

**Supporting Statement For Work Authorization System  
OMB Control Number 1910-{Enter 4-digit code}**

**1. Explain the circumstances that make the collection of information necessary.**

DOE is processing a rule making which will add a new clause DEAR 970.5211-1, Work Authorization. The clause incorporates requirements that are presently located in the contractor's requirements document attached to DOE O 412.1 Work Authorization System. The DOE O 412.1 currently establishes an assignment and control process for budget of estimated costs, description of work, and schedule performance, for individual work activities performed by designated contractors within the scope of work. The new clause will eliminate the need for a contractor requirements document by establishing the requirements as a DEAR clause.

**2. Indicate how, by whom, and for what purpose the information is to be used.**

This information provides for a work authorization and control process for work performed by designated site and facility management contractors, and other contractors as determined by the procurement executive, consistent with the budget execution and program evaluation requirements of DOE's Planning, Programming, and Budgeting, and Evaluation process.

**3. Describe whether, and to what extent, the collection of information involves the use of automated, electronic, mechanical, or other technological collection techniques or other forms of information technology.**

DOE authorizes 100 percent use of electronic submission of this information collection. Information collected under other collection packages are submitted 100 percent electronically.

**4. Describe efforts to identify duplication.**

This information must be provided by the entities in the context of the particular statement of work. There is no alternative source of information or similar information for duplication.

**5. If the collection of information impacts small businesses or other small entities, describe any methods used to minimize burden.**

It is unlikely that this collection of information would have impact on small businesses since the DOE O 412.1 applies to all Primary DOE Organizations that direct work to be performed by Management and Operations (M&O) contractors. None of these contractors are small businesses.

**6. Describe the consequence to Federal program or policy activities if the collection is not conducted or is conducted less frequently, as well as any technical or legal obstacles to reducing burden.**

This is an annual collection activity required for program planning, budget formulation, and documentation and cannot be performed less frequently.

**7. Explain any special circumstances that require the collection to be conducted in a manner inconsistent with OMB guidelines.**

There are no special circumstances that require the collection to be conducted in a manner inconsistent with OMB guidelines.

**8. If applicable, provide a copy and identify the date and page number of publication in the Federal Register of the agency's notice, required by 5CFR 320.8(d), soliciting comments on the information collection prior to submission to OMB. Summarize public comments received in response to that notice and describe actions taken in response to the comments. Specifically address comments received on cost and hour burden. Describe efforts to consult with persons outside DOE.**

The proposed rule was published on July 29, 2005, in 70 Federal Register 43832. There were no comments received on adding DEAR 970.5211-1, Work Authorization or on the estimated cost and burden hours. A copy of the 60 day notice required by 5 CFR 320.8 (d) is included.

**9. Explain any decision to provide any payment or gift to respondents, other than remuneration of contractors or grantees.**

There are no provisions for any payment or gift to respondents.

**10. Describe any assurance of confidentiality provided to respondents and the basis for the assurance in statute, regulation, or agency policy.**

There are no plans to collect business confidential or personally identifiable information.

**11. Provide additional justification for any questions of a sensitive nature, such as sexual behavior and attitudes, religious beliefs, and other matters that are commonly considered private.**

There are no questions in the collection that are of a sensitive nature or other matter that are commonly considered private.

**12. Provide estimates of the hour burden of the collection of information. The statement should indicate the number of respondents, frequency of response, annual hour burden, and an explanation of how the burden was estimated.**

The accumulation of the information for preparing an annual work authorization and preparation of the report are estimated to average 16 hours per collection. There are 33 respondents which equals 528 hours.

**13. Provide an estimate for the total annual cost burden to respondents or recordkeepers resulting from the collection of information.**

The estimate for the total annual cost burden resulting from the collection of information is \$52,800. This is based on an estimate of \$100 per each hour.

**14. Provide estimates of annualized cost to the Federal government.**

The estimate of costs to the Government for collection of the data is \$3,960. This is based on an estimate of \$75 per hour. There are 33 collections.

**15. Explain the reasons for any program changes or adjustments reported in Items 13 (or 14) of OMB Form 83-I.**

There are no changes or adjustments.

**16. For collections whose results will be published, outline the plans for tabulation and publication.**

There will not be any publication of the information resulting from the collection. The information is used for internal processing only.

**17. If seeking approval to not display the expiration date for OMB approval of the information collection, explain the reasons why display would be inappropriate.**

DOE is not seeking approval to not display the expiration date.

**18. Explain each exception to the certification statement identified in Item 19 of OMB Form 83-I.**

DOE has not taken exception to the certification statement of Item 19 of OMB Form 83-I.