



Department of Energy

Washington, DC 20585

March 25, 2008

Mr. Nathan Frey
Department of Energy Desk Officer
Office of Information and Regulatory Affairs
Office of Management and Budget
Washington, DC 20503

SUBJECT: DOE-887(76), "USE OF GENERIC CLEARANCE FOR THE ENERGY INFORMATION ADMINISTRATION 2008 CONFERENCE CUSTOMER SURVEY"

Dear Mr. Frey:

The Energy Information Administration (EIA) plans to use the Office of Management and Budget (OMB) approved generic clearance, DOE-887, (DOE Customer Surveys' OMB No. 1901-0302, expiring December 31, 2009) to conduct a short survey of the attendees of the Energy Information Administration 2008 Energy Conference. As agreed to under the DOE-887 "DOE Customer Surveys" clearance, we will anticipate your approval within two weeks. Without approval from OMB, EIA will not conduct the survey. We will provide OMB with the results of this data collection when we submit a report of the findings under the generic clearance.

The Energy Information Administration 2008 Energy Conference will highlight 30 years of energy information and analysis with speakers from both within and outside EIA. The conference will be held from April 7-8. The Energy Information Administration (EIA) has developed the attached satisfaction survey. The responses will be used to determine the effectiveness of EIA's Energy Conference and its content. The respondents of the survey will consist of attendees of the conference.

The request to complete the survey will be e-mailed to a sample of 750 out of about 1,500 attendees. The intent of the survey is to determine the effectiveness of the content delivered in EIA's Energy Conference. The results will be used to improve future EIA energy conferences.

All participation in this survey is voluntary. No self-identifying information will be collected. All results will be presented in aggregate form. All analysis of the survey results will lack any identifying characteristics of the survey respondents.

The attached survey will take approximately 5 minutes to answer and contains 20 questions. The total estimated burden for this survey will be 62 hours (750 respondents x 5 minutes).

Phillip Tseng, Statistics and Methods Group, is the point of contact for questions and may be contacted at 202-586-6445. Other questions should be directed to Howard Bradsher-Frederick, Statistics and Methods Group, at 202-586-5674.

Sincerely,

Stephanie Brown
Director
Statistics and Methods Group
Energy Information Administration