

CERTIFICATION

Request for Approval under the “Generic Clearance for the Collection of Routine Customer Feedback” (OMB Control Number: 0579-0377)

TITLE OF INFORMATION COLLECTION: Discussion Group: PPQ Citrus Nursery Stock Protocol (CNSP) - SLT

PURPOSE:

To gather feedback from State government agriculture partners on their experience with applying the citrus nursery stock protocol to assess the usefulness, and identify gaps, with the USDA/APHIS/PPQ CNS protocol.

DESCRIPTION OF RESPONDENTS:

State agriculture officials.

TYPE OF COLLECTION: (Check one)

- | | |
|--|--|
| <input type="checkbox"/> Customer Comment Card/Complaint Form | <input type="checkbox"/> Customer Satisfaction Survey |
| <input type="checkbox"/> Usability Testing (e.g., Website or Software) | <input checked="" type="checkbox"/> Small Discussion Group |
| <input type="checkbox"/> Focus Group | <input type="checkbox"/> 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 not raise issues of concern to other federal agencies.
4. The results are not intended to be disseminated to the public.
5. Information gathered will not be used for the purpose of substantially informing influential policy decisions.
6. The collection is targeted to the solicitation of opinions from respondents who have experience with the program or may have experience with the program in the future.

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Personally Identifiable Information

1. Is personally identifiable information (PII) collected? Yes No
2. If Yes, will any information that is collected be included in records that are subject to the Privacy Act of 1974? Yes No
3. If Yes, has an up-to-date System of Records Notice been published? Yes No

Gifts or Payments

Is an incentive (e.g., money or reimbursement of expenses, token of appreciation) provided to participants? Yes No

BURDEN HOURS

Category of Respondent	No. of Respondents	Participation Time	Burden
State government agriculture officials	15	1 hour	15 hrs
Totals	15		15 hrs

FEDERAL COST: The estimated annual cost to the Federal government is \$1,000.

SELECTION OF TARGETED RESPONDENTS

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 No

PPQ has a contact list of State government agriculture officials (partners) from the citrus growing states of Alabama, Florida, Georgia, Louisiana, Arizona, Texas, and California.

ADMINISTRATION OF THE INSTRUMENT

1. How will you collect the information? (Check all that apply)

- Web-based or other forms of Social Media
- Telephone
- In-person
- Mail
- Other, Explain email or survey monkey

2. Will interviewers or facilitators be used? Yes No

The State government agriculture partners will be invited to participate in a small discussion group interview to obtain information related to their experiences with applying the citrus nursery stock protocol and to assess its usefulness and gaps.