



TO: Vlad Dorjets, OMB Desk Officer
Office of Information and Regulatory Affairs
Office of Management and Budget

THROUGH: Ruth Brown
Department Clearance Officer
Officer of Chief Information Officer

FROM: Kim Berry *Kim Berry*
Team Leader, Records and Directives Management Team
Natural Resources Conservation Service

SUBJECT: Non-Substantive Change Justification for OMB Control No: 0578-0024

Through this memorandum, we are requesting a non-substantive change to the Volunteer Interest and Placement Summary for form NRCS-PER-002. The Natural Resources Conservation Service is requesting OMB approval for the following minor revisions:

- E2 – There is no box for ‘hours per’ -- The individual should be able to note week, month, etc.
- G1 – You cannot select dates from the drop down menu because of formatting error message.

These non-substantive revisions do not change the approved burden and respondent hours.

If you have any questions regarding this request, please contact Angie Day, Forms Manager at 202-205-7362.