

January 26, 2015

Department of Energy Desk Officer  
Office of Information and Regulatory Affairs  
Office of Management and Budget  
Washington, DC 20503

SUBJECT: DOE-887(98), 2015 EIA Energy Conference Customer Satisfaction Survey

Dear Department of Energy Desk Officer:

The U.S. Energy Information Administration (EIA) plans to use the Office of Management and Budget (OMB) approved generic clearance, DOE-887 (DOE Customer Surveys' OMB No. 1901-0302), to conduct a short survey of EIA's 2015 Energy Conference participants. Your action is anticipated within two weeks; however, EIA will not conduct this survey without approval.

EIA proposes to conduct a web-based survey that will provide significant useful feedback about the 2015 EIA Energy Conference. The results of this survey will help EIA plan and improve its future conferences.

The EIA Energy Conference provides a vital forum where leaders in the energy industry from government, private sector, academia, the media, and the general public discuss current and future energy challenges. The face-to-face communication between EIA and its stakeholders enables the agency to gain valuable insights that help ensure the ongoing relevance and accessibility of EIA's statistics, forecasts, and analyses in a rapidly shifting energy landscape.

**Rationale and Use of Data for Some of the Questions**

The conference involves several months of planning between all EIA offices within the agency. This will be EIA's seventh conference and, in the past, we have modified dates, sessions, locations, and food offerings based on informal or sponsor-collected customer feedback. We plan to continue holding these types of events, so we want to find out if participants value this type of event and if they have suggestions for improvements.

The mode of data collection for this survey will be the website. A link to the electronic survey form will be emailed to all conference participants, not to exceed 950 respondents, within a week after the conference concludes.

EIA plans to send two further reminder emails to conference participants. Participants will have three weeks to submit their responses.

While the responses to this survey cannot be claimed as being representative of all participants, EIA hopes to get an understanding of participants' opinions by obtaining consistent information from a large number of participants.

All participation in this survey is voluntary. No self-identification information will be requested. All results will be presented in aggregate form. Subsequent analysis of the data collected will limit any divulgence of individual attendee responses.

The attached survey will take about five minutes to complete, based on tests with sample participants. The burden for the targeted customer group should not exceed 80 hours (950 potential respondents multiplied by 5 minutes each).

Lynn Parrish, EIA's Director of Communications and Outreach, is the point of contact for questions and may be reached at 202-586-7471. Other questions should be directed to Lawrence Stroud at 202-586-6242.

Sincerely,

Nanda Srinivasan  
Director, Office of Survey Development and  
Statistical Integration  
U.S. Energy Information Administration