

Justification for changes to Special Use form

OMB 0596-0082

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Information collection and burden hours accounted for under current OMB approval. Burden hours, number of responses, and costs associated with this information collection remain unchanged. The proposed form is for use by the Flaming Gorge National Recreation Area on a trial basis; if the trial is successful the form will be included in the next renewal of this information collection.

The subject form was created using Formatta software. To view the form, users must download a free Formatta Form Filler, available from Formatta Corporation at www.formatta.com or open the Microsoft Word document attached to this request (which contains screen prints of the Formatta version of the form).

FS-FG-1 (Trip Ticket Request)

This request is for OMB approval of a new form for use by the Flaming Gorge National Recreation Area. Burden hours will not increase.

Supplemental Information to Supporting Statement, Part A

2. HOW, BY WHOM, AND FOR WHAT PURPOSE THE INFORMATION WILL BE USED

Information requests for the issuance and administration of special use authorizations can be categorized as follows: (1) information required from proponents and applicants to evaluate proposals and applications to use or occupy NFS lands; (2) information required from applicants to complete special use authorizations; (3) annual financial information required from holders to determine land use fees; (4) information required from holders to prepare and update operating plans; (5) information required from holders to prepare and update maintenance plans; and (6) information required from holders to complete compliance reports and information updates. The six categories cover all information collection requirements involved in administration of the special uses program, including application and reporting forms; authorization forms; supplemental special use authorization clauses in Forest Service Handbook 2709.11, chapter 50, and information collection requirements not associated with an approved standard form.

FS-FG-1 (Trip Ticket Request) falls into category (6) - Information required from holders to complete compliance reports and information updates. This category currently has no Forest Service forms associated with it.

Category 6: Compliance Reports and Information Updates

Special use authorizations may contain a clause requiring the holder to provide the authorized officer with compliance reports, information reports, and other information required by federal law or to manage NFS lands to address protection of national forest resources and public health and safety.

3. CONSIDERATION OF USE OF IMPROVED TECHNOLOGY

This form is for use by Outfitter and Guides operating within the Flaming Gorge National Recreation Area, via the Internet, to request trip tickets. It would formalize the transaction and expedite the process by providing the ability to conduct business via the Internet.

4. EFFORTS TO IDENTIFY DUPLICATION

This form is not currently available from any other source. This is a prototype test. If successful, the form will be included (as is or revised) in the renewal package for this information collection. At that time, it would be available for use by all Forest Service offices.

5. METHODS USED TO MINIMIZE BURDEN, IF COLLECTION OF INFORMATION INVOLVES SMALL BUSINESSES OR OTHER SMALL ENTITIES

This form will minimize the collection burden for small businesses (outfitters and guides) by providing a means to submit required information via the Internet. This will allow submitters to provide the information at a time and from a location that is convenient.

12. ESTIMATE OF THE BURDEN ON RESPONDENTS RESULTING FROM THE INFORMATION COLLECTION

Currently the burden hours for Category 6 are 30,000 hours. Total burden hours for Category 6 and the entire information collection will not change.

14. ESTIMATE OF ANNUAL COST TO THE FEDERAL GOVERNMENT RESULTING FROM THE INFORMATION COLLECTION

The total estimated annual cost to the Federal government resulting from the information collection will not change.

17. REQUEST NOT TO DISPLAY THE EXPIRATION DATE

The Forest Service was granted an exemption from displaying the OMB expiration date on the current Paperwork Reduction Act submission. We are requesting approval to not display the OMB expiration date on form FS-FG-1.

