

**SUPPORTING STATEMENT
FOR PAPERWORK REDUCTION ACT SUBMISSION
9000-0077, QUALITY ASSURANCE REQUIREMENTS**

A. Justification.

1. Administrative requirements. Supplies and services acquired under Government contracts must conform to the contract's quality and quantity requirements. FAR Part 46 prescribes inspection, acceptance, warranty, and other measures associated with quality requirements. Standard clauses related to inspection (a) require the contractor to provide and maintain an inspection system that is acceptable to the Government; (b) give the Government the right to make inspections and test while work is in process; and (c) require the contractor to keep complete, and make available to the Government, records of its inspection work.

2. Uses of information. The information is used to assure that supplies and services provided under Government contracts conform to contract requirements.

3. Consideration of information technology. We use improved information technology to the maximum extent practicable. Where both the Government agency and contractors are capable of electronic interchange, the contractors may submit this information collection requirement electronically.

4. Efforts to identify duplication. This requirement is being issued under the Federal Acquisition Regulation (FAR) which has been developed to standardize Federal procurement practices and eliminate unnecessary duplication.

5. If the collection of information impacts small businesses or other entities, describe methods used to minimize burden. The burden applied to small businesses is the minimum consistent with applicable laws, Executive orders, regulations, and prudent business practices.

6. Describe consequence to Federal program or policy activities if the collection is not conducted or is conducted less frequently. Collection of information on a basis other than solicitation-by-solicitation or contract-by-contract is not practical.

7. **Special circumstances for collection.** Collection is consistent with guidelines in 5 CFR 1320.6.

8. **Efforts to consult with persons outside the agency.** Under the procedures established for development of the FAR, agency and public comments were solicited and each comment addressed before finalization of the text. A notice published in the *Federal Register* at 74 FR 32166, July 7, 2009. No comments were received.

9. **Explanation of any decision to provide any payment or gift to respondents, other than reenumeration of contractors or guarantees.** Not applicable.

10. **Describe assurance of confidentiality provided to respondents.** This information is disclosed only to the extent consistent with prudent business practices and current regulations.

11. **Additional justification for questions of a sensitive nature.** No sensitive questions are involved.

12 & 13. **Estimated total annual public hour and cost burden.** Time required to read and prepare information is estimated at .25 hour per response.

Annual Reporting Burden

Estimated respondents/yr.....	850
Number of responses per respondent per year.....x	<u>1</u>
Total annual responses.....	850
Preparation time per response.....x	<u>.25</u>
Total response burden hours.....	212.5=(213)

Annual Recordkeeping Burden

Number of recordkeepers.....	52,254
Annual hours per recordkeeper.....x	<u>.68</u>
Total recordkeeper hours.....	35,532.72 (35,533)

Annual Cost to the Public

Total response (238) and recordkeeping burden hours (39,481).....	35,746
Average wages + overhead (\$24/hr + 75% OH).....x	<u>\$42</u>
Total cost to the public.....	\$1,501,332

14. **Estimated cost to the Government.** Time required for Governmentwide review is estimated at 10 minutes (.167) per response.

Annual Reviewing Burden and Cost

Reviewing time/hr.....	.167
Responses/yr.....	<u>2,000</u>
Review time/yr.....	334
Average wages + overhead (\$20/hr + 100% OH).....	<u>\$40</u>
Total Government cost.....	\$13,360

15. **Explain reasons for program changes or adjustments reported in Item 13 or 14.** This submission requests an extension of OMB approval of an information collection requirement in the FAR. The information collection in the FAR has been decreased from 39,719 to 35,746. This reduction is based on a 10% reduction in responses from 950 to 850. The 850 is based on the Government reviewing 5% of new awards for FY 2002 over \$100,000 exclusive of commercial awards using commercial acquisition procedures, i.e., 5% of 16,912 rounded.

16. **Outline plans for published results of information collections.** Results will not be tabulated or published.

17. **Approval not to display expiration date.** Not applicable.

18. **Explanation of exception to certification statement.** Not applicable.

B. Collections of Information Employing Statistical Methods.

Statistical methods are not used in this information collection.