

SUPPORTING STATEMENT  
DoD Stored Value Card (SVC)  
Enrollment and Authorization Agreement

A. JUSTIFICATION

1. Need for Information Collection

In accordance with DoDFMR 7000.14-R, Volume 5, an applicant must identify himself/herself to ensure the DoD Stored Value Card (SVC) is issued to the correct person and authorizes the transfer of funds from the members bank account to their SVC. This form was previously named "Navy/Marine and Eagle Cash Enrollment and Authorization Agreement. It was used for enrolling members of the Army, Marine Corps, and Navy only. The name was changed to reflect the enlargement of the program to include all agencies in DoD and contractors. The collection of information from personnel outside of DoD requires the form to have an OMB license.

2. Use of Information

The DD Form 2887, DoD Stored Value Card (SVC) Enrollment and Authorization Agreement is completed by the applicant and returned to this Agency. The applicant will certify as to the provisions contained in the agreement. If information is not provided to the Agency, no SVC will be issued.

3. Improved Information Technology

The DD Form 2887 is available in fillable PDF format version from the DoD Forms Repository on the World Wide Web. Respondents may complete the form online, print and fax or mail the completed form for processing.

4. Efforts to Identify Duplication

Investigation resulted in no findings of duplication of reporting or records. No similar information or verification procedures currently exist that can be used for this information collection.

5. Methods Used to Minimize Burden on Small Entities

This collection of information does not have a significant impact on small businesses or other entities.

6. Consequences of Not Collecting the Information

If DoD does not receive the information from each applicant who makes a claim to verify the eligibility of the applicant to receive the SVC, the Federal Government would not be able to collect any debt that may occur.

7. Special Circumstances

There are no special circumstances that would require this collection to be conducted in a manner inconsistent with 5 CFR 1320.5(d)(2).

8. Agency 60-Day Federal Register Notice and Consultations Outside of the Agency

The Federal Register notice for this collection of information was published on March 6, 2008, Volume 73, No. 45 (copy attached). No public comments were received.

9. Payments to Respondents

No payment or gift will be provided to respondents.

10. Assurance of Confidentiality

Respondents are assured confidentiality via the Privacy Act Statement on the form. DoD certifies that the information collected is maintained in accordance with the Privacy Act of 1974, and OMB Circular A-130, Management of Federal Information Resources. Disclosure of the Social Security Number (SSN)/Taxpayer Identification Number (TIN) is used for positive identification of the individual requesting issuance of a SVC. The use of the SSN/TIN ensures the positive identification of the individual and the authorization for the transfer of funds from their bank account to the SVC. The information collected on this form is covered under the Privacy Act System of Records Notice Treasury/FMS.017.

11. Sensitive Questions

There are no sensitive questions asked in this information collection.

12. Estimates of Response Burden and Annual Cost to the Respondent

a. Respondent Burden:

Responses per Respondent	1
Number of Respondents	44,500
Time Required per Response	10 min
Annual Burden	7,417 hrs

b. Annual Cost to Respondent:

Hourly pay for GS-5, Step 5	\$14.26
44,500 forms @ 10 minutes per form	\$105,465.00

13. Estimates of Cost Burden to the Respondent for Collection of Information

There are no additional costs, such as start-up or capital costs, to the respondents.

14. Estimated Annualized Cost to the Federal Government

a. Printing forms	\$4,450.00
b. Processing – hourly pay \$14.26 x 10 minutes = \$2.37	\$105,465.00

TOTAL ANNUAL COST \$109,915.00

15. Changes in Burden

This is a request for approval of a new collection.

16. Publication Plans/Time Schedule

The results for collection of this information will not be published.

17. Approval Not to Display Expiration Date

Approval not to display an expiration date is not being sought.

18. Exceptions to the Certification Statement

No exceptions to the certification statement are being sought.

B. COLLECTION OF INFORMATION EMPLOYING STATISTICAL METHODS

This collection will not employ statistical methods.