

**SUPPORTING STATEMENT**  
**NOAA SATELLITE GROUND STATION CUSTOMER QUESTIONNAIRE**  
**OMB CONTROL NO. 0648-0227**

**A. JUSTIFICATION**

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

NOAA operates a minimum of four meteorological satellite imagery transmission systems, two from geostationary operational environmental (GOES) satellites and two from polar-orbiting television infrared operational (TIROS) satellites in addition to two or three legacy backup and standby polar-orbiting satellites that continue transmitting beyond their design life. The data transmitted are available worldwide, and any user can establish a ground receiving station for reception of the data without the prior consent or other approval from NOAA. With such an open access policy, it is currently not possible to have a comprehensive understanding of the range and numbers of the data users and application of the data received.

The purpose of collecting the information contained in the "Questionnaire" is to satisfy the following objectives:

- a. To comply with international agreements so that NOAA can provide environmental satellite data and processed satellite data products to the public domain.
- b. To improve Government efficiencies of data dissemination using cost-saving technologies to minimize the expenditure of personnel and financial resources.

The collection of information from a respondent is initiated when an individual contacts NESDIS via letter, telephone, fax or email. If the nature of the contact indicates the individual may operate a satellite receiving station for the acquisition of NOAA satellite data, the individual is requested to complete an on-line electronic questionnaire, which is found on a NOAA Internet site. The questionnaire is completed at the respondent's discretion.

**2. Explain how, by whom, how frequently, and for what purpose the information will be used.**

The information collected is used by NOAA/NESDIS in designing future satellite transmission systems, and determining the data content of present and future transmission systems. Within the past 5 years, collection information has been used in, but not confined to, the following activities, in combination with information posted on the NOAA Satellite and Information System (NOAASIS) web site:

- a. To determine the impact of changing data transmission rates on the forthcoming NOAA national polar-orbiting operational environmental satellite system (NPOESS) satellites on the user community.
- b. To notify domestic and international users of changes to the transmission format of the Low Resolution Picture Transmission (LRPT) and GOES VARIable rate (GVAR) data from NOAA satellites launched during 2002-2003.

- c. To notify users of high-resolution TIROS data of changes in the method of data calibration.
- d. To revise the content of the Weather Facsimile (WEFAX) and Low Rate Image Transmission (LRIT) data transmission to ensure Government/military requirements for products are fulfilled.
- e. To satisfy the annual obligation to the World Meteorological Organization (WMO) to provide the geographic location and receiving capability of any reception station known to NOAA.

Information is collected once upon initial contact and subsequently only if there are changes to the information from the initial collection.

As explained in the preceding paragraphs, the information gathered has utility. NOAA will retain control over the information and safeguard it from improper access, modification, and destruction, consistent with NOAA standards for confidentiality, privacy, and electronic information. See response #10 of this Supporting Statement for more information on confidentiality and privacy. The information collection is designed to yield data that meet all applicable information quality guidelines. Prior to dissemination, the information will be subjected to quality control measures and a pre-dissemination review pursuant to Section 515 of Public Law 106-554.

**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.**

NOAA's information requirements are minimal. A questionnaire identical to the paper version is offered on the NOAASIS web site at: <http://noaasis.noaa.gov/NOAASIS/> and is available in English, French, Spanish and Portuguese languages at: [http://directreadoutsurvey.noaa.gov/user/survey\\_form\\_english.jsp](http://directreadoutsurvey.noaa.gov/user/survey_form_english.jsp). The type of respondents to this collection will have Internet access, and the electronic form reduces the respondent's burden. No additional or improved technology has been identified that can further reduce the burden to the respondent.

**4. Describe efforts to identify duplication.**

The information being collected from respondents is unique and highly relevant to the operation of the Satellite Services Division and its support to other NOAA/NESDIS operations. No other NOAA/NESDIS components are collecting similar information.

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

The burden is minimal on all respondents.

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

If this information were not collected, there would be no other source of information which describes the database of NOAA satellite users. Without such information, short-term operational decisions and long-term planning and development would occur without being able to significantly gauge the scientific and monetary impact of such actions on the global user community, which includes other national governments and foreign meteorological agencies, and scientific and educational institutions. The Office of Satellite Processing and Distribution (OSDPD)/Satellite Services Division would be unable to fulfill its reporting requirement to the NOAA. This could eventually impact further reporting to international bodies such as the WMO.

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

The collection is consistent with OMB guidelines.

**8. Provide information on 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 recordkeeping, disclosure, or reporting format (if any), and on the data elements to be recorded, disclosed, or reported.**

A Federal Register Notice published on January 28, 2008 (72 FR 4840) solicited public comment. No comments were received.

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

No payments or gifts are made.

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

The Freedom of Information Act (5 U.S.C 552) is cited on the survey webpage as the authority for protection of any personal information, which, for this collection, would be only name, mailing address and email address.

Electronic records are protected by a user identification/password. The user identification/password is issued to individuals as authorized, by authorized personnel. There are two such individuals who manage the database.

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

No sensitive questions are asked.

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

We estimate an annualized total of 102 unduplicated respondents and responses. At 10 minutes per response, the annualized hourly burden will be 17 hours.

**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).**

All respondents complete the form online, and thus there is no recordkeeping or reporting cost.

**14. Provide estimates of annualized cost to the Federal government.**

NOAA requires approximately 10 minutes to review and process each questionnaire. Verification of the information in the data base by a GS-7 technician (\$21.67/hour, OPM 2008 mean) costs NOAA \$2,275 per year.

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

Based on responses during the past three years, estimated unduplicated respondents and responses have decreased from 300 to 102. In addition, the time per response has been corrected from 5 minutes to 10 minutes (it was previously 10 minutes, but recorded as 5 minutes in the burden calculation). The net decrease due to these adjustments is 8, from 25 hours to 17.

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

There is no intention to publicly disseminate or publish the information collected. The intended purpose for collecting the information is to identify our satellite user community and assist NOAA in providing collated satellite operational data services to interested users.

**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 83-1.**

There are no exceptions.