses by 155,017 and a total of 832,727 burden hours.

Change in Burden:	832,727 hours
	\$0
Statute Title and Public Law:	Losses attributable to federally declared disasters.(Pub.L. 110-343)
OMB Control Number:	1545-0196
Title:	Split-Interest Trust Information Return
Purpose of the Collection:	The data reported are used to verify that the beneficiaries of a charitable remainder trust include the correct amounts in their tax returns, and that the split-interest trust is not subject to private foundation taxes.

Why Increase Occurred: Form 5227 is used to verify that the beneficiaries of a charitable remainder trust include the correct amounts in their tax returns, and that the split-interest trust is not subject to private foundation taxes. Changes were made to incorporate the new filing requirements of ICR section 6034. Due to the addition of 4 entry spaces, the total burden has increased by 111,550 hours. The additional entry spaces incorporated a donation date which is essential to checking the calculation of the unitrust amount. In previous revisions the date was requested under question 55 on Page 3. An adjustment of -1,250 hours has also been made to correction previous inconsistencies with IRS estimates.

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Change in Burden: 111,550 hours  
\$0

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Statute Title and Public Law: Jobs and Growth Tax Relief Reconciliation Act of 2003(Pub.L. 108-27)

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OMB Control Number: 1545-0196

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Title: Split-Interest Trust Information Return

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Purpose of the Collection: The data reported are used to verify that the beneficiaries of a charitable remainder trust include the correct amounts in their tax returns, and that the split-interest trust is not subject to private foundation taxes.

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Why Increase Occurred: Form 5227 is used to verify that the beneficiaries of a charitable remainder trust include the correct amounts in their tax returns, and that the split-interest trust is not subject to private foundation taxes. Changes were made to incorporate the new filing requirements of ICR section 6034. Due to the addition of 4 entry spaces, the total burden has increased by 111,550 hours. The additional entry spaces incorporated a donation date which is essential to checking the calculation of the unitrust amount. In previous revisions the date was requested under question 55 on Page 3. An adjustment of -1,250 hours has also been made to correction previous inconsistencies with IRS estimates.

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Change in Burden: 111,550 hours  
\$0

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Statute Title and Public Law: Tax Increase Prevention and Reconciliation Act of 2005(Pub.L. 109-222)

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OMB Control Number: 1545-0704

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Title: Information Return of U.S. Persons with Respect To Certain Foreign Corporations

Purpose of the Collection:	Form 5471 and related schedules are used by U.S. persons that have an interest in a foreign corporation. The form is used to report income from the foreign corporation. The form and schedules are used to satisfy the reporting requirements of sections 6035, 6038 and 6046 and the regulations there under pertaining to the involvement of U.S. persons with certain foreign corporations.
Why Increase Occurred:	Form 5471 and related schedules are used by U.S. persons that have an interest in a foreign corporation. The form is used to report income from the foreign corporation. Changes were made to Form 5471 and Schedule M (Form 5471) to comply with changing regulations. The controlling U.S. shareholder(s) of a CFC may make a section 108(i) election to defer recognizing discharge of indebtedness income in certain situations. Non-corporate U.S. shareholders are now required to report income reported on Form 5471, Schedule I, line 6 on Form 1040, line 21 (Other Income), or on the comparable line of other non-corporate tax returns. These changes, to the form and schedule, result in a total burden increase of 234,901 hours.
Change in Burden:	234,901 hours
	\$0
Statute Title and Public Law:	Income from discharge of indebtedness(26 USC 108(i))
OMB Control Number:	1545-0895
Title:	General Business Credit
Purpose of the Collection:	IRC section 38 permits taxpayers to reduce their income tax liability by the amount of their general business credit, which is an aggregation of their investment credit, jobs credit, alcohol fuel credit, research credit, low-income housing credit, disabled access credit, enhanced oil recovery credit, etc. Form 3800 is used to figure the correct credit.



Why Increase  
Occurred:

The Housing and Economic Recovery Act of 2008 (P.L. 110-289), Sec. 3022, allows the low-income housing credit and the rehabilitation credit to be used against Alternative Minimum Tax (AMT) after 2007. Part II of the form was extended to incorporate the new low-income housing credit and the rehabilitation credit as part of the general business credits that are allowed against AMT. As a result, lines 20 through 32 were added to Part II to calculate the allowable credit for all credits allowed against AMT. This change allows for an easier addition of future credits allowed against AMT. Also, due to its expiration under IRC 1400P, the Hurricane Katrina housing credit from pass-through entities was removed. These changes resulted in a total burden increase of 620,075 hours.

Additionally, for its first tax year ending after March 31, 2008, a corporation can elect to claim a refundable credit for certain unused research credits in lieu of the special depreciation allowance for eligible qualified property. This election is extended (by the American Recovery and Reinvestment Tax Act of 2009 (PL 111-5) for one year to apply to property that is placed in service in 2009 (extension property). Corporations may also choose not to have this election apply to extension property, or to make this election only for extension property if the election was not made in its first tax year ending after March 31, 2008. Due to the National Disaster Relief Act (P.L. 110-343), the qualified railroad track maintenance credit is extended and now allowed to offset AMT. Also, according the P.L. 110-343, the following two credits were added: Credits for affected Midwestern disaster area employers (which was previously reported on Form 5884-A) and Carbon dioxide sequestration credit (previously reported on Form 8933). Due to the Food Conservation and Energy Act of 2008 (P.L. 110-234) the Agricultural chemicals security credit was added to form 3800 (previously reported on Form 8931). Also, the Credit for employer differential wage payments was added due to the Heroes Earnings Assistance and Relief Tax Act of 2008 (P.L. 110-245), which was previously reported on Form 8932. All of these credits are now found on the Form 3800, the General Business Credit form. Part II has been expanded to accommodate all of these general business credits that are allowed against the AMT. These changes have resulted in an additional burden increase of 892,578 hours.

Change in Burden:	620,075 hours
	\$0
Statute Title and Public Law:	American Recovery and Reinvestment Act (Pub.L. 111-5)
OMB Control Number:	1545-0895
Title:	General Business Credit
Purpose of the Collection:	IRC section 38 permits taxpayers to reduce their income tax liability by the amount of their general business credit, which is an aggregation of their investment credit, jobs credit, alcohol fuel credit, research credit, low-income housing credit, disabled access credit, enhanced oil recovery credit, etc. Form 3800 is used to figure the correct credit.
Why Increase Occurred:	<p>The Housing and Economic Recovery Act of 2008 (P.L. 110-289), Sec. 3022, allows the low-income housing credit and the rehabilitation credit to be used against Alternative Minimum Tax (AMT) after 2007. Part II of the form was extended to incorporate the new low-income housing credit and the rehabilitation credit as part of the general business credits that are allowed against AMT. As a result, lines 20 through 32 were added to Part II to calculate the allowable credit for all credits allowed against AMT. This change allows for an easier addition of future credits allowed against AMT. Also, due to its expiration under IRC 1400P, the Hurricane Katrina housing credit from pass-through entities was removed. These changes resulted in a total burden increase of 620,075 hours.</p> <p>Additionally, for its first tax year ending after March 31, 2008, a corporation can elect to claim a refundable credit for certain unused research credits in lieu of the special depreciation allowance for eligible qualified property. This election is extended (by the American Recovery and Reinvestment Tax Act of 2009 (PL 111-5) for one year to apply to property that is placed in service in 2009 (extension property). Corporations may also choose not to have this election apply to extension property, or to make this election only for extension property if the election was not made in its first tax year ending after March 31, 2008. Due to the National Disaster Relief Act (P.L. 110-343), the qualified railroad track maintenance credit is extended and now allowed to offset AMT. Also, according the P.L. 110-343, the following two credits were added: Credits for affected Midwestern disaster area employers (which was previously reported on Form 5884-A) and Carbon dioxide sequestration credit (previously reported on Form 8933).</p>

Due to the Food Conservation and Energy Act of 2008 (P.L. 110-234) the Agricultural chemicals security credit was added to form 3800 (previously reported on Form 8931). Also, the Credit for employer differential wage payments was added due to the Heroes Earnings Assistance and Relief Tax Act of 2008 (P.L. 110-245), which was previously reported on Form 8932. All of these credits are now found on the Form 3800, the General Business Credit form. Part II has been expanded to accommodate all of these general business credits that are allowed against the AMT. These changes have resulted in an additional burden increase of 892,578 hours.

Change in Burden:	620,075 hours
	\$0
Statute Title and Public Law:	Housing and Economic Recovery Act of 2008(Pub.L. 110-289)
OMB Control Number:	1545-0956
Title:	Annual Return of One-Participant (Owners and Their Spouses) Retirement Plan
Purpose of the Collection:	Form 5500-EZ is an annual return filed by a one-participant or one-participant and spouse pension plan. The IRS uses these data to determine if the plan appears to be operating properly as required under the law or whether the plan should be audited.

Why Increase  
Occurred:

Pursuant to the Pension Protection Act of 2006 (PL 109-280), the Form 5500 series requirements have been changed for pension benefit plans subject to the minimum funding requirements of section 412. Schedule MB and SB (Form 5500) has replaced the Schedule B (Form 5500) to report the appropriate information. New plan characteristic codes have been added to identify foreign plans, one-participant plans that satisfy the minimum coverage requirements of section 410(b), pursuant to the Pension Protection Act, only when combined with another plan of the employer, plans whose sponsors received services of leased employees, and plans whose sponsors are members of a controlled group under section 414(b), or (c), or an affiliated services group under 414(m). These changes to comply with the current Internal Revenue Code, as amended by the Pension Protection Act, result in a net burden increase of 235,000 program hours. Also, while Form 5500 can be filed electronically and through a paper-based submission process, Form 5500-EZ for 2009 will not be filed through the computerized ERISA Filing Acceptance System (EFAST). Filers can view and print the form online, but must file the return via mail for 2009. However, Treasury expects that Form 5500-EZ will be able to be filed electronically sometime in 2011.

Change in Burden:	235,000 hours
	\$0
Statute Title and Public Law:	Minimum funding standards(26 USC 412)
OMB Control Number:	1545-1257
Title:	Credit for Prior Year Minimum Tax - Corporations
Purpose of the Collection:	Section 53(d), as revised, allows corporations a minimum tax credit based on the full amount of alternative minimum tax incurred in tax years beginning after 1989, or a carryforward for use in a future year.

Why Increase Occurred:	A corporation uses Form 8827 to claim a refundable credit for certain unused minimum tax credits in lieu of the special depreciation allowance for eligible qualified property. P.L. 111-5, the American Recovery and Reinvestment Act, section 1201 amended IRC section 168(k). Section 1201 provided an extension, in certain cases, of the election described in IRC section 168(k) to accelerate unused minimum tax credit carryforwards in lieu of the special depreciation allowance on certain property. Corporations will now have to determine whether they wish to take advantage of the extension of the election and, if so, will have to determine whether property falls in the categories of "eligible qualified property" or "extension property". Lines 7 and 8 were revised to reflect changes resulting from section 3081 of the Housing and Economic Recovery Act of 2008 (P.L. 110-289). These changes provided that corporations may elect to claim increased minimum tax credits instead of claiming the additional first year depreciation under section 168(k) for certain property. These changes to the Form 8827 resulted in a total burden increase of 267,250 hours. An adjustment in methodology was also made to this ICR to be in line with IRS' burden methodology used for similar forms. This adjustment also added an estimated total of 25,000 hours.
Change in Burden:	267,250 hours
	\$0
Statute Title and Public Law:	American Recovery and Reinvestment Act(Pub.L. 111-5)
OMB Control Number:	1545-1257
Title:	Credit for Prior Year Minimum Tax - Corporations
Purpose of the Collection:	Section 53(d), as revised, allows corporations a minimum tax credit based on the full amount of alternative minimum tax incurred in tax years beginning after 1989, or a carryforward for use in a future year.

Why Increase  
Occurred:

A corporation uses Form 8827 to claim a refundable credit for certain unused minimum tax credits in lieu of the special depreciation allowance for eligible qualified property. P.L. 111-5, the American Recovery and Reinvestment Act, section 1201 amended IRC section 168(k). Section 1201 provided an extension, in certain cases, of the election described in IRC section 168(k) to accelerate unused minimum tax credit carryforwards in lieu of the special depreciation allowance on certain property. Corporations will now have to determine whether they wish to take advantage of the extension of the election and, if so, will have to determine whether property falls in the categories of "eligible qualified property" or "extension property". Lines 7 and 8 were revised to reflect changes resulting from section 3081 of the Housing and Economic Recovery Act of 2008 (P.L. 110-289). These changes provided that corporations may elect to claim increased minimum tax credits instead of claiming the additional first year depreciation under section 168(k) for certain property. These changes to the Form 8827 resulted in a total burden increase of 267,250 hours. An adjustment in methodology was also made to this ICR to be in line with IRS' burden methodology used for similar forms. This adjustment also added an estimated total of 25,000 hours.

Change in Burden:	267,250 hours
	\$0
Statute Title and Public Law:	Housing and Economic Recovery Act of 2008(Pub.L. 110-289)
OMB Control Number:	1545-1981
Title:	Alternative Fuel Vehicle Refueling Property Credit
Purpose of the Collection:	IRC section 30C allows a credit for alternative fuel vehicle refueling property. Form 8911, Alternative Fuel Vehicle Refueling Property Credit, will be used by taxpayers to claim the credit.

Why Increase Occurred:	Form 8911, Alternative Fuel Vehicle Refueling Property Credit, is used by taxpayers to claim the credit for alternative fuel vehicle refueling property. The American Recovery and Reinvestment Act of 2009 has temporarily increased the credit for alternative fuel refueling property for property placed in service in 2009 and 2010. The credit for hydrogen property has not been increased. Form 8911 was updated to allow for the gathering of information to be more lucid and efficient. There has been an increase of 3,712,971 burden hours. This is due to the updated form containing fourteen new lines, one new attachment, three new code references, and 300,000 new estimated responses.
Change in Burden:	3,712,971 hours
	\$0
Statute Title and Public Law:	American Recovery and Reinvestment Act(Pub.L. 111-5)
OMB Control Number:	1545-2154
Title:	Form 4506T-EZ - Short Form Request for Individual Tax Return Transcript
Purpose of the Collection:	Form 4506-EZ is used to request tax return transcripts. A taxpayer may designate a third party to receive the transcript.
Why Increase Occurred:	The Helping Families Save Their Homes Act provides housing assistance to responsible homeowners and helps to prevent avoidable foreclosures, in part through mortgage modifications. Individuals require tax transcripts for home mortgage loan modification programs under the Act, such as the Home Affordable Modification Program (HAMP). Form 4506T-EZ has been created to streamline the request for individual tax return transcripts. It is intended to minimize errors on the part of the requestors, ensuring that they receive transcripts in a timely manner. This will enable the IRS to better provide information, and to increase the efficiency in which the information is provided to mortgage loan modification participants. By minimizing delays in the requests and in processing, participation in loan modification is greatly enhanced.
Change in Burden:	790,000 hours
	\$0
Statute Title and Public Law:	Helping Families Save Their Home(Pub.L. 111-22)
OMB Control	1545-2161

Number:	
Title:	Form 8038-B - Information Return for Build America Bonds and Recovery Zone Economic Development Bonds
Purpose of the Collection:	Form 8038-B has been developed to assist issuers of the new types of Build America and Recovery Zone Economic Development Bonds enacted under the American Recovery and Reinvestment Act of 2009 to capture information required by IRC section 149(e).
Why Increase Occurred:	The American Recovery and Reinvestment Act of 2009 added Qualified School Construction Bonds as well as Qualified Energy Conservation Bonds and consolidated those bonds together with Qualified Forestry Conservation Bonds, Qualified Zone Academy Bonds and New Clean Renewable Energy Bonds under section 54A. This new allowance has increased the estimated filing by 5,880 and the total estimated burden by 113,661 hours.
Change in Burden:	113,661 hours
	\$0
Statute Title and Public Law:	American Recovery and Reinvestment Act of 2009 (Pub.L. 111-5)
OMB Control Number:	1545-2173
Title:	Hiring Incentives to Restore Employment (HIRE) Act Employee Affidavit
Purpose of the Collection:	This form was created in response to the Hiring Incentives to Restore Employment (HIRE) Act, which was signed on March 18, 2010. The form was developed as a template for the convenience of employers who must collect affidavits from qualifying employees. The form is not filed, rather an employer must retain the affidavit in order to justify claiming certain HIRE Act benefits. A model form is needed as soon as possible so that employers can begin confidently claiming payroll exemptions. The useful life of the form is only from March 18, 2010 to December 31, 2010.



Why Increase Occurred:	Public Law 111-147, signed March, 18, 2010, provides current tax benefits in the form of a payroll tax exemption for qualified employers. In order to receive these benefits, the employer must acquire and retain with its records an affidavit or similar statement from a qualified employee. This Form W-11 is an acceptable affidavit that may be used by an employer directly or as a model for its own similar statement. The information collected on Form W-11 is not filed with or reported to the IRS; instead, the employer is required to retain the affidavit with its payroll and tax records for future production if audited by the IRS. The creation of this affidavit has resulted in an increase in the estimated number of responses by 100,000 and a total estimated burden increase of 227,000 hours.
Change in Burden:	227,000 hours
	\$0
Statute Title and Public Law:	Hiring Incentives to Restore Employment Act(Pub.L. 111-147)
OMB Control Number:	1545-2178
Title:	REG-118412-10- Interim Final Rules for Group Health Plans and Health Insurance Coverage Relating to Status as a Grandfathered Health Plan under the Patient Protection and Affordable Care Act (TD XXXX)
Purpose of the Collection:	This document contains interim final regulations implementing the rules for group health plans and health insurance coverage in the group and individual markets under provisions of the Patient Protection and Affordable Care Act regarding status as a grandfathered health plan.

Why Increase  
Occurred:

This document contains interim final regulations implementing the rules for group health plans and health insurance coverage in the group and individual markets under provisions of the Patient Protection and Affordable Care Act regarding status as a grandfathered health plan. The Departments assume that 2,151,000 ERISA covered plans will need to notify 56,347,000 million policy holders of their plan's grandfathered health plan status. The Departments estimate that meeting the disclosure requirement will require one minute of clerical time and two minutes of human resource professional time, resulting in a one-time hours burden of approximately 108,000 hours. The recordkeeping burden will require five minutes of legal professional time and ten minutes of clerical time, resulting in an hour burden of approximately 538,000 hours. This results in a one-time hours burden of approximately 645,000 hours. This hours burden has been split in half between the two agencies responsible for administering this requirement with respect to plans in the private sector -- IRS and the Employee Benefits Security Administration -- assigning each of them a one-time hours burden of 323,000.

Change in Burden:	323,000 hours
	\$0
Statute Title and Public Law:	Patient Protection and Affordable Care Act(Pub.L. 111-148)
OMB Control Number:	1557-0238
Title:	Procedures to Enhance the Accuracy and Integrity of Information Furnished to Consumer Reporting Agencies under Section 312 of the Fair and Accurate Credit Transactions Act (FACT Act)
Purpose of the Collection:	Sec. 312 of the FACT Act requires the OCC to: issue guidelines for furnishers regarding the accuracy and integrity of the information about consumers furnished to consumer reporting agencies; prescribe regulations requiring furnishers to establish reasonable policies and procedures to implement the guidelines; and issue regulations identifying the circumstances where a furnisher must reinvestigate a dispute about the accuracy of information in a consumer report based on a direct request from a consumer.

Why Increase  
Occurred:

The increase in burden occurred because this is a new statutory requirement imposed by the Fair and Accurate Credit Transactions Act of 2003 (FACT Act). The FACT Act amended the Fair Credit Reporting Act to, among other things, improve the accuracy of consumer reports. Section 312 of the FACT Act required agencies to (i) issue guidelines for use by furnishers regarding the accuracy and integrity of the information about consumers that they furnish to consumer reporting agencies, (ii) prescribe regulations requiring furnishers to establish reasonable policies and procedures for implementing the guidelines, and (iii) issue regulations identifying the circumstances under which a furnisher must reinvestigate disputes about the accuracy of the information contained in a consumer report based on a direct request from a consumer.

In order to implement the FACT Act, the collections of information outlined below were issued. Section 41.42(a) of the rule requires a furnisher to implement reasonable written policies and procedures regarding the accuracy and integrity of information relating to consumers that it provides to a Consumer Reporting Agency. FACT Act Sec. 312(a). 15 U.S.C. 1681s-2. Section 41.43(a) of the rule allows consumers to initiate disputes directly with furnishers instead of using the existing Consumer Reporting Agency process. This will require furnishers to amend their procedures to ensure that direct disputes are processed in a similar manner to the complaints received from Consumer Reporting Agencies. FACT Act Sec. 312(c). 15 U.S.C. 1681s-2(a). Section 41.43(f)(2) provides that a furnisher must notify a consumer by mail or other means after making the determination that a dispute is frivolous or irrelevant. Section 41.43(f)(3) sets forth the content requirements for the notice. FACT Act Sec. 312(c). 15 U.S.C. 1681s-2(a).

Change in Burden:	1,147,447 hours
	\$0
Statute Title and Public Law:	Fair and Accurate Credit Transactions Act of 2003(Pub.L. 108-159)

**Environmental  
Protection Agency**

OMB Control Number:	2060-0640
Title:	Renewable Fuels Standard (RFS2)

Purpose of the Collection:	This ICR contains recordkeeping and reporting requirements for the Renewable Fuels Standard (RFS2) Program, which will replace the existing RFS program (RFS1) in 2010. The exact reports filed will depend upon the activity engaged in by the party. Parties covered by the rule include producers of renewable fuels, importers, obligated parties, parties who own RINs (i.e., credits representing one gallon of renewable fuel), foreign refiners, foreign RIN owners, and biofuel feedstock producers.
Why Increase Occurred:	The change in burden is due to regulations that give effect to the Energy Independence and Security Act of 2007 provisions for RFS2.
Change in Burden:	1,421,133 hours \$0
Statute Title and Public Law:	Clean Air Act(42 USC 7545)
OMB Control Number:	2070-0176
Title:	Tier 1 Screening of Certain Chemicals Under the Endocrine Disruptor Screening Program (EDSP)
Purpose of the Collection:	This new ICR covers the information collection activities associated with Tier 1 screening of 67 chemicals identified under the Endocrine Disruptor Screening Program (EDSP). The EDSP is established under section 408(p) of the Federal Food, Drug, and Cosmetic Act (FFDCA), which requires endocrine screening of all pesticide chemicals.
Why Increase Occurred:	This ICR represents the initial implementation of a statutory mandate that imposes paperwork burdens on chemical companies.
Change in Burden:	161,172 hours \$0
Statute Title and Public Law:	section 408(p) of the Federal Food, Drug, and Cosmetic Act (FFDCA)(21 USC 346a(p))
<b>Federal Deposit Insurance Corporation</b>	
OMB Control Number:	3064-0161
Title:	Furnisher Information Accuracy and Integrity (FACTA 312)

Purpose of the Collection:	Sec. 312 of the FACT Act requires the FDIC to: issue guidelines for furnishers regarding the accuracy and integrity of the information about consumers furnished to consumer reporting agencies; prescribe regulations requiring furnishers to establish reasonable policies/procedures to implement the guidelines; and issue regulations identifying the circumstances where a furnisher must reinvestigate a dispute about the accuracy of information in a consumer report based on a direct request from a consumer
Why Increase Occurred:	This is a new information collection arising from section 312 of the Fair and Accurate Credit Transactions Act of 2003 (FACT Act). The Act requires the FDIC to issue guidelines regarding the accuracy and integrity of the information about consumers furnished to consumer reporting agencies; prescribe regulations requiring furnishers to establish reasonable policies/procedures to implement the guidelines; and issue regulations identifying the circumstances where a furnisher must reinvestigate a dispute about the accuracy of information in a consumer report based on a direct request from a consumer
Change in Burden:	227,517 hours
	\$0
Statute Title and Public Law:	Fair and Accurate Credit Transactions Act(Pub.L. 108-159)
<b>Federal Trade Commission</b>	
OMB Control Number:	3084-0144
Title:	Procedures to Enhance the Accuracy and Integrity of Information Furnished to Consumer Reporting Agencies
Purpose of the Collection:	The FTC, OCC, Board, FDIC, OTS, and NCUA (Agencies) have published final regulations and guidelines to implement the accuracy and integrity provisions in section 312 of the Fair and Accurate Credit Transactions Act of 2003 (FACT Act). The regulations and guidelines implement the requirement that the Agencies issue guidelines for use by furnishers regarding the accuracy and integrity of the information about consumers that they furnish to consumer reporting agencies and prescribe regulations requiring furnishers to establish reasonable policies and procedures for implementing the guidelines.

Why Increase  
Occurred:

In actuality, estimated burden hours have increased from the proposed regulations to the final regulations, not on account of increased requirements, but, rather, having factored in public comments about the prior estimates. For the ICs pertaining to the proposed regulations, the FTC previously estimated 67,935 hours, and those ICs were attributable to the Fair and Accurate Credit Transactions Act of 2003 ('FACT Act') amendments to the Fair Credit Reporting Act of 1970 ('FCRA'). For the final rule, the FTC's estimates were increased to 95,039 hours. As before, the ICs tie to the FACT Act amendments to the FCRA. Moreover, for the final regulations, we have reorganized the LOBs reflective of the new regulation sections to which they pertain (16 CFR sections 660.3 and 660.4). Thus, the reality is that the ICs have been partially reorganized and reclassified for the final rule and any changes in estimates have been to increase, not decrease, them (specifically, average time per respondent and average time per notice). The average burden per respondent to implement written procedures under 16 CFR 660.3 to ensure accuracy of information is increased to 9.33 hours from the prior 8.33 hour estimate (25 hrs. per respondent annualized over a projected 3 year PRA clearance) for the proposed regulations. For the NPRM submission, however, we then paired that estimate with an estimate for the separate section 660.4 requirement to amend procedures to handle disputes received directly from consumers in the same manner as disputes received from CRAs. It is more appropriate, however, to keep these sections separate in fashioning appropriate ICs, as we now do in presenting them in this submission. Moreover, the estimate for that separate section 660.4 requirement to amend procedures to handle direct disputes in the same manner as disputes received from CRAs has actually increased, from 1.33 hours per respondent (annualized over a projected 3-year PRA clearance) to 2.67 hours. To the same effect, the estimate for implementing the new dispute notice requirement, also under section 660.4, has been increased from 1.33 hours per respondent to 2.67 hours. Finally, in response to public comment, the FTC has also increased its estimate of the time to prepare a notice to consumers that a dispute is frivolous or irrelevant. Previously, that estimate per notice was 5 minutes; now it is 14 minutes.

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Change in Burden:

162,974 hours

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\$0

Statute Title and Public Law:	Fair and Accurate Credit Transactions Act(Pub.L. 108-159)
OMB Control Number:	3084-0145
Title:	Fair Credit Reporting Risk-Based Pricing Regulations
Purpose of the Collection:	The Federal Trade Commission and Federal Reserve Board are publishing for comment proposed rules to implement the risk-based pricing provisions in section 311 of the Fair and Accurate Credit Transactions Act of 2003 ('FACT Act'), which amends the Fair Credit Reporting Act ('FCRA'). The proposed rules generally require a creditor to provide a risk-based pricing notice to a consumer when the creditor uses a consumer report to grant or extend credit to the consumer on material terms that are materially less favorable than the most favorable terms available to a substantial proportion of consumers from or through that creditor.
Why Increase Occurred:	This is a new rule.
Change in Burden:	14,630,000 hours
	\$0
Statute Title and Public Law:	Fair Credit Reporting Act(15 USC 1681)
OMB Control Number:	3084-0145
Title:	Fair Credit Reporting Risk-Based Pricing Regulations
Purpose of the Collection:	The Federal Trade Commission and Federal Reserve Board are publishing for comment proposed rules to implement the risk-based pricing provisions in section 311 of the Fair and Accurate Credit Transactions Act of 2003 ('FACT Act'), which amends the Fair Credit Reporting Act ('FCRA'). The proposed rules generally require a creditor to provide a risk-based pricing notice to a consumer when the creditor uses a consumer report to grant or extend credit to the consumer on material terms that are materially less favorable than the most favorable terms available to a substantial proportion of consumers from or through that creditor.
Why Increase Occurred:	This is a new rule.
Change in Burden:	14,630,000 hours
	\$0
Statute Title and Public Law:	Fair and Accurate Credit Transactions Act of 2003(Pub.L. 108-159)

## Appendix B. Paperwork Reduction Act Compliance

### Violations due to Lapses in OMB Approval

OMB #	Title	Expiration Date	Reinstatement Date
<b>Department of Agriculture</b>			
0503-0007	National Appeals Division Customer Service Survey	3/31/2010	9/15/2010
<b>Department of Defense</b>			
0704-0420	Interactive Customer Evaluation (ICE) System	11/30/2009	5/10/2010
<b>Department of Health and Human Services</b>			
0910-0601	Manufactured Food Regulatory Program Standards	7/31/2010	9/15/2010
0925-0601	Human Embryonic Stem Cell Line	2/28/2010	4/2/2010
0937-0025	Reference Request for Applicants to the U.S. Public Health Service Commissioned Corps	5/31/2010	8/13/2010
0938-0447	End Stage Renal Disease Medical Information System ESRD Facility Survey and Supporting Regulations in 42 CFR 405.2133	12/31/2009	8/2/2010
0938-0657	End-Stage Renal Disease (ESRD) Network Semi-Annual Cost Report Forms and Supporting Regulations in 42 CFR 405.2110 and 42 CFR 405.2112	12/31/2009	5/20/2010
0938-0897	Election to be paid 100% of PPS rates rather than 5-year phase-in and Notification of FIs and CMS of co-located Medicare providers and Supporting Regulations in 42 CFR, Sections 412.22 and 412.533	2/28/2010	8/3/2010
0990-0001	Application of Waiver of the 2 Year Foreign Residence Requirement of the Exchange Visitor Program	3/31/2010	9/27/2010
0990-0344	HAvBed Assessment for 2009-H1N1 Influenza Serious Illness	4/30/2010	7/26/2010
0910-0530	Requirements for Submission of Labeling for Human Prescription Drugs and Biologics in Electronic Format	6/30/2010	In Progress
0910-0654	Tobacco Health Document Submission	7/31/2010	In Progress
0910-0395	Food Labeling: Nutrition Labeling of Dietary Supplements on a "Per Day" Basis	10/31/2009	In Progress



0910-0515	Food Labeling: Trans Fatty Acids in Nutrition Labeling, Nutrient Content Claims, and Health Claims	1/31/2010	In Progress
0910-0597	Recordkeeping Requirements for Human Food in Cosmetics Manufactured from Process With, or Otherwise Containing Material from Cattle.	1/31/2010	In Progress
0910-0341	FDA public Health Notification (formerly known as Safety Alert/Public Health Advisory) Readership Survey.	10/31/2009	In Progress
0910-0284	Records and Reports Concerning Experience with New Animal Drugs For Which an Approved Application is in Effect.	1/31/2010	In Progress
0910-0643	Reporting and Recordkeeping Requirements for Reportable Foods.	5/31/2010	In Progress
0910-0599	Cosmetic Labeling Regulation	5/31/2010	In Progress
0925-0499	The National Survey to Evaluate the NIH SBIR Program	1/31/2010	In Progress
0935-0128	Eisenberg Center Voluntary Customer Survey Generic Clearance for the AHRQ	2/28/2010	In Progress
0937-0025	Application for Appointment as a Commissioned Officer in the PHS Commissioned Corps	5/31/2011	In Progress
4040-0002	SF-424 Application for Federal Assistance - Mandatory (M)	7/30/2010	In Progress
4040-0006	SF-424A Budget Information for Non-Construction Programs	7/30/2010	In Progress
4040-0007	SF-424B Assurances for Non-Construction Programs	7/30/2010	In Progress
4040-0008	SF-424C Budget Information for Construction Programs	7/30/2010	In Progress
4040-0009	SF-424D Assurances for Construction Programs	7/30/2010	In Progress
0938-0818	Expanded Coverage for Diabetes Outpatient Self-Management Training Services and Supporting Regulations Contained in 42 CFR 410.141 through 410.146, and Section 414.63	12/31/2009	In Progress
0938-0448	End Stage Renal Disease Death Notification, P.L. 95-292; 42 CFR 405.2133; 45 CFR 5,5b; 20 CFR Parts 401, 422E	1/31/2010	In Progress
0938-0918	National Voluntary Hospital Reporting Initiative-- Hospital Quality Measures	1/31/2010	In Progress

0938-1011	Data Collection for Medicare Facilities Performing Carotid Artery Stenting with Embolic Protection in Patients at High Risk for Carotid Endarterectomy	1/31/2010	In Progress
0938-0658	End-Stage Renal Disease (ESRD) Network Business Proposal Forms and Supporting Regulations in 42 CFR 405.2110 and 42 CFR 405.2112	2/28/2010	In Progress
0938-0989	Individuals Authorized Access to the CMS Computer Services	2/28/2010	In Progress
0938-0386	Conditions for Coverage of Suppliers of End Stage Renal Disease (ESRD) Services & Suppt Regs. at 42 CFR 405.2100 - .2171	3/31/2010	In Progress
0938-0688	Conditions of Coverage for Organ Procurement Organizations (OPOs) and Supporting Regulations in 42 CFR, Section 486.301-325	3/31/2010	In Progress
0938-0948	HIPAA Administrative Simplification Non-Privacy Enforcement	6/30/2010	In Progress
0938-0869	Survey of Newly Eligible Medicare Beneficiaries	10/31/2009	In Progress
0938-0911	Review of National Coverage Determinations and Local Coverage Determinations and Supporting Regulations in 42 CFR, Sections 426.400 and 426.500	7/30/2010	In Progress
0938-1059	Physician Quality Reporting Initiative	1/31/2010	In Progress
0938-0905	Accepting New Patients Indicator	8/31/2010	In Progress
0938-0919	1-800-Medicare Beneficiary Satisfaction Survey	8/31/2010	In Progress
0990-0313	National Blood Collection and Utilization Survey	7/30/2010	In Progress
<b>Department of Homeland Security</b>			
1601-0004	CIS Ombudsman Case Problem Submission Worksheet	3/31/2010	9/17/2010
1625-0014	Request for Designation and Exemption of Oceanographic Research Vessels	12/31/2009	6/18/2010
1652-0036	Corporate Security Review	4/29/2009	7/15/2010
1625-0066	Vessel and Facility Response Plans (Domestic and International), and Additional Response Requirements for Prince William Sound Alaska	3/31/2010	8/20/2010
<b>Department of Housing and Urban Development</b>			
2502-0352	Utility Allowance Adjustments	1/31/2010	9/16/2010
2577-0215	Section 8 Management Assessment Program (SEMAP) Certification	1/31/2010	9/16/2010
<b>Department of Justice</b>			
1140-0078	Limited Permittee Transaction Record	12/31/2009	3/22/2010

<b>Department of Transportation</b>			
2130-0544	Passenger Equipment Safety Standards	12/31/2009	5/13/2010
<b>Institute of Museum and Library Services</b>			
3137-0029	General Clearance Grant Application and Post-Award Processes	7/31/2010	8/13/2010
3137-0071	IMLS Grant Program Application and Post-Award Report Forms	7/31/2010	8/13/2010
<b>Overseas Private Investment Corporation</b>			
3420-0020	Expedited Screening Questionnaire for Downstream Investments	3/31/2010	6/4/2010
<b>Small Business Administration</b>			
3245-0080	Statement of Personal History	4/30/2010	8/12/2010
3245-0169	Federal Cash Transaction Report, Financial Status Report, Program Income Report, Narrative Program Report	6/30/2010	9/8/2010
3245-0366	American's Recovery Capital (ARC) Loan Program	1/31/2010	4/15/2010
3245-0368	Lenders Disbursement & Collection Report	5/31/2010	8/30/2010
<b>Surface Transportation Board</b>			
2140-0003	System Diagram Maps	2/28/2010	4/30/2010
2140-0008	Maps to be submitted in abandonment exemption proceedings.	2/28/2010	4/30/2010

**Collections Formerly in Use without OMB Approval but have Since Been Approved**

<b>OMB Control Number</b>	<b>Collections Title</b>	<b>Reinstatement Date</b>
<b>Department of Agriculture</b>		
0583-0146	Industry Responses to Noncompliance Records	11/2/2010
0579-0362	APHIS Ag-Discovery Program	3/15/2010
<b>Department of Defense</b>		
0704-0466	Science, Mathematics and Research for Transformation (SMART) Scholarship Program	1/8/2010
0704-0468	Request for Examination	6/2/2010
<b>Department of Health and Human Services</b>		
0910-0654	Tobacco Health Document Submission	1/7/2010
0910-0658	Recordkeeping Requirements for Microbiological Testing and Corrective Measures for Bottled Water	3/9/2010
0920-0824	Biosense - Recruitment of Data Sources	10/13/2009
0920-0829	Postural Analysis in Low-Seam Mines	11/6/2009
0920-0841	Management Information System for Comprehensive Cancer Control Programs	1/26/2010
0920-0842	STD Surveillance Network (SSuN)	1/27/2010
0920-0849	School Dismissal Monitoring System	5/4/2010
0920-0850	Laboratory Response Network	5/4/2010
0925-0613	Investigator Registration and Financial Disclosure for Investigational Trials in Cancer Treatment (NCI)	2/18/2010
0970-0382	Community Services Block Grant (CSBG) Program Model Plan Applications	8/11/2010
0920-0004	National Disease Surveillance Program II - Disease Summaries	6/23/2010
0985-0024	Performance Data Collection for SMP Program Outcome	11/17/2009
<b>Department of Homeland Security</b>		
1653-0045	Affidavit in Lieu of Lost Receipt of United States ICE for Collateral Accepted As Security	1/13/2010
<b>Department of Labor</b>		
1215-0207	Carrier's Report of Issuance of Policy	12/30/2009
<b>Department of State</b>		
1405-0191	Office of Language Services Contractor Application Form	2/2/2010
<b>Department of the Treasury</b>		
1545-2166	Form 5316 - Application for Group or Pooled Trust Ruling	2/24/2010
1545-2174	Form 14134, Application for Certificate of Subordination of Federal Tax Lien, and Form 14135, Application for Certificate of Discharge of Property from Federal Tax Lien.	5/16/2010

1559-0037	Certification of Material Events Form	5/8/2010
<b>Department of Veterans Affairs</b>		
2900-0745	Request for Certificate of Veteran Status	3/1/2010
2900-0767	Written Confirmation of Request for Accommodation; Authorization for Limited Release of Medical Information	3/21/2011
2900-0747	Certification of Fully Developed Claim	4/21/2010
<b>Consumer Product Safety Commission</b>		
3041-0142	Virginia Graeme Baker Pool and Spa Safety Act Verification of Compliance Form	7/26/2010
<b>Office of Navajo and Hopi Indian Relocation</b>		
3148-0001	Application for Relocation Benefits	5/13/2010
<b>Social Security Administration</b>		
0960-0778	Notification of a Social Security Number (SSN) to an Employer for Wage Reporting	4/20/2010
0960-0779	Important Information About Your Appeal, Waiver Rights and Repayment Options	4/20/2010
0960-0780	Centenarian Project Development Worksheets: Face-to-Face Interview; Telephone Interview; Third Party Contact; Unable to Locate	6/15/2010
0960-0783	Waiver of Supplemental Security Income Payment Continuation	9/28/2010

### Collections Currently in Use Without OMB Approval

Title	OMB Number	Date of Approval	How Discovered	Plan for Bringing into Compliance
<b>Department of Health and Human Services</b>				
Stakeholder Outreach Survey	N/A	N/A	Internal Audit	Collection was Discontinued
OGM-SF-PPR	N/A	N/A	Internal Audit	Plans to submit to OMB during FY 2011
Importer's Entry Notice	N/A	N/A	Internal Audit	Plans to submit to OMB during FY 2011
Prostate Cancer Reoccurrence Questionnaire (PCRQ) for PLCO	N/A	N/A	Internal Audit	Collection was Discontinued
Resource for the Collection and Evaluation of Human Tissues and Cells from Donors with an Epidemiology Profile	N/A	N/A	Internal Audit	Plans to submit to OMB during FY 2011
Clinical Trials Support Unit (CTSU) Public Use Forms and Customer Satisfaction Surveys	N/A	N/A	Internal Audit	Plans to submit to OMB during FY 2011
NIH NCI Central Institutional Review Board (CIRB) Initiative	N/A	N/A	Internal Audit	Plans to submit to OMB during FY 2011
caBIG Licensing of Support Service Providers (SSPs)	N/A	N/A	Internal Audit	Plans to submit to OMB during FY 2011
NCI Cancer Genetics Services Directory Web-Based Application and Update Mailer	N/A	N/A	Internal Audit	Plans to submit to OMB during FY 2011
Dynamic Decision Making in Mine Emergency Situations	N/A	N/A	Internal Audit	Plans to submit to OMB during FY 2011
On-site and Remote In-depth Case Studies Using a Qualitative Research Design	N/A	N/A	Internal Audit	Plans to submit to OMB during FY 2011
On-site and Remote In-depth Case Studies Using a Qualitative Research Design	N/A	N/A	Internal Audit	Plans to submit to OMB during FY 2011
Aggregate Hospitalization and Death Reporting Activity (AHDRA)	N/A	N/A	Internal Audit	Plans to submit to OMB during FY 2011
<b>National Science Foundation</b>				
Study on Laboratory Equipment Donations for Schools	N/A	N/A	Internal Audit	Plans to submit to OMB during FY 2011
<b>Department of Transportation</b>				

Civil Rights Complaint Form	N/A	N/A	Discovered by OMB	Plans to submit to OMB during FY 2011
<b>Department of Veterans Affairs</b>				
Insurance Surveys	N/A	N/A	Internal Audit	Plans to submit to OMB during FY 2011
Request for Change of Address/Direct Deposit	N/A	N/A	Internal Audit	Plans to submit to OMB during FY 2011
Nonprofit Research and Education Corporations Data Collection	N/A	N/A	Internal Audit	Plans to submit to OMB during FY 2011
<b>Department of Labor</b>				
OSHA Training Institute Education Centers Programs and Outreach Training Program	N/A	N/A	Internal Audit	Plans to submit to OMB during FY 2011
Variance Application	N/A	N/A	Internal Audit	Plans to submit to OMB during FY 2011

**Appendix C. 2011 Information Collection Budget Data Call**





ADMINISTRATOR  
OFFICE OF  
INFORMATION AND  
REGULATORY AFFAIRS

EXECUTIVE OFFICE OF THE PRESIDENT  
OFFICE OF MANAGEMENT AND BUDGET  
WASHINGTON, D.C. 20503

February 23, 2011

MEMORANDUM FOR CHIEF INFORMATION OFFICERS

FROM:

Cass R. Sunstein  
Administrator

SUBJECT:

Minimizing Paperwork and Reporting Burdens; Data Call for  
the 2011 Information Collection Budget

On January 18, 2011, President Obama issued Executive Order 13563, which emphasizes the importance of reducing regulatory burdens and costs. On the same day, the President issued a memorandum entitled “Regulatory Flexibility, Small Business, and Job Creation,” which, among other things, directs agencies to consider streamlining and simplifying reporting requirements for small businesses.<sup>1</sup> Paperwork and reporting requirements impose significant burdens on the American people, including those who run businesses, both large and small. To reduce those burdens, the President has called for “getting rid of absurd and unnecessary paperwork requirements that waste time and money”<sup>2</sup> and “cutting down on the paperwork that saddles businesses with huge administrative costs.”<sup>3</sup>

The Paperwork Reduction Act of 1995 (PRA)<sup>4</sup> expresses the national commitment to minimizing paperwork burdens and improving the quality of information collected while ensuring the greatest possible benefit to the public.<sup>5</sup> New technologies, including Internet-based technologies, afford significant opportunities for reducing costs and increasing simplification. Despite these opportunities, paperwork burdens have been growing over time. In FY 2009, the public spent an estimated 9.8 billion hours responding to Federal information collections. This figure represents a net increase of 2.9

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<sup>1</sup> See “Presidential Memoranda – Regulatory Flexibility, Small Business, and Job Creation,” January 18, 2011, available at <<http://www.whitehouse.gov/the-press-office/2011/01/18/presidential-memoranda-regulatory-flexibility-small-business-and-job-cre>>

<sup>2</sup> President Barack Obama, “Toward a 21<sup>st</sup> Century Regulatory System,” *Wall Street Journal*, January 18, 2011, available at <<http://online.wsj.com/article/SB10001424052748703396604576088272112103698.html>>

<sup>3</sup> *Remarks by the President to the Chamber of Commerce*, U.S. Chamber of Commerce Headquarters, Washington, D.C., February 7, 2011, available at <<http://www.whitehouse.gov/the-press-office/2011/02/07/remarks-president-chamber-commerce>>

<sup>4</sup> 44 U.S.C. chapter 35; see 5 C.F.R. Part 1320.

<sup>5</sup> 44 U.S.C. §3501.

billion burden hours from the corresponding number in FY 1995 – and an increase of 85 million burden hours from the corresponding number in FY 2008.<sup>6</sup>

Notwithstanding these figures, a number of agencies have taken steps to reduce paperwork and reporting burdens. From FY 2008 to FY 2009, some agencies produced substantial decreases, including a 27 percent decrease in estimated burden from the Securities and Exchange Commission, a 13 percent decrease from the Social Security Administration, and a 9 percent decrease from the Department of Energy. Recent burden reduction initiatives, announced in November 2010, promise to eliminate over 60 million annual burden hours.<sup>7</sup>

Although these developments are encouraging, more should be done. To that end, this memorandum asks agencies to produce one or more burden reduction initiatives that promise to produce significant progress in the next year. This memorandum also provides instructions to the Chief Information Officers (CIOs) on the preparation and submission, to the Office of Information and Regulatory Affairs (OIRA), of information that will be included in the 2011 Information Collection Budget (ICB) of the Office of Management and Budget (OMB).

The ICB describes (1) the information collection burden imposed by the Federal government on the public and (2) the progress of the agencies toward achieving the burden reduction goals set forth in the PRA. In this data call, we ask agencies to develop one or more new initiatives to reduce burdens on the American public in particular areas and through particular methods; details are provided below.

- 1. When are responses to this memorandum due?** Submissions are due to OIRA no later than **Friday, April 22, 2011**.
- 2. Who must respond to this memorandum?** The Chief Information Officers from the following agencies must comply with the requirements of this memorandum:

Department of Agriculture  
Department of Commerce  
Department of Defense  
Department of Education  
Department of Energy  
Department of Health and Human Services  
Department of Homeland Security  
Department of Housing and Urban Development  
Department of the Interior  
Department of Justice  
Department of Labor

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<sup>6</sup> [2010 Information Collection Budget of the United States Government](http://www.whitehouse.gov/sites/default/files/omb/inforeg/icb/icb_2010.pdf), <[http://www.whitehouse.gov/sites/default/files/omb/inforeg/icb/icb\\_2010.pdf](http://www.whitehouse.gov/sites/default/files/omb/inforeg/icb/icb_2010.pdf)>

<sup>7</sup> *Id.*

Department of State  
Department of Transportation  
Department of the Treasury  
Department of Veterans Affairs  
Environmental Protection Agency  
Federal Acquisition Regulation (FAR Secretariat)  
Federal Communications Commission  
Federal Deposit Insurance Corporation  
Federal Energy Regulatory Commission  
Federal Trade Commission  
National Aeronautics and Space Administration  
National Science Foundation  
Nuclear Regulatory Commission  
Securities and Exchange Commission  
Small Business Administration  
Social Security Administration

If your agency is not listed here, you do not need to comply with this memorandum. However, agencies that sponsor information collections under the auspices of the E-Gov series (i.e., collections beginning with the OMB prefix “4040”) must also comply with this memorandum.

3. **What changes has OMB made to this data call?** As in last year’s data call, we are asking agencies to provide OMB with one or more new initiatives, but we are now focusing on the particular burden reduction areas listed in the Appendix. In last year’s data call, we asked for updates on existing burden reduction initiatives. We continue to request such updates in this year’s data call.
4. **How does the ICB fit into OMB’s initiatives under the E-Government Act?** The E-Government Act has implications for information collections covered by the PRA. While information is collected on this statute through other reporting mechanisms (i.e., the annual E-Government Act Report), agencies should be aware of the E-Government Act when preparing their ICB submission and work to coordinate agency efforts under the PRA and the E-Government Act.
5. **What must my agency’s submission include?** The CIO’s office is required to submit a detailed description of one or more new agency initiatives to reduce burdens, focusing on targeted areas, in accordance with the instructions in the Appendix. All submissions should be consistent with OMB fiscal and policy guidance.
6. **In what format should the CIO provide this information to OMB?** The information required under this memorandum should be sent electronically to Ross Rutledge (Ross\_Rutledge@omb.eop.gov).

7. **Will OMB conduct hearings on my agency's submission?** OMB will schedule, as needed, hearings with an agency on its progress toward burden reduction goals and agency compliance with the PRA.
8. **Whom should I contact for further information about specific issues relating to my agency?** Questions about specific agency matters should be directed to your agency's desk officer within OMB's Office of Information and Regulatory Affairs.
9. **Whom should I contact for further information about this memorandum?** Questions about this memorandum should be directed to Ross Rutledge (Ross\_Rutledge@omb.eop.gov).

## **BURDEN REDUCTION INITIATIVE**

### **1. What is an appropriate initiative in response to this bulletin?**

We ask you to identify one or more initiatives, in the areas sketched below, to reduce paperwork burdens on the public and to enhance the efficiency of information collections. We seek initiatives that:

- a. Significantly reduce the burden per response and/or overall on the public;
- b. Lead to a comprehensive review of an entire program (both within the agency and, in the case of related information collection activities, among agency components or across agencies), including regulations and procedures, with the goal of burden reduction; and/or
- c. Improve program performance by enhancing the efficiency of agency information collections (both within the agency and, in the case of related information collection activities, among agency components or across agencies).

**Please note:** Initiatives **MUST NOT** consist of methodological changes in the manner by which agencies estimate burden.

### **2. On what areas of burden reduction would we like you to focus?**

To address the increase in burdens detailed earlier in this memorandum, we request that agencies submit to OMB one or more initiatives that simplify and reduce current paperwork and reporting burdens on the American people. This year, we are asking agencies to give particular consideration to burden reduction initiatives that provide relief to small businesses or recipients of Federal benefits. Because of economies of scale, a collection may be proportionally more burdensome for a small entity than a large one. Burden reduction efforts of this kind may involve different reporting requirements for small entities, such as less frequent reporting or simplified “short” forms.<sup>8</sup> Likewise, the process of renewing or applying for benefits can be time-consuming, confusing, and unnecessarily complex, thus discouraging participation and undermining program goals. Sometimes agencies collect data that are unchanged from prior applications; in such circumstances, they might be able to use, or to give people the option to use, pre-populated electronic forms.

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<sup>8</sup> To promote such burden reduction, it may be useful for agencies to work with their Small Business Paperwork Relief liaison. See the list of agency contacts at [http://www.whitehouse.gov/omb/inforeg\\_infocoll](http://www.whitehouse.gov/omb/inforeg_infocoll).

More generally, we recommend consideration of initiatives, with illustrations below, that eliminate unnecessary complexity, standardize inconsistent processes and requirements, eliminate duplicative or otherwise unnecessary reporting requirements, use pre-populated forms, and improve coordination among multiple offices that gather information from a common group of stakeholders. Synthesis of reporting platforms within and across agencies should be considered. Of course, agencies are not limited to these burden reduction areas, but we ask that they consider these areas in particular. Agencies are encouraged to consult with OIRA desk officers as needed with respect to their burden reduction plans.

- **Use of “Short Form” options:** Significant burden reductions can be achieved by providing respondents the option of using streamlined short forms for situations of lesser complexity or importance. This step is particularly useful for applications to receive a Federal benefit. By adopting short forms similar in concept to the IRS Tax Form 1040EZ, agencies can eliminate unnecessary burden and complexity.
- **Reducing Record Retention Requirements:** Administrative record retention requirements can often be costly, as regulated entities must set aside valuable storage space, time, and human resources to maintain records. Simply reducing the amount of time that entities must retain records (to the extent consistent with law) could result in significant reductions in paperwork burden.
- **Electronic communication: “fillable fileable” forms (or data systems):** Electronic communication can substantially reduce burdens on respondents and simultaneously increase efficiency in data collection and processing. In particular, OMB seeks initiatives that implement “fillable fileable” approaches where feasible, appropriate, and consistent with law. By reducing or even eliminating the use of paper, such initiatives allow entirely electronic communication between agencies and the private sector. They may include the pre-population of appropriate forms, particularly those imposing high burdens.
- **Frequency of information collection:** In some instances, monthly or daily information collections can be far more burdensome to the public than collections on a quarterly, bi-annual, or annual basis. OMB seeks initiatives that reexamine the frequency of routine reporting requirements to determine whether less frequent reporting would meet program needs.
- **Maximizing the re-use of data that are already collected:** Administrative or program data can sometimes be re-used or shared to reduce the paperwork burdens imposed on the public. Such administrative or program data may be held either within the agency asking for the new information or by other agencies, including statistical agencies. OMB encourages agencies to share data to the extent practical, appropriate, and consistent with law.<sup>9</sup>

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<sup>9</sup> OMB M-11-02, November 3, 2010, available at [Sharing Data While Protecting Privacy](#).

### **3. What information about these initiatives must we submit?**

We ask that your submission include:

- a. A concise description of the program or programs that are affected, including statutory and regulatory citations, a description of the affected public, and a description of the agency structure that implements the program (both within the agency and, in the case of related information collection activities, among agency components or across agencies).
- b. Measurable objectives you expect to achieve through this initiative, which must include estimates of expected burden reduction linked to specific collections that will be affected (the total estimated burden reduction for each initiative must be broken out by information collection, with OMB control numbers noted).
- c. Proposed timeline for actions that you will take.
- d. Perceived difficulties in accomplishing this initiative, including statutory or policy barriers.

### **4. Updates on Progress Made on Previous Burden Reduction Initiatives.**

In the 2010 ICB, we asked agencies to provide OMB with burden reduction initiatives that made greater use of electronic communication, utilized e-signatures, reduced the frequency of collection, improved administrative efficiency, and/or reduced burden on small entities. As in previous ICB data calls, we are requesting that agencies provide a status update on progress made on burden reduction initiatives of the previous year, FY 2009. We ask that your submissions include:

- a. Whether the burden reduction has been completed. If it has been completed, please include the month and year of completion. Please report the initiative as “completed.”
- b. If the initiative is not complete, please provide us with a status update and an estimated completion date. Please report the initiative as “in progress.”
- c. If the agency will not be able to complete the initiative, please provide an explanation for why the agency will be unable to complete it. Please report the initiative as “unsuccessful” or “suspended.”

### **5. Reporting Violations of the Paperwork Reduction Act.**

As in last year’s ICB data call, this Appendix requires you to report on violations of the PRA and OMB’s regulations implementing the PRA. In this year’s data call, OMB

is requesting that you report PRA violations occurring in FY 2010. OMB is also reminding you of the importance of the requirement that a senior agency official certify that PRA standards have been met. Specifically, OMB calls on CIOs to review their procedures to ensure that this certification process is robust. This includes ensuring that, when seeking OMB approval of an information collection, you have taken steps to (1) reduce burden on the members of the public providing the information, (2) determine whether small entities are affected by the collection and to reduce burden on these entities, and (3) establish a plan for the management and use of information to be collected and identify necessary resources.

In addition, OMB reminds you of the importance of periodically reviewing your websites to ensure that all forms subject to the PRA have been approved by OMB. This follows up OMB Memorandum M-05-04, December 17, 2004, "Policies for Federal Agency Public Websites," which was issued as required by the E-Government Act and is available at [www.whitehouse.gov/omb/memoranda/fy2005/m05-04.pdf](http://www.whitehouse.gov/omb/memoranda/fy2005/m05-04.pdf). That OMB Memorandum noted that agencies are already required under the PRA to manage information collections from the public or State and local governments (including website surveys or questionnaires) in the manner prescribed in OMB's PRA implementing regulations.

This Appendix explains what you must submit to OMB to report violations of the information collection provisions of the PRA and OMB's implementing regulations, 5 C.F.R. 1320, over the last fiscal year. OMB is required to report PRA violations to Congress and will report the information you submit in the FY 2010 Information Collection Budget.

## **6. How do I Report Violations of the PRA to OMB?**

- a. OMB will provide you with a list of your agency's known PRA violations for FY 2010. You must verify that the information we provide you is correct and add any violations that were excluded from the list.
- b. The table provided by OMB will have a column for each of the following items in this order: OMB number; title; date of expiration; date of reinstatement; and date discontinued. For each additional violation added during your review, you must list each collection in numerical order by OMB number. If the collection has been reinstated, include the reinstatement date and put a N/A in the date discontinued box. If the collection was discontinued instead of reinstated, include the date it was discontinued and put a N/A in the date of reinstatement box. If the violation is not yet resolved by reinstatement or discontinuation, please provide a brief explanation in the date of reinstatement box. Please refer to the following table as a model for your submission.



OMB Number	Title	Date of Expiration	Date of Reinstatement	Date Discontinued
1000-0001	Please place full title here.	1/31/06	3/22/06	N/A
2000-0002	Please place full title here.	2/28/06	N/A	4/1/06

- c. If your agency has zero known violations for FY 2010, OMB will so indicate in its submission to you. If your internal review yields no further violations, please include a brief statement that your agency reports zero violations.

### **About OIRA**

The Paperwork Reduction Act of 1980 (Pub. L. No. 96-511) and its successor, the Paperwork Reduction Act of 1995 (Pub. L. No. 104-13), established the Office of Information and Regulatory Affairs (OIRA) in the Office of Management and Budget to oversee agency information resources management, information collection, and use of information technology. Under this authority, OIRA develops policies and guidelines to promote the management, dissemination, privacy, and security of government information. OIRA also coordinates Federal statistical policies and resources and is responsible for the review of agency rulemaking activity under Executive Orders 13563 and 12866. The Administrator of OIRA is appointed by the President and confirmed by the Senate.

Principal contributors to this report were Ross Rutledge, Jonathan Porat, and Michael Johnson. If you have questions about any of the information collections discussed in this report, please visit our website at [www.RegInfo.gov](http://www.RegInfo.gov). OIRA's Records Management Center is also open to the public by appointment. Call, write, or fax to arrange an appointment:

OIRA Records Management Center  
Office of Management and Budget  
New Executive Office Building, Room 10102  
Washington, DC 20503  
Phone: (202) 395-6880  
Fax: (202) 395-5806

Please include the OMB numbers of the collections about which you inquire.