

**Supporting Statement
for
Certificates of Compliance, Boiler/Pressure Vessel Repairs,
Cargo Gear Records, Shipping Papers, and NFPA 10 Certificates**

OMB No.: 1625-0037

COLLECTION INSTRUMENTS: CG-3585, CG-5437A CG-5437B & Instruction

A. Justification

1. Circumstances that make the collection necessary.

The requirement for reporting Boiler and Pressure Vessel Repairs, and the requirements for maintaining Cargo Gear Records, Shipping Papers, Certificate of Compliance (CG-3585), and NFPA¹ 10: 2010 certification are a part of the Coast Guard's Marine Safety Program of Titles 46 and 33, Code of Federal Regulations. They are prescribed or authorized by one or all of the following laws: 46 U.S.C. 3301, 3305, 3306, 3702, 3703, 3711, 3714, 4302, and 4502.

These requirements provide the marine inspector with information regarding the condition of a vessel and its equipment, a list of the type and amount of cargo that has been or is being carried on a vessel, plus information about the owner of the vessel. Each of these requirements relate to the promotion of safety of life at sea and protection of the marine environment.

2. Purposes of the information collection.

Cargo Gear Records (46 CFR 31.10-16, 71.25-25, & 91.25-25). Cargo gear records are a recordkeeping requirement and are maintained to ensure the availability of unique vessel information that is needed by Coast Guard boarding personnel. Cargo gear records must be maintained by tank vessels carrying combustible or liquid cargo in bulk (Subchapter D), passenger vessels greater than 100 gross tons (Subchapter H), and cargo and miscellaneous vessels (Subchapter I). The owners of these vessels must provide all registers of cargo gear upon request to the Officer in Charge, Marine Inspection.

Shipping Papers (46 CFR 35.01-10). Shipping Papers are a recordkeeping requirement and are maintained by tank vessels to ensure the availability of unique vessel information that is needed by Coast Guard boarding personnel. Each loaded tank vessel shall have on board a bill of lading, manifest, or shipping document giving the name of the consignee and the location of the delivery point, the kind, grades, and approximate quantity of each kind and grade of cargo, and for whose account the cargo is being handled. In the case of unmanned barges where shipping papers are not available, an entry in the logbook of the towing vessel is sufficient.

Certificate of Compliance (46 CFR 30-40, 153 & 154). Certificates of Compliance (CG-3585), and its associated Port State Control Report of Inspection – Form A² and Form B³ (CG-5437A and CG-5437B), are a recordkeeping requirement, as the documents are issued by the Coast Guard and maintained by foreign vessel owners to ensure the availability of unique vessel information that is needed by Coast Guard boarding personnel. A foreign vessel owner may apply for a Certificate by submitting information to the Commanding Officer at the Marine Safety Center (§154.22(a)). A Certificate of Compliance is issued by the Coast Guard to document a foreign flag vessel has been examined and found to comply with the regulations. Certificates of Compliance must be renewed every 2 years.

Boiler/Pressure Vessel Repairs (46 CFR 35.25-5, 78.33-1, & 97.30-1). The purpose of the reporting requirement regarding boiler and pressure vessel repairs is to ensure that work completed on these Coast Guard certified devices has been properly accomplished without compromising safety. Before making

¹ NFPA – National Fire Protection Association.

² Form A provides documentation on the outcome of an exam.

³ Form B provides documentation of deficiencies found during an exam.

any repairs to boilers or unfired pressure vessels, the chief engineer shall notify the Officer in Charge, Marine Inspection, at the nearest port where the repairs are to be made. Repair records must be maintained by tank vessels carrying combustible or liquid cargo in bulk (subchapter D), passenger vessels greater than 100 gross tons (subchapter H), and cargo and miscellaneous vessels (subchapter I).

NFPA 10 Certification (sections 33 CFR 145.01 and 149.408; and 46 CFR 25.30-10; 31.10-18; 71.25-20; 91.25-20; 107.235; 169.247; 176.810; and 189.25-20). The rule requires that vessel owners and/or operators ensure that inspection, maintenance and recharging of fire extinguishers are carried out in accordance with NFPA 10: 2010. NFPA 10 requires that the annual maintenance and recharging of fire extinguishers be done by certified persons. As such, vessel owners and/or operators are required to keep on file a copy of the NFPA 10 certificate for the individual conducting the annual maintenance.

If these above requirements were no longer permitted, many items critical to the safety of personnel, their vessels, our ports, and the marine environment would be jeopardized.

3. Consideration of the use of improved information technology.

Information is submitted in writing or electronically via e-mail or phone. Information may be submitted to the CG Officer in Charge, Marine Inspection (OCMI) at the local Sector Office, or the CG Marine Safety Center (MSC). Contact info for CG OCMI's can be found at— <https://www.uscg.mil/Units/Organization/>. For information on submitting information to the CG MSC, go to— <https://www.dco.uscg.mil/msc>.

Cargo Gear Records, Shipping Papers and NFPA 10 Certificates are recordkeeping requirements, and are not restricted to written form. Electronic files are allowed and would reduce the physical volume of records on the vessel. We estimate that many vessels employ an electronic database for their records.

Certificates of Compliance (COC) are maintained on board the vessel for use by the vessel operators and enforcement personnel. A COC is issued by the CG to document that a foreign flag vessel has been examined and found to comply with the regulations. The COC—in hard copy format—must be available for CG boarding personnel to annotate—using pen and ink—following completion of subsequent examinations. The form provides instructions to CG Port State Control Officers on how/when the COC should be annotated. The issuance of a COC to a foreign tank vessel is required by 46 U.S.C. 3711.

Before making any repairs to boilers or unfired pressure vessels, the vessel must notify the local OCMI at the nearest port. A phone call will suffice for notification. The repair records are not restricted to written form. Electronic files are allowed and would reduce the physical volume of records on the vessel.

We estimate that over 90% of the reporting and recordkeeping requirements can be done electronically.

4. Efforts to identify duplication.

The Coast Guard monitors State and local regulatory activity in the field. To date no equivalent State and local programs have been identified that require equivalent information, and no other Federal agencies have similar or equivalent regulatory requirements.

5. Methods to minimize the burden to small business if involved.

This information collection does not have an impact on small businesses or other small entities.

6. Consequences to the Federal program if collection were conducted less frequently.

The availability of the information required for cargo gear testing, shipping papers, and Certificates of Compliance, along with reporting requirements for boiler and pressure and vessel repairs are all elements of the Coast Guard's Marine Safety Program. The protection of life and property, our ports and the marine environment would be seriously hindered by the loss of these requirements.

7. Special collection circumstances.

This information collection is conducted in manner consistent with the guidelines in 5 CFR 1320.5(d)(2).

8. Consultation.

A 60-Day Notice (See [USCG-2019-0348], May 28, 2019, 84 FR 24532) and 30-Day Notice (August 19, 2019, 84 FR 42939) were published in the *Federal Register* to obtain public comment on this collection. The notices elicited one comment. The comment was supportive of the ICR. Accordingly, no changes have been made to the collection.

9. Explain any decision to provide any payment or gift to respondents.

There is no offer of monetary or material value for this information collection.

10. Describe any assurance of confidentiality provided to respondents.

There are no assurances of confidentiality provided to the respondents for this information collection. This information collection request is covered by the Marine Information for Safety and Law Enforcement (MISLE) Privacy Impact Assessment (PIA) and System of Records Notice (SORN). Links to the MISLE PIA and SORN are provided below:

- https://www.dhs.gov/sites/default/files/publications/privacy_pia_uscg_misle.pdf
- <https://www.gpo.gov/fdsys/pkg/FR-2009-06-25/html/E9-14906.htm>

11. Additional justification for any questions of a sensitive nature.

There are no questions of sensitive language.

12. Estimates of reporting and recordkeeping hour and cost burdens of the collection of information.

- The estimated annual number of respondents is 3,697
- The estimated annual number of responses is 42,053
- The estimated annual hour burden is 18,703
- The estimated annual cost burden is \$972,556

The burden to respondents is provided in Appendix A. The position of crewmember is analogous to a GS-9. The wage rate used is in accordance with the current edition of COMDTINST 7310.1(series) for "Out-Government" personnel.

Cargo Gear Records. We estimate that it takes a vessel crewmember about 10 minutes (0.16 hours) to complete a cargo gear record; and that there is 1 response per respondent annually. Respondents are U.S.-flag and foreign-flag ships (i.e., tank ships, passenger ships, cargo ships, research ships and school ships).

Shipping Papers. We estimate that it takes a vessel crewmember about 30 minutes (0.5 hours) to complete the shipping papers, and that there are 12 responses per respondent annually. Respondents are U.S.-flag and foreign-flag tank vessels (tank ships and tank barges).⁴

Certificates of Compliance. We estimate that it takes a vessel crewmember about 10 minutes (0.16 hours) to receive and file a CG-issued Certificate of Compliance (COC). The validity of a COC varies by vessel class; a passenger ship COC is valid for 1-year, while a tank vessel or Mobile Offshore Drilling Unit (MODU) COC is valid for 2-years. Respondents are foreign-flag tank vessels, passenger

⁴ For the U.S.-flag tank vessel shipping paper burden, we include all tank ships, and tank barges (inspected under 46 CFR Subchapter D). NOTE—For tank barges inspected under 46 CFR Subchapters O, OD & OI, the shipping paper burden is accounted for in COI 1625-0104 "Barges Carrying Bulk Hazardous Materials."

ships, MODUs and other vessels.

Boiler and Pressure Vessel Repairs. We estimate that it takes a vessel crewmember about 10 minutes (0.16 hours) to report to the Coast Guard before making a boiler or pressure vessel repair, and to complete repair recordkeeping. Additionally, we estimate that the Coast Guard will receive 1 response annually. The respondent will be a U.S.-flag vessel (i.e., tank ship, passenger ship, cargo ship, research ship, or school ship).

NFPA 10 Certification. We estimate that it takes a vessel crewmember about 4 minutes (0.067 hours) to complete this recordkeeping requirement. Additionally, we estimate that 10% of all U.S.-flag inspected vessels will elect to have crewmembers preform fire extinguisher servicing—thus necessitating a response. There is 1 response per respondent annually. Respondents are U.S.-flag inspected vessels.

13. Estimates of annualized capital and start-up costs.

There are no capital, start-up or maintenance costs associated with this information collection.

14. Estimates of annualized Federal Government costs.

The estimated annual Federal Government cost is \$30,996 (see Appendix B). We estimate that it takes a Lieutenant (LT, O-3) about 10 minutes (0.16 hours) to complete and issue a COC. The wage rate shown is in accordance with the current edition of COMDTINST 7310.1(series) for “In-Government” personnel.

15. Explain the reasons for the change in burden.

The change in burden is an ADJUSTMENT due to a change (i.e., increase) in the estimated annual number of responses. There is no proposed change to the reporting and recordkeeping requirements of this collection. The reporting and recordkeeping requirements, and the methodology for calculating burden, remain unchanged.

16. Plans for tabulation, statistical analysis, and publication.

This information collection will not be published for statistical purposes.

17. Approval to not display expiration date.

The certificate associated with this collection is prescribed by U.S. Code. This certificate has a specific one or two year expiration date. The addition of a second expiration date to this certificate—that for OMB approval—may cause problems. It may cause foreign-flag vessel owner/operators to interact with the Coast Guard more frequently than required to reconcile the existence of 2 expirations dates on their ships' certificate. It is for this reason that expiration date for OMB approval is not displayed on the certificate. However, the OMB expiration date will be displayed on the Instruction sheet related to the information collection request.

18. Explain each exception to the certification statement.

The Coast Guard does not request an exception to the certification of this information collection.

B. Collection of Information Employing Statistical Methods.

This information collection does not employ statistical methods.