

Supporting Statement
Request for Entry or Departure for Flights To and From Cuba
1651-0134

- 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.**

On January 28, 2011, Customs and Border Protection's (CBP) regulations were amended to allow U.S. airports that are able to process international flights to request approval by CBP to process authorized flights between the United States and Cuba. To be eligible to request approval to accept flights to and from Cuba, an airport must be an international airport, landing rights airport, or user fee airport, as defined and described in part 122 of the CBP regulations (19 CFR part 122) and have adequate and up-to-date staffing, equipment, and facilities to process international traffic.

In order for an airport to seek approval to allow arriving and departing flights from Cuba, the port authority must send a written request to CBP requesting permission. Information about the program and how to apply may be found at <http://www.cbp.gov/newsroom/spotlights/2011-02-03-050000/dhs-cbp-publish-final-rule-allowing-additional-us-ports-entry>.

This information collection is authorized by 19 U.S.C.1433, 1644a, 8 U.S.C 1103, and provided for by 19 CFR 122.153.

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

CBP will use this information to determine whether to approve or disapprove the request. This approval will be based on whether the requesting location has adequate staffing and facilities to support CBP operations.

- 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 .**

Due to the small number of responses associated with this information collection, it would not be cost effective to automate this process. However, respondents may scan and email their applications to the email address provided on CBP.gov.

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

This information is not duplicated in any other place or any other form.

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

This information collection does not have an impact on small businesses or other small entities.

- 6. Describe consequences to Federal program or policy activities if the collection is not conducted or is conducted less frequently.**

Without this information, CBP could not approve airports to have flights to or from Cuba.

- 7. Explain any special circumstances.**

This information is collected in a manner consistent with the guidelines of 5 CFR 1320.6.

- 8. If applicable, provide a copy and identify 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 and describe actions taken by the agency in response to these comments. Specifically address comments received on cost and hour burden.**

Public comments were solicited through two Federal Register notices including a 60-day notice published on April 8, 2014 (Volume 79, Page 19348) on which no comments were received, and a 30-day notice published on June 12, 2014 (Volume 79, Page 33772) on which no comments have been received.

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

There is no offer of a monetary or material value for this information collection.

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

There is no PII associated with this information collection. No assurances of confidentiality are provided to respondents.

- 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. 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.**

There are no questions of a sensitive nature associated with this collection.

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

IC	HOURS	RESPONDENTS	TOTAL RESPONSES	TIME PER RESPONSE
Application for Cuba Flights	2	2	2	1 hour

Public Cost

The estimated cost to the respondents is \$53.60. This is based on the estimated burden hours (2) multiplied (x) by the average hourly rate (\$26.80).

- 13. Provide an estimate of the total annual cost burden to respondents or record keepers resulting from the collection of information.**

There are no record keeping, capital, start-up or maintenance costs associated with this information collection.

- 14. Provide estimates of annualized cost to the Federal Government. Also provide a description of the method used to estimate cost, which should include quantification of hours, operational expenses (such as equipment overhead, printing, and support staff), and any other expense that would not have been incurred without this collection of information.**

The estimated annual cost to the Federal Government associated with the review of these records is \$8,478. This is based on the number of responses that are submitted to CBP (2) that must be reviewed (x) the time to review and process each response (72 hours) = 144 hours (x) the average hourly rate (\$58.88) = \$8,478.

- 15. Explain the reasons for any program changes or adjustments reported in Items 13 or 14 of this Statement.**

The burden hours decreased significantly based on the number of applications CBP receives for this. The number of applications decreased from 30 annually to two applications annually. Note that two is a high estimate, as we anticipate receiving between zero and two applications every few years. The number of applications decreased because the airports that wanted to participate in this program have already applied. There is a strong possibility that CBP will not collect any more information under this program.

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

This information collection will not be published.

17. If seeking approval to not display the expiration date, explain the reasons that displaying the expiration date would be inappropriate

There is no form involved with this collection so it would not be appropriate to display the expiration date.

18. "Certification for Paperwork Reduction Act Submissions."

CBP does not request an exception to the certification of this information collection.

B. Collection of Information Employing Statistical Methods

No statistical methods were employed.