

**SUPPORTING STATEMENT
FOR INFORMATION COLLECTION
9000-0107; NOTICE OF RADIOACTIVE MATERIALS**

A. Justification.

1. **Administrative requirements.** The Atomic Energy Act of 1954, (42 U.S.C. § 2011), as amended, establishes requirements for protecting radioactive materials. The requirements of this Act are implemented in the FAR at clause 52.223-7, Notice of Radioactive Materials. This clause requires contractors to notify the Government prior to delivery of items containing radioactive materials.

2. **Uses of information.** The notice will assure that required licenses are obtained and appropriate personnel are notified to institute any necessary safety and health precautions. The notice shall specify the part or parts of the items which contain radioactive materials, a description of the materials, the name and activity of the isotope, the manufacturer of the materials, and any other information known to the contractor which will put users of the items on notice as to the hazards involved.

3. **Consideration of information technology.** We use improved information technology to the maximum extent practicable. Where both the Government agency and contractors are capable of electronic interchange, the contractors may submit this information collection requirement electronically.

4. **Efforts to identify duplication.** This requirement is being issued under the Federal Acquisition Regulation (FAR) which has been developed to standardize Federal procurement practices and eliminate unnecessary duplication.

5. **If the collection of information impacts small businesses or other entities, describe methods used to minimize burden.** The burden applied to small businesses is the minimum consistent with applicable laws, Executive orders, regulations, and prudent business practices.

6. **Describe consequence to Federal program or policy activities if the collection is not conducted or is conducted less frequently.** Collection of information is conducted prior to delivery of, or prior to completion of any servicing required by the contract, of items containing radioactive materials. Collection is conducted as infrequently as possible.

7. **Special circumstances for collection.** Collection is consistent with guidelines in 5 CFR 1320.6.

8. **Efforts to consult with persons outside the agency.** A 60-day notice was published in the *Federal Register* at 80 FR 58253, on September 28, 2015. No comments were received. A 30-day notice was published in the *Federal Register* at 80 FR 78233 on December 16, 2015. No comments were received.

9. **Explanation of any decision to provide any payment or gift to respondents, other than remuneration of contractors or grantees.** Not applicable.

10. **Describe assurance of confidentiality provided to respondents.** This information is disclosed only to the extent consistent with prudent business practices and current regulations.

11. **Additional justification for questions of a sensitive nature.** No sensitive questions are involved.

12 & 13. **Estimated total annual public hour and cost burden.**

The estimated number of respondents per year is based on the total number of government contracts awarded in fiscal year 2011 dealing with radioactive materials, using the following NAICS codes: 325188, 325412, 424210, 484230, 541360, 562112, 562211. Using data derived from the Federal Procurement Data System (FPDS), during this time period, the Government awarded contracts to 5,350 unique vendors. It is estimated that 10% of the contracts require reporting. Therefore, the estimated respondents per year are 535.

It is estimated that 5 responses would be reported annually per respondent. This is based on estimates where some contractors will have only a single delivery requiring notification and others will have multiple deliveries requiring notification.

The amount of time required to read and prepare this information is estimated at 1 hour per response. This is based on the estimated time it would take to review the delivery and determine notification is necessary, prepare necessary paperwork, convey this information to the correct company point of contact and provide the written notice to the contracting officer.

There is no requirement in the clause for recordkeeping, only a reporting burden.

Estimated respondents/yr.....	535
Responses annually.....x	5
Total annual responses.....	2,675
Estimated hrs/response..... x	1
Estimated total burden/hrs.....	2,675
Average wages + overhead (\$22.57/hr. + 736.45% OH)*.....x	\$31
Estimated cost to public.....	\$82,925

*Based on the OPM salary tables for Calendar Year 2012, we used an hourly rate equivalent to a GS-9, Step-5, or \$22.57/hour, plus a burden rate mandated by OMB for A-76 public-private competitions, or 36.45%, and rounded the total to the nearest whole dollar, or \$31.00.

14. **Estimated cost to the Government.** Time required for Governmentwide review is estimated at 1 hour per response. This time includes reviewing the correspondence received from the contractor and also documenting the contracting file.

Annual Reporting Burden and Cost

Reviewing time/hr.....		1
Responses/yr.....	x	<u>2,675</u>
Review time/yr.....		2,675
Average wages/hr + overhead (\$38.92/hr + 36.45% (OH))*.....	x	<u>\$53</u>
Total Government cost.....		\$141,775

*Based on the OPM salary tables for Calendar Year 2012, we used an hourly rate equivalent to a GS-13, Step-5, or \$38.92/hour, plus a burden rate mandated by OMB for A-76 public-private competitions, or 36.45%, and rounded the total to the nearest whole dollar, or \$53.00.

15. Explain reasons for program changes or adjustments reported in Item 13 or 14. This submission requests an extension of OMB approval of an information collection requirement in the FAR. The information collection requirement in the FAR remains unchanged with the exception of the annual public burden and estimated cost to the Government. The figures have been updated to reflect an updated number of respondents based on current FPDS data and current salary and burden rates.

16. Outline plans for published results of information collections. Results will not be tabulated or published.

17. Approval not to display expiration date. Not applicable.

18. Explanation of exception to certification statement. Not applicable.

B. Collections of Information Employing Statistical

Methods. Statistical methods are not used in this information collection.