

**Trade Missions and Trade Shows Program
Annual Reporting and Record Keeping Burden Hours**

Date: 1/27/2022

							USG Recordkeeping	
Forms (one form)	Information Collected	Number of Respondents A	Average	Total	Average Estimate	Total	Average Estimate	Total
			Number of Applications B	Annual Responses C	of Manhours per Response D	Annual Manhours E	of Manhours per Response F	Annual Manhours G
Agribusiness Trade Mission (ATM)	Application & Surveys	600	4.00	2400.00	0.25	600.00	0.10	60.00
Trade Show	Application & Surveys	1,100	1.00	1100.00	0.30	330.00	0.10	33.00
Virtual Trade Event (VTE)	Application & Surveys	600	3.00	1800.00	0.33	600.00	0.10	60.00
	Totals:	2,300.00		5,300.00		1,530		153
	Total Burden Public & USG Recordkeeping							1,683
Cost Estimate		<u>Total Annual Manhours</u>		<u>Mean hourly wage</u>		<u>Total cost to Public</u>		
	Public	1,530		\$24.54		\$37,546.20		
						<u>Total cost to USG</u>		
	USG	153		\$29.81		\$4,560.93		
						<u>Total cost to Public & USG</u>		
						\$42,107.13		

Most Current Bureau of Labor Salary Estimates can be found at https://www.bls.gov/oes/current/oes_stru.htm

Public

Occupation code	Occupation Title	Mean hourly wage	Annual mean wage
41-9099	Sales and Office Occupations	\$24.54	\$51,043

USG

Occupation code	Occupation Title	Mean hourly wage	Annual mean wage
43-1011	First Line Supervisor of Office and Administrative Support Workers	\$29.81	\$62,005