

SUPPORTING STATEMENT - PART A

Program Executive Office Enterprise Information Systems (PEO EIS) Climate Survey – OMB Control Number 0702-0153

Summary of Changes from Previously Approved Collection

- Use of the survey is being expanded to include the entire PEO EIS workforce, rather than just the Army Data and Analytics Platforms team.
- The burden is increasing significantly due to the survey's expanded use. However, the estimated average response time to complete the survey is not increasing.
- Minor changes to the survey instrument to change language that was ARDAP specific to apply to the entire organization.

1. Need for the Information Collection

Mr. Ross Guckert, Program Executive Officer of Program Executive Office Enterprise Information Systems (PEO EIS) is a U.S. Army centrally selected position and carries with it a requirement to conduct a climate survey, per Appendix E of Army Regulation 600-20, "Army Command Policy." Additionally, since PEO EIS is made up of a primarily contracted workforce (81 percent), it's significantly relevant that any data collected regarding the PEO EIS climate, culture, leader feedback, and more include contractors' input along with government and military staff. This survey is an existing tool that Army Data and Analytics Platforms (ARDAP), a subprogram of PEO EIS, used in 2022. To expedite the process and efficiently gather similar information, PEO EIS seeks to use the same survey across the entire workforce. Furthermore, this information will be critical for PEO EIS senior leadership to assist them on assessing where they need to focus on in FY23 to ensure the team is able to execute numerous programs on schedule to deliver critical capabilities in support of the Army mission.

2. Use of the Information

The PEO EIS Climate Survey is seeking feedback from its civilian, military, and contractor personnel to assess how they feel about the organization and their work environment. The responses will enable PEO EIS leadership to assess and determine where changes are required. PEO EIS will distribute this Climate Survey using the MilSuite survey feature, which enables PEO EIS to create a custom survey for distribution organization-wide with advanced survey statistics to capture, review, and share the responses. Respondents will access and provide their responses to the collection instrument online. They will receive a link via email that takes them directly to the PEO EIS Climate Survey in MilSuite. The PEO EIS Operations Team will review the survey responses and provide data and subsequent analysis to PEO EIS leadership. The results will enable leaders in each program office and the headquarters staff to develop action plans to address areas for improvement, share the plans with the program executive officer, and communicate actions that will be taken to address concern areas with the workforce during town hall meetings. These outcomes

have already been proven by how ARDAP was able to use the data gathered in their survey. The survey will provide more comprehensive information than the annual Defense Organizational Climate Survey (DEOCS) that PEO EIS conducts as it includes feedback from contractors, who comprise the majority of our workforce. The DEOCS survey is limited to government and military respondents only. Additionally, since the survey is annual, PEO EIS will be able to review and analyze data year to year to identify trends.

3. Use of Information Technology

PEO EIS plans to collect 100% of responses electronically through the use of the MilSuite Survey tool.

4. Non-duplication

The information obtained through this collection is unique and is not already available for use or adaptation from another cleared source.

5. Burden on Small Businesses

This information collection does not impose a significant economic impact on small businesses or entities.

6. Less Frequent Collection

Survey responses will be collected annually. PEO EIS plans to collect responses annually because this will allow time for new policies, procedures, or processes to be developed and implemented before employees are asked to provide feedback. The PEO then can collect data and compare results year over year.

7. Paperwork Reduction Act Guidelines

This collection of information does not require collection to be conducted in a manner inconsistent with the guidelines delineated in 5 CFR 1320.5(d)(2).

8. Consultation and Public Comments

Part A: PUBLIC NOTICE

A 60-Day Federal Register Notice (FRN) for the collection published on Tuesday, February 21, 2023. The 60-Day FRN citation is 88 FR 10501.

No comments were received during the 60-Day Comment Period.

A 30-Day Federal Register Notice for the collection published on Tuesday, June 13, 2023. The 30-Day FRN citation is 88 FR 38500.

Part B: CONSULTATION

No additional consultation apart from soliciting public comments through the Federal Register was conducted for this submission.

9. Gifts or Payment

No payments or gifts are being offered to respondents as an incentive to participate in the collection.

10. Confidentiality

A Privacy Act Statement is not required for this collection because we are not requesting individuals to furnish personal information for a system of records.

A System of Record Notice (SORN) is not required for this collection because records are not retrievable by PII.

A Privacy Impact Assessment (PIA) is not required for this collection because PII is not being collected electronically.

No records will be created as part of this climate survey information collection.

11. Sensitive Questions

No questions considered sensitive are being asked in this collection.

12. Respondent Burden and its Labor Costs

Part A: ESTIMATION OF RESPONDENT BURDEN

1) Collection Instrument(s)

PEO EIS Climate Survey

- a) Number of Respondents: 1,618
- b) Number of Responses Per Respondent: 1
- c) Number of Total Annual Responses: 1,618
- d) Response Time: 30 minutes
- e) Respondent Burden Hours: 809

2) Total Submission Burden

- a) Total Number of Respondents: 1,618
- b) Total Number of Annual Responses: 1,618
- c) Total Respondent Burden Hours: 809

Part B: LABOR COST OF RESPONDENT BURDEN

1) Collection Instrument(s)

PEO EIS Climate Survey

- a) Number of Total Annual Responses: 1,618
- b) Response Time: 30 minutes
- c) Respondent Hourly Wage: \$118.00
- d) Labor Burden per Response: \$59.00
- e) Total Labor Burden: \$95,462.00

2) Overall Labor Burden

- a) Total Number of Annual Responses: 1,618

b) Total Labor Burden: \$95,462

The Respondent (contractor) hourly wage was determined by the following method performed by the PEO EIS Business Management Division Chief:

- Review all contracts under the PEO EIS portfolio.
- For each contract, add all the rates and divide by the number of contractors on the respective contracts to determine the average of that contract.
- Then added those average rates and divided by the number of contracts within the portfolio.

13. Respondent Costs Other Than Burden Hour Costs

There are no annualized costs to respondents other than the labor burden costs addressed in Section 12 of this document to complete this collection.

14. Cost to the Federal Government

Part A: LABOR COST TO THE FEDERAL GOVERNMENT

1) Collection Instrument

PEO EIS Climate Survey

- a) Number of Total Annual Responses: 1,618
- b) Processing Time per Response: 30 minutes
- c) Hourly Wage of Worker(s) Processing Responses: \$118.00
- d) Cost to Process Each Response: \$59.00
- e) Total Cost to Process Responses: \$95,462.00

2) Overall Labor Burden to the Federal Government

- a) Total Number of Annual Responses: 29,124
- b) Total Labor Burden: \$95,462

Part B: OPERATIONAL AND MAINTENANCE COSTS

1) Cost Categories

- a) Equipment: \$0
- b) Printing: \$0
- c) Postage: \$0
- d) Software Purchases: \$0
- e) Licensing Costs: \$0
- f) Other: \$0

2) Total Operational and Maintenance Cost: \$0

Part C: TOTAL COST TO THE FEDERAL GOVERNMENT

1) Total Labor Cost to the Federal Government: \$95,462

2) Total Operational and Maintenance Costs: \$0

3) Total Cost to the Federal Government: \$95,462

15. Reasons for Change in Burden

The burden has increased since the previous approval because PEO EIS is expanding the use of the survey to its entire contractor workforce. In the previous approval, the survey was only being used by a single branch, Army Data and Analytics Platforms (ARDAP). The estimated hourly wage for respondents was revised down due to the expanded variety of roles for the contractor respondents. However, the total respondent burden cost still increased due to the increase in number of respondents. The estimated average response time has not changed.

16. Publication of Results

The results of this information collection will not be published external to DoD.

17. Non-Display of OMB Expiration Date

We are not seeking approval to omit the display of the expiration date of the OMB approval on the collection instrument.

18. Exceptions to “Certification for Paperwork Reduction Submissions”

We are not requesting any exemptions to the provisions stated in 5 CFR 1320.9.