


## PAPERWORK REDUCTION ACT CHANGE WORKSHEET

Agency/subagency  DHS / UNITED STATES COAST GUARD (USCG)		OMB Control Number  _____ 1625 _____ - 0080 _____	
<i>Enter only items that change</i>			
		Current record	New record
Agency form number (s)			
Annual reporting and recordkeeping hour burden			
Number of respondents	24,985		33,835
Total annual responses	8,492		14,492
Percent of these responses collected electronically	100                      %		100                      %
Total annual hours	13,982		15,516
Difference			1,534
Explanation of difference			
Program change Adjustment			1,534
Annual reporting and recordkeeping cost burden (in thousands of dollars)			
Total annualized Capital/Startup costs			
Total annual costs (O&M)			
Total annualized cost requested			
Difference			
Explanation of difference			
Program change Adjustment			
Other changes**			
DHS/USCG is submitting this change request to include two (2) customer satisfaction surveys: Exercise Coordination Survey and the Vessel Traffic Services Survey. Also, this change request will be used to show the corrected respondent and hour burden from February change request submission and approval. (See the attached justification for more details.)			
Signature of Senior Official or designee:		Date:	For OIRA Use
		7-9-08	_____ _____

\*\* This form cannot be used to extend an expiration date.  
OMB 83-C

## **1625-0080 Change Request Justification**

DHS/USCG is submitting this change request to include two (2) customer satisfaction surveys:

1. Exercise Coordination Survey –This survey will be used by the Office of Exercise Coordination and Support Division CG-5352. There will be 6,000 additional respondents and responses. It will take 10 minutes (.1667) to complete the survey. Therefore, burden hour increase for this survey is 1000 (6,000 x .1667).
2. Vessel Traffic Services Survey – This survey will be used by Office of Shore Services (CG-7413). There will be an additional 350 respondents/responses. It is estimated that each respondent will complete the survey in 20 minutes (.3333), therefore the burden hours will increase by 117 (350 x .3333).

Also, this change request will be used to show the correct respondent and hour burden from February change request submission and approval (NOA dated 3/24/2008) to allow the Sector Ohio Valley to use the Customer Stakeholder Survey. On the previous submission the Customer Stakeholder Survey should have shown an increase to the respondents by 2500 and the burden hours should have increased by 417 (2500 x .1667).