

**SUPPORTING STATEMENT FOR  
SELECTIVE SERVICE SYSTEM FORM 163  
EMPLOYMENT VERIFICATION FORM**

1. Whenever the induction of young men into the Armed Forces is authorized under the provisions of the Military Selective Service Act, the Director of Selective Service becomes responsible for finding civilian work for persons exempted from training and service in the Armed Forces. These persons must be placed in appropriate civilian work contributing to the maintenance of the national health, safety, or interest. Their terms of service must be the same length prescribed for those Selective Service System registrants inducted into the Armed Forces.

Upon the resumption of the induction process, the Selective Service System would immediately initiate an Alternative Service Program to administer its civilian work responsibilities. The use and collection of SSS Form 163, Employment Verification Form, would be a basic requirement in the conduct of this program.

There are no plans for any public use of this form prior to the resumption of induction. The form will only be used to train Selective Service System employees in the policies and procedures involved in the administration of the Selective Service System Alternative Service Program.

OMB approval is requested for SSS Form 163 so that a master copy of the approved form may be prepositioned for immediate reproduction and use if induction is resumed.

2. The administration of this program requires periodic checks to verify that an Alternative Service Worker is fulfilling his commitment. This form is used for this purpose.
3. Consideration of improved technology to reduce burden is not applicable.
4. There is no duplication of this information.
5. Similar information does not exist.
6. The Military Selective Service Act allows the Director of Selective Service to determine which businesses contribute to the maintenance of the national health safety or interest. Certainly, some small businesses will be in this category. However, the reporting burden is an absolute minimum, requiring only the signature, title, and date.
7. This is a one time action and cannot be conducted less frequently.

8. There are no special circumstances that require the collection to be conducted in a manner inconsistent with the guidelines in 5 CFR 1320.6.
9. Confidentiality of this information is assured both by Agency policy and Agency compliance with the provisions of the Privacy Act.
10. There are no questions of a sensitive nature on this form.
11. Since the form is in a contingency status only, the annualized cost to the Federal Government is considered to be \$1.00 because the form is already printed and prepositioned.
12. The number of respondents, the frequency of responses, and the annual burden are all considered to be one since the form is in a contingency status.
13. There are no changes in this burden.
14. Not applicable.