

**Importation of Animals and Poultry, Animal and Poultry Products, Certain
Animal Embryos, and Zoological Animals
0579-0040**

April 2014

Terms of Clearance: APHIS has made several forms electronic so users can complete and submit them electronically. Several of the forms must accompany the animals so those forms can now be completed electronically and printed to accompany the animals.

Introduction

APHIS is merging 0579-0324, Importation of Equines into the United States, into this package and discontinuing it. The activities included in 0579-0324 are covered in 0040 and do not need to be accounted for in a separate collection.

A. Justification

1. Explain the circumstances that make the collection of information necessary. Identify any legal or administrative requirements that necessitate the collection. Attach a copy of the appropriate section of each statute and regulation mandating or authorizing the collection of information.

The Animal Health Protection Act of 2002 (7 U.S.C. 8301–8317) is the primary Federal law governing the protection of animal health. The law gives the Secretary of Agriculture broad authority to detect, control, or eradicate pests or diseases of livestock or poultry. Disease prevention is the most effective method for maintaining healthy animal populations in the United States and for enhancing the ability to compete in the world market of animal and animal product trade.

APHIS' Veterinary Services (VS) unit is responsible for, among other things, preventing the introduction of foreign or certain other communicable animal diseases into the United States; and for rapidly identifying, containing, eradicating, or otherwise mitigating such diseases when feasible. In connection with this mission, APHIS collects information from individuals who import animals or poultry, animal or poultry products, or animal germplasm (semen and embryos, including eggs for hatching) into the United States.

This information includes, but is not limited to, data such as the names of the exporter and importer of the animal commodities; the origins of the animals or animal products to be imported; the health status of the animals or the processing methods used to produce animal products to be imported; the destination of delivery in the United States; and whether the animals or animal products were temporarily offloaded in another country during transit to the United States. APHIS needs this information to help ensure that these imports do not introduce foreign animal diseases into the United States.

APHIS uses a variety of information collection procedures and forms including health certificates, import permits, specimen submission forms, inspection reports, cooperative and trust fund agreements, and certification statements.

APHIS is asking OMB to approve, for an additional 3 years, the information collection activities associated with its efforts to safeguard the health of the U.S. livestock and poultry populations.

2. Indicate how, by whom, how frequently, 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.

90-day Written Bird Possession Statement - Canada

The owner of a pet bird, before bringing the bird into the United States from Canada, must state in writing that the bird has been in his or her possession for a minimum of 90 days before the date of importation, and that during this time, the bird did not come into contact with any poultry or other birds. This helps ensure that pet birds brought in from Canada are healthy and do not pose a disease risk to the poultry population of the United States.

Recordkeeping – Identification Marks on Imported Animals

The foreign producer (owner or operator of farms as well as individuals and households) is responsible for providing and keeping any required identification records. Officials in exporting countries who certify these records (when required under APHIS' regulations to do so in an export certificate) may also be responsible for verifying or for otherwise keeping records of animal identifications provided to APHIS. The foreign government determines the length of time to maintain such records.

APHIS uses the types of identification it collects to identify country of origin, correlate testing and certification statements required for import, and to trace animals.

Agreement of Pet Bird Owner (VS 17-8)

When bird owners return to the United States from specified countries with a U.S.-origin bird with the original health certificate, APHIS requires them to agree, in writing, that they will keep the bird in their homes for 30 days (a home quarantine, which is supervised by APHIS personnel). This helps ensure that the bird, if it is carrying a disease acquired in a foreign country, will not pose a disease threat to the U.S. poultry population.

U.S. Permit to Transit Poultry, Hatching Eggs, or Birds (VS 17-135A)

When poultry, hatching eggs, or birds are transiting Anchorage, Alaska, the importer must apply for a transit permit. This is required so APHIS can have a veterinarian on hand in Anchorage to supervise the transit. Without this requirement, APHIS would have no way of knowing when foreign poultry was transiting Alaska. This would compromise APHIS' ability to prevent foreign poultry diseases from entering the United States.

Application and Space Reservation Request for Ratites and Ratite Hatching Eggs and Site Inspection (VS 17-128)

If an importer wishes to reserve quarantine space to import ratites or ratite eggs into the United States or wishes to ask APHIS to inspect a ratite farm in a foreign country, APHIS requires the importer to submit this application. (The foreign health certificate is printed on the reverse side of this form.) This enables APHIS to make arrangements to conduct quarantines and farm inspections. Not conducting these activities would compromise APHIS' ability to prevent foreign poultry diseases from entering the United States.

Daily Register and Recordkeeping for Owner or Manager for Ratites and Hatching Eggs

APHIS requires the operator of a foreign ratite farm to record and maintain records of the inventory of ratite eggs and ratites and their identification on the farm so APHIS knows exactly how many ratites and eggs are on the farm. The national veterinary service of the region of export uses this information to maintain a registry of premises. The foreign government determines the length of time to maintain the records. This information helps ensure that ratites in the foreign country have not been exposed to ratites of a different health status before export to the United States.

Declaration of Importation of Animals, Animal Semen, Embryos, Birds, Poultry, and Eggs for Hatching (VS 17-29)

By filling out this form, which is collected by (or provided by APHIS to) U.S. Customs officials, importers declare what they are importing into the United States; namely, animals or animal germplasm (including eggs for hatching). This alerts APHIS that certain animals or germplasm will be entering the United States and helps APHIS prevent the entry of foreign animal diseases.

Owner or Manager and Country of Export Quarterly Submission of Registers

APHIS requires operators of a foreign ratite farm (individuals or households) to submit their daily registers to the appropriate government office in that country, which then submits the registers to APHIS. This provides APHIS with information about the inventory of the farm. If these registers were not submitted to APHIS, APHIS would have no way of knowing if ratites or ratite eggs were being smuggled onto the farm.

Recordkeeping - National Exporting Country Registers and Maintenance of Current Production Records, Additions to Such Premises, and Ceiling Limitations

APHIS requires foreign veterinary officials to receive and maintain the registers from the operators of ratite farms. This assures APHIS that each farm is keeping accurate records concerning its inventory and the identification of its ratites (by matching identification numbers). This also gives APHIS information concerning the facility's adherence to export ceiling limitation requirements and whether any additions to the facility are planned. This information helps ensure ratites in the foreign country have not been exposed to ratites of a different health status before export to the United States.

Request for Hearing for Withdrawal of an Import Permit for Ratites or Ratite Hatching Eggs

If APHIS withdraws a permit to import ratites or ratite hatching eggs because of disease concerns or for other reasons, the importer has the right to request a hearing in writing to determine just cause for the permit's withdrawal. This procedure allows the importer to challenge the APHIS decision to withdraw the permit.

Random Inspections of Ratite Farms per Breeding Season of Premises for Required Identification and Recording on Quarterly Report of Registers

APHIS requires full-time salaried veterinary officers of the national government to inspect ratite farms quarterly to see if the farms meet APHIS recordkeeping and identification guidelines. These veterinarians record whether all ratites and hatching eggs are properly identified. This process ensures APHIS that farms are keeping accurate inventory records and that only ratites or ratite eggs of known health status reside at the exporting facility.

Cooperative Agreement and Trust Fund for Privately Owned Bird or Poultry Quarantine Facilities (includes providing a list of current employees to port veterinarian, signed statement from each designated employee, written instructions to monitoring agency, telephone numbers of cooperators, written request for accounting of funds, and written termination)

An operator seeking APHIS approval to establish or maintain a privately owned bird or poultry quarantine facility completes this documentation and sends it to APHIS. Operators of currently-approved facilities that undergo a change in location or ownership must also submit this information to APHIS. This allows APHIS to review the conditions under which the facility was approved, and to adjust its records or re-inspect the facility if necessary. This documentation helps APHIS monitor these facilities and prevent the introduction of poultry diseases into the United States.

Daily Log and Recordkeeping for Identification Record for Birds or Poultry (VS 17-12)

APHIS requires the operator of a privately owned bird or poultry quarantine facility keep this daily log (or an alternative record, as approved by the APHIS personnel monitoring the facility) and identification record for 12 months. This keeps APHIS informed of which birds are entering the facility. Only birds listed on a specific import permit (or permits) issued by APHIS can enter these facilities during an applicable period of quarantine. The log and identification record helps APHIS protect the U.S. poultry population from foreign disease.

Additional Requirements for the Quarantine of Birds or Poultry (including some hatching eggs)

APHIS reserves the right to impose additional requirements concerning the quarantining of birds or poultry (including hatching eggs from certain regions of the world) if APHIS determines it is necessary to prevent the escape of poultry disease agents from quarantine facilities. Imposing such requirements (such as additional length of quarantine, testing, cleaning/disinfection or sanitation requirements) may require the facility operator to sign or submit various kinds of documents in connection with the additional requirements.

Application for Import or In-Transit Permit (for Live Animals, Animal Semen, Animal Embryos, Birds, Poultry, or Hatching Eggs) (VS Form 17-129)

Anyone required by APHIS to have an import or in-transit permit must submit a VS 17-129, “Application for Import or In-Transit Permit (Animals, Animal Semen, Animal Embryos, Birds, Poultry, and Hatching Eggs),” to APHIS. The applicant must describe the type, number, and identification of the animals to be exported. The applicant must also list the origin, intended date and location of arrival, routes of travel, and destination of the animals. APHIS will use the permit applications to carefully evaluate each import request.

Request Space at USDA-Operated Quarantine Facilities

Before APHIS can quarantine animals at a USDA-operated quarantine facility, the importer reserves space at the facility. In some cases, this may be done through online reservations or by directly contacting the USDA quarantine facility; or APHIS may reserve space as part of an overall permit process (including submission of the VS 17-129). Types of animals that are or may be required to be quarantined include horses, ruminants, swine, wild ruminants and wild swine intended for exhibition in a zoological park, birds, and poultry.

Export Health Certificates

Foreign veterinary authorities complete any export health certificates required by APHIS as written proof that competent veterinary authorities have examined or tested the animals, eggs, or germplasm and that the commodities meet APHIS’ import requirements. An affidavit or certificate from the owner or importer stating animals have been in the country for 60 days before shipment may be included as part of the foreign health certificate. APHIS requires export health certificates to ensure that animals and animal products required by APHIS’ regulations to be accompanied by a health or other export certificate, as well as any animals or animal products imported under any special conditions (permit or protocol), are of an acceptable health status.

Letter of Credit, Cashier’s Check, Certified Check, or Money Order

To reserve and use space at USDA-operated quarantine facilities, the importer or agent gives a financial instrument (letter of credit, cashier’s check, certified check, or money order) to APHIS in person, through the mail, or by courier.

Written Notice of Cancellation from Importer

If an importer reserves space at a quarantine facility and then decides to cancel the reservation, APHIS needs to know of the change to make the space available for someone else. Receiving this written notice, a copy of which may also be submitted by email, enables APHIS to effectively manage the use of space at the quarantine facilities.

Daily Record of Horse’s Activities

The trainer or horse owner in an exporting country APHIS considers affected with contagious equine metritis (CEM) must keep a daily record of the horse’s activities and submit it to a USDA-approved recordkeeping association. This serves as a record that the horse has not been on breeding premises (i.e., used for breeding purposes) and has been involved only in training activities. If the animal is used for breeding purposes in a CEM-affected country before entering

the United States, it may contract CEM and present a disease threat to the U.S. equine population. A salaried veterinary officer of the national government of the region of origin must verify this information on the import health certificate.

Recordkeeping - Horses for Association and Trainer

A USDA-approved recordkeeping association in an exporting country maintains the daily record of a horse's activities. This record provides that the animal was not used for breeding purposes in other countries. If the animal is used for breeding purposes before entering the United States, it may contract CEM and present a disease threat to the U.S. equine population. A salaried veterinary officer of the national government of the region of origin is required to verify this information on the import health certificate.

Written Request to Change Horse's Itinerary or Method of Transport

A horse of foreign origin that enters the United States must have a definite itinerary and undergo close monitoring if APHIS-required testing for CEM has not been completed. If the horse's itinerary needs to be changed, the owner or manager of the horse submits a written request to change the itinerary. APHIS needs to know the precise itinerary under which a horse will travel before arriving in the United States to evaluate potential disease risk to U.S. horses.

Appeal or Hearing of Import Permit Withdrawal

If APHIS cancels a permit to import a horse, the importer, owner, or agent can appeal the decision in writing. This appeal process gives such persons a way to challenge the decision to cancel the permit.

Written Agreement with State for CEM (Monitoring by State)

States perform CEM quarantines under APHIS guidance designed to prevent outbreaks and spread of CEM. State veterinary authorities fill out this agreement, which serves as the State's obligation to abide by APHIS guidelines when quarantining horses for CEM.

Opportunity to Present View on Suspension

If APHIS opts to suspend a State's approval to receive horses for CEM quarantine, the State veterinary authorities can appeal the suspension in writing. A copy of the appeal may also be submitted by email. This appeal process gives States a way to challenge the APHIS decision.

Zoological Park Inspection Report (VS 17-65A)

APHIS inspects individual USDA-approved zoos semiannually to ensure they are maintaining specific standards relative to the housing and care of imported swine and ruminants that may be held at the facility as an entry or post-entry condition. APHIS requires the zoo operator to use an APHIS-accredited veterinarian to conduct this monitoring. This veterinarian must make periodic inspections of the swine or ruminants to ascertain their health status, and must alert APHIS, in writing (a copy of which may also be submitted by email), of any suspected illness in the animals, or of their death. APHIS personnel are at the zoo perhaps twice a year; an onsite veterinarian continuously monitors the animals and their health status.

Agreement for the Importation, Quarantine, and Exhibition of Certain Wild Ruminants and Wild Swine (VS 17-65B)

Zoo authorities who import wild ruminants and swine complete this agreement, which obligates them to abide by APHIS guidelines when handling these animals. This helps ensure that these animals do not pose a disease risk to the ruminant and swine populations of the United States.

Report of Zoo Animals with Suspected Cases of Contagious or Communicable Diseases (VS 17-65C)

If a zoo animal is suspected of disease or dies, zoo authorities notify APHIS so that APHIS can determine whether the animal has or had a condition that could threaten U.S. livestock, equine, or poultry, or could threaten U.S. humans. If zoo authorities did not alert APHIS via this form, APHIS' ability to protect the United States from disease incursion could be compromised.

Agreement for Transfer of Certain Wild Animals (VS 17-65D)

Zoo authorities complete this form when they transfer an animal imported under any applicable entry or post-entry conditions required by APHIS to another location. APHIS needs to know about such transfers, since some zoo animals may represent a possible long-term disease threat to the U.S. animal population.

Application for Approval of Quarantine or Holding Facility (Letter)

Occasionally foreign animals transiting the United States to a third country must be temporarily offloaded (from a plane or truck) into a holding facility before they reach their final destination. Certain animals entering the United States may also be eligible to be quarantined at a privately-owned quarantine facility. In either case, the transporter must request, in writing, that APHIS approve the facility to be used to temporarily house or quarantine these animals. APHIS requires this application for approval to know when, where, or for how long these animals are being housed and to determine how much of a disease risk they present to the United States.

Opportunity for Hearing to Present Views on Facility Withdrawal and Written Withdrawal by Facility Operator

If APHIS opts to withdraw approval of a facility (such as a privately owned quarantine facility), the facility operator has the right to appeal the APHIS decision. The appeal must be in writing. This process gives facility operators a way of challenging the APHIS decision. Facility operators must also alert APHIS, in writing, if they intend to cease operations and voluntarily relinquish operating approval. This allows APHIS to keep accurate records.

Trust Fund or Compliance Agreement for Privately Owned Equine Quarantine Facilities

Operators of privately owned equine quarantine facilities must sign this agreement to allow USDA personnel to inspect and monitor horses or other equines imported to the facility, and to pay USDA for these services. APHIS inspects and monitors the horses to ensure they are healthy and do not pose a disease risk to the U.S. equine population. Among other things, APHIS ensures the horses are not being bred during quarantine and possibly transmitting CEM to U.S. horses.

Daily Log of Privately Owned Quarantine Facility for Ruminants, Swine, and Equine

When ruminants, swine, or equines are in any quarantine required by APHIS as an entry or post-entry condition, APHIS needs to ensure that only specified individuals are allowed entry into the quarantine facility. The daily log that visitors must sign allows APHIS to enforce this. This documentation helps APHIS maintain the integrity of the quarantine. Unauthorized visitors entering and leaving the quarantine facility could pose a disease risk to the U.S. livestock population.

Recordkeeping – Daily Log of Privately Owned Quarantine Facility for Ruminants, Swine, and Equine

When ruminants, swine, or equines are in any quarantine required by APHIS as an entry or post-entry condition, APHIS needs to ensure that only specified individuals are allowed into the quarantine facility. The daily log these individuals must sign allows APHIS to enforce this. This requirement helps APHIS maintain the integrity of the quarantine. Unauthorized visitors entering and leaving the quarantine could pose a disease risk to the U.S. livestock population. APHIS requires the facility operator to keep the log for 12 months after the animals leave the quarantine. If imported animals become sick after leaving quarantine, the log would help APHIS investigate the incident.

Application for Approval of Quarantine Facilities and Request for Transfer of Operations to Another Facility for Birds or Poultry (VS 17-11)

If an individual wants to operate a bird or poultry quarantine facility or move an approved bird or poultry quarantine facility to another location, the individual must submit this application to APHIS to have the facility approved or re-approved. These facilities must meet strict biosecurity standards. This application helps APHIS ensure bird or poultry quarantine facilities meet APHIS standards and do not pose a disease risk to the poultry population of the United States.

Written Request for Inspection, Other Services, and Dipping (VS 17-32, Application for Inspection and Dipping)

When importers wish to import ruminants, horses, or other animals from Mexico into the United States, they must submit this application asking USDA personnel to inspect the animals at the border. APHIS inspects the animals to ensure they are healthy and do not pose a disease risk to U.S. animals. Certain types of animals from Mexico are also required to undergo a treatment for ectoparasites at border port facilities. This application lets APHIS know when the animals are expected so personnel will be available to inspect the animals (and treat them for ectoparasites, if applicable). This avoids delays for the importers and helps APHIS conduct inspections or treatments in a timely and efficient manner.

Importer or Agent Certification Free of Fever Tick (Letter)

Mexican veterinary officials submit letters to APHIS certifying cattle from Mexico (or other animals covered under applicable parts of the APHIS regulations) destined for import into the United States have been inspected, found free of fever and other ticks, and dipped. This helps APHIS ensure that ruminants from Mexico are free of the different life stages of ticks and the diseases ticks may carry before the cattle enter the United States.

72-Hour Prior Arrival Notice (Hedgehogs, Tenrecs, Elephants, Hippos, Rhinos, and Tapirs)

Importers must alert an APHIS inspector at the port of entry stipulated in an APHIS permit for their importation at least 72 hours before hedgehogs, tenrecs, elephants, hippos, rhinos, or tapirs arrive in the United States. The importer can give 72-hour notice in writing, by telephone, or by fax for each shipment of animals intended for import. The 72-hour notice allows APHIS time to plan for the animals' arrival and to arrange for inspection.

Owner Affidavit for Sheep and Goats from Scrapie Regions

When sheep or goats are imported from countries or regions known to be affected with scrapie, the importer must supply APHIS with an affidavit when an import application is submitted, stating that these animals originated from a flock or herd in the region of origin that participates in a program determined by APHIS to be equivalent to the Voluntary Scrapie Flock Certification Program; and that the flock or herd has been determined by APHIS to be at a level equivalent to "Certified" in the Voluntary Scrapie Flock Certification Program.

Request for Recognition of the Animal Health Status of a Region

When the veterinary authorities of a foreign region wish to apply for recognition of the animal health status of their region with regard to a disease or diseases, they must communicate this desire to APHIS via a letter, a copy of which may be emailed. This request letter follows no particular format and may contain as much information as the sender feels necessary.

Application for Recognition of the Animal Health Status of a Region

In addition to the request letter, the region's veterinary authorities must submit certain information about the region, preferably in the form of a questionnaire available on the APHIS Web site. If APHIS receives a request letter without this information, the Agency will provide the questionnaire to the requesting entity and indicate that the information is necessary to initiate an evaluation. The region's veterinary authorities must complete and return the questionnaire to APHIS.

The questionnaire is designed to give APHIS specific information necessary to accurately evaluate the animal health status of a region and the associated risk of opening U.S. markets to animal commodities from that region. The questionnaire solicits information regarding the occurrence of and surveillance for the disease under evaluation, veterinary controls and oversight, disease history and vaccination practices, livestock demographics and traceability, epidemiological separation from potential sources of infection, diagnostic laboratory capabilities, and emergency preparedness and response capacity.

In many instances, the information requested already exists and must simply be entered into the questionnaire format. However, an additional burden is incurred when the respondents must translate information, such as official acts or regulations, into English.

Application for Recognition of a Region as Historically Free of a Disease

The veterinary authorities of a region may elect to apply for historically-free status, if the region meets certain criteria specified in 9 CFR 92.2(c). The veterinary authorities submit a request letter as described above and also information about the region, preferably in the form of a questionnaire available on the APHIS Web site. If APHIS receives a request letter without this information, the Agency will provide the questionnaire to the requesting entity and indicate the information is necessary to initiate an evaluation. The region's veterinary authorities must complete and return the questionnaire to APHIS.

The questionnaire is designed to provide APHIS with specific information necessary to accurately evaluate the region for historically-free status and assess the risk of opening U.S. markets to animal commodities from that region. The questionnaire solicits information regarding the occurrence of and surveillance for the disease under evaluation, veterinary controls and oversight, disease history and vaccination practices, the measures in place for detection and notification of disease occurrence, and barriers to disease introduction.

In many instances, the information requested already exists and must simply be entered into the questionnaire format. However, an additional burden is incurred when the respondents must translate information, such as official acts or regulations, into English.

Request for Additional Information about a Region

In some instances, APHIS may determine that the initial information package is incomplete or that the Agency needs more information than was originally requested. If this is the case, APHIS will ask the region to provide additional information. No form is involved in this collection process; in many cases, the information already exists and will simply need to be sent to APHIS.

Appeal Classification of Animal Health Status

If APHIS denies a region's request to be classified as a certain animal health status, the region can appeal that decision via letter and include additional information that might cause the Agency to reevaluate its decision. No official form is involved in this collection process.

Written Recommendations Have Been Implemented by the Region

In some cases, APHIS gives a region written recommendations to help the region attain APHIS recognition of the animal health status it desires. Before proceeding with the evaluation, APHIS will need documentation from the region that the recommendations have been implemented. No official form is involved in this collection process.

Certification for Equines that Spend Less than 60 Days in a Region

If a horse or other equine is presented for import from a region where it has been for less than 60 days, the importer must ensure that the equine is accompanied by a certification from each region in which it has been during the 60 days immediately before its shipment to the United States. This helps ensure that the equine has not been exposed to a communicable disease such as African horse sickness.

The following five form activities are being merged from 0579-0324 into 0579-0040.

Permanent Electronic Identification Compatible Reader for Horses

If a horse has permanent electronic identification, the horse must be accompanied by a compatible reader to confirm the animal's identification. This helps APHIS track these horses throughout their stay in the United States and make sure they do not join the domestic U.S. horse population without first undergoing CEM quarantine and testing for permanent entry. In addition, horses without white markings or other identifying physical features are easier to identify via a unique electronic identification. The reader is supplied by businesses, hobby farmers, and non-profits. States and foreign governments use this to verify animal identification.

Photographs for Identification of Horses

APHIS requires that importers and brokers requesting import permits use photographs (head and lateral views) sufficient to identify each horse on an electronic medium approved by APHIS. Horses that do not have permanent electronic identification will need an additional form of identification such as photographs. Photographs are especially helpful because it can still be difficult to identify horses based on only written descriptions and their markings. The photographs are supplied by businesses, hobby farmers and non-profits. States and foreign governments use this to verify animal identification.

Written Plan for Medical Treatment of Horses

APHIS requires a written plan, completed by the importer, for handling sick or injured horses that includes:

- (a) The name, address, and phone number of each accredited veterinarian who will provide veterinary services in the United States;
- (b) The name, address, and phone number of medical facilities to be used to diagnose or treat sick or injured horses while in the United States; and
- (c) A plan to return sick or injured horses to performance condition.

This information is needed to adequately monitor the movement of horses imported under this regulation and ensure that emergency health care is available to them. APHIS will need to inspect the facilities where horses will be hospitalized to ensure that adequate quarantine is available. Written plans for treatment are supplied by businesses.

Statement for Horses Imported from Countries Affected with Screwworm

Horses entering the United States from regions where screwworm is known to exist must be accompanied by a certificate, issued, completed, and signed by a full-time salaried veterinary official of the exporting country. The certificate states that the horses have been thoroughly examined and treated with ivermectin, that any visible wounds have been treated with coumaphos, and that the horses appear to be free of screwworm.

Checklist for the Approval of Permanent, Privately Owned Equine Quarantine Facilities

APHIS developed a checklist to assist APHIS personnel when inspecting permanent, privately owned equine quarantine facilities. The checklist outlines standards for construction, operations, and recordkeeping that must be identified for approval. The operator of the facility must provide information verbally about the facility to an APHIS employee for APHIS to complete the checklist. Businesses, hobby farmers and non-profits submit this form.

These forms are currently approved under collection 0579-0090.

VS Form 10-4, Specimen Submission; VS Form 10-4A, Continuation Sheet for Specimen Submission

VS Forms 10-4 and 10-4A are completed by State veterinarians or other State representatives, accredited veterinarians, private laboratories, and research institutions. Authorized individuals complete the form using information obtained through discussions with the animal owners. The foundation of the animal disease surveillance program is based on the information submitted on VS Forms 10-4 and 10-4A. This information identifies the individual animal from which specimens were taken, the animal's herd or flock, the type of specimen submitted, and the purpose for submitting the specimen. Without the information contained on this form, NVSL staff would not be able to identify or process the specimens sent for analysis. Additionally, if the information is not collected (or collected less frequently), APHIS would not have the critical information necessary to effectively operate a disease surveillance program.

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.

90-day Written Bird Possession Statement - Canada

This is part of VS 17-8.

Agreement of Pet Bird Owner for Confinement in Personal Possession (Declaration and Affirmation Under Oath) (VS 17-8)

This form has been added to a VS electronic system. VS IT specialists continue to work to make the system accessible to State partners and members of the public.

Import Permit to Transit Poultry, Hatching Eggs, or Birds, (VS 17-135A)

This form is available online in a pdf format, or may be mailed or emailed to an applicant, through a telephone or email request to APHIS. It must accompany the shipments, and so is not a candidate for electronic submission.

Application and Space Reservation Request for Ratites and Ratite Hatching Eggs and Site Inspection (VS 17-128)

This form is not currently in use.

Submission of ratite registers

APHIS has not developed a database to do so because the number of yearly submissions is low.

Declaration of Importation of Animals, Animal Semen, Embryos, Birds, Poultry, and Eggs for Hatching (VS 17-29)

This multi-copy carbon form cannot be submitted to APHIS electronically because it must be presented with the imports. The form is available on the APHIS website at <http://www.aphis.usda.gov/wps/portal/footer/resources/manualsandguidelines>. Respondents can complete one page of the form electronically and print it to make additional copies.

Request for Hearing for Withdrawal of an Import Permit for Ratites or Ratite Hatching Eggs

There is no form; APHIS regulations specify that the importer write a letter for this purpose. There may be multiple reasons why a request can be made. Because each request may entail a unique situation, an electronic form cannot be created for this purpose.

Cooperative Agreement and Trust Fund for Privately Owned Bird or Poultry Quarantine Facilities

Parts of this burden are electronic; much of it is completed by APHIS from information from the importer or exporter, and discussed at the time of signature.

Daily Log and Recordkeeping for Identification Record for Birds or Poultry (VS 17-12)

APHIS requires this log be kept and maintained, but specifies no method for doing so. APHIS no plans to create an electronic submission system as the records are kept at the site, and not submitted to APHIS.

Application for Import or In-Transit Permit (for Live Animals, Animal Semen, Animal Embryos, Birds, Poultry, or Hatching Eggs), (VS 17-129)

This form is available on the internet as a fillable form that can be electronically submitted to APHIS; or may be mailed or emailed to an applicant, through a telephone or email request to APHIS.

Request Space at USDA Operated Quarantine Facilities and Includes Mailing Copies

This request is made via phone or by email.

Letter of Credit, Cashier's Check, Certified Check, or Money Order

This activity cannot be submitted electronically because these are non-electronic means of payment. Therefore, APHIS cannot develop a website where the non-electronic means of payment can be made. Credit cards can be used for electronic payment, but are not specified in the CFR.

Export Health Certificates

This form varies by each exporting country, and cannot be submitted to APHIS electronically because it must be physically presented with the imports.

Written Notice of Cancellation from Importer

This notice can be sent to APHIS via fax or e-mail. APHIS has not received any requests from importers for an electronic submission system and does not specify a form of submission.

Daily Record of Horse's Activities

APHIS does not specify how the records must be maintained or submitted. The trainer or horse owner could complete and submit the records electronically based on the protocol of the recordkeeping association that the Department has approved.

Written Request to Change Horse's Itinerary or Method of Transport

This request can be sent to APHIS via an e-mail. It is not available for electronic submission; APHIS has not developed a database to do so because the number of yearly submissions is low.

Appeal or Hearing of Import Permit Withdrawal

This request can be sent to APHIS via an e-mail. This document is not a candidate for electronic submission. APHIS has not developed a database to do so because the number of yearly submissions is low.

Written Agreement with State for CEM (Monitoring by State)

Because an original signature is required, this document is not a candidate for electronic submission.

Opportunity to Present View on Suspension

This request can be sent to APHIS in writing or via an e-mail. This document is not a candidate for electronic submission. APHIS has not developed a database to do so because the number of yearly submissions is low.

Zoological Park Inspection Report (VS 17-65A)

APHIS has not developed a database for electronic submission of this form because the number of yearly submissions is low.

Agreement for the Importation, Quarantine, and Exhibition of Certain Wild Ruminants and Wild Swine (VS 17-65B)

APHIS has not developed a database for electronic submission of this form because the number of yearly submissions is low.

Report of Zoo Animals with Suspected Cases of Contagious or Communicable Diseases (VS 17-65C)

APHIS has not developed a database for electronic submission of this form because the number of yearly submissions is low.

Agreement for Transfer of Certain Wild Animals (VS 17-65D)

APHIS has not developed a database for electronic submission of this form because the number of yearly submissions is low.

Application for Approval of Quarantine or Holding Facility (Letter)

This document is not a candidate for electronic submission. APHIS has not developed a database to do so because the number of yearly submissions is low.

Trust Fund or Compliance Agreement for Horses

Because an original signature is required, it is not a candidate for electronic submission.

Daily Log of Privately Owned Quarantine Facility for Ruminants, Swine, and Equine

APHIS requires this log be kept and maintained, but specifies no method for doing so. APHIS no plans to create an electronic submission system as the records are kept at the site, and not submitted to APHIS.

Application for Approval of Quarantine Facilities and Request for Transfer of Operations to Another Facility for Birds or Poultry (VS 17-11)

The requested information can be sent to APHIS by letter, fax, or email. This document is not a candidate for electronic submission. APHIS has not developed a database to do so because the number of yearly submissions is low and the information requested is not standardized.

Written Request for Inspection, Other Services, and Dipping, (VS 17-32) (Application for Inspection and Dipping)

This form is a candidate for electronic submission. The form is available in the Animal Import Module in VSPS, and can be filled out by anyone (such as brokers) with access to VSPS).

Importer or Agent Certification Free of Fever Tick (Letter)

This form is not currently submitted electronically. APHIS is evaluating the information collection activities relating to Mexican cattle imported into the United States to streamline those activities as part of its development of a proposed rule to recognize certain regions in Mexico as free of fever ticks.

Owner Affidavit for Sheep and Goats from Scrapie Regions

This document must accompany the shipment, and so is not a candidate for electronic submission.

Request for Recognition of the Animal Health Status of a Region

This request can be sent to APHIS by letter, fax, or email. This document is not a candidate for electronic submission. APHIS has not developed a database to do so because the number of yearly submissions is low.

Application for Recognition of the Animal Health Status of a Region

The application questionnaire is available on the APHIS Web site:

www.aphis.usda.gov/import_export/animals/downloads/info_request_recognition_region.pdf

The data associated with APHIS regionalization program, including the questionnaire, can be sent to APHIS by letter, fax, or email. This document is not a candidate for electronic submission. APHIS has not developed a database to do so because the number of yearly submissions is low.

Application for Recognition of a Region as Historically Free of a Disease

The application questionnaire is available on the APHIS Web site:

www.aphis.usda.gov/import_export/animals/downloads/info_req_recognition_historically-free_region.pdf

The data associated with APHIS regionalization program, including the questionnaire, can be sent to APHIS by letter, fax, or email. This document is not a candidate for electronic submission. APHIS has not developed a database to do so because the number of yearly submissions is low.

Request for Additional Information about a Region

The requested information can be sent to APHIS by letter, fax, or email. This document is not a candidate for electronic submission. APHIS has not developed a database to do so because the number of yearly submissions is low and the information requested is not standardized.

Appeal Classification of Animal Health Status

The appeal and supporting information can be sent to APHIS by letter, fax, or email. This document is not a candidate for electronic submission. APHIS has not developed a database to do so because the number of yearly submissions is low and the appeals are highly variable.

Written Recommendations Have Been Implemented by the Region

Documentation supporting implementation of written recommendations can be sent to APHIS by letter, fax, or email. This document is not a candidate for electronic submission. APHIS has not developed a database to do so because the number of yearly submissions is low and the recommendations vary.

Certification for Equines that Spend Less than 60 Days in a Region

This document must accompany the horse during shipment, and is not a candidate for electronic submission.

Permanent Electronic Identification Compatible Reader for Horses

This is required to travel with the animal and so is not a candidate for electronic submission.

Photographs for Identification of Horses

These are required to travel with the animal and so are not candidates for electronic submission.

Written Plan for Medical Treatment of Horses

The information can be sent to APHIS by letter, fax, or email. This document is not a candidate for electronic submission. APHIS has not developed a database to do so because the number of yearly submissions is low and the plans are highly variable.

Statement for Horses Imported from Countries Affected with Screwworm

This document is not a candidate for electronic submission. APHIS has not developed a database to do so because the number of yearly submissions is low.

Checklist for the Approval of Permanent, Privately Owned Equine Quarantine Facilities

This document is not a candidate for electronic submission. APHIS has not developed a database to do so because the number of yearly submissions is low.

VS Form 10-4, Specimen Submission; VS Form 10-4A, Continuation Sheet for Specimen Submission

These forms currently require submission of specimens with hard copies of VS forms 10-4 and 10-4A to ensure proper identification of the samples.

4. Describe efforts to identify duplication. Show specifically why any similar information already available cannot be used or modified for use for the purpose described in item 2 above.

The information APHIS collects in connection with this program is not available from any other source. APHIS is the only Agency responsible for preventing the introduction of foreign animal diseases into the United States.

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

APHIS estimates that 25 percent of the total respondents are small entities. Information can be collected in either a paper or electronic format, both of which are made available to importers at no cost. The information APHIS collects in connection with its import programs is the minimum

needed to ensure that animals, poultry, animal and poultry products, zoological animals, and animal germplasm imported into the United States pose a negligible risk of introducing foreign animal diseases into the U.S. livestock and poultry populations.

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.

If the information were collected less frequently or not collected at all, it would diminish APHIS' ability to protect the United States from foreign (and other communicable) animal disease incursions. The U.S. livestock and poultry populations would suffer repeated disease outbreaks, and many billions of dollars would need to be spent on containment and eradication efforts. In addition, the U.S. livestock and poultry industries would suffer many additional billions of dollars in losses, since the value of their products would be diminished both domestically and internationally.

7. Explain any special circumstances that require the collection to be conducted in a manner inconsistent with the general information collection guidelines in 5 CFR 1320.5.

- **requiring respondents to report information to the agency more often than quarterly;**

APHIS requires individuals to record information more than quarterly on their Daily Registers and Daily Logs; however, the individuals are not required to submit the registers on a daily basis.

- **requiring respondents to prepare a written response to a collection of information less than 30 days after receipt of it;**

APHIS requires importers to alert APHIS at least 72 hours before certain animals arrive at a port.

- **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 secret, 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 other special circumstances; this information collection is otherwise conducted in a manner consistent with the guidelines established in 5 CFR 1320.5.

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 form, and on the data elements to be recorded, disclosed, or reported. If applicable, provide a copy and identify the date and page number of publication in the Federal Register of the agency's notice, soliciting comments on the information collection prior to submission to OMB.

On Thursday, January 30, 2014, page 4866, APHIS published in the Federal Register, a 60-day notice seeking public comments on its plans to request a **3-year renewal** of this collection of information. One comment was received from a concerned citizen about her perception of the maltreatment of animals. It had no relevance to the purpose of the collection.

In 2014, APHIS engaged in productive consultations with the following individuals in connection with the information collection activities associated with its programs:

Chelsea Good, Vice President of Government and Industry Affairs
Livestock Marketing Association
10510 NW Ambassador Drive
Kansas City, MO 64153
Phone: (800) 821-2048

Ashley Peterson, Vice President of Scientific and Regulatory Affairs
National Chicken Council
1152 Fifteenth Street, NW, Suite 430
Washington, D.C. 20005-2622
Phone: (202) 296-2622

Matt Haug
Chicago Import Quarantine
2200 Euclid Ave.
Arlington Heights, IL 60006
Phone: (630) 715-0326

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

This information collection activity involves no payments or gifts to respondents.

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

No additional assurance of confidentiality is provided with this information collection. However, the confidentiality of information is protected under 5 U.S.C. 552a.

11. Provide additional justification for any questions of a sensitive nature, such as sexual behavior or attitudes, religious beliefs, and other matters that are commonly considered private. This justification should include the reasons why the agency considers the questions necessary, the specific uses to be made of the information, the explanation to be given to persons from whom the information is requested, and any steps to be taken to obtain their consent.

This information collection activity will ask no questions of a personal or sensitive nature.

12. Provide estimates of the hour burden of the collection of information. Indicate the number of respondents, frequency of response, annual hour burden, and an explanation of how the burden was estimated.

•Indicate the number of respondents, frequency of response, annual hour burden, and an explanation of how the burden was estimated. If this request for approval covers more than one form, provide separate hour burden estimates for each form and aggregate the hour burdens in Item 13 of OMB Form 83-I.

See APHIS Form 71. Burden estimates were developed from discussions with importers of animals and poultry, animal and poultry products, zoological animals, and animal germplasm into the United States; foreign exporters of these items; foreign animal health authorities; and State animal health authorities.

•Provide estimates of annualized cost to respondents for the hour burdens for collections of information, identifying and using appropriate wage rate categories.

Respondents include foreign animal health authorities seeking to engage in the regionalization process; U.S. importers; foreign exporters; veterinarians and animal health technicians in other countries; State animal health authorities; shippers, owners, and operators of foreign processing plants and farms; USDA-approved zoos; laboratories; feedlots; private quarantine facilities; and

other individuals involved (directly or indirectly) in importing animals and poultry, animal and poultry products, zoological animals, and animal germplasm into the United States.

APHIS estimates the total annualized cost to these respondents to be \$1,410,677.30. APHIS arrived at this figure by multiplying the total burden hours (31,923) by the estimated average hourly wage of the above respondents (\$44.19). Estimated hourly wages for the respondents were determined from the U.S. Department of Labor; Bureau of Labor Statistics May 2012 Report – National Compensation Survey: Occupational Employment and Wages, May 2012. See http://www.bls.gov/oes/current/oes_stru.htm.

Foreign animal health authorities \$52.20 [11-0000 Management Occupations]
State animal health authorities \$52.20 [11-0000 Management Occupations]
Importers and exporters \$30.91 [41-4012 Sales Representatives, Wholesale and Manufacturing, Except Technical and Scientific Products]
Veterinarians \$44.83 [29-1131 Veterinarians]
Animal health technicians \$15.13 [29-2056 veterinary technologists and technicians]
Shippers \$14.76 per hour [43-5071 Shipping, Receiving, and Traffic Clerks]
Owners and operators of foreign processing plants and farms \$55.22 per hour [11-1021 General and Operations Manager]
Owners and operators of zoos \$55.22 per hour [11-1021 General and Operations Manager]
Owners and operators of labs \$55.22 per hour [11-1021 General and Operations Manager]
Owners and operators of feedlots \$55.22 per hour [11-1021 General and Operations Manager]
Owners and operators of private quarantine facilities \$55.22 per hour [11-1021 General and Operations Manager]

13. Provide estimates of the total annual cost burden to respondents or recordkeepers resulting from the collection of information (do not include the cost of any hour burden shown in items 12 and 14.) The cost estimates should be split into two components: (a) a total capital and start-up cost component annualized over its expected useful life; and (b) a total operation and maintenance and purchase of services component.

No annual cost burden is associated with capital and startup costs, operation and maintenance expenditures, and purchase of services.

14. Provide estimates of annualized cost to the Federal government. Provide a description of the method used to estimate cost and any other expense that would not have been incurred without this collection of information.

The annualized cost to the Federal government is estimated at \$540,518.02 (See APHIS Form 79.)

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

ICR Summary of Burden:

	Requested	Program Change Due to New Statute	Program Change Due to Agency Discretion	Change Due to Adjustment in Agency Estimate	Change Due to Potential Violation of the PRA	Previously Approved
Annual Number of Responses	121,397	0	-850	-137,624	0	259,871
Annual Time Burden (Hr)	31,923	0	-283	-69,423	0	101,629

Program Change

There is a program decrease in the number of responses and burden hours because VS Forms 17-20 and 17-23 are no longer required in this collection. The number of responses decreased by 850 and the burden hours by 283. The necessary information is now obtained from the VS 17-129.

Adjustment

The total number of respondents increased from 2,696 to 3,099. However, the total annual responses decreased by 137,624, and the total burden hours also decreased by 69,423 as a result of the following:

- One State withdrew from the Federal CEM testing program,
- The number of letters of credit, cashier’s check, certified check, or money order has been corrected in this collection,
- Miscalculated the number of responses per respondent in the last submission.

The combination of these changes resulted in an overall increase of 403 respondents; but a decrease of 138,474 responses (229,871 to 121,397) and a decrease of 69,706 burden hours (101,629 to 31,923).

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

APHIS has no plans to publish information it collects in connection with this program.

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.

VS 17-8, 17-29, and 17-129 are used in multiple collections; therefore, it is not practical to include an OMB expiration date because of the various expiration dates for each collection. APHIS is seeking approval to not display the OMB expiration date on these forms.

All other official forms will have expiration dates listed.

18. Explain each exception to the certification statement identified under "Certification for Paperwork Reduction Act."

APHIS can certify compliance with all provisions in the Act.

B. Collections of Information Employing Statistical Methods

No statistical methods are associated with the information collection activities used in this program.