Request for Approval under the "Conference, Meeting, Workshop, and Poster Session Registration Generic Clearance (OD)"
(OMB#: 0925-0740 Exp Date: 07/2022)

TITLE OF INFORMATION COLLECTION: OLAW Online Seminars Series

PURPOSE:
This is an application to approve 6 virtual webinars intended for the laboratory animal care and use community (total of six sessions from 9/2021-12/2022).

The OLAW Online Seminars series is a quarterly webinar series on items of interest to the laboratory animal care and use community, specifically animal researchers, Institutional Animal Care and Use Committees (IACUCs), IACUC administrators Institutional Officials, veterinarians, and regulatory compliance staff. Topics focus on regulatory compliance, reduction of administrative burden and animal care and use best practices. These webinars are offered free of charge.

To ensure registrants comprise our targeted stakeholder audience, the following information will be collected:
- Name
- Email
- Organization (Name of Institution)
- Job title/role

All information is collected through the NIH zoom account.

DESCRIPTION OF RESPONDENTS:
Respondents are members of the animal welfare communities who choose to register for the webinars. These generally include animal researchers, Institutional Animal Care and Use Committees (IACUCs), IACUC administrators Institutional Officials, veterinarians, and regulatory compliance staff. These people comprise members of academic, corporate, not-for-profit, and government research institutions.

TYPE OF COLLECTION: (Check *all that applies*)

[ ] Abstract   [ ] Application
[X] Registration Form   [ ] Other

CERTIFICATION:

I certify the following to be true:
1. The collection is voluntary.
2. The collection is low-burden for respondents and low-cost for the Federal Government.
3. The collection is non-controversial and does <u>not</u> raise issues of concern to other federal agencies.

Name: Nicolette Petervary, VMD

To assist review, please provide answers to the following question:

Personally Identifiable Information:
1. Is personally identifiable information (PII) collected? [X] Yes [ ] No
2. If Yes, is the information that will be collected included in records that are subject to the Privacy Act of 1974? [X] Yes [ ] No

Gifts or Payments:
Is an incentive (e.g., money or reimbursement of expenses, token of appreciation) provided to participants? [ ] Yes [X] No
Amount: _____
Explanation for incentive: (include number of visits, etc.)

ESTIMATED BURDEN HOURS and COSTS

Category of Respondent	No. of Respondents	No. of Responses per Respondent	Time per Response (in hours)	Total Burden Hours
(Individuals and households)	500	1	2/60	17
Totals	**500**	**500**		**17**

Category of Respondent	Total Burden Hours	Wage Rate*	Total Burden Cost
Individuals and households	17	$48.94	$832
Totals			$832

* Occupational Employment and Wages, May 2020 19-1042 Medical Scientists, Except Epidemiologists (Note 2021 figures to be released May 2022) https://www.bls.gov/oes/current/oes191042.htm

FEDERAL COST: The estimated annual cost to the Federal government is $1389

Staff	Grade/Step	Salary*	% of Effort	Fringe (if applicable)	Total Cost to Gov't
Federal Oversight					
Animal Welfare Program Specialist	14/5	$138,866	1%		$1389
Contractor Cost					
Travel					
Other Cost					
TOTAL					$1389

The selection of targeted respondents

1. Do you have a customer list or something similar that defines the universe of potential respondents and do you have a sampling plan for selecting from this universe?

    [ ] Yes [X] No

If the answer is yes, please provide a description of both below (or attach the sampling plan)?   If the answer is no, please provide a description of how you plan to identify your potential group of respondents and how you will select them?

Administration of the Instrument

1. How will you collect the information? (Check all that apply)
    - [X] Web-based or other forms of Social Media
    - [ ] Telephone
    - [ ] In-person
    - [ ] Mail
    - [ ] Survey form
    - [ ] Chart Abstraction
    - [ ] Other, Explain

2. Will interviewers, facilitators, or research coordinators be used? [ ] Yes [X] No