

INFORMATION COLLECTION SUPPORTING STATEMENT

National Explosives Detection Canine Team Program (NEDCTP), Training Course Feedback Forms

- 1. Explain the circumstances that make the collection of information necessary. Identify any legal or administrative requirements that necessitate the collection. Attach a copy of the appropriate section of each statute and regulation mandating or authorizing the collection of information. (Annotate the CFR parts/sections affected).***

The National Explosives Detection Canine Team Program (NEDCTP) is a component of TSA's Office of Law Enforcement/Federal Air Marshal Service and is a cooperative partnership with participating airports and mass transit systems. TSA provides and trains the canines, provides in-depth training for the handlers, and partially reimburses the participating agency for costs associated with the teams, such as salaries, overtime, canine food, and veterinary care. Following training, TSA requests that handlers and supervisors complete TSA's Training Course Feedback Form, which is part of the course curriculum and which captures numerical ratings and written comments about the quality of training instruction. Each student inputs the data into the Canine Web Site electronically prior to their departure from the training environment. The data collected provides valuable feedback to the program director, key staff members, instructional staff, and supervisors on how the material was presented and received. The feedback is collected, analyzed, and implementation of positive program changes occur as a result of the student/handler data collected. It is necessary to collect feedback from course participants to improve and change curriculum for future canine handler attendees. This program originated in the Federal Aviation Administration (FAA) in 1972. This program is now within TSA's authority to assess threats under the Aviation and Transportation Security Act (ATSA), Section 114(f) (Pub. L. 107-71, November 19, 2002).

- 2. Indicate how, by whom, and for what purpose the information is to be used. Except for a new collection, indicate the actual use the agency has made of the information received from the current collection.***

The TSA Headquarters NEDCTP staff and the Canine Support Branch in San Antonio, Texas, use these results to continuously evaluate the quality of training and improve the course curriculum and course of instruction. Additionally, the collected feedback provides new ideas, best practices, and insight on the overall canine training program that TSA can evaluate during annual formal review of current course curriculum. TSA will use instructor critiques to provide the course supervisor with performance metrics.

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, e.g., permitting electronic submission of responses, and the basis for the decision for adopting this means of collection. Also describe any consideration of using information technology to reduce burden. [Effective 03/22/01, your response must SPECIFICALLY reference the Government Paperwork Elimination Act (GPEA), which addresses electronic filing and recordkeeping, and what you are doing to adhere to it. You must explain how you will provide a fully electronic reporting option by October 2003, or an explanation of why this is not practicable.]***

This information will be collected electronically in compliance with the GPEA. The feedback form is available to training course participants on a secure web site.

4. ***Describe efforts to identify duplication. Show specifically why any similar information already available cannot be used or modified for use for the purpose(s) described in Item 2 above.***

As TSA is the Federal agency charged with canine training for use in the transportation sector, TSA is the only Government agency offering this training. No other agency or private entity is authorized to train canines and handlers to perform TSA-certified explosive detection canine duties.

This collection is a one-time effort per class. As soon as the student has successfully completed the canine handler course and the training experience is still fresh is the optimal time to gather their feedback and comments.

5. ***If the collection of information has a significant impact on a substantial number of small businesses or other small entities (Item 5 of the Paperwork Reduction Act submission form), describe the methods used to minimize burden.***

This collection does not have a significant impact on a substantial number of 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 information is collected from student law enforcement officers to provide constructive feedback to update, improve, and tailor the training curriculum and instructor interaction for maximum efficiency and operational requirements. If this collection were not conducted, TSA's ability to improve and update the curriculum would be hindered.

7. ***Explain any special circumstances that require the collection to be conducted in a manner inconsistent with the general information collection guidelines in 5 CFR 1320.5(d)(2).***

This collection will be conducted consistent with the general information guidelines.

- 8. Describe efforts to consult persons outside the agency to obtain their views on the availability of data, frequency of collection, the clarity of instructions and recordkeeping, disclosure, or reporting format (if any), and on the data elements to be recorded, disclosed, or reported. 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 5 CFR 1320.8(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 by the agency in response to these comments. Specifically address comments received on cost and hour burden.**

Because this is a unique Government training program, TSA knows of no other Government agency that conducts this specific training and collects participant feedback. The data is best sought from the course participants.

As required by 5 CFR 1320.8(d), TSA published in the Federal Register a notice for public comment on this collection on August 9, 2006 (71 FR 45573). To TSA's knowledge, TSA has not received any comments in response to this notice.

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

TSA does not provide 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.**

TSA does not provide any assurances of confidentiality to respondents.

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

TSA does not ask any questions of a sensitive or private nature.

- 12. Provide estimates of hour burden of the collection of information.**

The estimated burden is approximately one hour or less per participant to read, answer, and return the questions. TSA estimates approximately 150 course graduates will complete the form on an annual basis, for an annual hour burden of 150 hours.

- 13. Provide an estimate of the total annual cost burden to respondents or record keepers resulting from the collection of information.**

There is no cost to the participant.

- 14. Provide estimates of annualized cost to the Federal Government. Also, provide a description of the method used to estimate cost, and other expenses that would not have been incurred without this collection of information.**

This information collection does not impose any additional expenses or tasks that are otherwise part of the program.

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

There are no program changes; this is a new collection.

- 16. For collections of information whose results will be published, outline plans for tabulation and publication. Address any complex analytical techniques that will be used. Provide the time schedule for the entire project, including beginning and ending dates of the collection of information, completion of report, publication dates, and other actions.**

TSA will not publish results of this collection.

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

TSA is not seeking such approval.

- 18. Explain each exception to the certification statement identified in Item 19, "Certification for Paperwork Reduction Act Submissions," of OMB Form 83-I.**

TSA is not seeking any exceptions to the certification statement.