

CUSTODIANSHIP CERTIFICATE
SUPPORTING STATEMENT: 0730-0010

A. JUSTIFICATION

1. Need for the Information Collection. Per DoD Financial Management Regulation 7000.14-R, Volume 7B, Chapter 5, paragraph 90503a(1), annuity for minor child is paid to the legal guardian, or, if there is no legal guardian, to the natural parent who has care, custody, and control of the child as the custodian, or to a representative payee of the child. An annuity may be paid directly to the child when the child is considered to be of majority age under the law in the state of residence. The annuity cannot be paid until the custodian certifies that he/she has the care and custody of the child(ren).

2. Description of the use of this information collection. The form is used by the Survivor Benefit Division of the Defense Finance and Accounting Service (DFAS), in order to pay the annuity to the correct person on behalf of a child under the age of majority. If the form with the completed certification is not received, the annuity payments are suspended. Since the funds for annuity are paid by members there is no consequence to the Federal Government.

3. Use of electronic data collection. The DD 2790 is only available in fillable PDF format 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. The DFAS eForms Modernization initiative is in the process of transitioning to electronic data capture from the DFAS web site for all DoD customers.

4. Non-Duplication. Research of all existing forms indicates no duplication by the Department of Defense.

5. Minimizing of Burden for Small Business. No small businesses are respondents for this collection.

6. Consequence If Information Not Collected. If the completed certification is not received, the annuity payments are suspended.

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

8. Federal Register Notice of Collection. The Federal Register Notice for this collection of information was published on November 25, 2008, Vol. 73, No. 228 (copy attached). No public comments were received.

9. Payments or gifts. No gifts or payments are provided to the respondents.

10. Confidentiality. The form states "Routine Uses" indicating who may be furnished information as required by the Privacy Act. DFAS Military Annuitant Pay certifies that the information collected is maintained in accordance with the Privacy Act of 1974, and OMB Circular A-130, Management of Information Resources and FIRMR Bulletin B-1.

11. Sensitive Questions. There are no questions of a sensitive nature, such as those pertaining to sexual behavior and attitudes, religious beliefs, and other matters usually considered private.

12. Cost to the Respondents.

(a.) Estimation of Respondent Burden:

Number of Respondents	300
Responses per Respondent	1
Time required per response	24 minutes
Total Burden hours	120

(b.) Estimation of Respondent Costs:

Cost to each respondent is about 24 minutes of time completing each form for a total cost of \$ 2,304.00 based on a GS-7, Step 1, hourly wage (\$18.97 X 24 minutes X 300 responses). Cost of postage is negligible.

13. Total capital and start-up costs; and total operation and maintenance. There are no additional capital, start-up, or operational and maintenance costs (O&M) imposed on the respondents.

14. Annual Government cost for the Custodian Certificate.

Printing	300 forms per year @ \$.06 each	= \$ 18.00
Mailing	300 forms per year @ \$.42	= \$126.00
	Postage each	

The printing and mailing costs are estimated. However, the DD 2790 is available electronically and more respondents are completing the form online, printing the form and mailing it to the DFAS Military Annuitant Pay Office.

Processing GS-7 hourly wage of \$18.97	
(\$18.97 x @12 minutes per form)	\$ <u>1,152.00</u>
Total Government Costs	\$ 1,296.00

15. Reason for Program changes. This is a extension of a previously approved collection.
16. Publication considerations. Results of the collection of information will not be published or tabulated.
17. Display of approval. Expiration date of the OMB approval will be displayed.
18. Exceptions. There are no exceptions of the certification statement.

B. Collections of Information Employing Statistical Methods

This collection of information does not employ statistical methods.