

1513-0124

JUSTIFICATION
(04-30-09)

TTB F 5700.01

We would like to amend the EXPO Questionnaire (TTB F 5700.01).

The Alcohol and Tobacco Tax and Trade Bureau (TTB) holds an industry conference, the TTB Expo, annually to educate members of the alcohol, tobacco, firearms, and ammunition industries on matters of Federal compliance.

At the close of the event, TTB requests attendees to provide feedback on the Expo through a customer satisfaction survey (TTB F 5700.01). Based on comments received at the FY 2008 conference, TTB added a third day to the conference and updated its offerings to include separate rooms for demonstrations and personal appointments with staff. Also new this year is the option for attendees to print session materials in advance from our Web site, TTB.gov. TTB updated the Expo survey form to reflect these changes, using a simple rating system to capture satisfaction. The revised survey also consolidates several questions and minimizes the use of open-ended questions. In the updated version, TTB also asks the respondents to make a generic self-identification that will be useful in helping to tailor the Expo schedule and educational materials in the future. These updates reduce the time it takes each respondent to complete this survey (from 20 to 10 minutes) and reduce the burden hours (from 125 to 100), even though the estimated number of respondents and responses increased (from 375 to 600). In trying to report the difference between the previous number of burden hours (125) and the number of burden hours for this request (100) we realized that there is a decrease of -25, but we are unable to report that negative number in ROCIS because there isn't a place to reflect that change.