

Supporting Statement

Justification for: SB 2362, "Authorization for Purchase and Request for Change U.S. Series EE Savings Bonds or U.S. Series I (Inflation-Indexed) Savings Bonds"

SB 2378, "DOD Authorization for Purchase and Request for Change U.S. Series EE Savings Bonds or U.S. Series I (Inflation-Indexed) Savings Bonds"

SB 2383, "Authorization for Purchase and Request for Change U.S. Series EE Savings Bonds or U.S. Series I (Inflation-Indexed) Savings Bonds (Spanish Version)"

- 1. Explain the circumstances that make this collection of information necessary. Identify any legal or administrative requirements that necessitate the collection.**
Purchase of Series EE and Series I savings bonds may be made through payroll savings plans.
- 2. Indicate how, by whom and for what purpose is this information used? The information is used to establish payroll deductions and to issue the savings bonds.**
- 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? What consideration is given to use information technology to reduce burden? The forms are available on the Internet in fillable format.**
- 4. Describe efforts are used to identity duplication? Why can't any similar information already available be used or modified for use for the purposes described in Item 2 above? The employers have the sole responsibility for this collection within their own companies, thus, there is no possibility of duplication.**
- 5. If this collection of information impacts small businesses or other small entities, what methods are used to minimize burden? Similar information is not on file because the collection of information is made only for a specific purpose.**
- 6. What consequences to Federal program or policy activities and what, if any, technical or legal obstacles to reducing burden will occur if this collection is not conducted or is conducted less frequently? The collection of information cannot be conducted less frequently because the collection is initiated for a single purpose.**
- 7. Is this collection of information conducted in a manner consistent with the guidelines of 5 CFR 1320.6? N/A**
- 8. What effort was made to notify the general public about this collection of information? The Bureau's notice was published in the Federal Register on October 17,**

2007, page 58941. No comments were received.

9. **What decision was made to provide any payment or gift to respondents, other than reenumeration of contractors or grantees?** N/A
10. **What assurance of confidentiality was provided to respondents and what was the basis for the assurance in statute, regulations, or agency policy?** In accordance with the Privacy Act of 1974, information furnished by the public is assured confidentiality.
11. **What justification is there for questions of a sensitive nature?** There are no questions of a sensitive nature.
12. **What is the estimated hour burden of this collection of information?** In order to compute disclosure burden estimates, Bureau of the Public Debt personnel who developed the form conducted tests to determine the average length of time required for completion. The average time required to complete the forms (1 minutes) multiplied by the estimated number of forms completed (1,300,000) reflects the total burden of 21,667 hours.
13. **What is the estimated total annual cost burden to respondents or recordkeepers resulting from this collection of information?** Estimated cost burden to respondents is not available at this time, but will be provided when available.
14. **What is the annualized cost to the Federal Government?** The following factors were used to estimate the annual burden to this agency:
 - a. Printing cost - estimated number of forms printed annually, multiplied by the unit cost of the forms.
 - b. Forms management cost - salary cost of forms management personnel.

Printing Cost	1,300,000 @ \$4.00/M	= \$5,200.
Forms Management Cost		<u>500.</u>
Total Cost		\$5,700.
15. **What is the reason for any program changes or adjustments reported in Items 13 or 14 of the OMB Form 83-I?** N/A
16. **For collections of information whose results will be published, outline plans for tabulation and publication.** The results of the collection of this information will not be published for statistical use.
17. **If seeking approval to not display the expiration date for OMB approval of this information collection, what are the reasons that the display would be inappropriate?** We believe the public interest will be better served by not printing an

expiration date on Forms SB 2362, SB 2378, and SB 2383. Not printing the expiration date will avoid confusion among the public. For this reason, we request authorization to omit printing the expiration date on these three forms.

18. What are the exceptions to the certification statement? N/A