

U.S. Department of Agriculture
Farm Service Agency
OMB Control No.: 0560-0260
Measurement Service Record

The purpose of this request for OMB review is to obtain an approval on a revision of a currently approved information collection associated with the Measurement Service Records.

Background:

FSA Handbook 2-CP provides that Form FSA-409 be used as the form of application for persons desiring measurement services.

1. Circumstances making collection of information necessary

Collection of this information is authorized by 7 CFR Part 718 and described in FSA Handbook 2-CP. If a producer requests measurement services, it becomes necessary for the producer to provide certain information which is collected on an FSA-409 or 409 A. This information is necessary to fulfill the producer's request for measurement services. Producers may request acreage or production measurement services.

2. How, by whom, and for what purpose is the information used

The FSA-409 or 409 A, Measurement Service Record, is used to document the kind of service requested by the producer. The form is prepared by the FSA County Office personnel when producers come into the office and request a measurement service to be performed. The information is used to create a record of measurement service requests and cost to the producer. Information that the producer is required to provide on this form is the farm serial number, program year, farm location, contact person, type of service request (acreage or production).

The producer must pay the cost of the service prior to the service being formed. The form serves as a record of the request, receipt of payment for the producer and documents the results of the service provided. The producer must sign the form to insure the accuracy of what is being requested, the person accepting the funds signs acknowledging receipt of funds and the person performing the service signs the form after completion of the service. The producer is mailed a copy of the form as a record of measurement service performed.

3. Use of information technology

The FSA-409 or 409 A, Measurement Service Record and instructions are available at USDA e-Forms web site. The form is filled out and service fees are prepaid at the County Office.

1. Efforts to identify duplication

There is no duplication of efforts. The information is only collected when the producer request the service.

2. Method to minimize burden on small businesses or other small entities

The collection of information is voluntary. Only producers who request the service are required to submit the data.

3. Consequences if information collection were less frequent.

The information is collected only when a producer requests a measurement service. There are no consequences to Federal program or policy activities if the information were collected less frequently.

4. Special Circumstances

There are no special circumstances that require the collection to be conducted in a manner inconsistent with guidelines in 5 CFR 1320.6.

5. Federal Register notice, summarization of comments and consultation with persons outside the Agency

The Federal Register notice was published on November 20, 2018 (83 FR 58524). No comments were received.

The consultations were performed with the following and have no comments on the forms:

- Wes Winterstein of Queen Anne’s County Maryland (410)490-6531
- Todd Parker of Marshall County Kansas (785)363-2111
- Jeff Hendricks-Calhoun County, Iowa- 712-830-0095

6. Explain any decision to provide any payment or gift to respondent

No gifts or payments are provided to respondents in return for completion of Form FSA-409.

7. Confidentiality provided to respondents

The data that is collected is handled according to established FSA procedures for implementing the Privacy and Freedom of Information Acts. This information collection complies with the Privacy Act of 1974 and OMB Circular A-130, Responsibilities for the Maintenance of Records about Individuals by Federal Agencies.

8. Questions of a sensitive nature

Data collected is not considered sensitive in nature.

12. Estimates of burden

The FSA-409 is only prepared if a producer requests a measurement service. There are an estimated 135,000 producers who take about 15 minutes to collect data from the producer for a total of 33,750 burden hours.

Respondent cost per hour derived by using U.S. Bureau of Labor Statistics Occupational Employment and Wages, May 2017, 11-9013 Farmers, Ranchers, and Other Agricultural Managers. The U.S. mean household income, as measured by the Bureau of Labor (BLS), is \$38.62 hourly. A total employer compensation costs (fringe benefits) for all workers averaged \$11.97, 31% per hour worked from BLS website, specifically in the document of the employer costs for employee compensation, September 2018. The total respondents' hourly rate is \$48.59.

The respondent's annual cost burden associated with this information collection is \$1,639,912 (33,750 x \$48.59).

13. Total annual cost burden to respondents or record keepers resulting from the collection of information

No special equipment or services must be purchased by the respondent in order to collect the information. There are no additional cost burdens for recordkeeping, as this task is performed by county office personnel.

14. Annual cost to Federal Government

There is no cost to the federal government. This is a service provided to producers at a rate established by the FSA to recover the cost of performing the service.

15. Reasons for changes in burden

There is a program change due to the travel times removed from this information

collection. The respondents go to the county offices to do regular and customary business with FSA' therefore, the travel time is not required to be included in the burden hours.

16. Tabulation, analysis and publication plans

There are no plans to publish, in any form, the data collected from the FSA-409.

17. Reasons display of expiration date of OMB approval is inappropriate

The form is displayed the OMB approval expiration date.

18. Exceptions to 83-1 certification statement

There are no exceptions to the 83-1 certification statement.