

**SHIPPING ARTICLES (CG-705A)
SUPPORTING STATEMENT
FOR
1625-0006**

A. JUSTIFICATION

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

Shipping Articles, CG-705A, is required by statute and regulation. The statutes require that every mariner be bound by an official agreement before entering the service of a shipping company. This contract is executed on the Shipping Articles Form CG-705A. A copy of page one of the Articles is required to be posted on the vessel as an official notice of the contract for the voyage. These requirements are found in Title 46 USC 10302, 10502 and Title 46 CFR 14.201, 14.313. They give the mariner access to the contract agreement by which he or she is bound and provide a means for the U. S. Coast Guard (USCG) to oversee compliance with the required manning levels necessary for the safe operation of merchant vessels.

2. Indicate how, by whom, how frequently, and for what purposes the information is to be used and the consequence to the Federal program or policy activities if the collection of information was not conducted.

The information is collected manually by shipping companies per individual voyage. It provides verification, identification, location and employment record of U. S. merchant seaman to the following: (1) federal, state and local law enforcement agencies for use in criminal or civil law enforcement purposes, (2) shipping companies, (3) labor unions, (4) seaman's authorized representatives, (5) seaman's next of kin, (6) whenever the disclosure of such information would be in the best interest of the seaman or his/her family. The form also provides information for the Coast Guard's management and enforcement of vessel manning laws and regulations and provides a written contract and record for mariner's protection and relief.

3. Describe whether the collection of information involves the use of automated collection techniques.

Currently, the U. S. Maritime Administration and the USCG are developing an electronic version of the CG-705A Shipping Articles, which would allow for electronic collection of information. The USCG intends to purchase a forms software package that will allow shipping companies to transmit shipping articles electronically back to the agency.

4. Describe efforts to identify duplication.

There is no duplication in this field. These are the only records available. No other Federal, State, or Local agencies collect this information.

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

The information collection does not impact small businesses.

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

The information is collected on a case-by-case basis for each vessel voyage. The requirements do not lend themselves to less frequent collection. In addition, law and regulation mandate collection of this information.

7. Explain any special circumstances.

No special circumstances exist for this collection of information.

8. Solicitation of Comments.

A 60 day Notice was published in the Federal Register to obtain public comment on this collection. (See [USCG-2008-0221], April 11, 2008, 73 FR 19857). The USCG has not received any comments on this information collection.

9. Explain any decision to provide any payment or gift to respondents.

no payments or gifts are provided to respondents.

10. Assurances of confidentiality provided to respondents.

No assurances of confidentiality are expressly provided to respondents.

11. Provide additional justification for any questions of a sensitive nature.

There is no information of a sensitive nature collected.

12. Provide estimates of the hour burden of the collection of information.

Shipping Articles have been received in recent years at the rate of approximately 12,000 per year. The electronic submission capability for submitting the data that had been envisioned in 1996 was never implemented due to budget cutbacks. We estimate the following:

Approximate time to complete annually:	1.5 hours
Number of respondents annually:	600
Number of submissions per respondent:	20
Total number of responses annually:	$600 \times 20 = 12,000$
Total burden hours annually:	$12,000 \text{ responses} \times 1.5 \text{ hours} = 18,000 \text{ hours}$

13. Provide estimates of the total annual cost burden to respondents.

The total annual cost to respondents is estimated at \$450,000 (18,000 hours X \$25 per hour). It would be estimated to grow modestly over the next 2 years as hourly wages increase.

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

Estimated annual cost to the Federal government is approximately \$45,000 including printing (\$13,000), distribution, mailing, and overhead of storage and distribution centers (\$32,000).

15. Explain reasons for any program changes.

No program changes noted.

16. For collection of information whose results will be published.

There are no plans to publish information for statistical use.

17. If seeking approval to not display the expiration date for OMB approval of the information collection, explain the reasons that display would be inappropriate.

Seeking approval to not display expiration date because it would not be cost effective to destroy data forms every three years to change the date.

18. Explain each exception to the certification statement identified in "Certification for Paperwork Reduction Act Submission".

There are no exceptions.

B. COLLECTION OF INFORMATION EMPLOYING STATISTICAL METHODS.

This information is not collected through the use of statistical methods.