

**SUPPORTING STATEMENT  
PROCESSED PRODUCTS FAMILY OF FORMS  
OMB CONTROL NO.: 0648-0018**

**B. COLLECTIONS OF INFORMATION EMPLOYING STATISTICAL METHODS**

**1. Describe (including a numerical estimate) the potential respondent universe and any sampling or other respondent selection method to be used. Data on the number of entities (e.g. establishments, State and local governmental units, households, or persons) in the universe and the corresponding sample are to be provided in tabular form. The tabulation must also include expected response rates for the collection as a whole. If the collection has been conducted before, provide the actual response rate achieved.**

The census of seafood processors (currently estimated at 1322) is based on known firms that responded in previous years with the addition of newly established firms identified by local agency personnel. Agency personnel review local trade directories and state licensing agencies to develop potential new contacts. New firms are provided a survey form and instructions for completing the survey. Lists of firms that are reported to have ceased operation are reviewed to establish certainty that a new company has not opened up in the same location. There have been cases in which a firm ceased operation for a year due to raw supply sourcing only to reopen in a subsequent year.

**2. Describe the procedures for the collection, including: the statistical methodology for stratification and sample selection; the estimation procedure; the degree of accuracy needed for the purpose described in the justification; any unusual problems requiring specialized sampling procedures; and any use of periodic (less frequent than annual) data collection cycles to reduce burden.**

No statistical stratification is employed in the census.

**3. Describe the methods used to maximize response rates and to deal with nonresponse. The accuracy and reliability of the information collected must be shown to be adequate for the intended uses. For collections based on sampling, a special justification must be provided if they will not yield "reliable" data that can be generalized to the universe studied.**

Approximately 50 percent of the survey forms are returned within a month of the initial mailing conducted in January. A second mailing to non-respondents is conducted in late February with follow-up calls initiated within 2 weeks to provide plant managers the option of providing the information over the phone or to ascertain if there is a problem. By late April, 85 percent of the surveyed firms have responded. In many cases the plant may not have been operational due to the seasonality of a fishery. The remaining 15 percent of non-respondents are contacted once again with a usual follow-up visit as time allows. On average, the final response rate by the end of September is 95 to 98 percent. In many cases the non-respondents are firms that have gone out of business, have merged with another firm, or have changed their business practice and are no longer considered to be a processing facility.

Federally permitted dealers in the Northeast Region are required to submit a completed survey.

*The regional permit office notifies a firm that fails to respond that their permit renewal will be held in abeyance or if necessary an existing permit may be revoked.*

Many of the processing facilities have a long-standing relationship with local NOAA Fisheries Service personnel conducting the survey. When necessary, NOAA Fisheries Service personnel may visit the plant to review a respondents completed survey or to assist in completing the survey.

NMFS personnel work closely with national, regional, and state industry trade associations. Periodically, personnel hold discussions with industry leaders to describe the necessity of their members to provide the information. Personnel also meet with industry members at both local and national trade shows to review new types of products that are being developed for inclusion in the survey.

**4. Describe any tests of procedures or methods to be undertaken. Tests are encouraged as effective means to refine collections, but if ten or more test respondents are involved OMB must give prior approval.**

The census has been conducted in the same manner for the past 20 years. No test has been conducted recently.

**5. Provide the name and telephone number of individuals consulted on the statistical aspects of the design, and the name of the agency unit, contractor(s), grantee(s), or other person(s) who will actually collect and/or analyze the information for the agency.**

Regional agency personnel conduct the census. Personnel at headquarters conduct tabulations of the data (contact: Steven Koplín, 301-713-2328).

**Table 1. Calculation of Public and Federal Estimate of Reporting Burden Hours and Costs.**

Requirement	# of Entities	Items Per Entity	Total # of Items	Response Time	Total Burden (Hours)	Cost to:			
						Public (labor)	Govt.		
<b>Shoreside Processor Report— NOAA Form 88-13</b>									
Year 1		FY 2007	2	1	2	30 min.	1.00	\$0.00	\$10.00
Year 2		FY 2008	2	1	2	30 min.	1.00	\$0.00	\$10.00
Year 3		FY 2009	2	1	2	30 min.	1.00	\$0.00	\$10.00
<b>3 Year Average Burden</b>			<b>2</b>	<b>1</b>	<b>2</b>	<b>30 min.</b>	<b>1.00</b>	<b>\$0.00</b>	<b>\$10.00</b>
<b>Total</b>			<b>2</b>		<b>2</b>		<b>1.00</b>	<b>\$0.00</b>	<b>\$10.00</b>