

SUPPORTING STATEMENT
Application for Action on an Approved Application or Petition
(Form I-824)
OMB No. 1615-0044

A. Justification:

1. 8 CFR 103.5b, authorizes applicants or petitioners to use of Form I-824 to request further action on a previously approved petition or application.

A person, who has filed a petition or application that has been approved, may use Form I-824 during the validity of the approved petition or application to request a duplicate notice; request that another U.S. consulate be notified of the approval of the petition; or to request that a U.S. consulate be notified that his or her status has been adjusted to permanent resident status so that his or her spouse and child can apply for an immigrant visa. Alternatively, a person who filed a family based petition for a relative while a lawful permanent resident and has subsequently become a U.S. Citizen may use Form I-824 to request U.S. Citizenship and Immigration Services (USCIS) inform the U.S. Department of State (DOS) of his/her U.S. citizenship status.

2. The data collected on this form will enable USCIS to adjudicate the application. If the applicant fully demonstrates eligibility, the application will be approved, with USCIS issuing the duplicate notice or officially providing the requested notification to the consulate or office specified in the application.
3. The use of this form provides the most efficient means for collecting and processing the required data. Currently U.S. Citizenship and Immigration Services (USCIS) does not employ the use of information technology in collecting and processing information. This form has been scheduled for e-filing as part of the Business Transformation Project (Release 5, 1/18/2012 – 6/22/2012).
4. A search of USCIS automated forms tracking system was accomplished and revealed no duplication. There is no similar data collected.

5. This collection of information does not have an impact on small businesses or other small entities.
6. The Form I-824 facilitates a request from a petitioner or applicant for further action on a previously approved petition or application, or can be used by a U.S. citizen to notify DOS of his or her U.S. citizenship status. Without being able to rely on this process, it would be extremely difficult and burdensome for the petitioner or applicant to request a duplicate copy of a USCIS notice of action or attempt to inform a U.S. consulate of an action of a previously approved petition or application. In effect, the Form I-824 facilitates this process for the applicant in an official and timely manner.
7. There are no special circumstances applicable to this information collection.
8. On April 22, 2009, USCIS published a 60-day notice in the Federal Register at 74 FR 18390. USCIS did not receive any comments for this information collection.
9. USCIS does not provide payments or gifts to respondents in exchange for a benefit sought.
10. There is no assurance of confidentiality.
11. There are no questions of a sensitive nature.
12. Annual Reporting Burden:

a. Number of Respondents	43,772
b. Number of Responses per Respondent	1
c. Total Annual Response	43,772
d. Hours per Response	0.416
e. Total Annual Reporting Burden	18,209

Annual Burden Hours

Total annual reporting burden hours are 18,209. This number is calculated by multiplying the number of respondents (43,772) x number of responses (1) x 25 minutes (.416) per response.

13. There are no capital or start-up costs associated with this information collection. Any cost burdens to respondents as a result of this collection are identified in item 14. There is a \$340 fee charge associated with the collection of this information.

14. **Annualized Cost Analysis:**

Printing Cost	\$ 19,697
Collecting and Processing	\$ 14,862,783
Total Cost to Program	\$ 14,882,480
Fee Charge	\$ 14,882,480
Total Cost to Government	\$ 0

Government Cost

The estimated cost of the program to the Government is calculated by multiplying the estimated number of respondents (43,772) multiplied by suggested \$340 fee charge, (which includes the suggested average hourly rate for clerical, officer, and managerial time with benefits), plus a percent for the estimated overhead cost for printing, stocking, distributing and processing of this form.

Public Cost

The estimated annual public cost is \$15,064,570. This is based on the number of respondents (43,772) x number of responses (1) x 25 minutes (.416) per response x \$10 (average hourly rate); plus the number of responses (43,772) x fee charge of \$340.

15. There has been no increase or decrease in the burden hours previously reported for this information collection.
16. USCIS does not intend to employ the use of statistics or the publication thereof for this collection of information.

17. USCIS will display the expiration date for OMB approval of this information collection.
18. USCIS does not request an exception to the certification of this information collection.

B. Collection of Information Employing Statistical Methods.

C. Certification and Signature.

PAPERWORK CERTIFICATION

In submitting this request for OMB approval, I certify that the requirements of the Privacy Act and OMB directives have been complied with including paperwork regulations, statistical standards or directives, and any other information policy directives promulgated under 5 CFR 1320.

Stephen Tarragon,
Deputy Chief,
Regulatory Products Division,
U.S. Citizenship and Immigration Services,
Department of Homeland Security.

Date