



**EPA Office of Compliance
Enforcement Targeting and Data Division**

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AFS Information Collection Request (ICR) Burden Estimation--2008

AFS 2007



What is an ICR?

- **The Paperwork Reduction Act requires that every federal agency must obtain approval from the Office of Management and Budget (OMB) before collecting the same or similar information from 10 or more members of the public.**



OFFICE OF
MANAGEMENT AND BUDGET



An interesting note.....

- The IRS had to complete an ICR for our time filling out tax forms. Their estimate?

6.6 billion hours per year!



An ICR:

- Describes the information to be collected;
- Gives the reason the information is needed, and
- Estimates the time and cost for the public to answer the request (burden).

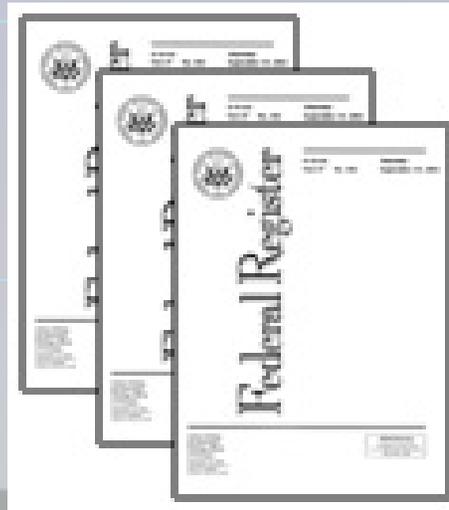


What is "Burden"?

- **As defined by OMB:**
"Burden means the total time, effort, or financial resources expended by persons to generate, maintain, retain, or disclose or provide information to or for a Federal agency"

How does the ICR process work?

- 1: An Agency indicates that either an existing information collection is to be renewed, or a new collection is requested by notice in the **FEDERAL REGISTER**.



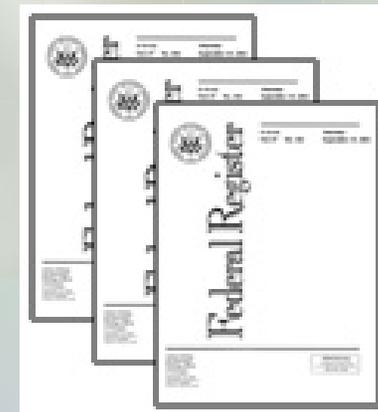
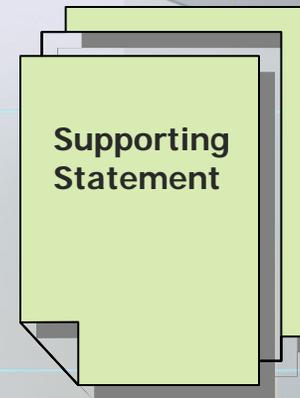
How does the ICR process work?

2. The public can comment on the information collection or suggested changes.



How does the ICR process work?

3. Based on the comments received, the agency prepares a “Supporting Statement” to report the burden and justify the requirement for the information. Additionally, another announcement in the Federal Register is made.



How does the ICR process work?

4. OMB then approves or disapproves the information collection request.



It is the intention of AFS to publish a Federal Register announcement for the renewal of the AFS Information Collection with no new data requirements.



What is "Burden"?

- **Reviewing instructions**
- **Developing technology and systems for collection, validation and verification of information**
- **Developing technology and systems for processing and maintaining information**
- **Developing technology and systems for disclosing and providing information**
- **Training**
- **Completing and reviewing the information**
- **Transmitting or reporting the information.**

Specifically, what is AFS Burden?

- **Training on the use of AFS**
- **Compiling data entry forms or organizing data for entry**
- **Batch file preparation, submission, and review**
- **Data quality procedures and activities**
- **Actual data entry**
- **Contractual assistance used for batch conversion and file maintenance**
- **System costs ONLY FOR AFS reporting.**

What is NOT “burden”?

- **Performing evaluations, writing an evaluation report**
- **Analyzing reports, reviews, tests**
- **Running AFS reports for oversight of the CAA program**
- **Entering data into state- or locally-run data systems UNLESS it is data not maintained by the agency and required for AFS reporting only**
- **State Review Framework (SRF) work**

How will AFS ICR be renewed?

- **An announcement will be placed in the FEDERAL REGISTER indicating that the collection will be renewed with NO NEW DATA REQUIREMENTS. This announcement is expected before the end of the 2007 Fiscal year.**
- **Nine agencies will be directly interviewed for burden: Time and resources expended for AFS reporting. Information concerning agency burden will also be collected at this workshop.**

How will AFS ICR be renewed?

- **Estimates of burden will be reviewed and discussed.**
- **A Supporting Statement will be provided to OMB for their approval, with another announcement in the FEDERAL REGISTER. Completion of this announcement is anticipated for Spring 2008.**

How will AFS ICR be renewed?

- **OMB approval is expected before June 2008.**



Plans for the Supporting Statement:

- **Existing Minimum Data Requirements (MDRs)**
- **Clarification of the definitions of Enforcement Actions**
- **Emphasis on the need for the MDRs.**

WE NEED YOU:

- To provide your comments on the AFS ICR 2008 Burden Estimation Form.
- To know and understand what the AFS Minimum Data Requirements (MDRs) are.
- Realize that we appreciate your input!

