

**BURDEN HOURS FOR APPROVED INSURANCE PROVIDERS TO PROVIDE
REQUIRED INFORMATION**

June 30, 2020

1. Task	2. Estimated Number of Respondents	3. Estimated Number of Responses per Respondent	4. Estimated Total Annual Responses (2 x 3)	5. Estimated Average Time to Respond	6. Estimated Total Burden Hours (4 x 5)
Reporting Information	14	439	6,146	15 minutes (.2500)	1,536.5
Late Payment of Debt Administrator Reinstatement	14	15	210	120 minutes (2.0)	420.0
Late Payment of Debt AIP Reinstatement	14	148	2,072	20 minutes (.3333)	690.7
Travel time	N/A	N/A	N/A	N/A	0.0
TOTAL	14	602	8,428	19 minutes	2,647.2

Burden	Letter Types	2017	2018
AIP/RMA	Ineligibility Letters/CAT Demand Letters	6,915	5,602
RMA	Cross Servicing Letters	111	160
RMA	Other Letters(A&L, Refunds, Treasury Disputes,	72	43
Total			

Burden	Other Collection Points		
AIP	Late Payment of Debt AIP Reinstatement	1,515	2,066
AIP/RMA	Administrator Reinstatement Requests	106	180

Cost to Mail Letters			
	1st Class Postage	0.49	0.50
	Other costs to send letters (paper, etc)	0.05	0.05
	Total cost to send Letters	0.54	0.55

Burdens			
	AIP Time Burden		
	AIP Wage Burden		
	RMA Time Burden		
	RMA Wage Burden		
	Cost to Mail Letters		
	Total RMA Cost Burden		

2019	Average	Avg Hours	# of Hours based on 15 min avg time
5,907	6,146	0.25	1,537
82	118	0.25	29
55	57	1.00	57
	6,320		1,623

	Average	Avg Hours	# of Hours
2,648	2,072	0.33	691
322	210	2.00	420

0.55	0.51
0.05	0.05
0.60	0.56

			2,647
	\$	15.85	\$ 41,958

	Annual Salary		2,043
GS 13 Step 4	\$ 98,358	\$ 47.29	\$ 96,589
		\$ 0.56	\$ 3,560
		\$	100,149

1836

105

811