

information you provide. Therefore, submitting this information makes it public. You may wish to read the Privacy Act notice that is available via the link in the footer of [www.regulations.gov](http://www.regulations.gov).

**FOR FURTHER INFORMATION CONTACT:** Teresa Kaas, Fire Program Specialist, FEMA/U.S. Fire Administration, (301) 447-1263 for additional information. You may contact the Records Management Division for copies of the proposed collection of information at facsimile number (202) 212-4701 or email address: [FEMA-Information-Collections-Management@fema.dhs.gov](mailto:FEMA-Information-Collections-Management@fema.dhs.gov).

**SUPPLEMENTARY INFORMATION:** *The Hotel and Motel Fire Safety Act of 1990*, Public Law 101-391, requires FEMA to establish and maintain a list of hotels, motels, and similar places of public accommodation meeting minimum requirements for protection of life from fire; the list is known as the National Master List (NML). This law resulted from a series of deadly fires in hotels and motels, occurring in the late 1970's

and 1980's, with high loss of life. The legislative intent of this public law is to provide all travelers the assurance of fire-safety in accommodations identified on the National Master List. *The Hotel and Motel Fire Safety Act of 1990* further stipulates that Federal employees on official travel stay in properties approved by the authority having jurisdiction (AHJ) and listed on the current NML. For statutory reference see Title 15 U.S.C. §§ 2224-26.

**Collection of Information**

*Title:* Federal Hotel and Motel Fire Safety Declaration Form.

*Type of Information Collection:* Extension, without change, of a currently approved information collection.

*OMB Number:* 1660-0068.

*Form Titles and Numbers:* FEMA Form 516-0-1, Federal Hotel and Motel Fire Safety Declaration Form.

*Abstract:* Applicants complete and submit the Hotel-Motel Declaration Form online through the USFA Web site

(<http://www.usfa.dhs.gov/applications/hotel/>) or they may request a paper-based version. Applications submitted through the Web site are reviewed and, if approved, the applicant will receive a FEMA ID Number for their facility. Online submission is the preferred method selected by the majority applicants. Paper-based forms returned by traditional methods (USPS mail, special delivery, or facsimile) receive the same review process as those submitted online. Lodging establishments must meet a certain level of life-safety from fire, as defined in Public Law 101-391, to become eligible for listing on the NML. Federal employees use the NML to select lodging while traveling on government-related business, but the list is also accessible to the general public.

*Affected Public:* Business or other for-profit; State, local or Tribal Government.

*Number of Respondents:* 2,294.

*Number of Responses:* 2,655.

*Estimated Total Annual Burden Hours:* 696 hours.

**ESTIMATED ANNUALIZED BURDEN HOURS AND COSTS**

Type of respondent	Form name/form number	Number of respondents	Number of responses per respondent	Total number of responses	Average burden per response (in hours)	Total annual burden (in hours)	Average hourly wage rate	Total annual respondent cost
Business or other For-Profit.	Federal Hotel and Motel Fire Safety Declaration Form/FEMA Form 516-0-1.	2,275	1	2,275	0.25 (15 mins.)	569	\$52.79	\$30,038
State, local or Tribal Government.	Review of FEMA Form 516-0-1.	19	20	380	0.333 (20 mins.)	127	39.10	4,966
Total ....	.....	2,294	.....	2,655	.....	696	.....	35,004

**Note:** The "Avg. Hourly Wage Rate" for each respondent includes a 1.4 multiplier to reflect a fully-loaded wage rate.

*Estimated Cost:* The estimated annual cost to respondents for the hour burden is \$35,004. There are no annual costs to respondents' operations and maintenance costs for technical services. There are no annual start-up or capital costs. The cost to the Federal Government is \$50,053.00.

**Comments**

Comments may be submitted as indicated in the ADDRESSES caption above. Comments are solicited to (a) evaluate whether the proposed data collection is necessary for the proper performance of the agency, including whether the information shall have practical utility; (b) evaluate the accuracy of the agency's estimate of the burden of the proposed collection of information, including the validity of the methodology and assumptions used;

(c) enhance the quality, utility, and clarity of the information to be collected; and (d) minimize the burden of the collection of information on those who are to respond, including through the use of appropriate automated, electronic, mechanical, or other technological collection techniques or other forms of information technology, e.g., permitting electronic submission of responses.

Dated: January 22, 2015.

**Charlene D. Myrthil,**

*Director, Records Management Division, Mission Support, Federal Emergency Management Agency, Department of Homeland Security.*

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**DEPARTMENT OF HOMELAND SECURITY**

**Federal Emergency Management Agency**

[Docket ID: [FEMA-2015-0005; OMB No. 1660-0038]

**Agency Information Collection Activities: Proposed Collection; Comment Request; Write Your Own (WYO) Company Participation Criteria; New Applicant**

**AGENCY:** Federal Emergency Management Agency, DHS.

**ACTION:** Notice.

**SUMMARY:** The Federal Emergency Management Agency, as part of its continuing effort to reduce paperwork and respondent burden, invites the

general public and other Federal agencies to take this opportunity to comment on an extension, without change, of a currently approved information collection. In accordance with the Paperwork Reduction Act of 1995, this notice seeks comments concerning information collected from new applicants to the National Flood Insurance Program (NFIP), Write-Your-Own (WYO) Program.

**DATES:** Comments must be submitted on or before April 3, 2015.

**ADDRESSES:** To avoid duplicate submissions to the docket, please use only one of the following means to submit comments:

(1) *Online.* Submit comments at [www.regulations.gov](http://www.regulations.gov) under Docket ID FEMA-2015-0005. Follow the instructions for submitting comments.

(2) *Mail.* Submit written comments to Docket Manager, Office of Chief Counsel, DHS/FEMA, 500 C Street SW., Room 8NE, Washington, DC 20472-3100.

(3) *Facsimile.* Submit comments to (703) 483-2999.

All submissions received must include the agency name and Docket ID. Regardless of the method used for submitting comments or material, all submissions will be posted, without change, to the Federal eRulemaking Portal at <http://www.regulations.gov>, and will include any personal information you provide. Therefore, submitting this information makes it

public. You may wish to read the Privacy Act notice that is available via the link in the footer of [www.regulations.gov](http://www.regulations.gov).

**FOR FURTHER INFORMATION CONTACT:** Susan Bernstein, Program Specialist, FEMA, Federal Insurance and Mitigation Administration (FIMA), 202-212-2113 for additional information.

You may contact the Records Management Division for copies of the proposed collection of information at facsimile number (202) 212-4701 or email address: [FEMA-Information-Collections-Management@fema.dhs.gov](mailto:FEMA-Information-Collections-Management@fema.dhs.gov).

**SUPPLEMENTARY INFORMATION:** Under the National Flood Insurance Program's (NFIP) Write Your Own (WYO) Program, the Federal Emergency Management Agency may enter into arrangements authorized by the National Flood Insurance Act of 1968, as amended (the Act) with individual private sector insurance companies that are licensed to engage in the business of property insurance. These companies may offer flood insurance coverage to eligible property owners utilizing their customary business practices. To facilitate the marketing of flood insurance, the Federal Government will be a guarantor of flood insurance coverage for WYO companies policies issued under the WYO arrangement. To ensure that a company seeking to return or participate in the WYO program is qualified, FEMA is requiring a one-time submission of information to determine

the company's qualifications, as set forth in 44 CFR 62.24.

**Collection of Information**

*Title:* Write Your Own (WYO) Company Participation Criteria; New Applicant.

*Type of Information Collection:* Extension, without change, of a currently approved information collection.

*OMB Number:* 1660-0038.

*FEMA Forms:* None.

*Abstract:* New insurance companies that seek to participate in the WYO program, as well as former WYO companies seeking to return, must meet standards for WYO Financial Control Plan (approved under OMB Control# 1660-0020). Private Insurance Companies and/or public entity risk-sharing organizations wishing to enter or reenter the WYO program must demonstrate the ability to meet the financial requirements. The information allows FEMA to determine the applicant's capability of meeting program goals including marketing of flood insurance, training agents and staff in the program rules, and its capabilities for claims handling and disaster response.

*Affected Public:* Business of other for-profit.

*Number of Respondents:* 5.

*Number of Responses:* 5.

*Estimated Total Annual Burden Hours:* 35.

**ESTIMATED ANNUALIZED BURDEN HOURS AND COSTS**

Type of respondent	Form name/form No.	Number of respondents	Number of responses per respondent	Total number of responses	Average burden per response (in hours)	Total annual burden (in hours)	Average hourly wage rate	Total annual respondent cost
Business or Other for-profit (Insurance Industry).	Application Process/No Form.	5	1	5	7 hours	35	\$64.28	\$2,249.80
Total .....	.....	5	.....	5	.....	35	.....	2,249.80

**Note:** The "Avg. Hourly Wage Rate" for each respondent includes a 1.4 multiplier to reflect a fully-loaded wage rate.

*Estimated Cost:* The estimated annual cost to respondents for the hour burden is \$2,249.80. There are no annual costs to respondents' operations and maintenance costs for technical services. There are no annual start-up or capital costs. The cost to the Federal Government is \$5,409.18.

**Comments**

Comments may be submitted as indicated in the **ADDRESSES** caption above. Comments are solicited to (a) evaluate whether the proposed data collection is necessary for the proper

performance of the agency, including whether the information shall have practical utility; (b) evaluate the accuracy of the agency's estimate of the burden of the proposed collection of information, including the validity of the methodology and assumptions used; (c) enhance the quality, utility, and clarity of the information to be collected; and (d) minimize the burden of the collection of information on those who are to respond, including through the use of appropriate automated, electronic, mechanical, or other technological collection techniques or

other forms of information technology, e.g., permitting electronic submission of responses.

Dated: January 22, 2015

**Charlene D. Myrthil,**

*Director, Records Management Division, Mission Support, Federal Emergency Management Agency, Department of Homeland Security*

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