

## Supporting Statement

### Form F-7

OMB 3076-0004

#### A. Justification

1. It is the policy of the United States to promote industrial peace through FMCS mediation of collective bargaining disputes between employers and employee representatives (29 U.S.C. 171). To this end, a party to a collective bargaining agreement must give timely notice to FMCS, appropriate state agencies and the opposite party of its intent to modify the contract (29 U.S.C. 158 (d); 29 CFR Part 1402). FMCS uses this information to offer mediation services to the parties in order to minimize or eliminate labor disputes, and also to gather aggregated statistics for publication in its annual report.
2. Form F-7 is completed and filed with FMCS by the party or parties seeking to modify or terminate an existing collective bargaining agreement. Such party or parties also frequently use(s) the form to notify an appropriate state agency and the opposite party of its intent. FMCS utilizes these forms to identify potential labor disputes and offer mediation services. Information on the form is also used to compile aggregate statistics for inclusion in the Agency's annual report.
3. Form F-7 is available for completion and filing on FMCS' website. There are no other apparent technological considerations.
4. There is no other form which duplicates F-7.
5. It is possible that some companies providing notice on the F-7 may qualify as small businesses. It should be noted, however, that the information to be supplied on the Form F-7 is minimal. The form only takes approximately 10 minutes to complete.
6. Form F-7 notices are required by 29 U.S.C 158 (d) and 29 CFR Part 1402. The failure to file F-7s would deprive FMCS of initial information used to identify and mediate labor disputes which otherwise may cause disruptions to industrial peace.
7. Parties seeking collective bargaining contract modification must file an F-7 in advance of the contract expiration date. An employer or union may have more than one agreement expiring during a particular quarter.
8. The agency 60-day notice is contained in the Federal Register of November 29, 2006, Vol. 71, No. 229, pages 69130-69132. No comments were received. There has been no consultation with persons outside the agency within the last three years.
9. There has been no decision to provide any payment or gift to respondents.
10. There has been no assurance of confidentiality provided to the respondents.

11. There are no questions of a sensitive nature, such as sexual behavior and attitudes, religion beliefs, and other matters that are commonly considered private.
12. There are 18,000 responses per year and in most instances the form is completed only once. The annual burden is 3,000 hours. This figure was calculated by taking 18,000 responses and multiplying the figure by 10 minutes (per application) which equals 180,000 minutes. Then divide 180,000 by 60 minutes which equals 3,000 hours. The annualized cost burden to respondents is estimated to be \$60,000 (clerical wage of \$20.00 per hour, multiplied by 1/6 hour per response, multiplied by 18,000 responses).
13. Aside from the costs incurred in response 12, the cost burden to respondents should be \$0 since the form can be completed and filed on line.
14. There are no collection expenses from the on line Form F-7 submissions. Record keeping expenses are estimated to be \$180,000 (\$10.00 per application multiplied by 18,000 responses).
15. Expiration date for the Form F-7 was January 31, 2006.
16. Information from Form F-7 submissions are aggregated for inclusion in the Agency's annual report.
17. The agency is not seeking approval to not display the expiration date of OMB approval on the information collection.
18. There is no exception to the certification statement identified in Item 19 (certification for Paperwork Reduction Act Submissions).

B. Not Applicable