## PAPERWORK REDUCTION ACT SUBMISSION

Please read the instructions before completing this form. For additional forms or assistance in completing this form contact your agency's Paperwork Clearance Officer. Send two copies of this form, the collection instrument to be reviewed, the Supporting Statement, and any additional documentation to: Office of Information and Regulatory Affairs, Office of Management and Budget, Docket Library, Room 10102, 72 17th Street NW, Washington, DC 20503.

| 1. Agency/Subagency originating request <b>DOJ, FBI</b> , <b>CJIS</b>  | 2.OMB control numberb. □ None<br>a. <b><u>1110-0001</u></b>  |
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| <ul> <li>aNew collection</li> <li>b. √ Revision of a currently approved collection</li> <li>cExtension of a currently approved collection</li> <li>dReinstatement, without change, of a previously approved</li> <li>collection for which approval has expired</li> <li>eReinstatement, with change of a previously approved</li> </ul>  | 4.Type of review requested <i>(check one)</i><br>a. <u>√</u> Regular<br>bEmergency - Approval requested by:/<br>cDelegated   |
|  | 5.Small entities<br>Will this information collection have significant economic impact<br>on a substantial number of small entities? Yes <u>√</u> No  |
| <ul> <li>3a. Public Comments</li> <li>Has the agency received public comments on this information collection?</li> <li> Yes <u>√</u>No</li> </ul>  | 6.Requested expiration date<br>a. √ Three years from the approval date<br>bOther Specify:/   |
| 7. Title Return A-Monthly Return of Offenses Known to the Police and Supplement  | to Return A-Monthly Return of Offenses Known to the Police   |
| 8.Agency form number(s) ( <i>if applicable</i> ) <b>1-720, 1-720a, 1-720b, 1-720c, 1-720d, and</b>   | 1-706  |
| 9.Keywords Criminal Offenses, Clearances, Return A   |  |
| 10.Abstract <b>These forms facilitates the collection of data in compliant</b><br><b>cleared, and monetary value of property stolen and recovered.</b> For<br><b>national clearinghouse database and published annually in</b> <i>Crime i</i>  | llowing auditing and processing, the data are stored within the  |
| <ul> <li>11.Affected public (<i>Mark primary with "P" and all others that apply with "X"</i>)</li> <li>a. Individuals or householdsd. Farms</li> <li>b. Business or other for profit e. <i>X</i> Federal Government</li> <li>c. Not-for-profit institutionsf. <i>P</i>State, Local, or Tribal Government</li> </ul>  | <ul> <li>12.Obligation to respond (<i>Mark primary with "P" and all others that apply with "X"</i>)</li> <li>a. <u>P</u> Voluntary</li> <li>bRequired to obtain or retain benefits</li> <li>cMandatory</li> </ul>  |
| 13.Annual reporting and recordkeeping hour burden<br>a.Number of respondents <u>17,738</u><br>b.Total annual responses <u>425,712</u><br>1.Percentage of these responses<br>collected electronically <u>88%</u><br>c.Total annual hours requested <u>40,114</u><br>d.Current OMB Inventory <u>44,629</u><br>e.Difference <u>-4,515</u><br>f.Explanation of difference<br>1.Program Change <u>2</u> .<br>2.Adjustment <u>-4,515</u> | 14.Annual reporting and recordkeeping cost burden (in thousands of dollars)         a.Total annualized capital/startup costs       0         b.Total annual costs (O&M)       0         c.Total annualized cost requested       0         d.Current OMB Inventory       0         e.Difference       0         f.Explanation of difference         1.Program Change         2.Adjustment       0 |
| 15.Purpose of information collection ( <i>Mark primary with "P" and all others that apply with "X"</i> )<br>aApplication for benefitseProgram planning or management<br>bProgram Evaluation f. <u>X</u> Research<br>c. <u>P</u> General Purpose StatisticsgRegulatory or Compliance<br>dAudit  | 16.Frequency of recordkeeping or reporting (check all that apply)<br>aRecordkeepingbThird Party Disclosure<br>c.√Reporting<br>1.□On occasion2.□Weekly3.⊠Monthly<br>4.□Quarterly5.□Semi-annually6.□Annually<br>7.□Biennially8.□Other (describe)   |
| 17.Statistical Methods<br>Does this Information Collection employ statistical methods?   | 18.Agency contact (person who can best answer questions regarding the content of this submission)  |
| □Yes⊠No  | Name: <u>Patricia S Hanning</u><br>Phone: <u>(304) 625-2957</u>  |

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## 19. Certification for Paperwork Reduction Act Submissions

On behalf of this Federal agency, I certify that the collection of information encompassed by this request complies with 5 CFR 1320.9.

NOTE: The text of 5 CFR 1320.9, and the related provisions of 5 CFR 1320.8(b)(3), appear at the end of the instructions. *The certification is to be made with reference to those regulatory provisions as set forth in the instructions.* 

The following is a summary of the topics, regarding the proposed collection of information, that the certification covers:

(a)It is necessary for the proper performance of agency functions;

(b)It avoids unnecessary duplication;

(c)It reduces burden on small entities;

(d)It uses plain, coherent, and unambiguous language that is understandable to respondents;

(e)Its implementation will be consistent and compatible with current reporting and recordkeeping practices;

(f)It indicates the retention periods for recordkeeping requirements;

(g)It informs respondents of the information called for under 5 CFR 1320.8(b)(3) about:

(i)Why the information is being collected;

(ii)Use of information;

(iii)Burden of estimate;

(iv)Nature of response (voluntary, required for benefit, or mandatory);

(v)Nature and extent of confidentiality; and

(vi)Need to display currently valid OMB control number;

(h)It was developed by an office that has planned and allocated resources for the efficient and effective

management and use of the information to be collected (see note in Item 19 of the instructions);

(i)It uses effective and efficient statistical survey methodology (if applicable); and

(j)It makes appropriate use of information technology.

If you are unable to certify compliance with any of these provisions, identify the item below and explain the reason in Item 18 of the Supporting Statement.

| Signature of Senior Official or designee | Date |
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OMB 83-I