	2015									
AGENCY	HOURS, RATES *			TOTAL						
Collection Activities	Mgmt, \$/hr	Technical, \$/hr	Clerical, \$/hr	Hours	Costs					
	\$124.09 \$81.53	\$46.42	-							
If necessary, assign an EPA company number to the supplemental distributor.	- 0.08		0.08	0.08	\$3.71		\$1.24	only 1/3, see footnote		
Verify, acknowledge receipt ¹	-	-	0.03	0.03	\$1.39					
• Initial product screening ²	-	0.36	-	0.36	\$29.35	\$141.77				
• Product review meeting ²	0.63	-	-	0.63	\$78.18					
• Process disapproved product distribution information ²	-	0.42	-	0.42	\$34.24		\$14.18		10% reviewed see footnote	
Process: Enter form information into electronic file in OPPIN	-	0.5	-	0.5	\$40.77					
File and maintain information	-	0.02	-	0.02	\$1.63					
Total	0.63	1.3	0.11	2.04	\$59.20		+			

^{*} U.S. Department of Labor, Bureau of Labor Statistics. (2014); NAICS 999100 – Federal Executive Branch (OES Designation). Available from BLS Web site at http://www.bls.gov/oes/current/naics4 999100.htm

³ The rest of the forms (approximately 10%) require review by the Agency's product review team, requiring all three types of labor. In the calculations the maximum time was used, but the expected cost \$14.18 [10% * \$141.77 (29.35+78.18+34.24)] was used for total.

2.04 TRUE		•	•	•	,. <u> </u>					
						2.04	TRUE			

¹ Approximately 90% of forms received by EPA are completed correctly and undergo standard processing, requiring only clerical and technical labor types.

²The rest of the forms (approximately 10%) require review by the Agency's product review team, requiring all three types of labor.