

Department of Justice
Bureau of Alcohol, Tobacco, Firearms and Explosives
Supporting Statement
OMB 1140-0108

Forensic Firearm Training Request for Non-ATF Employees – ATF Form 7110.15

A. Justification

1. The Bureau of Alcohol, Tobacco, Firearms, and Explosive (ATF) currently provides forensic firearms investigative techniques training to Federal, State local, and international law enforcement personnel. The Forensic Firearm Training Request for Non-ATF Students – ATF Form 7110.15 (ATF Form 7110.15) is used by prospective students when applying to attend this training. Descriptions of training courses are available on the ATF website. The Office of Science and Technology (OST) Laboratory Services personnel will process all completed applications for this training.
2. ATF Form 7110.15 is used to obtain information from Federal, State and local, and international law enforcement personnel who would like to register for training, obtain course information, and/or evaluate forensic firearms investigative techniques training provided by ATF. The information collected on the form enables ATF personnel to determine the applicant's eligibility to attend this training. Applicants must also supply their employment information, including their responsibilities and duties on their application to participate in this training.
3. ATF Form 7110.15 is available on the ATF web site. The fillable form can be completed, digitally signed, and submitted electronically to the designated training application inbox for processing: NFEATraining@atf.gov. Individuals with disabilities can also access, complete, and electronically submit this form, which is 508 compliant.
4. The ATF Subject Classification System is used to identify duplication and ensures that any similar information already available cannot be used or modified for use for the purpose of this information collection.
5. This collection of this information does not affect small businesses or other small entities.
6. The requested information must be collected in order to process the application of prospective students, plan future training sessions, and verify the eligibility of interested applicants.
7. Forensic firearms investigative techniques training will be available on a continuous basis, and candidates may apply anytime courses are offered. There are no other special circumstances associated with this collection.

8. No comments were received during the 30-day Federal Register (FR) notice period. However, a 30-day FR notice will be published to solicit public comments.
9. No payment or gift is associated with this collection.
10. The information collected on ATF Form 7110.15 is only available and accessible to ATF personnel associated with the Office of Science and Technology, Laboratory Services' training courses and the candidate's sponsoring agency. Confidentiality is not assured.
11. The applicant must provide the last 4 digits of their Social Security Number (SSN) because ATF provides high risk, high liability training to law enforcement personnel within Federal, State, and local government entities. There are risks and liabilities associated with the training courses offered and the performance of learned skills in the workplace. As this training applies to the conduct of regular law enforcement duties, and provides a certification in a related expertise, there is an inherent liability to the Bureau to be able to accurately identify all individuals who attend ATF training courses. This may become necessary when responding to a post-training incident or defending a law enforcement officer's expertise in court. The SSN is a unique individual identifier that tracks a student's career across multiple law enforcement agencies. In addition, some of the training facilities used and programs run by the Bureau require partial background checks for clearance purposes.
12. ATF estimates that approximately 75 students will apply for ATF training course per year. Each candidate applies one per year, so the total responses is also 75. It takes each candidate approximately 6 minutes to complete ATF Form 7110.15. Therefore, the total annual burden is estimated at 7.5/ 8 hours.
13. Respondents have the option to electronically submit their completed form for this training to the designated inbox for processing. Therefore, there is no public cost to the respondent.
14. The estimated startup and maintenance cost to the Federal Government is approximately \$25.00.
15. There are no program changes or adjustments associated with this collection.
16. The results of this information collection will not be published.
17. ATF is not requesting approval to omit the Office of Management and Budget expiration date for this collection.
18. There are no exceptions to the certification statement.

B. This Collection of Information Employs No Statistical Methods.