

SUPPORTING STATEMENT – PART B

B. COLLECTIONS OF INFORMATION EMPLOYING STATISTICAL METHODS

If the collection of information employs statistical methods, the following information should be provided in this Supporting Statement:

1. Description of the Activity

Describe the potential respondent universe and any sampling or other method used to select respondents. Data on the number of entities covered in the collection should be provided in tabular form for the universe as a whole and for each of the strata in the proposed sample. Indicate the expected response rates for the collection as a whole, as well as the actual response rates achieved during the last collection, if previously conducted.

Respondents for the survey are generated from a sampling of reports transmitted by investigators, and sources are selected for each investigator based on quality and integrity requirements. Respondents from the OIG specific survey are selected by surveying all sources for an investigator in question for a select period of time established by the OIG. Investigative Interview Surveys are then mailed to those individuals when there is alleged misconduct involving the referenced investigator. During FY21, OIG sent approximately 1,627 re-contact letters. OIG anticipates an increase in the number of letters for future fiscal years.

	FY17	FY18	FY19	FY20*	FY21	AVG
Letters Sent	162,890	191,261	203,955	142,795	109,732	162,127
Letters Returned	64,814	73,231	74,469	35,823	34,084	56,484
Return Percentage	40%	38%	37%	25%	31%	34%

* Program affected by COVID shutdowns

2. Procedures for the Collection of Information

Describe any of the following if they are used in the collection of information:

a. Statistical methodologies for stratification and sample selection;

Selection of respondents is random and done automatically within Quality Re-Contact Database. As stated above, in specific surveys conducted by the OIG all sources within a period of time selected by the OIG are surveyed.

b. Estimation procedures;

Not applicable.

c. Degree of accuracy needed for the Purpose discussed in the justification;

Not applicable.

- d. Unusual problems requiring specialized sampling procedures; and

Not applicable.

- e. Use of periodic or cyclical data collections to reduce respondent burden.

In the future, a goal to transition to an electronic version of delivery and response would reduce the burden on the respondents. However, currently the use of business reply envelopes is the least burdensome option. Otherwise, investigators would be required to conduct follow up interviews with respondents either in person or via phone, which would greatly increase time and cost burden on both the respondents and the Federal Government.

3. Maximization of Response Rates, Non-response, and Reliability

Discuss methods used to maximize response rates and to deal with instances of non-response. Describe any techniques used to ensure the accuracy and reliability of responses is adequate for intended purposes. Additionally, if the collection is based on sampling, ensure that the data can be generalized to the universe under study. If not, provide special justification.

The OIG reviews addresses of sources, provided by the investigator, for accuracy and makes any necessary corrections to maximize response rates. DCSA OIG will telephonically contact a percentage of individuals mailed a survey that do not respond when those surveys are mailed by DCSA OIG in follow up to alleged misconduct by Federal or contract investigative staff. The number of telephonic contacts varies based on the amount of work completed by the investigator. OIG does not utilize a script for the phone calls.

4. Tests of Procedures

Describe any tests of procedures or methods to be undertaken. Testing of potential respondents (9 or fewer) is encouraged as a means of refining proposed collections to reduce respondent burden, as well as to improve the collection instrument utility. These tests check for internal consistency and the effectiveness of previous similar collection activities.

Not applicable.

5. Statistical Consultation and Information Analysis

- a. Provide names and telephone number of individual(s) consulted on statistical aspects of the design.

Not applicable.

b. Provide name and organization of person(s) who will actually collect and analyze the collected information.

Ryan Hicks, Quality Management Oversight