

Supporting Statement for OMB 2700-0007  
(JSC Form 1625, Radioactive Material Transfer Receipt)

A. Justification

**1. Explain the circumstances that make the collection of information necessary. Identify any legal or administrative requirements that necessitate the collection.**

The Nuclear Regulatory Commission has issued a license to Lyndon B. Johnson Space Center (JSC) granting the Center authority for all radioactive material used in NASA human space missions. JSC authorizes and maintains records on the possession, location, and use of radioactive materials used at temporary job sites throughout the U.S. for research and development and for space vehicle launches. CFR title 10, part 30.51 (attached) requires that a licensee keep records of the receipt, transfer, and disposal of radioactive items and information on accountability, responsibility, transfer, disposition, and location. The form is also provided to radiation control agencies of those states licensing radioactive material under agreement with the NRC or those states with a registration program for radiation sources. JSC Form 1626 (OMB 2700-0007) is used in these tasks.

**2. Indicate how, by whom, how frequently, and for what purpose the information will be used. Except for a new collection, indicate the actual use the agency has made of the information received from the current collection.**

The form is used by operational groups at JSC and other NASA centers, NASA contractors, subcontractors, and vendors to provide descriptions of radioactive items used in or supplied for human space missions or approved JSC projects. The form also provides records of accountability, responsibility, transfer, location, and disposition of these items.

**3. Describe whether, and to what extent the collection of information involves the use of automated, electronic, mechanical, or other technological collection techniques or other forms of information technology. Also describe any consideration of using information technology to reduce burden.**

The form, which is now available electronically, accompanies a physical shipment and requires recipients to confirm shipment receipt. Converting the form to an electronic format and making it available on line has significantly reduced the burden of information gathering for respondents.

**4. Describe efforts to identify duplication.**

Each completion of the form is unique to a particular shipment. No comparable information for that shipment is available.

**5. If the collection of information impacts small businesses or other small entities (Item five of form OMB 83-I, the Paperwork Reduction Act Submission form), describe any methods used to minimize burden.**

Small businesses are very infrequently asked to respond to this form and the impact to them is minimal.

**6. Describe the consequence to Federal program or policy activities if the collection is not conducted or is conducted less frequently.**

Federal law requires that JSC keep records of each radioactive material transfer.

**7. Explain any special circumstances that would cause an information collection to be conducted in certain manners (as listed).**

Respondents respond to this requirement within fewer than 30 days because it confirms receipt of the material.

**8. If applicable, provide a copy and identify the date and page number of publication in the Federal Register of the agency's notice, required by 5 CFR § 1320.8 (d), soliciting comments on the information collection before submission to OMB.**

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**9. Explain any decision to provide any payment or gift to respondents, other than remuneration of contractors or grantees.**

Payments and gifts are not provided to respondents.

**10. Describe any assurance of confidentiality provided to respondents and the basis for the assurance in statute, regulation, or agency policy.**

There are no associated confidentiality issues.

**11. Provide additional justification for any questions of a sensitive nature, such as sexual behavior and attitudes, religious beliefs, and other matters that are commonly considered private.**

There are no questions of a sensitive nature.

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

At a maximum, 50 responses might be expected annually from a varying number of respondents at irregular but typically infrequent intervals. Maximum annual burden is estimated at 10 hours. These estimates are based on current trends in the use of radioactive materials and on the standard amount of information required from each respondent.

**13. Provide an estimate of the total annual cost burden to respondents or recordkeepers resulting from the collection of information.**

Annual cost to respondents is estimated at \$493, based on an average cost of about \$17.

**14. Provide estimates of annualized cost to the Federal government. Also, provide a description of the method used to estimate cost, which should include quantification of hours, operational expenses, and any other expense that would not have been incurred without this collection of information.**

Annual cost to the Federal government is estimated at \$10,000 per year for 50 forms, based on the fact that the government pays for the completion of two-thirds of the form and treats the form as a record after completion of the shipment.

**15. Explain the reasons for any program changes or adjustments reported in Items 13 or 14 of the OMB Form 83-I.**

The estimated number of respondents has decreased because of a downward trend in radioactive shipments.

**16. For collections of information intended for publication, outline plans for tabulation and publication.**

There are no plans for the publication of information gathered by this form.

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

Approval Expiration Date may be displayed.

**18. Explain each exception to the certification statement identified in item 19, "Certification for Paperwork Reduction Act Submissions" of OMB Form 83-1.**

Not applicable

**B. Collections of Information Employing Statistical Methods**

No statistical methods are used given the limited respondent population.

Abstract for Form OMB 83-I

NASA Johnson Space Center is licensed to collect and maintain records of radioactive material used for space-related research and space vehicles at temporary job sites in the U.S. Information collected includes descriptions, transfer, location, and disposition of materials and records of accountability and responsibility. Respondents are NASA field centers and NASA contractors, subcontractors and vendors.