

SUPPORTING STATEMENT - PART A

ASSIST Database – 0704-0188

Summary of Changes from Previously Approved Collection

- None

1. Need for the Information Collection

Information collection requests are contained in Department of Defense (DoD) contractual actions for supplies, services, hardware, and software that support the defense materiel acquired under the provisions of Title 10, U.S.C. Chapter 137. DoD 5010.12- M, Procedures for the Acquisition and Management of Technical Data, describes the uniform approach to the acquisition and management of data required from contractors. The information requested from the public is necessary for DoD to support the design, test, manufacture, training, operation, maintenance, and logistical support of items it acquires, including weapon systems critical to national defense.

2. Use of the Information

The Military Departments and Defense Components purchase the information, which is the by-product of contracts to provide supplies, services, hardware, and software, from its contractors. The information requested is identified in a solicitation and imposed in a contract or order that addresses any aspect of data; i.e., that portion of a contractual tasking requirement associated with the development, generation, preparation, modification, maintenance, storage, retrieval, and delivery of data.

The information is used to: administer, manage, control cost, and enforce contractual requirements; evaluate engineering design; control configuration; satisfy safety, human engineering, and personnel manning requirements; monitor and evaluate progress and results associated with qualification, system, and equipment components performance; meet the requirements of reliability, maintainability, survivability, and electromagnetic compatibility; meet requirements for technical reporting; computer modeling of design parameters and performance; support procurement, production, scheduling facilities, and tooling; obtain technical publications to support the installation, operation, maintenance, overhaul of equipment, and training of personnel; and, provide preparation and operational support including transportation, handling, preservation, and packing/packaging items of defense materiel.

The Data Item Descriptions (DIDs) are listed in the ASSIST database (<https://assist.dla.mil>). Users must first register to obtain a user account and password.

DIDs may also be accessed from the ASSIST Quicksearch website (<http://quicksearch.dla.mil/>)

3. Use of Information Technology

Technology is used to the maximum practical extent possible. Automated word processing, contractor automated databases, and electronic access or transfer is used wherever they exist in the information preparation process. Industry and DoD are moving toward distributed, object-oriented, digital databases. As a result, DoD will often not take formal delivery of documents as it has in the past. DoD will access a contractor's working database on an ad hoc basis and use whatever data objects contained in the database that are appropriate to the task. DoD acquisition reform guidance encourages acquisition managers to accept standard industry data in the contractor's format whenever possible. 75% of the submissions are electronic.

4. Non-duplication

The information obtained through this collection is unique and is not already available for use or adaptation from another cleared source.

5. Burden on Small Businesses

This information collection does not impose a significant economic impact on a substantial number of small businesses or entities.

6. Less Frequent Collection

The collection of the information is necessary to meet DoD mission requirements: to assist DoD personnel engaged in the acquisition and management of data in achieving optimum effectiveness and economy in the development, acquisition, and use of data for systems and equipment procured for the Department of Defense. Failure to collect this information, or to collect the information less frequently, would mean DoD could not support the acquisition and sustainment of systems and equipment, which would have an adverse and detrimental effect on DoD acquisition programs and the National Security.

7. Paperwork Reduction Act Guidelines

This collection of information does not require collection to be conducted in a manner inconsistent with the guidelines delineated in 5 CFR 1320.5(d)(2).

8. Consultation and Public Comments

Part A: PUBLIC NOTICE

A 60-Day Federal Register Notice (FRN) for the collection published on Thursday, August 20, 2019. The 60-Day FRN citation is 84 FRN 43112.

No comments were received during the 60-Day Comment Period.

A 30-Day Federal Register Notice for the collection published on Friday, October 25, 2019. The 30-Day FRN citation is 84 FRN 57408.

Part B: CONSULTATION

No additional consultation apart from soliciting public comments through the Federal Register was conducted for this submission.

9. Gifts or Payment

No payments or gifts are being offered to respondents as an incentive to participate in the collection.

10. Confidentiality

A Privacy Act Statement is not required for this collection because we are not requesting individuals to furnish personal information for a system of records.

A System of Record Notice (SORN) is not required for this collection because records are not retrievable by PII.

A Privacy Impact Assessment (PIA) is not required for this collection because PII is not being collected electronically.

Records are retained for a period of 10 years.

11. Sensitive Questions

No questions considered sensitive are being asked in this collection.

12. Respondent Burden and its Labor Costs

Part A: ESTIMATION OF RESPONDENT BURDEN

1) Collection Instrument(s)

[ASSIST Database]

- a) Number of Respondents: 1,040
- b) Number of Responses Per Respondent: 432
- c) Number of Total Annual Responses: 449,280
- d) Response Time: 66
- e) Respondent Burden Hours: 29,652,480 hours

2) Total Submission Burden (Summation or average based on collection)

- a) Total Number of Respondents: 1,040
- b) Total Number of Annual Responses: 449,280
- c) Total Respondent Burden Hours: 29,652,480 hours

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acquisition and sustainment of systems and equipment, which would have an adverse and detrimental effect on DoD acquisition programs and the National Security.

Part B: LABOR COST OF RESPONDENT BURDEN

- 1) Collection Instrument(s)
[ASSIST Database]
 - a) Number of Total Annual Responses: 449,280
 - b) Response Time: 66
 - c) Respondent Hourly Wage: \$40
 - d) Labor Burden per Response: \$2,640
 - e) Total Labor Burden: \$1,186,099,200

- 2) Overall Labor Burden
 - a) Total Number of Annual Responses: 449,280
 - b) Total Labor Burden: \$1,186,099,200

The Respondent hourly wage was determined by using the [Department of Labor Wage Website] (<http://www.dol.gov/dol/topic/wages/index.htm>)

13. Respondent Costs Other Than Burden Hour Costs

There are no annualized costs to respondents other than the labor burden costs addressed in Section 12 of this document to complete this collection.

14. Cost to the Federal Government

Part A: LABOR COST TO THE FEDERAL GOVERNMENT.

- 1) Collection Instrument(s)
[ASSIST Database]
 - a) Number of Total Annual Responses: 449,280
 - b) Processing Time per Response: 4 hours
 - c) Hourly Wage of Worker(s) Processing Responses : \$40
 - d) Cost to Process Each Response: \$160
 - e) Total Cost to Process Responses: \$71,884,800

- 2) Overall Labor Burden to the Federal Government
 - a) Total Number of Annual Responses: 449,280
 - b) Total Labor Burden: \$71,884,800

Part B: OPERATIONAL AND MAINTENANCE COSTS

- 1) Cost Categories
 - a) Equipment: \$0
 - b) Printing: \$0
 - c) Postage: \$0

- d) Software Purchases: \$0
- e) Licensing Costs: \$0
- f) Other: \$0

2) Total Operational and Maintenance Cost: (P: Add a) through f) in this section) \$

Part C: TOTAL COST TO THE FEDERAL GOVERNMENT

- 1) Total Labor Cost to the Federal Government: \$71,884,800
- 2) Total Operational and Maintenance Costs: \$0
- 3) Total Cost to the Federal Government: \$71, 884,800

15. Reasons for Change in Burden

There has been no change in burden since the last approval.

16. Publication of Results

The results of this information collection will not be published.

17. Non-Display of OMB Expiration Date

We are not seeking approval to omit the display of the expiration date of the OMB approval on the collection instrument.

18. Exceptions to "Certification for Paperwork Reduction Submissions"

We are not requesting any exemptions to the provisions stated in 5 CFR 1320.9.