

SUPPORTING STATEMENT
U.S. Department of Commerce
National Oceanic & Atmospheric Administration
NOAA Satellite Customer Questionnaire
OMB Control No. 0648-0227

SUPPORTING STATEMENT PART A -

Abstract

This request is for an extension of a current information collection. NOAA invites interested parties who operate ground receiving stations that receive data from NOAA satellites to complete a questionnaire about the types of data received, its use, the equipment involved, and similar subjects. The information received is used by NOAA for short-term operations and long-term planning.

Justification

1. Explain the circumstances that make the collection of information necessary. Identify any legal or administrative requirements that necessitate the collection. Attach a copy of the appropriate section of each statute and regulation mandating or authorizing the collection of information.

NOAA operates a minimum of four meteorological satellite imagery transmission systems, two from GOES satellites and two from TIROS satellites in addition to legacy backup and standby polar-orbiting satellites that continue transmitting beyond their design life. The data transmitted are available worldwide, and any user can establish a ground receiving station for reception of the data without the prior consent, notification or other approval from NOAA. With such an open access policy, it is currently not possible to have a comprehensive understanding of the range and numbers of the data users and application of the data received. The purpose of collecting the information contained in the "Questionnaire" is to satisfy the following objectives:

- a. To support the international coordination with the WMO, so that NOAA can provide environmental satellite data and processed satellite data products to the public domain.
- b. To improve Government efficiencies of data dissemination using cost-saving technologies to minimize the expenditure of personnel and financial resources.

NOAA's Policy on Partnerships in the Provision of Environmental Information is also pertinent to this information collection. This policy was developed to strengthen the partnership among government, academia, and the private sector, which provides the nation with high quality environmental information. The collection of information from a respondent is initiated when an individual contacts NESDIS via letter, telephone, fax or email, or when they visit a web page. If the nature of the contact indicates the individual may operate a satellite receiving station for the acquisition of NOAA satellite data or may use NOAA satellite data or services, the individual is requested to complete an on-line electronic questionnaire, which is found on a NOAA Internet site at the following link: <https://dcs3.noaa.gov/Account/SurveyForm>. The questionnaire is completed at the respondent's discretion.

2. Indicate how, by whom, and for what purpose the information is to be used. Except for a new collection, indicate the actual use the agency has made of the information received from the current collection.

Information is collected from NOAA customers/users of NOAA satellite imagery who have purchased ground satellite systems OR who use data from, or services on, NOAA satellites. These ground systems range from inexpensive units costing less than \$1,000 for receiving Automatic Picture Transmission (APT) from polar orbiting satellites and Low Rate Information Transmission (LRIT) imagery and products from geostationary satellites, to systems that cost tens of thousands of dollars capable of receiving High Resolution Picture Transmission (HRPT) images from polar orbiting satellites and Geostationary GOES VARIable rate (GVAR) imagery. GVAR and LRIT are being phased out as the users transition to GOES Rebroadcast (GRB) and HRIT/EMWIN with the commissioning of the new GOES-R Series satellites. APT and HRPT are being phased out as the new JPSS satellites are commissioned and users have to transition to HRD. Commercial solutions for receiving and processing these data are available. Vendors, manufacturers, and system integrators of these systems are included in the information collections.

NOAA satellite customers/users include local, state and federal government agencies from the United States and government agencies from around the world.

Respondents provide input on how upcoming NOAA satellite planning, changes in satellite and satellite transponder configuration, spacecraft design and other events (posted on our applicable websites) could affect user ground station configuration. The primary data fields collected are: contact information, which types of imagery the respondents are receiving and / or what type of equipment or software is being employed or manufactured. Information is collected once upon initial contact and subsequently only if there are changes to the information from the initial collection.

The information collected is used by NOAA/NESDIS in designing future satellite transmission systems, and determining the data content of present and future transmission systems. Within the past years, collection information has been used in, but not confined to, the following activities, in combination with information posted on the NOAA Satellite and Information System (NOAASIS) web site:

- a. To determine the impact of the new Direct Broadcast (DB) capabilities on the NOAA Joint Polar Satellite System (JPSS) and GOES-R satellites on the user community.
- b. To notify domestic and international users of changes to the NOAA satellite DB. GOES Variable (GVAR) and Low Rate Information Transmission (LRIT) are being phased out as the users transition to GOES Rebroadcast (GRB) and High Rate Information Transmission/ Emergency Managers Weather Information Network (HRIT/EMWIN) with the commissioning of the new GOES-R Series satellites. APT and High Rate Picture Transmission (HRPT) are being phased out as the new JPSS satellites are commissioned and users transition to High Rate Data (HRD).
- c. To satisfy the annual obligation to the WMO to provide the geographic location and receiving capability of any reception station known to NOAA.
- d. To help inform the DB capability and user needs of the next generation of GOES satellites currently being developed.

NOAA will retain control over the information and safeguard it from improper access, modification, and destruction, consistent with federal and NOAA standards for confidentiality, privacy, and electronic information. The information collection is designed to yield data that meet all applicable

information quality guidelines. Although the information collected is not expected to be disseminated directly to the public, results may be used in scientific, management, technical or general informational publications. Should NOAA decide to disseminate the information, it will be subject to the quality control measures and pre-dissemination review pursuant to Section 515 of Public Law 106-554.

3. Describe whether, and to what extent, the collection of information involves the use of automated, electronic, mechanical, or other technological collection techniques or other forms of information technology, e.g. permitting electronic submission of responses, and the basis for the decision for adopting this means of collection. Also, describe any consideration of using information technology to reduce burden.

NOAA's information requirements are minimal. The form is on the NOAASIS web site at: <https://dcs3.noaa.gov/Account/SurveyForm>. This website is the logon site and funnel for all users accessing the DCS system. No additional or improved technology has been identified that can further reduce the burden to the respondent.

4. Describe efforts to identify duplication. Show specifically why any similar information already available cannot be used or modified for use for the purposes described in Question 2

The information being collected from respondents is unique and highly relevant to the operation of the Satellite Products and Services Division and its support to other NOAA/NESDIS operations. No other NOAA/NESDIS components or other known resources are collecting similar information or from the same group of users.

5. If the collection of information impacts small businesses or other small entities, describe any methods used to minimize burden.

None of the respondents are considered small businesses or other small entities. The burden is designed to be minimal on all respondents.

6. Describe the consequence to Federal program or policy activities if the collection is not conducted or is conducted less frequently, as well as any technical or legal obstacles to reducing burden.

If this information were not collected, there would be no other source of information which describes the database of NOAA satellite users. Without such information, short-term operational decisions and long-term planning and development would occur without being able to significantly gauge the scientific and monetary impact of such actions on the global user community, which includes other national governments and foreign meteorological agencies, and scientific and educational institutions. The Office of Satellite and Product Operations (OSPO), Satellite Products and Services Division (SPSD) would be limited on its reporting requirement to NOAA. This could eventually impact further reporting to international bodies such as the WMO.

7. Explain any special circumstances that would cause an information collection to be conducted in a manner inconsistent with OMB guidelines.

This collection will be conducted in a manner consistent with OMB guidelines.

8. If applicable, provide a copy and identify the date and page number of publications in the Federal Register of the agency's notice, required by 5 CFR 1320.8 (d), soliciting comments on the information collection prior to submission to OMB. Summarize public comments received in response to that notice and describe actions taken by the agency in response to these comments. Specifically address comments received on cost and hour burden.

A Federal Register Notice published on June 9, 2021 (86 FR 30595) seeking public comments. No comments were received.

NOAA contacted three external stakeholders (U.S. Air Force 557th Weather Wing, Cooperative Institute for Research in the Atmosphere (CIRA), and University of Wisconsin-Madison, Space Science & Engineering Center) to obtain their views on the availability of data, frequency of collection, the clarity of instructions and recordkeeping, disclosure, or reporting format (if any), and on the data elements to be recorded, disclosed, or reported. No comments were received.

9. Explain any decision to provide any payment or gift to respondents, other than remuneration of contractors or grantees.

No payments or gifts are made.

10. Describe any assurance of confidentiality provided to respondents and the basis for the assurance in statute, regulation, or agency policy. If the collection requires a systems of records notice (SORN) or privacy impact assessment (PIA), those should be cited and described here.

The Freedom of Information Act (5 U.S.C 552) is cited on the survey Web page as the authority for protection of any personal information, which, for this collection, would only be the name, mailing address and email address. Electronic records are protected by a unique user developed identification/password. If needed, the user identification/password is issued to individuals by one of two authorized personnel who maintain the database. This information is covered under the Privacy Act System of Records Notice Commerce/NOAA-11, Contact Information for Members of the Public Requesting or Providing Information Related to NOAA's Mission.

11. Provide additional justification for any questions of a sensitive nature, such as sexual behavior or attitudes, religious beliefs, and other matters that are commonly considered private. This justification should include the reasons why the agency considers the questions necessary, the specific uses to be made of the information, the explanation to be given to persons from whom the information is requested, and any steps to be taken to obtain their consent.

No sensitive questions are asked.

12. Provide estimates of the hour burden of the collection of information.

Information Collection	Type of Respondent (e.g., Occupational Title)	# of Respondents/year (a)	Annual # of Responses / Respondent (b)	Total # of Annual Responses (c) = (a) x (b)	Burden Hrs / Response (d)	Total Annual Burden Hrs (e) = (c) x (d)	Hourly Wage Rate (for Type of Respondent) (f)	Total Annual Wage Burden Costs (g) = (e) x (f)
User Registration Form	19-4042 Environmental Science	30	1	30	.1	3	26.11	\$78.33
Totals				30		3		\$78.33

The estimate of average burden per response is based on expert review of proposed questions. BLS's *Occupational Outlook Handbook* was used as the wage source. Retrieved 6 May 2021 from: <https://www.bls.gov/bls/blswage.htm>

13. Provide an estimate for the total annual cost burden to respondents or record keepers resulting from the collection of information. (Do not include the cost of any hour burden already reflected on the burden worksheet).

All respondents complete the form online, and thus there is no recordkeeping or reporting cost. There are no capital costs or operating and maintenance costs associated with this information collection.

14. Provide estimates of annualized cost to the Federal government. Also, provide a description of the method used to estimate cost, which should include quantification of hours, operational expenses (such as equipment, overhead, printing, and support staff), and any other expense that would not have been incurred without this collection of information.

NOAA requires approximately 10 minutes to review and verify each questionnaire. Review and verification of the information in the data base by a Band 4 program manager or technician (\$67.58/hour) costs NOAA \$1689.50 per year.

Cost Descriptions	Grade/Step	Loaded Salary /Cost	% of Effort	Fringe (if Applicable)	Total Cost to Government
Federal Oversight	12-13/10	\$179,681	1-2%		\$3,593.61
TOTAL				0	\$3,593.61

15. Explain the reasons for any program changes or adjustments reported in ROCIS.

There are no program changes to this collection. The below tables identify the adjustments to the number of respondents and burden information. In previous submissions, it was not clearly understood what constituted a respondent or a response. Previously, each data field on the user registration form was considered a response and each response was considered a respondent. The burden has been adjusted to reflect that each user registration form is considered a single response. The number of respondents identified in the table below is an accurate reflection of the number of respondents that NOAA expects to submit user registration forms in a given year.

Information Collection	Respondents		Responses		Burden Hours	
	Current Renewal / Revision	Previous Renewal / Revision	Current Renewal / Revision	Previous Renewal / Revision	Current Renewal / Revision	Previous Renewal / Revision
User Registration Form	30	300	30	300	3	25
Total for Collection	30	300	30	300	3	25
Difference	-270		-270		-22	

Information Collection	Labor Costs		Miscellaneous Costs	
	Current	Previous	Current	Previous
User Registration Form	\$ 78.33	Not previously calculated	\$ -	\$ -
Total for Collection	\$ 78.33		\$ -	\$ -
Difference	\$ 78.33		\$ -	

16. For collections of information whose results will be published, outline plans for tabulation and

publication. Address any complex analytical techniques that will be used. Provide the time schedule for the entire project, including beginning and ending dates of the collection of information, completion of report, publication dates, and other actions.

There is no intention to publicly disseminate or publish the information collected.

17. If seeking approval to not display the expiration date for OMB approval of the information collection, explain the reasons that display would be inappropriate.

The OMB control number and expiration date will be displayed on all information collection instruments.

18. Explain each exception to the certification statement identified in “Certification for Paperwork Reduction Act Submissions.”

The agency certifies compliance with [5 CFR 1320.9](#) and the related provisions of [5 CFR 1320.8\(b\)\(3\)](#).