

SUPPORTING STATEMENT

Application for Certificate of Waiver or Authorization OMB-2120-0027

A. Justification

1. Explain the circumstances that make the information collection necessary.

- This request for OMB clearance describes the public reporting burden imposed on persons that have a need to deviate from the provisions of the Federal Aviation Regulations (FAR) that govern use of airspace within the United States. The request also describes the burden within the United States, and the burden associated with authorizations to make parachute jumps and operate unmanned aircraft.

- This paperwork burden directly supports the Department of Transportation Strategic Goal on Safety. Specifically, the goal is to promote the public health and safety by working toward the elimination of transportation related deaths, injuries, and property damage.

- Part A of Subtitle VII of the Revised Title 49 United States Code authorizes the reporting burden associated with this request for revision and extension of clearance.

- FAR Part 91, General Operating and Flight Rules, Part 101, Moored Balloons, Kites, Unmanned Rockets and Manned Free Balloons and Part 105, Parachute Operations, implement the provisions of Part A of Subtitle VII of the Revised Title 49 United States Code which relate to the use of navigable airspace. Each of these three Parts prescribes regulations that govern use of navigable airspace.

FAR Part 91, General Operating and Flight Rules (14 CFR 91) prescribes regulations governing the operations of powered aircraft and gliders in the navigable airspace. This Part also prescribes procedures that enable persons to deviate from requirements of this

regulation.

FAR Part 101, Moored Balloons, Kites, Unmanned Rockets, and Unmanned Free Balloons 14 (CFR 101) prescribes regulations governing the operations of these aircraft in the navigable airspace. This Part also prescribes procedures that enable persons to deviate from requirements of this regulation.

FAR Part 105, Parachute Jumping (14 CFR 105) prescribes regulations governing sport parachute jumping in the navigable airspace of the United States. This Part also prescribes procedures for obtaining authorizations to make jumps.

2. Indicate how, by whom, and for what purpose the information is to be used. Except for a new collection, indicate the actual use the agency has made of the information received from the current collection.

- The information collected by FAA Form 7711-2, Application for Certificate of Waiver or Authorization, is reviewed and analyzed by FAA to determine the type and extent of the intended deviation from prescribed regulations. A certificate of waiver or authorization to deviate is generally issued to the applicant (individuals and businesses) if the proposed operation does not create a hazard to person, property, other aircraft, and includes the operation of unmanned aircraft. Applications for certificates of waiver to the provisions of Parts 91 and 101 are made by using FAA Form 7711-2. Application for authorization to make parachute jumps (other than emergency or military operations) under Part 105, Section 105.15 (airshows and meets) also use FAA Form 7711-2. Application for other types of parachute jumping activities are submitted in various ways; e.g., in writing, in person, by telephone, etc.

- Persons authorized to deviate from provisions of Part 101 are required to give notice of actual activities. Persons operating in accordance with the provisions of Part 101 are also required to give notice of actual activities. In both instances, the notice of information required is the same. Therefore, the burden associated with applications for

certificates of waiver or authorization and the burden associated with notices of actual aircraft activities are identified and included in this request for clearance.

- If this information collection was not conducted, FAA would not be able to grant certificates of waiver or authorization for the above mentioned activities. Additionally, the FAA would be unable to control and maintain the consistently high level of civil aviation safety we enjoy.

3. Describe whether, and to what extent, the collection of information involves the use of automated, electronic, mechanical or other technological collection techniques or other forms of information technology, e.g. permitting electronic submission of responses and the basis for the decision for adopting this means of collection. Also describe any consideration of using information technology to reduce burden.

- The collection of information does not lend itself to sophisticated collection techniques or other forms of collection. There presently is no other method contemplated to replace the information collected by the FAA Form 7711-2. In order to satisfy the intent of the Government Paperwork Elimination Act (GPEA), applicants may electronically request applications to conduct operations or an activity. The form is used to determine whether to authorize individuals or groups to conduct operations in deviation from normal FAA rules if the Administrator finds that the proposed operation can be safely conducted under the terms of that certificate of waiver. Some examples are motion picture or television filming, an aviation event, banner towing operations, the evaluation of aerobatic practice areas and contest boxes and the operation of unmanned aircraft. However, most of the activity associated with this information collection must be physically verified (airmen certificates, aircraft inspections, etc.) by aviation safety inspectors prior to its approval. The United States cannot risk having unknown people operating, in deviation from its normal regulations, within its critical infrastructure. Electronic signature and submission

technology will be considered as that technology becomes available.

4. Describe efforts to identify duplication. Show specifically why any similar information already available can be used for the purpose described in Item 2 above.

- Since the information collection involves unique requests for certificate of waiver or authorization to deviate from a standard, duplication is unlikely.

- All information gathered is compiled for a specific reason, from a specific source and relates to a unique and specific requirement and situation.

5. If the collection of information impacts small businesses or other small entities, describe any methods used to minimize burden.

- The collection of information is obtained only when necessary to fulfill the requirements of the FAR's. Individuals or small entities may receive, upon request, specific assistance from FAA's Aviation Safety Inspectors located in district offices around the country.

6. Describe the consequence to Federal program or policy activities if the collection is not conducted or is conducted less frequently, as well as any technical or legal obstacles to reducing burden.

- All records and information, whether gathered on a scheduled basis, on demand, or as required by regulation, is done so for the accomplishment of a specific regulatory requirement necessary to maintain a high degree of safety in aviation. These requirements were carefully thought out prior to implementation and to delay the collection and documentation of this information might well create possible hazards in the airspace system.

- The operators are only asked pertinent safety information

necessary to make a factual determination that the proposed aviation activity would not be detrimental to public safety. The burdens are minimized because only those operators who wish to deviate from a standard, are required to submit the minimum information to determine a safety equivalency.

7. Explain any special circumstances that would cause an information collection to be conducted in a manner inconsistent with 5 CFR 1320.5(d)(2)(i)-(viii).

- The guidelines specified in 5 CFR 1320.5(d)(2)(i)-(viii) are being complied with in the collection of information required by the Federal Aviation Regulations.

8. Describe efforts to consult with persons outside the agency to obtain their views on the availability of data; frequency of collection, the clarity of instructions and recordkeeping, disclosure, or reporting format, and on the data elements to be recorded, disclosed, or reported.

This regulation has been in existence for many years. When the proposed regulation was published in the Federal Register, all interested parties had the opportunity to comment at that time. Any comments received were addressed before the rule became final. During the triennial review of this clearance, notification of the review was published in the Federal Register on June 21, 2011, vol. 76, no. 119, page 36170, to allow for public comment. A copy is attached. No comments were received.

9. Explain any decision to provide any payment or gift to or respondents, other than remuneration of contractors grantees.

- No payment or gifts are made to respondents.

10. Describe any assurance or confidentiality provided to respondents and the basis for the assurance in statute,

regulation or agency policy.

- There is no confidentiality requested or provided.

11. Provide additional justification for any questions of a sensitive nature.

- There are no questions of a sensitive nature.

12. Provide estimates of the hour burden of the collection of information. This statement should:

Provide number of respondents, frequency of response, annual burden, and an explanation of how the burden was estimated.

- Since most of the respondents are individual members of the aviation public from all walks of life, we are unable to set an accurate dollar figure on their time. However, assuming a cost of \$23./burden hour, a section by section breakdown of the applicable sections of the FAR's listed below provides the requested information.

- Our estimate for the public reporting identified in this clearance request is 13,646 hours. A summary of the burden is exhibited below:

<u>FAR Part 91</u>	
<u>Section 91.311</u>	516 hours
<u>Section 91.313</u>	95 hours
<u>Section 91.903</u>	850 hours
<u>FAR Part 101</u>	
<u>Section 101.3</u>	85 hours
<u>Section 101.15, 25, and 37</u>	2,500 hours
<u>FAR Part 105</u>	
<u>Section 105.15</u>	600 hours
<u>Section 105.19, 21, and 23</u>	9,000 hours

Total estimated annual reporting 13,646 hours

- The reporting requirements and estimated burden associated with FAR Parts 91, 101, and 105 are listed below (section by section):

FAR PART 91, GENERAL OPERATING AND FLIGHT RULES

Section 91.311 Towing: Other than gliders, says that no person may tow anything with an aircraft (except gliders) unless that person has a Certificate of Waiver or Authorization issued by the Administrator. Applicants for a Certificate of Waiver or Authorization under this section must submit FAA Form 7711-2.

Estimated annual applications for Certificates of Waiver or Authorization	516
Average hour per request	1.0
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Estimated annual public reporting burden	516 hrs.

Section 91.313, Restricted and aircraft operating limitations, says that no person may operate a restricted category civil aircraft over a densely populated area, in a congested airway, or near a busy airport conducting passenger transportation operations unless that person has a Certificate of Waiver or Authorization issued by the Administrator. Applicants for a Certificate of Waiver or Authorization under this section must submit FAA Form 7711-2.

Estimated annual applications for Certificates Waiver or Authorization	95
Average hours per request	1.0
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Estimated annual public reporting burden	95 hrs.

Section 91.903, Waivers (to Subpart B - Flight Rules), says the Administrator may issue certificate of waiver or authorizations for the operation of aircraft in deviation of any flight rule in Subpart B. This includes the operation of unmanned aircraft. Subpart B prescribes flight rules governing the operations of aircraft within the United States. Applications for a

Certificate of Waiver or Authorization under this section must submit FAA Form 7711-2.

Estimated annual application for Certificates of Waiver or Authorization (to Subpart B)	850
<u>Average hours per request</u>	<u>1.0</u>
Estimated annual public reporting burden	850 hrs.

FAR PART 101, MOORED BALLOONS, KITES, UNMANNED ROCKETS, AND UNMANNED FREE BALLOONS.

Section 101.3 Waivers, says that no person may conduct an operation that requires a deviation from the provisions of this Part unless that person has a Certificate of Waiver or Authorization issued by the Administrator. Applicants for a Certificate of Waiver or Authorization under this Part must submit Form 7711-2.

Estimated annual applications for Certificate of Waiver or Authorization	170
<u>Average hours per application</u>	<u>.5</u>
Estimated annual public reporting burden	85 hrs.

Section 101.15, 101.25, and 101.37, Notice requirements, say that persons conducting operations under the provisions of these sections shall give notice to FAA within 6 to 48 hours before the actual activity starts (advance time of notice depends on type of activity). Section 101.37 also requires notice after the activity has been completed.

Estimated annual notices	5,000
<u>Average hours per notices</u>	<u>.5</u>
Estimated annual public reporting burden	2,500 hrs.

FAR PART 105, PARACHUTE JUMPING

Section 105.15, Jumps over or into congested areas or

open air assembly of person, says that no person may make a parachute jump over or into a congested area of a city, town, or settlement; or an open air assembly of persons (airshows or meets) unless a Certificate of Waiver or Authorization has been issued by the Administrator for that jump. Applicants for a Certificate of Waiver or Authorization under this section must submit FAA Form 7711-2.

Estimated annual applications for Certificate of Waiver or Authorization	600
<u>Average hours per application</u>	<u>1.0</u>
Estimated annual public reporting burden	600 hrs.

Section 105.19, Jumps in or into Class D airspace with functioning control towers operated by the United States (generally within five miles of the airport), says that no person may make a parachute jump in or into Class D airspace unless that person has authorization from the controlling facility. Most applicants desiring authorization to jump into Class D airspace submit verbal requests. Some submit written requests. In both instances, each applicant under this section must submit the information required by Section 105.25. Refer to Section 105.23 for estimated burden.

Section 105.21, Jumps in or into Class A Airspace, (designated airspace), says that no person may make a parachute jump in or into a Class A airspace unless that person has authorization from the nearest air traffic control facility. Most applicants for authorization to jump into a Class A airspace area submit verbal requests. Some submit written requests. In both instances, each applicant under this section must submit the information required by Section 105.25. Refer to Section 105.23 for estimated burden.

Section 105.23, Jumps into other airspace, says that no person may make a parachute jump in or into other airspace unless that person notifies the nearest FAA facility at least 1 hour before the intended jump.

Each person notifying FAA of an intended jump must provide the information required by Section 105.25.

Estimated annual requests for authorizations and notices of jumps (Section 105.19, 105.21, and 105.23)	18,000
<u>Average hours per request or notice</u>	<u>.5</u>
Estimated annual public reporting burden	9,000 hrs.

- The cost to the respondents is difficult because applicants for waivers come from different walks of life. We have based an estimate on \$23.00 an hour for applicants times 13,646 equals \$313,858.00.

13. Provide an estimate of the total annual cost burden to respondents or recordkeepers resulting from the collection of information.

- We estimate that there will be no additional start-up costs for this renewal.

14. Provide estimates of annualized cost to the Federal government.

- The cost to the federal government is estimated to be \$684,590.40. That figure was determined by the following method:

Applications and Hours by Regulation

<u>Regulation</u>	<u>Applications</u>			<u>Hours</u>
91.311	516	applications @	2 hours	1,032
91.313	95	applications @	3 hours	285
91.903	950	applications @	2 hours	1,900
101.3	170	applications @	.5 hours	85
101.15, 101.25, 101.37	5,000	applications @	.5 hours	2,500
105.15	600	applications @	2.0 hours	1,200

105.19, 105.21, 105.23	<u>18,000 applications</u> @	.3 hours	<u>5,400</u>
Totals	25,331		12,402

- Approximately 80% of the total cost is government labor done by technical specialists at \$50.00 per hour, and 20% is by clerical labor at \$40.00 per hour. Other expenses such as general and administrative costs, overhead costs, and other indirect costs are estimated to amount to approximately 15% of the direct labor cost. Based on the above, the annualized cost to the Federal government is as follows:

Estimated total annual labor burden	12,402	hours
Technical labor (12,402 X .8 X \$50)	\$496,080.00	
Clerical labor (12,402 X .2 X \$40)	<u>99,216.00</u>	
	\$595,296.00	
Other Expenses (\$595,296. X .15)	<u>89,294.40</u>	
	\$684,590.40	

15. Explain reasons for any program changes or adjustments reported on Items 13 or 14 of OMB Form 83-1.

- There have been no program changes or adjustments.

16. For collections of information whose results will be published, outline plans for tabulation, and publication. Address any complex analytical techniques that will be used.

- There is no requirement for any of the information collected pursuant the FAR's to be published for statistical use.

17. If seeking approval to not display the expiration date for OMB approval of the information collection, explain the reasons that display would be inappropriate.

- We are not seeking approval to exclude the expiration date.

18. Explain each exception to the certification statement identified in Item 19, " Certification for the Paperwork Reduction Act Submissions," of OMB Form 83-1.

- There appears to be no exceptions.