

**1140-0017**

**Part B. Collection of Information Employing Statistical Methods**

The universe is in fact a small well defined population as compared to the universe of ALL licensees, or for that matter the entire public. In a universe of approximately 138,500 licensees, the AFMER is only submitted by approximately 8,500 licensees (approximately 6.1%). Collection procedures are conducted through a mailing of a letter requesting the information accompanied by the form itself (it should be noted that this information collection is not voluntary, but required under 18 U.S.C. Chapter 44). Response rates are maximized by sending a second request for the information to all non-filers approximately 8 months after the first request. After this, non-filers are referred to the field for collection of the form during routine inspections at which time the accuracy of the data is verified. If, when the forms come in, there is missing data, a call is placed to the licensee to discuss the incomplete data, and guidance is offered as to how the licensee may provide the required data.