

Paperwork Reduction Act Submission

Please read the instruction before completing this form. For additional forms or assistance in completing this forms, contact your agency's Paperwork Reduction Officer. Send two copies of this form, the collection instrument to be reviewed, the Supporting Statement, and any additional documentation to: Office of Information and Regulatory Affairs, Office of Management and Budget, Docket Library, Room 10102, 725 Seventeenth St. NW, Washington, DC 20503.

1. Agency/Sub agency Originating Request: U.S. Department of Housing and Urban Development Office of Manufactured Housing and Regulatory Affairs	2. OMB Control Number: a. 2502-0313 b. <input type="checkbox"/> None
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3. Type of information collection: (check one) a. <input type="checkbox"/> New Collection b. <input type="checkbox"/> Revision of a currently approved collection c. <input type="checkbox"/> Extension of a currently approved collection d. <input type="checkbox"/> Reinstatement, without change , of previously approved collection for which approval has expired e. <input type="checkbox"/> Reinstatement, with change , of previously approved collection for which approval has expired f. <input type="checkbox"/> Existing collection in use without an OMB control number For b-f, note item A2 of Supporting Statement instructions.	4. Type of review requested: (check one) a. <input type="checkbox"/> Regular b. <input type="checkbox"/> Emergency - Approval requested by c. <input type="checkbox"/> Delegated 5. Small entities: Will this information collection have a significant economic impact on a substantial number of small entities? <input type="checkbox"/> Yes <input type="checkbox"/> No 6. Requested expiration date: a. <input type="checkbox"/> Three years form approval date b. <input type="checkbox"/> Other (specify)
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7. Title:
Technical Suitability of Products Program
Section 521 of the National Housing Act

8. Agency form number(s): (if applicable)
HUD-92005

9. Keywords:
Housing, Mortgages, Manufactured Homes, Structural Engineering Bulletins, Materials Releases

10. Abstract:
This information is needed under HUD's Technical Suitability of Products Program to determine the acceptance of materials and products to be used in structures approved for mortgages insured under the National Housing Act. Respondents are manufacturers seeking acceptance of their products by HUD.

11. Affected public: (mark primary with "P" and all others that apply with "X") a. Individuals or households b. P Business or other for-profit c. Not-for-profit institutions e. Farms f. Federal Government g. State, Local or Tribal Government	12. Obligation to respond: (mark primary with "P" and all others that apply with "X") a. Voluntary b. P Required to obtain or retain benefits c. Mandatory
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13. Annual reporting and record keeping hour burden: a. Number of respondents 50 b. Total annual responses 50 Percentage of these responses collected electronically 0% c. Total annual hours requested 2,200 d. Current OMB inventory 2,200 e. Difference (+, -) 0 f. Explanation of difference: 1. Program change: 2. Adjustment:	14. Annual reporting and record keeping cost burden: (in thousands of dollars) a. Total annualized capital/startup costs \$0 b. Total annual costs (O&M) \$0 c. Total annualized cost requested \$0 d. Total annual cost requested \$0 e. Current OMB inventory \$0 f. Explanation of difference: 1. Program change: 2. Adjustment:
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15. Purpose of Information collection: (mark primary with "P" and all others that apply with "X") a. P Application for benefits b. Program evaluation c. X General purpose statistics d. Audit e. Program planning or management f. X Research g. Regulatory or compliance	16. Frequency of record keeping or reporting: (check all that apply) a. <input type="checkbox"/> Record keeping b. <input type="checkbox"/> Third party disclosure b. <input type="checkbox"/> Reporting: 1. <input type="checkbox"/> On occasion 2. <input type="checkbox"/> Weekly 3. <input type="checkbox"/> Monthly 4. <input type="checkbox"/> Quarterly 5. <input type="checkbox"/> Semi-annually 6. <input type="checkbox"/> Annually 7. <input type="checkbox"/> Biannually 8. <input type="checkbox"/> Other (describe)
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17. Statistical methods: Does this information collection employ statistical methods? <input type="checkbox"/> Yes <input type="checkbox"/> No	18. Agency contact: (person who can best answer questions regarding the content of this submission) Name: Shawn P. McKee Phone: (202) 708-6423 x5609
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19. Certification for Paperwork Reduction Act Submissions

On behalf of this Federal Agency, I certify that the collection of information encompassed by this request complies with 5 CFR 1320.9.

Note: The text of 5 CFR 1320.9, and the related provisions of 5 CFR 1320/8(b) (3). Appear at the end of the instructions. The certification is to be made with reference to those regulatory provisions as set forth in the instructions.

The following is a summary of the topics, regarding the proposed collections of information that the certification covers:

- (a) It is necessary for the proper performance of agency functions;
- (b) It avoids unnecessary duplication;
- (c) It reduces burden on small entities;
- (d) It uses plain, coherent, and unambiguous terminology that is understandable to respondents;
- (e) Its implementation will be consistent and compatible with current reporting and record keeping practices;
- (f) It indicates the retention periods for record keeping requirements;
- (g) It informs respondents of the information called for under 5 CFR 1320.8(b)(3):
 - (i) Why the information is being collected;
 - (ii) Use of the information;
 - (iii) burden estimate;
 - (iv) Nature of response (voluntary, required for a benefit, or mandatory);
 - (v) Nature and extent of confidentiality; and
 - (vi) Need to display currently valid OMB control number;
- (h) It was developed by an office that has planned and allocated resources for the efficient and effective management and use of the information to collected (see note in item 19 of the instructions);
- (i) It uses effective and efficient statistical survey methodology; and
- (j) It makes appropriate use of information technology.

If you are unable to certify compliance with any of these provisions, identify the item below and explain the reason in item 18 of the Supporting Statement.

Signature of Program Official: X Michael Winiarski, Deputy Director Organizational Policy Planning and Analysis Division, HROA	Date:
Signature of Senior Officer or Designee: X Lillian Deitzer, Departmental Reports Management Officer Office of the Chief Information Officer	Date:

Supporting Statement for Paperwork Reduction Act Submissions

Technical Suitability of Products Program Section of 521 of the National Housing Act OMB #2502-0313 (HUD-92005; HUD Handbook 4950.1)

A. Justification

1. Section 521 of the National Housing Act (12 U.S.C. 1735e), added by Section 216 of the Housing and Urban Development Act of 1965 (Public Law 89-117), requires the Department adopt uniform procedures for the acceptance of nonstandard materials and innovative products used in structures approved for mortgages or loans insured under the National Housing Act. Under the established Technical Suitability of Products (TSP) program, manufacturers (sponsors) of nonstandard housing-related materials, products, or structural housing systems must apply to HUD for a determination of technical acceptance. The two major categories of acceptance are: (1) structural building systems, subsystems, and components; and (2) structural and nonstructural materials and products.
2. Upon request, the Department provides manufacturers or sponsors of materials or products seeking HUD's acceptance the current revised edition of Handbook 4950.1, Technical Suitability of Products Program Processing Procedures. This Handbook describes the process and type of information needed to determine the acceptability of a material or product under paragraphs 2-5 (including HUD Description of Materials, Form HUD-92005 at paragraph 2-5.C.5.a) and 3-4 through 3-8. HUD technical staff uses the application and its information for evaluating the initial and continued acceptance of materials or products.

The manufacturer normally creates the technical information requested during the product or system research and development. HUD is not involved in the research and development stage. HUD uses the provided engineering data to make a determination of technical suitability for the product or system use(s) indicated by the sponsor. Organizational and production data are used to establish company authority and to determine the capability to consistently produce the material or product. This process also prevents design organizations from using the Department as a review board.

3. Information Technology is used to the extent possible. Form HUD-92005 is available electronically and can be submitted electronically. However, completion and submission of this form is only a small portion of the submission requirements outlined in Handbook 4950.1. In addition to completion of this form, a sponsor must also submit company information, engineering data that could include volumes of test data, and installation information. In most if not all instances, the sponsor does not possess or maintains an electronic copy of the engineering data, making it nearly impossible to create an entirely electronic submission. The sponsor, because the electronic form (HUD-92005) is only a small portion of a total submission, typically desires to submit the whole submission package at one time rather than submit some portions electronically and some in hard copy format. The only way to create a fully electronic submission would be for the sponsor to scan and image all engineering data and other information, which is not the most efficient use of the sponsor's time or resources.
4. A review of the Handbook requirements indicates that there is no duplication within the program nor is similar information requested by HUD for other reasons. Further, the communications required are not easily accessible to the public.

5. The methods used to minimize the burden of collecting information from small business or other small entities will be limited by the collection of information to one submission regardless of business or entity size. This required product information is basic in nature and is information relevant to the use for which the business or entity is seeking acceptance. The collection of this information is only required once, no matter how many subsequent properties are submitted by the original party or other parties utilizing the same material. The burden of collecting updated basic information will be minimized in the same way.
6. Currently, the Department requests the information only when new applicants desire review and acceptance. Without the information, the technical suitability of the products and materials for the intended use in home construction cannot be determined. This program also helps to promote the use of innovative and new materials/products in homes with mortgages insured under the National Housing Act while assuring safe, decent, and sanitary housing.
7. The information collection does not require nor provide for special circumstances. In addition, the collection is not statistically related nor of a confidential nature.
8. The agency notice soliciting comments on the information collection for OMB #2502-0313 was published in the Federal Register on December 13, 2007, (Volume 72, Number 70880). There were no comments.
9. The Department provides no payment or gifts to the respondents.
10. The communications required are not of a confidential matter.
11. The communications required are not of a sensitive nature.
12. Burden Hours – The burden was estimated by assigning an estimated time for completion of applications for determination of technical suitability. The estimated time of 44 hours per respondent is an average and can vary. If the application is for a revision of an existing manufacturer’s acceptance document to add a new plant for example, the time would result in less than one hour. However, a more complex application for acceptance of a new structural system or factory built modular dwelling could take up to 80 hours. The estimated number of hours to complete an application is an average number based on discussions with several product manufacturers and recent applications. The type of information requested is generally a result of research and development of the product/material.

<u>Information Collections</u>	<u>Number of Respondents</u>	<u>Frequency of Response</u>	<u>Responses Per Annum</u>	<u>Burden Hour Per Response</u>	<u>Annual Burden Hours</u>	<u>Hourly Cost Per Response</u>	<u>Annual Cost</u>
Application*	50	1	1	41	2,050	\$42.00	\$77,900
Recordkeeping	50	1	1	3	150	\$42.00	\$ 6,300
					2,200		\$84,200

*One-time application (includes HUD-92005, which takes approximately 30 minutes)

The \$42.00 per hour rate is blended based on the estimated hourly rate for clericals, engineers, and supervisors.

13. There are no additional costs to the respondents.

14. There is no cost to the Federal Government.
15. This an extension of a currently approved information collection. There are no program changes or adjustments to this collection. A review of the information collected indicates that the number of respondents, number of responses, and annual burden hours are approximately the same as those reported in 2005.
16. The collection of information ultimately results in an issuance of technical acceptance documents. The information provided by manufacturers of building products and systems is used for eligibility under HUD mortgage insurance programs. The results of the information collection are not published.
17. HUD is not seeking approval to avoid displaying the expiration date.
18. There are no exceptions to the certification statement identified in item 19 of the OMB 83-I.

B. Collections of Information Employing Statistical Methods

The collection of information does not employ statistical methods.