

Attachment E: Calculation of burden hours

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	Percentage of all users responding	Estimate of total users	Time to complete questionnaire/view email	Total time	Total time
			<i>(minutes)</i>	<i>(minutes)</i>	<i>(hours)</i>
Total for respondents, non-respondents, including non-response bias study		6,009		97,151.8	1619.2
Total time, respondents				89,994.8	1,499.9
initial email	36.33%	2,183	19.8	43,223.4	720.4
first reminder	18.16%	1,091	20.8	22,692.8	378.2
second reminder	13.63%	819	21.8	17,854.2	297.6
third reminder	4.54%	273	22.8	6,224.4	103.7
Total time, non-respondents	27.34%	1,643	4	6,572.0	109.5
Total Time for non-response study (if needed)				585	9.8
Time for response to non-response bias study		97	6	582	9.7
Time for users not replying to the non-response survey		3	1	3	.1