

SUPPORTING STATEMENT - PART A

GATES – OMB 0704-0530

Summary of Changes from Previously Approved Collection

- Updates to legal or administrative requirements references.
- Removal of SSN requirement and update to sensitive question section
- The burden has increased due to an increase in travel since the previous approval.

1. Need for the Information Collection

The Global Air Transportation Execution System (GATES) collects information from the public to support the following: Aerial Ports and Water Ports of Embarkation and Debarkation; Military Transportation Offices; Air Mobility Support Flights; Passenger Gateways; Navy Operated Air Terminals and Aerial Ports; SDDC Army and Navy Water Ports; Military airfields or installations (all services); any activity or agency responsible for initiating or receiving a request for movement of personnel and their baggage, manifesting, tracing, billing actions, or statistical data collection; and deployed fixed and non-fixed airfields throughout the world. Passenger records are used to prepare aircraft manifests for passenger identification processing and movement on military aircraft, commercial contract (charter) aircraft, and on seats reserved (blocked) on regularly scheduled commercial aircraft at military and civilian airports. Records containing data in this system are also used to: (a) develop billing data to the user Military Services or other organizations; (b) determine passenger movement trends; (c) forecast future travel requirements; (d) identify, research, and resolve transportation related problems; and, (e) screening for customs, immigration, and transportation security purposes.

Defense Transportation Regulation 4500.9-R (Part I, Chapter 103, Section P), The Defense Transportation Regulation; Department of the Air Force Instruction (DAFI) 24-602V1(Chapter 7.1), "Passenger Movement"; Chief of Naval Operations Instruction 4650.15C (Paragraph 5.c.), "Navy Passenger Transportation Manual"; Army Regulation 700-80 (Chapter 2-1), "Army In-Transit Visibility", Code of Federal Regulations, Title 14, (Part 243), Passenger Manifest Information; Joint Federal Travel Regulations, Joint Travel Regulations Travel and Transportation Reform Act of 1998, Public Law 105-264 (Section 2); United States Code, 49 United States Code (U.S.C.) (§ 41113), Aviation Disaster Family Assistance Act of 1996; and United States Code, 49 U.S.C. (§ 44903), Air Transportation Security.

2. Use of the Information

GATES collects data for passenger manifests for travelers using government conveyances boarding at aerial ports worldwide. Travelers using government conveyances provide data in person, via e-mail, and/or paper-based collections to port personnel. Data must be collected to execute USTRANSCOM missions. Data is used to: 1) prepare aircraft manifests for passenger identification processing and movement on military aircraft, commercial contract (charter) aircraft, and on seats reserved on regularly scheduled commercial aircraft at military and civilian airports; 2) screen passengers for customs, immigration, and transportation security purposes; and 3) create manifests and records relating to the movement of personal property and human remains.

The use of data collected in GATES allows for developing billing data for use by the user Military Services or other organizations; manifest human remains; determine passenger movement trends; forecast future travel requirements; identify, research, and resolve transportation-related problems; notify foreign countries of personnel and equipment arrivals; manifest passengers; screen passengers for customs, immigration, and transportation security purposes; and, manifest and create records relating to the transportation of personal property and human remains.

Automated and manual transfers of data can occur between GATES and other systems through a Memorandum of Agreement. Data can also be embedded in the transportation control number for personal property shipments and for supercargo. GATES has collected data previously for passenger manifests.

3. Use of Information Technology

Travelers using government conveyances provide data in person via check-in prior to boarding the aircraft, via e-mail, and/or paper-based collections to port personnel. Automated and manual transfers of data can occur between GATES and other systems. Paper-based collection represents 15% of data collected.

4. Non-duplication

Information is not already available therefore the traveler must provide this information to verify and identify who they are prior to boarding an aircraft.

5. Burden on Small Businesses

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

6. Less Frequent Collection

The collection of data is voluntary; however, failure to provide the information could result in the individual and/or personal property not being accepted for transportation.

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 Monday, June 12, 2023. The 60-Day FRN citation is 88 FRN 38037.

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

A 30-Day Federal Register Notice for the collection published on Tuesday, September 19, 2023. The 30-Day FRN citation is 88 FRN 64419.

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

Confidentiality ensures that only those personnel with the appropriate security clearance and the need-to-know shall be allowed access to data processed, handled, or stored on system components. Confidentiality targets the protection of information from unauthorized access. Personnel, physical and administrative security mechanisms applied to the system shall minimize risks of unauthorized disclosure of command-and-control information.

A copy of the SORN, FTRANSCOM 01 DoD, has been provided with this package for OMB's review. <https://dpcl.d.defense.gov/Privacy/SORNsIndex/DOD-wide-SORN-Article-View/Article/569704/franscom-01-dod/>

A copy of the GATES PIA has been provided with this package for OMB's review. <https://www.ustranscom.mil/foia/docs/pia/PIA-GATES-WEB.pdf>

Delete when the agency determines that they are no longer needed for administrative, legal, audit, or other operational purposes.

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

- a) Number of Respondents: 517,163
- b) Number of Responses Per Respondent: 1
- c) Number of Total Annual Responses: 517,163
- d) Response Time: 2 minutes
- e) Respondent Burden Hours: 17,239

2) Total Submission Burden

- a) Total Number of Respondents: 517,163
- b) Total Number of Annual Responses: 517,163
- c) Total Respondent Burden Hours: 17,239

Part B: LABOR COST OF RESPONDENT BURDEN

1) Collection Instrument

- a) Number of Total Annual Responses: 517,163
- b) Response Time: 2 minutes
- c) Respondent Hourly Wage: \$22.00
- d) Labor Burden per Response: \$0.73
- e) Total Labor Burden: \$379,253

2) Overall Labor Burden

- a) Total Number of Annual Responses: 517,163
- b) Total Labor Burden: \$379,253

The Respondent hourly wage was determined by using the [Bureau of Labor Statistics Wage Estimate Website] ([\[https://www.bls.gov/oes/current/oes_nat.htm\]](https://www.bls.gov/oes/current/oes_nat.htm))

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

- a) Number of Total Annual Responses: 517,163
- b) Processing Time per Response: 2 minutes
- c) Hourly Wage of Workers Processing Responses: \$17.26
- d) Cost to Process Each Response: \$0.58
- e) Total Cost to Process Responses: \$299,955

2) Overall Labor Burden to the Federal Government

- a) Total Number of Annual Responses: 517,163
- b) Total Labor Burden: \$299,955

Part B: OPERATIONAL AND MAINTENANCE COSTS

1) Cost Categories

- a) Equipment: \$0
- b) Printing: \$0
- c) Postage: \$0
- d) Software Purchases: \$50,000
- e) Licensing Costs: \$0
- f) Other: \$0

- 2) Total Operational and Maintenance Cost: *(P: Add a) through f) in this section)*
\$50,000

Part C: TOTAL COST TO THE FEDERAL GOVERNMENT

- 1) Total Labor Cost to the Federal Government: \$299,955
- 2) Total Operational and Maintenance Costs: \$50,000
- 3) Total Cost to the Federal Government: \$349,955

15. Reasons for Change in Burden

This is a reinstatement with change to a previously approved collection. There has been an increase in travel since the last burden was conducted.

16. Publication of Results

The results of this information collection will not be published.

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.