

**Supporting Statement A for
Paperwork Reduction Act Submission**

OMB Control Number 1018-0093

**Federal Fish and Wildlife Permit Applications and Reports—Management
Authority**

50 CFR 12, 13, 14, 15, 16, 17, 18, 21, 23

Terms of Clearance. None.

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

The Convention on International Trade in Endangered Species of Wild Fauna and Flora (CITES) uses a system of permits and certificates to help ensure that international trade is legal and does not threaten the survival of wildlife or plant species in the wild. Prior to the import or export of CITES-listed species, the Management Authority and Scientific Authority must make appropriate determinations and issue CITES documents. Section 8A of the Endangered Species Act (16 U.S.C. 1531 et seq.) designates the Secretary of the Interior as the U.S. Management Authority and U.S. Scientific Authority for CITES. The Secretary delegated these authorities to the Fish and Wildlife Service (we, Service).

Before a country can issue an export permit for CITES Appendix I or II specimens, the CITES Scientific Authority of the exporting country must determine that the export will not be detrimental to the species, and the Management Authority must be satisfied that the specimens were acquired legally. For the export of Appendix III specimens, the Management Authority must be satisfied that the specimens were acquired legally (CITES does not require findings from the Scientific Authority). Prior to the importation of Appendix I specimens, both the Scientific Authority and the Management Authority of the importing country must make required findings. The Scientific Authority must also monitor trade of all species to ensure that the level of trade is sustainable.

Article VIII(3) of the CITES treaty states that participating parties should make efforts to ensure that CITES specimens are traded with a minimum of delay. Section XII of Resolution Conf. 12.3 (Rev. CoP13) recommends use of simplified procedures for issuing CITES documents to expedite trade that will have no impact, or a negligible impact, on conservation of the species involved.

Service regulations implementing these statutes and the CITES treaty are in Chapter I, Subchapter B of Title 50, Code of Federal Regulations. These regulations stipulate general and specific requirements that when met allow us to issue permits to authorize activities that are otherwise prohibited.

2. Indicate how, by whom, and for what purpose the information is to be used.

All Service permit applications are in the 3-200 series of forms, each tailored to a specific activity based on the requirements for specific types of permits. We collect standard identifier information for all permits, such as the name of the applicant and the applicant's address, telephone and fax numbers, social security or tax identification number, and email address. Standardization of general information common to the application forms makes the filing of applications easier for the public as well as expedite our review of applications.

The information that we collect on applications and reports is the minimum necessary for us to determine if the applicant meets/continues to meet issuance requirements for the particular activity. Respondents submit application forms periodically as needed; submission of reports is generally on an annual basis. We examined applications in this collection, focusing on questions frequently misinterpreted or not addressed by applicants. We have made clarifications to many of our applications to make it easier for the applicant to know what information we need and to accommodate future electronic permitting. Use of these forms:

- Reduces burden on applicants.
- Improves customer service.
- Allows us to process applications and issue CITES documents quickly.

We are proposing the addition of one new form. FWS Form 3-200-88 (Application for Export/Re-Export of Musical Instruments Certificate under CITES) will be used for multiple border crossing for noncommercial use (including but not limited to personal use, performance, display or competition). This certificate is valid for 3 years. This information allows us to issue documents on a very short turnaround time. This process reduces the burden on applicants as well as on the Service.

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 [and specifically how this collection meets GPEA requirements].

Forms in this collection are available in a fillable format on our forms and permits websites, by mail, or by fax. Applicants may complete the application online, but must send the application form with an original signature and the processing fee to the Service by mail. At this time, we do not have a system for electronic submission of permit application forms or report forms; however, we are actively developing the system and are pilot testing two Service application forms that have current OMB approval. Applicants may send us any supporting documentation or information missing from the application, other than original signature, via electronic mail or fax.

4. Describe efforts to identify duplication.

The information that we collect is unique to the applicant and is not available from any other source. By tailoring application forms to particular activities, we eliminate duplication, provide better customer service, and improve our ability to process applications.

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

The use of these application forms minimizes the burden on the public. Generally, a permit applicant is responsible for providing us with sufficient information to make the required findings prior to issuing a CITES export permit. We can issue required findings either on an application-by-application basis or a programmatic basis. FWS Form 3-200-88 allows entities to obtain multiple border documents based on information given to us and will be valid for 3 years.

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

If we do not collect the information, we would not be able to issue required CITES documents for import and export. While we could issue CITES documents without using the proposed application forms, the burden would be greater on applicants because we would have to collect the information on a permit-by-permit basis.

- 7. Explain any special circumstances that would cause an information collection to be conducted in a manner:**
- * **requiring respondents to report information to the agency more often than quarterly;**
 - * **requiring respondents to prepare a written response to a collection of information in fewer than 30 days after receipt of it;**
 - * **requiring respondents to submit more than an original and two copies of any document;**
 - * **requiring respondents to retain records, other than health, medical, government contract, grant-in-aid, or tax records, for more than three years;**
 - * **in connection with a statistical survey, that is not designed to produce valid and reliable results that can be generalized to the universe of study;**
 - * **requiring the use of a statistical data classification that has not been reviewed and approved by OMB;**
 - * **that includes a pledge of confidentiality that is not supported by authority established in statute or regulation, that is not supported by disclosure and data security policies that are consistent with the pledge, or which unnecessarily impedes sharing of data with other agencies for compatible confidential use; or**
 - * **requiring respondents to submit proprietary trade secrets, or other confidential information unless the agency can demonstrate that it has instituted procedures to protect the information's confidentiality to the extent permitted by law.**

There are no special circumstances that require us to collect this information in a manner inconsistent with OMB guidelines.

- 8. If applicable, provide the date and page number of publication in the Federal Register of the agency's notice, required by 5 CFR 1320.8(d), soliciting comments on the information collection prior to submission to OMB. Summarize public comments received in response to that notice (or in response to a PRA statement) and describe actions taken by the agency in response to these comments.**

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 (if any), and on the data elements to be recorded, disclosed, or reported.

On December 17, 2013, we published in the Federal Register (78 FR 76313) a notice of our intent to request that OMB approve this information collection. In that notice, we solicited comments for 60 days, ending on February 18, 2014. We received one comment in response to that notice.

The commenter addressed the processing of applications under Section 10(c) of the Endangered Species Act and the public comment period under that section. We actively support the elements of Section 10(c) and the right of the public to review the merits of applications involving endangered species. We are currently reviewing mechanisms to ensure greater access to this material and ease of the public to supply substantial comments. These comments did not address the information collection requirements, and we did not make any changes to our requirement.

During the comment period for the proposed rule on Updates Following the Fifteenth Meeting of the Conference of the Parties to CITES, March 8, 2012 (77 FR 14200), we received one comment pertaining to a form in this collection.

The commenter expressed dissatisfaction with the process for renewing a certificate of ownership for personally owned, live wildlife. The commenter objected to having to complete an entire application when only a few items needed to be updated and to having to submit his original certificate along with the application for renewal, thus preventing cross-border travel while awaiting issuance of the new certificate. In addition, the commenter noted that having the renewed certificate issued before the end of the period of validity of his existing certificate effectively shortens the period of validity to less than 3 years. He also considered the estimated time of 30 minutes for completion of Form 3-200-64 to be “overly conservative” and stated that “a more realistic, but still conservative estimate” would be at least 60 minutes.

FWS Form 3-200-64, the application form for issuance of a certificate of ownership for personally owned live wildlife, asks for detailed information regarding the animal to be covered under the certificate. When a certificate holder wishes to renew a certificate of ownership, he or she should complete and submit FWS Form 3-200-52, the application for reissuance or renewal of a permit. This is a simplified application on which the applicant can certify that there have been no changes to the original application or that there have been changes as noted on an attached page. We ask that individuals allow 30 to 60 days for processing of applications, and we do require submission of the original certificate before we will issue a new one. If applying well in advance (more than 60 days before expiration of the certificate), an applicant could submit a copy and continue to use the original certificate, keeping in mind that he or she must return to the United States before the certificate expires. Once travel is completed and the animal has reentered the United States, the original certificate must be returned to the Management Authority. As stated above, we will not issue a new certificate until we have received the original certificate. In some cases it may take longer than 30 minutes to complete FWS Form 3-200-64; however, we believe the average completion time for completing FWS Form 3-200-64 is 30 minutes.

We contacted the following individuals/groups that consistently use our forms and solicited comments on the information collection. We did not receive any comments in response to our solicitation or to a followup.

<p>Florida Nursery, Growers & Landscape Association President – Monty Knox 1533 Park Center Drive Orlando, Florida 32835-5705 407-295-7994 info@fn gla.org</p>	<p>Association of Reptilian and Amphibian Veterinarians Legislative/Animal Welfare – Dr. David Hannon 1890 N. Germantown Parkway, Suite 103 Cordova, Tennessee 38019 1-800-627-0326 Fax: 785-843-6153</p>
<p>Safari Club International Governmental Affairs 4800 West Gates Pass Road Tucson, Arizona 85745-9490 520-620-1205 Fax: 520-622-1205</p>	<p>Association of Zoos and Aquariums Director of Government Affairs 8403 Colesville Road, Suite 710 Silver Spring, Maryland 20910-3314</p>

<p>Pet Industry Joint Advisory Council Director of Government Affairs – Ms. Bambi Nicole Osborne 1220 19th Street, NW, Suite 400 Washington, D.C. 20036 202-452-1525 Fax: 202-293-4377 bambi@pijac.org</p>	<p>The American Ornithologists' Union 5400 Bosque Blvd., Suite 680 Waco, TX 76710 http://www.aou.org/index.php</p>
<p>American Federation of Aviculture, Inc. Conservation and Research Committee – Dr. Janice Boyd P.O. Box 91717 Austin, Texas 78709-1717 512-585-9800 Fax: 512-858-7029 Jboyd46@charter.net</p>	<p>University of California Museum of Vertebrate Zoology Carla Cicero 3101 Valley Life Science Building Berkeley, California 94720-3160 510-642-3567 Fax: 510-643-8238 ccicero@berkeley.edu</p>
<p>Regulatory Affairs Professionals Society Director of Regulatory Affairs 5635 Fishers Lane, Suite 550 Rockville, Maryland 20852 301-770-2920 Fax: 301-770-2924 raps@raps.org</p>	

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

We do not provide gifts or payment to respondents.

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

The information that we collect from applicants is part of an existing Privacy Act system of records and is subject to the requirements of both the Privacy Act of 1974 and the Freedom of Information Act. For organizations, businesses, or individuals operating as a business (i.e., permittees not covered by the Privacy Act), we request that applicants identify any information that they wish us to consider privileged and confidential business information. We will determine if the information meets the FOIA criteria that will allow us to withhold it from the public. The nonconfidential information may be made available to the public under FOIA [43 CFR 2.13(c)(4), 43 CFR 2.15(d)(1)(i)].

11. Provide additional justification for any questions of a sensitive nature, such as sexual behavior and attitudes, religious beliefs, and other matters that are commonly considered private.

We do not ask questions of a sensitive nature.

12. Provide estimates of the hour burden of the collection of information.

We estimate that we will receive 13,360 responses totaling 9,866 annual burden hours for this information collection. The completion times vary substantially (from 15 minutes to 43½ hours) depending on the activity. See Attachment A for a breakdown of burden hours for each information collection.

The total dollar value of the annual burden hours is approximately \$293,225 (see Attachment A). We used the Bureau of Labor Statistics news release USDL-13-1835, December 11, 2013, Employer Costs for Employee Compensation—June 2013, to estimate average hourly wages:

- Individuals - We used the wage and salary costs for all workers from Table 1, which states an hourly rate of \$21.44. To calculate benefits, we multiplied the hourly rate by 1.4, resulting in an hourly cost factor of \$30.02 (rounded).
- Private Sector - We used the wage and salary costs for all workers from Table 5, which states an hourly rate of \$20.47. To calculate benefits, we multiplied the hourly rate by 1.4, resulting in an hourly cost factor of \$28.66 (rounded).
- State Government - We used the wage and salary costs for all workers from Table 3, which states an hourly rate of \$ 27.16. To calculate benefits, we multiplied the hourly rate by 1.5, resulting in an hourly cost factor of \$40.74.

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

We estimate the nonhour cost burden to respondents for this information collection to be \$1,018,751 (see Attachment A). These costs are for application processing fees, which range from \$0 to \$300. There is no fee for reports. Federal, tribal, State, and local government agencies and those acting on their behalf are exempt from processing fees. Where there is more than one applicable fee, we have used an average of the fees.

14. Provide estimates of annualized costs to the Federal Government.

We estimate the total cost to the Federal Government to administer this information collection will be \$1,838,735 (see Attachment A). We used Office of Personnel Management Salary Table 2013-DCB to determine average hourly wages. We multiplied the hourly rate by 1.5 to account for benefits in accordance with BLS news release USDL 13-1835. The table below shows Federal staff and grade levels performing various tasks associated with this information collection. Service staff will:

- Review and determine the adequacy of the information an applicant provides.
- Conduct any internal research necessary to verify information in the application or evaluate the biological impact of the proposed activity.
- Evaluate whether the proposed activity meets the issuance criteria.
- Prepare either a permit or a denial letter for the applicant.
- Monitor reports.

POSITION AND GRADE	HOURLY RATE	HOURLY RATE INCLUDING BENEFITS	TIME SPENT ON INFORMATION COLLECTION	WEIGHTED AVERAGE \$/HOUR
Office Automation Assistant GS-326-5/5	\$18.50	\$27.75	5%	\$1.39
Legal Instrument Examiner GS-963-7/5	\$22.92	\$34.38	45%	15.47
Biologist GS-401/486-11/5	\$33.92	\$50.88	40%	20.35
Program Manager GS-340-14/5	\$57.13	\$85.70	10%	8.57
Total				\$45.78

15. Explain the reasons for any program changes or adjustments in hour or cost burden.

We are estimating 13,360 responses, 9,806 burden hours, and \$1,018,751 in nonhour burden costs. This is a net increase of 305 responses, 281 burden hours, and \$36,000 in nonhour burden costs from our previous submission.

- We are reporting as a program change a net decrease of 172 responses, 216 burden hours, and \$18,400 in nonhour burden costs. This includes an increase of 75 responses and 38 burden hours associated with the new application form (3-200-88). The remaining hours and costs are a ROCIS-forced program change. These are actually an adjustment as a result of our efforts to accurately identify respondent groups.
- We are reporting as an adjustment an increase of 477 responses, 497 burden hours, and \$54,400 in nonhour burden costs. These increases are the result of adjustments to our estimated number of responses based on our experience in administering this collection.

16. For collections of information whose results will be published, outline plans for tabulation and publication.

There are no plans to publish the results of these information collections.

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 will display the OMB control number and expiration date.

18. Explain each exception to the certification statement.

There are no exceptions to the certification statement.

**OMB CONTROL NO. 1018-0093
BURDEN HOURS, NONHOUR COSTS, AND FEDERAL COSTS**

Attachment A

Regulation/ Activity	Annual Responses	Completion Time per Response (hours)	Annual Burden Hours	Hourly Labor Costs including Benefits	Dollar Value of Annual Burden hours	Average Nonhour Burden Cost Per Response	Total Annual Nonhour Burden Cost	Avg Time (hrs) per response for Govt review	Cost to Govt (\$46/hr)
3-200-19 - application									
Individuals/Households	1,083	0.333333	361	\$ 30.02	\$ 10,837.22	\$100	\$ 108,300.00		
Private Sector			0	\$ 28.66	\$ -		\$ -		
State/Local/Tribal			0	\$ 40.74	\$ -	\$0	\$ -		
Subtotal	1,083		361				\$ 108,300.00	3.5	\$ 174,363.00
3-200-20 - application									
Individuals/Households	21	1	21	\$ 30.02	\$ 630.42	\$100	\$ 2,100.00		
Private Sector			0	\$ 28.66	\$ -		\$ -		
State/Local/Tribal			0	\$ 40.74	\$ -	\$0	\$ -		
Subtotal	21		21				\$ 2,100.00	7.5	\$ 7,245.00
3-200-21 - application									
Individuals/Households	201	0.75	151	\$ 30.02	\$ 4,533.02	\$100	\$ 20,100.00		
Private Sector			0	\$ 28.66	\$ -		\$ -		
State/Local/Tribal			0	\$ 40.74	\$ -	\$0	\$ -		
Subtotal	201		151				\$ 20,100.00	7.5	\$ 69,345.00
Report - Argali Sheep									
Individuals/Households	135	0.25	34	\$ 30.02	\$ 1,020.68		\$ -		
Private Sector			0	\$ 28.66	\$ -		\$ -		
State/Local/Tribal			0	\$ 40.74	\$ -	\$0	\$ -		
Subtotal	135		34				\$ -	0.25	\$ 1,552.50
3-200-22 - application									
Individuals/Households	95	0.333333	32	\$ 30.02	\$ 960.64	\$100	\$ 9,500.00		
Private Sector			0	\$ 28.66	\$ -		\$ -		
State/Local/Tribal			0	\$ 40.74	\$ -	\$0	\$ -		
Subtotal	95		32				\$ 9,500.00	4.5	\$ 19,665.00
3-200-23 - application									
Individuals/Households	48	0.75	36	\$ 30.02	\$ 1,080.72	\$75	\$ 3,600.00		
Private Sector	182	0.75	137	\$ 28.66	\$ 3,926.42	\$75	\$ 13,650.00		
State/Local/Tribal	11	0.75	8	\$ 40.74	\$ 325.92	\$0	\$ -		
Subtotal	241		181				\$ 17,250.00	5	\$ 55,430.00
3-200-24 - application									
Individuals/Households	168	0.75	126	\$ 30.02	\$ 3,782.52	\$100	\$ 16,800.00		
Private Sector	247	0.75	185	\$ 28.66	\$ 5,302.10	\$100	\$ 24,700.00		
State/Local/Tribal	70	0.75	53	\$ 40.74	\$ 2,159.22	\$0	\$ -		
Subtotal	485		364				\$ 41,500.00	6	\$ 133,860.00
3-200-25 - application									
Individuals/Households		1	0	\$ 30.02	\$ -	\$100	\$ -		
Private Sector	70	1	70	\$ 28.66	\$ 2,006.20	\$100	\$ 7,000.00		
State/Local/Tribal		1	0	\$ 40.74	\$ -	\$0	\$ -		
Subtotal	70		70				\$ 7,000.00	5	\$ 16,100.00

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Regulation/ Activity	Annual Responses	Completion Time per Response (hours)	Annual Burden Hours	Hourly Labor Costs including Benefits	Dollar Value of Annual Burden hours	Average Nonhour Burden Cost Per Response	Total Annual Nonhour Burden Cost	Avg Time (hrs) per response for Govt review	Cost to Govt (\$46/hr)
3-200-26 - application									
Individuals/Households	10	0.333333	3	\$ 30.02	\$ 90.06	\$100	\$ 1,000.00		
Private Sector	603	0.333333	201	\$ 28.66	\$ 5,760.66	\$100	\$ 60,300.00		
State/Local/Tribal	5	0.333333	2	\$ 40.74	\$ 81.48	\$0	\$ -		
Subtotal	618		206				\$ 61,300.00	1	\$ 28,428.00
3-200-27 - application									
Individuals/Households	40	0.75	30	\$ 30.02	\$ 900.60	\$100	\$ 4,000.00		
Private Sector	57	0.75	43	\$ 28.66	\$ 1,232.38	\$100	\$ 5,700.00		
State/Local/Tribal	16	0.75	12	\$ 40.74	\$ 488.88	\$0	\$ -		
Subtotal	113		85				\$ 9,700.00	5	\$ 25,990.00
3-200-28 - application									
Individuals/Households	231	0.5	116	\$ 30.02	\$ 3,482.32	\$100	\$ 23,100.00		
Private Sector	0	0.5	0	\$ 28.66	\$ -	\$100	\$ -		
State/Local/Tribal	0		0	\$ 40.74	\$ -	\$0	\$ -		
Subtotal	231		116				\$ 23,100.00	1.75	\$ 18,595.50
3-200-29 - application									
Individuals/Households	70	2.5	175	\$ 30.02	\$ 5,253.50	\$125	\$ 8,750.00		
Private Sector	135	2.5	338	\$ 28.66	\$ 9,687.08	\$125	\$ 16,875.00		
State/Local/Tribal	65	2.5	163	\$ 40.74	\$ 6,640.62	\$0	\$ -		
Subtotal	270		676				\$ 25,625.00	2	\$ 24,840.00
3-200-30 - application									
Individuals/Households		1	0	\$ 30.02	\$ -	\$100	\$ -		
Private Sector	88	1	88	\$ 28.66	\$ 2,522.08	\$100	\$ 8,800.00		
State/Local/Tribal			0	\$ 40.74	\$ -	\$0	\$ -		
Subtotal	88		88				\$ 8,800.00	7	\$ 28,336.00
3-200-30A - report									
Individuals/Households		0.5	0	\$ 30.02	\$ -	\$	\$ -		
Private Sector	69	0.5	35	\$ 28.66	\$ 1,003.10	\$	\$ -		
State/Local/Tribal			0	\$ 40.74	\$ -	\$0	\$ -		
Subtotal	69		35				\$ -	0.5	\$ 1,587.00
3-200-31 - application									
Individuals/Households	1	2	2	\$ 30.02	\$ 60.04	\$100	\$ 100.00		
Private Sector	1	2	2	\$ 28.66	\$ 57.32	\$100	\$ 100.00		
State/Local/Tribal	1	2	2	\$ 40.74	\$ 81.48	\$0	\$ -		
Subtotal	3		6				\$ 200.00	6.5	\$ 897.00
3-200-32 - application									
Individuals/Households	155	1	155	\$ 30.02	\$ 4,653.10	\$125	\$ 19,375.00		
Private Sector	309	1	309	\$ 28.66	\$ 8,855.94	\$125	\$ 38,625.00		
State/Local/Tribal	150	1	150	\$ 40.74	\$ 6,111.00	\$0	\$ -		
Subtotal	614		614				\$ 58,000.00	3	\$ 84,732.00
3-200-33 - application									
Individuals/Households	76	2	152	\$ 30.02	\$ 4,563.04	\$200	\$ 15,200.00		
Private Sector	227	2	454	\$ 28.66	\$ 13,011.64	\$200	\$ 45,400.00		
State/Local/Tribal			0	\$ 40.74	\$ -	\$0	\$ -		
Subtotal	303		606				\$ 60,600.00	7	\$ 97,566.00

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3-200-34 - application									
Individuals/Households	27	0.333333	9	\$ 30.02	\$ 270.18	\$125	\$ 3,375.00		
Private Sector	80	0.333333	27	\$ 28.66	\$ 773.82	\$125	\$ 10,000.00		
State/Local/Tribal	0		0	\$ 40.74	\$ -	\$0	\$ -		
Subtotal	107		36				\$ 13,375.00	4.5	\$ 22,149.00
3-200-35 - application									
Individuals/Households	1	1	1	\$ 30.02	\$ 30.02	\$100	\$ 100.00		
Private Sector	1	1	1	\$ 28.66	\$ 28.66	\$100	\$ 100.00		
State/Local/Tribal	1	1	1	\$ 40.74	\$ 40.74	\$0	\$ -		
Subtotal	3		3				\$ 200.00	2	\$ 276.00
3-200-36 - application									
Individuals/Households	1	1	1	\$ 30.02	\$ 30.02	\$100	\$ 100.00		
Private Sector	1	1	1	\$ 28.66	\$ 28.66	\$100	\$ 100.00		
State/Local/Tribal	1	1	1	\$ 40.74	\$ 40.74	\$0	\$ -		
Subtotal	3		3				\$ 200.00	7.5	\$ 1,035.00
3-200-37 - application									
Individuals/Households	42	2	84	\$ 30.02	\$ 2,521.68	\$100	\$ 4,200.00		
Private Sector	117	2	234	\$ 28.66	\$ 6,706.44	\$100	\$ 11,700.00		
State/Local/Tribal	6	2	12	\$ 40.74	\$ 488.88	\$0	\$ -		
Subtotal	165		330				\$ 15,900.00	20	\$ 151,800.00
3-200-39 - application									
Individuals/Households	0		0	\$ 30.02	\$ -		\$ -		
Private Sector	3	1	3	\$ 28.66	\$ 85.98	\$100	\$ 300.00		
State/Local/Tribal	4	1	4	\$ 40.74	\$ 162.96	\$0	\$ -		
Subtotal	7		7				\$ 300.00	4	\$ 1,288.00
3-200-39A - report									
Individuals/Households			0	\$ 30.02	\$ -		\$ -		
Private Sector	3	0.5	2	\$ 28.66	\$ 57.32	\$0	\$ -		
State/Local/Tribal	4	0.5	2	\$ 40.74	\$ 81.48	\$0	\$ -		
Subtotal	7		4				\$ -	0.5	\$ 161.00
3-200-40 - application									
Individuals/Households	0		0	\$ 30.02	\$ -		\$ -		
Private Sector	1	1	1	\$ 28.66	\$ 28.66	\$100	\$ 100.00		
State/Local/Tribal	1	1	1	\$ 40.74	\$ 40.74	\$0	\$ -		
Subtotal	2		2				\$ 100.00	4	\$ 368.00
3-200-40A - report									
Individuals/Households	0		0	\$ 30.02	\$ -		\$ -		
Private Sector	1	0.5	1	\$ 28.66	\$ 28.66		\$ -		
State/Local/Tribal	1	0.5	1	\$ 40.74	\$ 40.74	\$0	\$ -		
Subtotal	2		2				\$ -	0.25	\$ 23.00
3-200-41 - application									
Individuals/Households		2	0	\$ 30.02	\$ -	\$200	\$ -		
Private Sector	168	2	336	\$ 28.66	\$ 9,629.76	\$200	\$ 33,600.00		
State/Local/Tribal		2	0	\$ 40.74	\$ -	\$0	\$ -		
Subtotal	168		336				\$ 33,600.00	6	\$ 46,368.00

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BURDEN HOURS, NONHOUR COSTS, AND FEDERAL COSTS

Attachment A

Regulation/ Activity	Annual Responses	Completion Time per Response (hours)	Annual Burden Hours	Hourly Labor Costs including Benefits	Dollar Value of Annual Burden hours	Average Nonhour Burden Cost Per Response	Total Annual Nonhour Burden Cost	Avg Time (hrs) per response for Govt review	Cost to Govt (\$46/hr)
3-200-41A - report									
Individuals/Households		0.5	0	\$ 30.02	\$ -	\$0	\$ -		
Private Sector	83	0.5	42	\$ 28.66	\$ 1,203.72	\$0	\$ -		
State/Local/Tribal		0.5	0	\$ 40.74	\$ -	\$0	\$ -		
Subtotal	83		42				\$ -	0.5	\$ 1,909.00
3-200-42 - application									
Individuals/Households	1	1	1	\$ 30.02	\$ 30.02	\$63	\$ 63.00		
Private Sector	16	1	16	\$ 28.66	\$ 458.56	\$63	\$ 1,008.00		
State/Local/Tribal	4	1	4	\$ 40.74	\$ 162.96	\$0	\$ -		
Subtotal	21		21				\$ 1,071.00	3	\$ 2,898.00
3-200-43 - application									
Individuals/Households	1	2.33	2	\$ 30.02	\$ 60.04	\$132	\$ 132.00		
Private Sector	14	2.33	33	\$ 28.66	\$ 945.78	\$132	\$ 1,848.00		
State/Local/Tribal	4	2.33	9	\$ 40.74	\$ 366.66	\$0	\$ -		
Subtotal	19		44				\$ 1,980.00	30	\$ 26,220.00
3-200-44 - application									
Individuals/Households	0		0	\$ 30.02	\$ -	\$0	\$ -		
Private Sector	2	0.333333	1	\$ 28.66	\$ 28.66	\$100	\$ 200.00		
State/Local/Tribal	0		0	\$ 40.74	\$ -	\$0	\$ -		
Subtotal	2		1				\$ 200.00	3.5	\$ 322.00
3-200-44A - report									
Individuals/Households	0		0	\$ 30.02	\$ -	\$0	\$ -		
Private Sector	1	1	1	\$ 28.66	\$ 28.66	\$0	\$ -		
State/Local/Tribal	0		0	\$ 40.74	\$ -	\$0	\$ -		
Subtotal	1		1				\$ -	1	\$ 46.00
3-200-46 - application									
Individuals/Households	369	0.5	185	\$ 30.02	\$ 5,553.70	\$50	\$ 18,450.00		
Private Sector	0		0	\$ 28.66	\$ -	\$0	\$ -		
State/Local/Tribal	0		0	\$ 40.74	\$ -	\$0	\$ -		
Subtotal	369		185				\$ 18,450.00	4	\$ 67,896.00
3-200-47 - application									
Individuals/Households			0	\$ 30.02	\$ -	\$0	\$ -		
Private Sector	8	2	16	\$ 28.66	\$ 458.56	\$100	\$ 800.00		
State/Local/Tribal	8	2	16	\$ 40.74	\$ 651.84	\$0	\$ -		
Subtotal	16		32				\$ 800.00	6.5	\$ 4,784.00
3-200-48 - application									
Individuals/Households	1	1	1	\$ 30.02	\$ 30.02	\$100	\$ 100.00		
Private Sector	2	1	2	\$ 28.66	\$ 57.32	\$100	\$ 200.00		
State/Local/Tribal	1	1	1	\$ 40.74	\$ 40.74	\$0	\$ -		
Subtotal	4		4				\$ 300.00	4	\$ 736.00
3-200-49 - application									
Individuals/Households	1	3	3	\$ 30.02	\$ 90.06	\$200	\$ 200.00		
Private Sector	2	3	6	\$ 28.66	\$ 171.96	\$200	\$ 400.00		
State/Local/Tribal	1	3	3	\$ 40.74	\$ 122.22	\$0	\$ -		
Subtotal	4		12				\$ 600.00	8	\$ 1,472.00
3-200-50 - application									

**OMB CONTROL NO. 1018-0093
BURDEN HOURS, NONHOUR COSTS, AND FEDERAL COSTS**

Attachment A

Regulation/ Activity	Annual Responses	Completion Time per Response (hours)	Annual Burden Hours	Hourly Labor Costs including Benefits	Dollar Value of Annual Burden hours	Average Nonhour Burden Cost Per Response	Total Annual Nonhour Burden Cost	Avg Time (hrs) per response for Govt review	Cost to Govt (\$46/hr)
Individuals/Households	0		0	\$ 30.02	\$ -	\$ -	\$ -		
Private Sector	1	10	10	\$ 28.66	\$ 286.60	\$ -	\$ -		
State/Local/Tribal	1	10	10	\$ 40.74	\$ 407.40	\$ -	\$ -		
Subtotal	2		20				\$ -	7	\$ 644.00
3-200-51 - application									
Individuals/Households	1	8	8	\$ 30.02	\$ 240.16	\$250	\$ 250.00		
Private Sector	1	8	8	\$ 28.66	\$ 229.28	\$250	\$ 250.00		
State/Local/Tribal	0		0	\$ 40.74	\$ -	\$0	\$ -		
Subtotal	2		16				\$ 500.00	8	\$ 736.00
3-200-52 - application									
Individuals/Households	50	0.25	13	\$ 30.02	\$ 390.26	\$100	\$ 5,000.00		
Private Sector	100	0.25	25	\$ 28.66	\$ 716.50	\$100	\$ 10,000.00		
State/Local/Tribal	48	0.25	12	\$ 40.74	\$ 488.88	\$0	\$ -		
Subtotal	198		50				\$ 15,000.00	2.5	\$ 22,770.00
3-200-53 - application									
Individuals/Households			0	\$ 30.02	\$ -	\$0	\$ -		
Private Sector	3	2	6	\$ 28.66	\$ 171.96	\$100	\$ 300.00		
State/Local/Tribal	1	2	2	\$ 40.74	\$ 81.48	\$0	\$ -		
Subtotal	4		8				\$ 300.00	6.5	\$ 1,196.00
3-200-58 - application									
Individuals/Households	0		0	\$ 30.02	\$ -	\$ -	\$ -		
Private Sector	50	1	50	\$ 28.66	\$ 1,433.00	\$ -	\$ -		
State/Local/Tribal	0		0	\$ 40.74	\$ -	\$ -	\$ -		
Subtotal	50		50				\$ -	3	\$ 6,900.00
3-200-61 - application									
Individuals/Households	6	43.5	261	\$ 30.02	\$ 7,835.22	\$120	\$ 720.00		
Private Sector	19	43.5	827	\$ 28.66	\$ 23,701.82	\$120	\$ 2,280.00		
State/Local/Tribal	0		0	\$ 40.74	\$ -	\$0	\$ -		
Subtotal	25		1,088				\$ 3,000.00	3	\$ 3,450.00
3-200-64 - application									
Individuals/Households	137	0.5	69	\$ 30.02	\$ 2,071.38	\$75	\$ 10,275.00		
Private Sector	0		0	\$ 28.66	\$ -	\$0	\$ -		
State/Local/Tribal	0		0	\$ 40.74	\$ -	\$0	\$ -		
Subtotal	137		69				\$ 10,275.00	3	\$ 18,906.00
3-200-65 - application									
Individuals/Households	0		0	\$ 30.02	\$ -	\$0	\$ -		
Private Sector	2	40	80	\$ 28.66	\$ 2,292.80	\$100	\$ 200.00		
State/Local/Tribal	0		0	\$ 40.74	\$ -	\$0	\$ -		
Subtotal	2		80				\$ 200.00	5	\$ 460.00
3-200-66 - application									
Individuals/Households	25	0.25	6	\$ 30.02	\$ 180.12	\$50	\$ 1,250.00		
Private Sector	13	0.25	3	\$ 28.66	\$ 85.98	\$50	\$ 650.00		
State/Local/Tribal	12	0.25	3	\$ 40.74	\$ 122.22	\$0	\$ -		
Subtotal	50		12				\$ 1,900.00	1	\$ 2,300.00
3-200-69 - application									
Individuals/Households	2	0.5	1	\$ 30.02	\$ 30.02	\$75	\$ 150.00		

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BURDEN HOURS, NONHOUR COSTS, AND FEDERAL COSTS**

Attachment A

Regulation/ Activity	Annual Responses	Completion Time per Response (hours)	Annual Burden Hours	Hourly Labor Costs including Benefits	Dollar Value of Annual Burden hours	Average Nonhour Burden Cost Per Response	Total Annual Nonhour Burden Cost	Avg Time (hrs) per response for Govt review	Cost to Govt (\$46/hr)
Private Sector	1	0.5	1	\$ 28.66	\$ 28.66	\$75	\$ 75.00		
State/Local/Tribal	0		0	\$ 40.74	\$ -	\$0	\$ -		
Subtotal	3		2				\$ 225.00	1	\$ 138.00
3-200-70 - applicator									
Individuals/Households	16	0.5	8	\$ 30.02	\$ 240.16	\$0	\$ -		
Private Sector	0		0	\$ 28.66	\$ -	\$0	\$ -		
State/Local/Tribal	0		0	\$ 40.74	\$ -	\$0	\$ -		
Subtotal	16		8				\$ -	1	\$ 736.00
3-200-73 - app;ication									
Individuals/Households	166	0.5	83	\$ 30.02	\$ 2,491.66	\$75	\$ 12,450.00		
Private Sector	5,000	0.5	2,500	\$ 28.66	\$ 71,650.00	\$75	\$ 375,000.00		
State/Local/Tribal	400	0.5	200	\$ 40.74	\$ 8,148.00	\$0	\$ -		
Subtotal	5,566		2,783				\$ 387,450.00	2	\$ 512,072.00
3-200-74 - app;ication									
Individuals/Households	5	0.1	1	\$ 30.02	\$ 30.02	\$30	\$ 150.00		
Private Sector	945	0.1	95	\$ 28.66	\$ 2,722.70	\$30	\$ 28,350.00		
State/Local/Tribal	50	0.1	5	\$ 40.74	\$ 203.70	\$0	\$ -		
Subtotal	1,000		101				\$ 28,500.00	0.5	\$ 23,000.00
3-200-75 - application									
Individuals/Households	0		0	\$ 30.02	\$ -	\$0	\$ -		
Private Sector	25	0.5	13	\$ 28.66	\$ 372.58	\$50	\$ 1,250.00		
State/Local/Tribal	0		0	\$ 40.74	\$ -	\$0	\$ -		
Subtotal	25		13				\$ 1,250.00	3	\$ 3,450.00
3-200-76 - application									
Individuals/Households	0		0	\$ 30.02	\$ -	\$0	\$ -		
Private Sector	120	3	360	\$ 28.66	\$ 10,317.60	\$150	\$ 18,000.00		
State/Local/Tribal	0		0	\$ 40.74	\$ -	\$0	\$ -		
Subtotal	120		360				\$ 18,000.00	8	\$ 44,160.00
3-200-80 - application									
Individuals/Households	0		0	\$ 30.02	\$ -	\$0	\$ -		
Private Sector	15	3	45	\$ 28.66	\$ 1,289.70	\$100	\$ 1,500.00		
State/Local/Tribal	0		0	\$ 40.74	\$ -	\$0	\$ -		
Subtotal	15		45				\$ 1,500.00	8	\$ 5,520.00
3-200-85 - application									
Individuals/Households	0		0	\$ 30.02	\$ -	\$0	\$ -		
Private Sector	90	1	90	\$ 28.66	\$ 2,579.40	\$100	\$ 9,000.00		
State/Local/Tribal	0		0	\$ 40.74	\$ -	\$0	\$ -		
Subtotal	90		90				\$ 9,000.00	6	\$ 24,840.00
3-200-86 - application									
Individuals/Households	0		0	\$ 30.02	\$ -	\$0	\$ -		
Private Sector	10	1.5	15	\$ 28.66	\$ 429.90	\$150	\$ 1,500.00		
State/Local/Tribal	5	1.5	8	\$ 40.74	\$ 325.92	\$0	\$ -		
Subtotal	15		23				\$ 1,500.00	30	\$ 20,700.00
3-200-87 - application									
Individuals/Households	0		0	\$ 30.02	\$ -	\$0	\$ -		
Private Sector	5	1	5	\$ 28.66	\$ 143.30	\$0	\$ -		

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Regulation/ Activity	Annual Responses	Completion Time per Response (hours)	Annual Burden Hours	Hourly Labor Costs including Benefits	Dollar Value of Annual Burden hours	Average Nonhour Burden Cost Per Response	Total Annual Nonhour Burden Cost	Avg Time (hrs) per response for Govt review	Cost to Govt (\$46/hr)
State/Local/Tribal	20	1	20	\$ 40.74	\$ 814.80	\$0	\$ -		
Subtotal	25		25					10	\$ 11,500.00
Request for Approval of American Ginseng Program									
Individuals/Households	0		0	\$ 30.02	\$ -	\$0	\$ -		
Private Sector	2	12	24	\$ 28.66	\$ 687.84	\$0	\$ -		
State/Local/Tribal	0		0	\$ 40.74	\$ -	\$0	\$ -		
Subtotal	2		24					1	\$ 92.00
Report - Furbearers CITES Export Program									
Individuals/Households	0		0	\$ 30.02	\$ -	\$0	\$ -		
Private Sector	52	1	52	\$ 28.66	\$ 1,490.32	\$0	\$ -		
State/Local/Tribal	0		0	\$ 40.74	\$ -	\$0	\$ -		
Subtotal	52		52					0.25	\$ 598.00
Report - American Alligator CITES Export Program									
Individuals/Households	0		0	\$ 30.02	\$ -	\$0	\$ -		
Private Sector	10	1	10	\$ 28.66	\$ 286.60	\$0	\$ -		
State/Local/Tribal	0		0	\$ 40.74	\$ -	\$0	\$ -		
Subtotal	10		10					0.25	\$ 115.00
Application - Plant Rescue Center Program									
Individuals/Households	0		0	\$ 30.02	\$ -	\$0	\$ -		
Private Sector	0		0	\$ 28.66	\$ -	\$0	\$ -		
State/Local/Tribal	3	1	3	\$ 40.74	\$ 122.22	\$0	\$ -		
Subtotal	3		3					0.5	\$ 69.00
Report - Receipt and Condition of Specimens									
Individuals/Households			0	\$ 30.02	\$ -	\$0	\$ -		
Private Sector	140	0.5	70	\$ 28.66	\$ 2,006.20	\$0	\$ -		
State/Local/Tribal	110	0.5	55	\$ 40.74	\$ 2,240.70	\$0	\$ -		
Subtotal	250		125					0.5	\$ 5,750.00
3-200-88 - application									
Individuals/Households	50	0.5	25	\$ 30.02	\$ 750.50	\$0	\$ -		
Private Sector	20	0.5	10	\$ 28.66	\$ 286.60	\$0	\$ -		
State/Local/Tribal	5	0.5	3	\$ 40.74	\$ 122.22	\$0	\$ -		
Subtotal	75		38					3	\$ 10,350.00
Enter Form No./Title									
Individuals/Households			0	\$ 30.02	\$ -	\$0	\$ -		
Private Sector			0	\$ 28.66	\$ -	\$0	\$ -		
State/Local/Tribal			0	\$ 40.74	\$ -	\$0	\$ -		
Subtotal	0		0						\$ -
Enter Form No./Title									
Individuals/Households			0	\$ 30.02	\$ -	\$0	\$ -		
Private Sector			0	\$ 28.66	\$ -	\$0	\$ -		
State/Local/Tribal			0	\$ 40.74	\$ -	\$0	\$ -		
Subtotal	0		0						\$ -
Enter Form No./Title									
Individuals/Households			0	\$ 30.02	\$ -	\$0	\$ -		
Private Sector			0	\$ 28.66	\$ -	\$0	\$ -		

