

**SUPPORTING STATEMENT**  
**First Responder Communities of Practice**

**(OMB No. 1640-0016)**

**A. Justification**

1. The Department of Homeland Security Science and Technology (S&T) Directorate First Responder Communities of Practice (FRCoP) program is responsible for providing a collaborative environment for the first responder community to share information, best practices, and lessons learned. Section 313 of the Homeland Security Act of 2002 (PL 107-296) established this requirement.
2. The FRCoP web based tool collects profile information from first responders and select authorized non-first responder users to facilitate networking and formation of online communities. All users will be required to authenticate prior to entering the site. The tool offers members the ability to create wikis, write and read discussion threads and blog posts; upload documents; create and view user profiles; instantly message other members and send email. Members are allowed to enter and upload content in accordance with the site's Rules of Behavior.
3. FRCoP is solely a web-based tool and thus is only employ web-based technology to collect information from users to both reduce the burden and increase the efficiency of connecting an otherwise widespread and disparate group. FRCoP can be accessed at <https://communities.firstresponder.gov>
4. Currently, there is no other entity identified which serves the same level of professional networking and collaboration among First Responders providing a similar function or stores similar data. If an entity is identified in the future, FRCoP will work with the identified collection agent to leverage a cooperative partnership.
5. It has not been determined that the collection of this data impacts small business or any small entities. The FRCoP web-based tool is a voluntary program and thus does not impose any mandatory burden on any entity.
6. No consequences have been identified. The collection of information from first responders is voluntary. There is no established increment or frequency for collecting information.
7. No special circumstances have been identified. The collection of information from first responders is voluntary. Data shared via the tool is simply for networking and collaboration.
8. By notice in the **Federal Register** on March 01, 2011 (76 FR 11254), DHS S&T notified the public that it was requesting comments on this information collection for a 60-day

period. DHS S&T then by notice in the **Federal Register** on June 13, 2011 (76 FR 34232), notified the public during a 30-day public comment period. DHS S&T did not receive any comments on the information collection.

DHS S&T consulted with First Responders regarding requiring participants to register at the site and the related collection of registration information. The FRs are very much in favor of requiring users to register so that everyone knows who they are talking to. The Communities of Practice system is unique and while there may be other similar systems, there are none focused on connecting First Responders using a professional Web\_2.0 social networking platform and providing them the collaboration tools in a secure environment.

9. DHS S&T does not provide payments or gifts to respondents in exchange for a benefit sought.
10. A Privacy Threshold Analysis and a Privacy Impact Assessment have been conducted for this collection. DHS may release this information of an individual on a case-by-case basis as described in the DHS/ALL-002 and DHS/ALL-004 System of Records Notice (SORN).
11. There are no questions of a sensitive nature in this information collection.
12. Estimated Annualized Burden Hours and Costs

Form Name	User Registration Form
No. of Respondents	5000
No. of Responses per Respondent	1
Avg. Burden per Response (in hours)	.50 (30 minutes)
Total Annual Burden (in hours)	2500
Average Hourly Wage Rate	\$50
Total Annual Respondent Cost	125,000

**Annual Reporting Burden and Respondent Cost:** The total estimated ICR Public Burden in hours is 2500. This figure was derived by summing the total annual burden hours from all forms. The total annual number of respondents is 5000. This figure was derived by summing the number of respondents to each form.

**Public Cost**

The estimated annual public cost is \$125,000. This figure was derived by summing the

estimated annual respondent costs for all forms.

13. There are no capital or start-up costs associated with this information collection.

14. **Government Cost**

**Estimate annual cost to the federal government in relation to this information collection is \$50,000.** This cost includes staffing costs for senior level directors, computer programmers, system administrators and mid level technical/engineers. Costs also include the data center hosting charges for servers and software to support collecting, retaining, and storing the collected information.

**Public Cost**

**The total estimated annual public reporting cost is \$125,000.** This figure was derived by summing the estimated annual respondent costs for all forms.

15. This is a renewal of an information collection.

16. DHS S&T does not intend to employ the use of statistics or the publication thereof for this information collection.

17. DHS S&T displays the expiration date of OMB approval for this information collection.

18. DHS S&T does not request an exception to the certification of this information collection.