



United States of America  
**RAILROAD RETIREMENT BOARD**  
844 NORTH RUSH STREET  
CHICAGO, ILLINOIS 60611-1275

**BUREAU OF INFORMATION SERVICES**

April 30, 2019

Michael McManus  
Office of Information and Regulatory Affairs – OMB Desk Officer  
Washington, DC 20503

Dear Mr. McManus,

Per the emergency provisions as outlined in 5 CFR 1320.13, the Railroad Retirement Board (RRB) requests an Emergency Extension to extend the expiration date of the following active OMB Control Numbers to June 30, 2019 per our conversation:

- 3220-0005, Employer Reporting
- 3220-0014, Employee Representative's Status and Compensation Reports
- 3220-0032, Survivor Questionnaire
- 3220-0131, Request for Medicate Payment
- 3220-0156, Employer's Deemed Service Month Questionnaire

Due to unanticipated events i.e., the government shutdown, loss of an experienced Management Analyst who exclusively performed Paperwork Reduction Act activities due to retirement on January 4, 2019, and the unexpected loss of an employee reassigned to perform Paperwork Reduction Act activities, I have assumed the full administrative workload of Paperwork Reduction Act activities as well as performing Clearance Officer, Records Officers, Forms Officer, and supervisor/management duties as well as project management duties related to the RRB IT modernization project. The increased administrative workload caused delays in gathering the information and publishing the Initial and Secondary Notices in the Federal Register later than planned.

Per our email communications, we have already published the Initial Notices in the Federal Register and am working with our business units to finalize the justifications, prepare the Secondary Notices, and upload the justification, forms, and supporting documentation to ROCIS.

However, extending the expiration date by 2 months will give enough time to submit the Secondary Notices, wait the required time for them to be published in the Federal Register, and finalize and submit the Information Collection Requests in ROCIS.gov to OMB for approval.

Please contact me at 312-751-4826 or via email at [Brian.Foster@rrb.gov](mailto:Brian.Foster@rrb.gov) if you have any questions.

Sincerely,

Brian D. Foster  
Clearance Officer