

**Request for Approval under Department of Labor Generic Clearance for the
Collection of Qualitative Feedback on Agency Service Delivery
OMB Control Number: 1225-0088**

TITLE OF INFORMATION COLLECTION:

OFCCP Compliance Evaluation Experience Survey

PURPOSE:

The Office of Federal Contract Compliance Programs (OFCCP) is an agency within the U.S. Department of Labor that administers and enforces three equal employment opportunity mandates: Executive Order 11246, as amended; Section 503 of the Rehabilitation Act of 1973, as amended; and the Vietnam Era Veterans' Readjustment Assistance Act of 1974, as amended, 38 U.S.C. 4212. These mandates prohibit covered federal contractors and subcontractors (hereafter collectively referred to as "contractors") from discriminating based on race, color, religion, sex, sexual orientation, gender identity, national origin, disability, or status as a protected veteran. Additionally, contractors are prohibited from taking adverse employment actions against applicants and employees for asking about, discussing, or sharing information about their pay or the pay of their co-workers, subject to certain limitations.

OFCCP will obtain the survey sample from a list that contains the universe of contractors whose compliance evaluations were closed between FY 2012 through FY2017, excluding cases closed administratively. The size of the population for this survey will be approximately 7,000 contractors, which is similar to the population for the 2015 survey that was conducted under the same OMB Control Number. OFCCP will distribute this self-administered survey electronically and the questions will measure key matters of interest to the agency, such as the perceived quality of the interaction with OFCCP's compliance officers and sources of challenges experienced by contractors when providing OFCCP with data during the evaluation process.

OFCCP is not requesting public input on this information collection and approval is sought under OMB Control No. 1225-0088.

DESCRIPTION OF RESPONDENTS:

The target audience for the OFCCP Compliance Evaluation Experience Survey includes:

- 1) Federal contractors who have undergone a compliance evaluation, as described above.

TYPE OF COLLECTION: (Check one)

- | | |
|--|--|
| <input type="checkbox"/> Customer Comment Card/Complaint Form | <input checked="" type="checkbox"/> Customer Satisfaction Survey |
| <input type="checkbox"/> Usability Testing (e.g., Website or Software) | <input type="checkbox"/> Small Discussion Group |
| <input type="checkbox"/> Focus Group | <input type="checkbox"/> Other: _____ |

CERTIFICATION:

I certify the following to be true:

1. The collection is voluntary.
2. The collection is low-burden for respondents and low-cost for the Federal Government.

3. The collection is non-controversial and does not raise issues of concern to other federal agencies.
4. The results are not intended to be disseminated to the public.
5. Information gathered will not be used for the purpose of substantially informing influential policy decisions.
6. The collection is targeted to respondents who have undergone a compliance evaluation.

Name:

Harvey D. Fort
Deputy Director
Division of Policy and Program Development
Office of Federal Contract Compliance Programs

To assist review, please provide answers to the following question:

Personally Identifiable Information:

1. Is personally identifiable information (PII) collected? Yes No
2. If Yes, is the information that will be collected included in records that are subject to the Privacy Act of 1974? Yes No
3. If applicable, has a System or Records Notice been published? Yes No

Gifts or Payments:

Is an incentive (e.g., money or reimbursement of expenses, token of appreciation) provided to participants? Yes No

BURDEN HOURS:

OFCCP estimates that it will take respondents five minutes to complete the Compliance Evaluation Experience Survey, which leads to a total estimate of 583 hours (7,000 respondents x 5 minutes = 35,000 / 60 minutes).

Category of Respondents	Estimated No. of Respondents	Participation Time	Estimated Burden
Contractors and subcontractors	7,000	5 minutes	583 hours

FEDERAL COST:

The cost to the Federal Government is estimated at \$2,160. This estimate reflects the time that federal staff will spend on the survey roll out, implementation, and analysis of results based on the GS-13, GS-14, and GS-15 federal salary schedule in Washington D.C.¹

¹ See, "Salary Table 2017-DCB Incorporating The 1% General Schedule Increase And A Locality Payment Of 27.10% For The Locality Pay Area Of Washington-Baltimore-Arlington, DC-MD-VA-WV-PA," available at https://www.opm.gov/policy-data-oversight/pay-leave/salaries-wages/salary-tables/pdf/2017/DCB_h.pdf (last accessed October 2017).

OFCCP estimates that agency staff will spend approximately 40 hours conducting the survey, which involves identifying contractor population, contacting contractors, identifying issues, administering survey, following up with contractors, analyzing results, briefing agency leadership, posting results on the Web site and developing action plans, as needed.

If you are conducting a focus group, survey, or plan to employ statistical methods, please provide answers to the following questions:

The Selection of Your Targeted Respondents

1. Do you have a customer list or something similar that defines the universe of potential respondents and do you have a sampling plan for selecting from this universe?

Yes No

If the answer is yes, please provide a description of both below (or attach the sampling plan)?
If the answer is no, please provide a description of how you plan to identify your potential group of respondents and how you will select them?

OFCCP will obtain the survey sample from a list that contains the universe of contractors whose compliance evaluations were closed between FY 2012 through FY2017, excluding cases closed administratively. This universe is approximately 7,000 contractors.

Administration of the Instrument

1. How will you collect the information? (Check all that apply)

Web-based or other forms of Social Media

Telephone

In-person

Mail

Other, Explain

E-mail

2. Will interviewers or facilitators be used? Yes No