

February 2017

**Justification for Change
0596-0164**

Forest Service (FS) needs to replace forms FS-5100-31; FS-5100-32 and FS-5100-33. At the time the collection was submitted to OMB for its renewal approval, FS was going through frequent employee rotation of those serving as the PRA Coordinator. As a result, the old version of these forms were uploaded into ROCIS and subsequently approved. The per response time remains the same on the new correct forms so there is no change in burden.

This request is to replace the three incorrect forms with the correct versions. Minor changes were made to each form:

FS-5100-31 – is now a single page; levels of work are now in a box in upper right corner and “in the last 12 months” was added to the second column title.

FS-5100-32 became FS-5100-41– a cover page was added stating the document’s purpose; in first block the “In Addition statement changed to a Warning statement and added a missing web link.

FS-5100-33 became FS-5100-42.

Now that the collection is approved the current expiration date, 06/2019, was added to each form.