

## **Supplemental Document: Justification for a no material/non-substantive change**

ATF requests approval to make the following changes to **OMB 1140-0043 (National Tracing Center Request (and Solicitud de Rastreo del Centro Nacional de Rastreos) - ATF Form 3312.1 and ATF F 3312.1(S) :**

1. Add the following text on page three of the form (Instructions page) as a new paragraph, top left column after the paragraph "The information requested..." This statement is being added to make law enforcement agencies who trace firearms aware that there is another option, ATF's web-based eTrace system, for submitting trace requests. The statement briefly describes how eTrace can benefit law enforcement and how they can inquire further about acquiring access.

English (ATF F 3312.1):

For more efficient and timely submission of firearms trace requests, law enforcement agencies are encouraged to obtain access to ATF's eTrace system. eTrace allows for the electronic exchange of crime gun incident data in a secure web-based environment. The system provides real-time capabilities that allow law enforcement agencies to submit firearms trace requests, monitor the progress of traces, retrieve completed trace results, and query firearm trace related data. For additional information regarding eTrace, please contact the National Tracing Center at [etraceadmin@atf.gov](mailto:etraceadmin@atf.gov) or call (304) 260-1540.

Spanish (ATF F 3312.1(S)

Para una presentación más eficiente y oportuna de las solicitudes de rastreo de armas de fuego, se recomienda a las agencias de las fuerzas del orden obtener acceso al sistema eTrace de ATF. eTrace permite el intercambio electrónico de datos de incidentes con armas de fuego en un entorno seguro basado en la web. El sistema proporciona funcionamiento en tiempo real que permiten a las agencias las fuerzas del orden enviar solicitudes de rastreo de armas de fuego, monitorear el progreso de los rastreos, obtener resultados de rastreos completados y consultar datos relacionados con los rastreos de armas de fuego. Para obtener información adicional sobre eTrace, comuníquese con el Centro Nacional de Rastreos en [etraceadmin@atf.gov](mailto:etraceadmin@atf.gov) o llame al (304) 260-1540.

2. The email address for submitting firearms trace requests was added to the top of page one of the form between the phone and fax numbers for the ATF National Tracing Center. Although trace Requests are usually submitted by email, an appropriate email address was not previously on the form for this purpose. Adding an email address also allows requesting agencies using this form to submit multiple trace requests in a single email.