

**SUPPORTING STATEMENT
COAST PILOT REPORT FORM
OMB CONTROL NO. 0648-0007**

A. JUSTIFICATION

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

Data obtained through the use of this report form is utilized to update the United States Coast Pilot and to analyze the quality of the information shown on National Ocean Service (NOS) nautical charts.

The U.S. Coast Pilot is a series of nine nautical books, 350 to 700 pages each, published by the National Ocean Service to supplement nautical charts. The Coast Pilot contains essential marine information important to navigators of United States coastal and intracoastal waters that cannot be shown graphically on the charts and is not readily available elsewhere. Subjects include, but are not limited to, channel descriptions, anchorages, bridge and cable clearances, tides and tidal currents, prominent features, pilotage, towage, weather, ice conditions, wharf descriptions, dangers, routes, traffic separation schemes, small craft facilities and Federal Regulations applicable to navigation. These publications are purchased by all segments of the marine public including U.S. and foreign merchant marine vessels, state, local and private maritime associations including recreational boaters. Distribution is also made to the U.S. Navy and U.S. Coast Guard vessels and other Government vessels and agencies. This publication is required by Federal Regulations ([33 CFR 164.33](#)) to be carried on board all vessels of 1,600 gross tons and greater, while traversing U.S. waters.

Information contained in the Coast Pilot is continually changing. Every effort is made to keep the information current. Sources of information include, but are not limited to the following: pilot associations, shipping companies, towboat operators, state marine authorities, city marine authorities, local port authorities, marine operators, hydrographic research vessels, naval vessels, Coast Guard cutters, merchant vessels, fishing vessels, pleasure boats, U.S. Power Squadron Units and U.S. Coast Guard Auxiliary Units. The purpose of the Coast Pilot Report Form is to offer a formal, standardized instrument for recommending changes to the Coast Pilot and the nautical charts. Without the availability of the report form, much information would go unreported. The report form is made available to users as “tear out” pages in the back of each Coast Pilot volume.

2. Explain how, by whom, how frequently, and for what purpose the information will be used. If the information collected will be disseminated to the public or used to support information that will be disseminated to the public, then explain how the collection complies with all applicable Information Quality Guidelines.

When a user of the Coast Pilot notices information in the book is missing or has changed, he/she fills in the information, and mails or e-mails it to the address on the form, or faxes it to the phone number on the form.

When the completed form is received by the Coast Pilot Branch (CPB), the information is evaluated by a staff member of the Nautical Data Branch (NDB). NDB ascertains that the information is germane and if so, that it is complete. If the information requires clarification, NDB will contact the respondent, by letter, telephone, or fax for more information. Once complete, the form is assigned a control number and routed to CPB. Branch personnel update the Coast Pilot master files. If the change is critical to safe navigation, CPB issues a change for publication in the Coast Guard's Local Notice to Mariners and the National Geospatial-Intelligence Agency's (NGA) Weekly Notice to Mariners.

If the change also affects a nautical chart, the form will be routed to the appropriate chart production branch.

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

The information may be faxed or e-mailed to NDB or CPB, but it is not required. The majority of forms are still submitted by mail. A paper form is still considered the best means of collecting this information since observers at sea rarely have access to electronic techniques for recording and transmitting the desired information.

4. Describe efforts to identify duplication.

This information collection is the only means for updating the Coast Pilot Report.

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

The use of this form is voluntary and has no significant impact on small businesses, organizations or government entities. The form requires no records to be kept by the respondent.

6. Describe the consequences to the Federal program or policy activities if the collection is not conducted or is conducted less frequently.

Critical information might not be brought to CPB's attention, or the information might be incomplete. This could result in a maritime accident with possible loss of life or harm to the environment.

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

There are no known circumstances which would require the collection of this information that would be conducted in a manner inconsistent with OMB guidelines.

8. Provide a copy of the PRA Federal Register notice that solicited public comments on the information collection prior to this submission. Summarize the public comments received in response to that notice and describe the actions taken by the agency in response to those comments. Describe the efforts to consult with persons outside the agency to obtain their views on the availability of data, frequency of collection, the clarity of instructions and record keeping, disclosure or reporting format (if any) and on the data elements to be recorded, disclosed or reported.

A Federal Register notice was published on 6-15-07. There were no comments.

9. Explain any decisions to provide payments or gifts to respondents other than remuneration of contractors or grantees.

No remuneration of any kind is provided to respondents.

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

No confidentiality is offered to respondents other than the fact that individual data providers are not identified in the text of Coast Pilot.

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

There are no sensitive questions on this form.

12. Provide an estimate in hours of the burden of the collection of information.

CPB estimates an average of 30 minutes to answer the form. CPB expects to receive about 100 forms annually. Thus, total estimated burden to the public is about 50 hours annually.

13. Provide an estimate of the total annual cost burden to the respondents or record-keepers resulting from the collection (excluding the value of the burden hours in # 12 above).

Assuming each form is submitted by mail, it would cost the respondent \$ 0.41 per response. The total burden annually is approximately \$ 50.00.

14. Provide estimates of annualized cost to the Federal Government.

Printing costs are nominal. The cost of processing the forms once received is approximately \$2,500 annually, consisting mainly of employees' wages and benefits.

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

N/A

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

N/A

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.

N/A

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

N/A

B. COLLECTIONS OF INFORMATION EMPLOYING STATISTICAL METHODS

N/A