



## Department of Energy

Washington, DC 20585

March XX, 2017

Dear [Respondent],

The U.S. Department of Energy (DOE) is researching how much time it takes to gather the information and fill out Form OE-417, "Electric Emergency Incident and Disturbance" report. We seek to verify the current burden estimates for collecting the requested information shown on the form and to estimate any changes in reporting burden. We would like to speak with you or someone from your company about this information. Participation in this research is voluntary. The interview will take approximately 15 minutes.

Your input will help DOE improve the accuracy of its burden estimate. OE-417 information collection is sponsored and collected by the Department of Energy's Office of Electricity Delivery and Energy Reliability (DOE). The form collects information on electric emergency incidents and disturbances for DOE's use in fulfilling its overall national security and other energy management responsibilities.

If you are not the best person to provide this feedback, please forward this letter/e-mail to the appropriate person in your organization. Your responses will be protected as confidential information. Any results from this study will not include information that can be used to identify you or anyone in your company. If you or another person(s) in your office would like to participate in this research project, contact Anna Hamelin (202) 586-0858, email: [Anna.Hamelin@eia.gov](mailto:Anna.Hamelin@eia.gov) and we will schedule a convenient date and time for a brief interview.

Sincerely yours,

A handwritten signature in black ink, appearing to read "Nanda", with a horizontal line underneath.

Nanda Srinivasan, Director  
Office of Survey Development and Statistical Integration  
U.S. Energy Information Administration  
1000 Independence Avenue SW  
Washington DC 20585

