

B. Collections of Information Employing Statistical Methods.

*The agency should be prepared to justify its decision not to use statistical methods in any case where such methods might reduce burden or improve accuracy of results. **When Item 17 on the Form OMB 83-I is checked, “YES”, the following documentation should be included in the Supporting Statement to the extent that it applies to the methods proposed:***

1. Describe (including a numerical estimate) the potential respondent universe and any sampling or other respondent selection methods to be used.

Data on the number of entities (e.g., establishments, State and local government units, households, or persons in the universe covered by the collection and in the corresponding sample are to be provided in tabular form for the universe as a whole and for each of the strata in the proposed sample.

AMO will not be utilizing any sampling to collect information from the facilities, which will not be practical to achieve our program goals. Instead, we will be collecting data from each industrial facility seeking SEP certification and each SEP verification body that is verifying certification.

As described Supporting Statement A, it is estimated that there will be 475 respondents annually, all from the private sector, to the forms associated with the Superior Energy Performance program by 2017. From the SEP facilities, this is expected to consist of 200 SEP Enrollment Forms, 100 SEP Application Forms and 75 SEP Voluntary Cost/Benefit Forms. From the SEP verification body, this is expected to consist of 100 SEP Energy Performance Improvement Reports.

This data collection is necessary in order to administer the Superior Energy Performance® (SEP™) program. The data collected identifies facilities seeking certification (SEP Enrollment Form), and provides information required to certify a facility to SEP (SEP Application and SEP Energy Performance Improvement Report). The additional voluntary information (SEP Voluntary Cost Benefit Forms) will allow DOE to develop strategies for increasing participation in the program, thus increasing SEP program impact and delivering more energy savings.

2. Describe the procedures for the collection of information including:

Statistical methodology for stratification and sample selection, estimation procedure, Degree of accuracy needed for the purpose describe in the justification, unusual problems requiring specialized sampling procedures, and any use of periodic data collection cycles to reduce burden.

AMO will not be utilizing any sampling to collect information. As described in supporting statement A, we will be collecting data from each industrial facility seeking SEP certification and each SEP verification body that is verifying certification (note: each facility's certification cycle is 3 years).

Following SEP certification, participants will be asked to complete two forms:

- 1) The Energy Performance Improvement Report (to be filled out by the Verification Bodies) and
- 2) The Voluntary Cost/Benefit form (to be filled out by the certified facility on a voluntary basis).

The Energy Performance Improvement Report is to verify that the facility has met SEP requirements. This form is filled out by the SEP Verification Body after a facility achieves SEP certification, to be submitted to the SEP Administrator. The voluntary cost benefit form is an optional form filled out by the certified facility after achieving SEP certification.

As described in supporting Statement A, SEP will primarily rely on data provided in an electronic format. The SEP Enrollment and Application forms may be downloaded from the SEP website at energy.gov/betterbuildings/superior-energy-performance. DOE is developing a web-based, password-protected system that will be housed within a DOE data center compliant with the Federal Information Security Management Act for submitting all four forms. No other data collection systems will be employed to support SEP.

3. Describe methods to maximize response rates and to deal with issues of non-response.

The accuracy and reliability of information collected must be shown to be adequate for intended uses. For collections base on sampling, a special justification must be provided for any collection that will not yield “reliable” data that can be generalized to the universe studied.

The Energy Performance Improvement Report is a mandatory form to be completed by the SEP verification body per the requirements for verification bodies (ANSI 50028, section 9.1.10.2). To get certified, this form is required so we are not expecting any issues of non-response.

For the Voluntary Cost/Benefit form, there is value to the facility to fill this form out because it helps them quantify their costs, benefits, and return on investment. DOE’s target is for 75% of certifying facilities to submit the SEP Voluntary Cost/Benefit Forms. Each response will add value to the SEP program, so even if response rates do not meet the 75% response rate target, any responses received will be adequate for the intended use of helping DOE meet the President’s Executive Order 13624 to demonstrate the benefits of investments in energy efficiency.

4. Describe any tests of procedures or methods to be undertaken.

Testing is encouraged as an effective means of refining collections of information to minimize burden and improve utility. Tests must be approved if the call for answers to identical questions from 10 or more respondents.

A proposed test or set of test may be submitted for approval separately or in combination with the main collection of information.

No tests are planned at this time. We do not intend to change the form before the next OMB approval cycle.

5. **Provide the name and telephone number of individuals consulted on statistical aspects of the design and the name of the agency unit, contractor(s), grantee(s) or other person(s) who will actually collect and/or analyze the information for the agency.**

Ridah Sabouni- Energetics Incorporated 202-406-4170

Yannick Tamm- Energetics Incorporated 202-406-4138

Prakash Rao- Lawrence Berkeley National Laboratory 510-486-4410