

SUPPORTING STATEMENT

OMB No. 1530-0004

“Claims Against the U.S. for Amounts Due in Case of a Deceased Creditor”

A. Justifications.

1. **Explain the circumstances that make the collection of information necessary. Identify any legal or administrative requirements that necessitate the collection. Attach a copy of the appropriate section of each statute and regulation mandating or authorizing the collection of information.**

Under Public Law 89-377, 80 Stat. 92, approved March 29, 1966, the Postal Savings System was discontinued, and the accounts were to be liquidated. The responsibility of the liquidation process was transferred to the Treasury in July 1967 from the Post Office Department. Under Public Law 92-117, 85 Stat. 337, approved August 13, 1971, the funds are to be held in perpetuity, and payments are to be made as claims are received. Under the International Claims Settlement Act of 1949, as amended, the War Claims Act of 1928, as amended, and the War Claims Act of 1948, the Department of the Treasury has the responsibility of making payments on awards and on divested accounts from funds made available for these purposes.

2. **Indicate how, by whom, and for what purpose the information is to be used. Except for a new collection, indicate the actual use the agency has made of the information received from the current collection.**

Form SF-1055 is a standard form used when the question of entitlement of funds due a deceased person need to be answered. This form is used by this office when applications for payment of amounts due a deceased awardholder or an account over \$50 of a deceased Postal Savings depositor are received.

3. **Describe whether, and to what extent, the collection of information involves the use of automated, electronic, mechanical, or other technological collection techniques or other forms of information technology, e.g., permitting electronic submission of responses, and the basis for the decision for adopting this means of collection. Also describe any consideration of using information technology to reduce burden.**

The form is available from the Bureau of the Fiscal Service and also on the Internet as a PDF form.

4. **Describe efforts to identify duplication. Show specifically why any similar information already available cannot be used or modified for use for the purposes described in Item 2 above.**

The Judgment Fund Branch, the Foreign Claims Program is the only office making payments under the Postal Saving System and under the International Claims Settlement Act of 1949, the War Claims Act of 1928, and the War Claims Act of 1948. Since no other office is involved in processing these payments, duplication of this information should not occur.

5. If the collection of information impacts small businesses or other small entities (Item 5 of OMB Form 83-I), describe any methods used to minimize burden.

This collection of information does not involve small businesses.

6. Describe the consequence to Federal program or policy activities if the collection is not conducted or is conducted less frequently, as well as any technical or legal obstacles to reducing burden.

There would be no consequences to Federal program or policy activities trying to change the frequency of collection. This information collection is requested on an as needed basis whenever funds are due in the case of a deceased person to determine who is entitled to the proceeds.

7. Explain any special circumstances that would cause an information collection to be conducted in a manner: *requiring respondents to report information to the agency more often than quarterly; *requiring respondents to prepare a written response to a collection of information in fewer than 30 days after receipt of it, etc.

The collection of information cannot be conducted less frequently because the collection is initiated for a single purpose.

8. If applicable, provide a copy and identify the date and page number of publication in the Federal Register of the agency's notice, required by 5 CFR 1320.8(d), soliciting comments on the information collection prior to submission to OMB.

The Bureau's notice was published in the Federal Register on October 31, 2018, page 54806. No comments were received.

9. Explain any decision to provide any payment or gift to respondents, other than reenumeration of contractors or grantees.

There are no gifts or payments to respondents associated with this information collection.

10. Describe any assurance of confidentiality provided to respondents and the basis for the assurance in statute, regulation, or agency policy.

Aside from protections contained in the Privacy Act, there is no guarantee of confidentiality.

11. Provide additional justification for any questions of a sensitive nature, such as sexual behavior and attitudes, religious beliefs, and other matters that are commonly considered private. This justification should include the reasons why the agency considers the questions necessary, the specific uses to be made of the information, the explanation to be given to persons from whom the information is requested, and any steps to be taken to obtain their consent.

There are no sensitive questions in the information collection. A limited amount of Personally identifiable information(PII) collected on this form such as name and social security number is necessary to establish entitlement and request proper distribution of related payments.

12. Provide estimates of the hour burden of the collection of information. The statement should: *indicate the number of respondents, frequency of response, annual hour burden; and an explanation of how the burden was estimated.

Number of respondents---400

Frequency of responses---As needed (one form per respondent).

Annual Burden 180 hours (.45 hours per form). This burden was based on a combination of factors: a) Past experience working with the respondents who have come to the office to complete the form: b) Running tests with employees of the office to see how long it took them to complete the form: and c) the estimated time it would take the respondents to have the form witnessed.

13. Provide an estimate for the total annual cost burden to respondents or recordkeepers resulting from the collection of information. (Do not include the cost of any hour burden shown in Items 12 and 14).

There is no annual cost to respondent. The respondent has to complete the form (by hand if desired, or typed) and send it in. There are no start up costs of operational and maintenance costs. The only cost the respondent may incur would be the cost of postage to mail in the form.

14. Provide estimates of annualized costs to the Federal government. Also, provide a description of the method used to estimate cost, which should include quantification of hours, operational expenses (such as equipment, overhead, printing, and support staff), and any other expense that would not have been

incurred without this collection of information. Agencies may also aggregate cost estimates from Items 12, 13, and 14 in a single table.

Estimated to annualized cost to the Federal Government.

(A)	mailing expense for 400 forms (one per respondent) at a cost of: \$0.32 per form = 400 x 0.32=	\$ 128.00
(B)	Printing cost to the Federal Government based on 400 Forms at a cost of: \$0.25 per form = 400 x 0.25=	\$ 100.00
(C)	Information on form reviewed and verified by Staff Analyst (45 minutes per form) at an hourly rate of: \$17.19= 1x 45/60 x \$17.19 x 400= \$17.19= 1x45/60 x \$17.19 x 400= Approved by Supervisor at an hourly rate of: \$25.45= 1 x 30/60 x25.45x400=	\$ 5,157.00 5,157.00 5,090.00
(D)	Data entered into computer, reviewed, verified and Printed. (15 minutes per form) at an hourly Rate of: \$17.19 1 x 15/60 x\$17.19 x400 =	1,717.00
Total estimated cost:		\$17,349.00

15. Explain the reasons for any program changes or adjustments reported in Items 13 or 14 of the OMB Form 83-I.

There are no changes in the burden of hours. This request is for renewal purposes only.

16. For collections of information whose results will be published, outline plans for tabulation and publication. Address any complex analytical techniques that will be used. Provide the time schedule for the entire project, including beginning and ending dates of the collection of information, completion of report, publication dates, and other actions.

The results of this information collection will not be published for statistical purpose.

17. If seeking approval to not display the expiration date for OMB approval of the information collection, explain the reasons that display would be inappropriate.

The public interest will be better served by not displaying an expiration date on Standard Form 1055. The time period during which the current edition of the form

will continue to be usable cannot be predicted. It could easily span several cycles of review and OMB clearance renewal. Displaying the expiration date would make it necessary to update the electronic form and website where it is accessed after each renewal. Additionally, not displaying the expiration date on the form will avoid confusion among members of the public who may have identical forms with different expiration dates in their possession. By not displaying the expiration date, supplies of the form could continue to be used regardless of when the OMB approval has expired. This would reduce costs incurred through additional printing and desktop publishing.

18. Explain each exception to the certification statement identified in Item 19, “Certification for Paperwork Reduction Act Submissions,” of OMB Form 83-I.

There are no exceptions to the certification statement.

B. Collections of Information Employing Statistical Methods

The agency should be prepared to justify its decision not to use statistical methods in any case where such methods might reduce burden or improve accuracy of results. When Item 17 on the Form OMB 83-I is checked, “Yes,” the following documentation should be included in the Supporting Statement to the extent that it applies to the methods proposed:

This information collection does not employ statistical methods.