

**NCEH/ATSDR Office of Science**  
**Privacy Act and Information Collection Request (ICR) Certification Checklists**

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**ICR Name: National Environmental Assessment Reporting System (NEARS)**

**OMB/CDC ID: 0920-0980**

**ICR Classification: Revision**

**Requested Expiration Date: Three years from approval date**

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**PRIVACY ACT DETERMINATION**

On 04/20/2019, the NCEH/ATSDR PRA Contact conducted this review and has agreed that the Privacy Act does not apply.

**The Privacy Act Checklist:**

1. The data collection does not involve collecting sensitive or personally identifiable information.
2. Consent is not required. The information collection is voluntary.

**For this Revision ICR:**

1. (YES) - The respondents are local, state, federal, territorial, and tribal food safety programs.
2. (YES) - The responses will arrive at NCEH/ATSDR with no identifiable information.
3. (YES) - The data management procedures have not changed since previous approval.
4. (YES) - The instruments have been through minor revisions.

**ICR CERTIFICATION**

The following checklist indicates whether statements on the required elements of certification are addressed in the ICR. For all "NO" responses, indicate whether a justification has been provided in the Supporting Statement(s):

1. (YES) - Necessary for the proper performance of agency functions
2. (YES) - Avoids unnecessary duplication
3. (YES) - Reduces burden on small entities
4. (YES) - Uses plain, coherent, and unambiguous terminology that is understandable to respondents
5. (YES) - Consistent and compatible with current reporting and recordkeeping practices
6. (YES) - Written to indicate the retention period for recordkeeping requirements
7. (YES) - Written to inform respondents of the information called for under 5 CFR 1320.8(b)(3):
  - a. (YES) - Why the information is being collected
  - b. (YES) - Use of information
  - c. (YES) - Burden estimate
  - d. (YES) - Nature of response (voluntary, required for a benefit, or mandatory)
  - e. (YES) - Nature and extent of confidentiality
  - f. (YES) - Need to display currently valid OMB control number
8. (YES) - Developed by an office that has planned and allocated resources for the efficient and effective management and use of the information to be collected
9. (N/A) - Makes use of effective and efficient statistical survey methodology (if applicable)
10. (YES) - Makes appropriate use of information technology