Request for Approval under the "Generic Clearance for the Collection of Routine Customer Feedback" (OMB#: 0925-0648 Exp., date: 06/2024)

TITLE OF INFORMATION COLLECTION: NIH IPv6 Webinar Survey

PURPOSE: NIH Information Technology (IT) staff are in the process of moving systems and resources to Internet Protocol Version 6 (IPv6), with an Office of Management and Budget (OMB) mandated deadline of 80 percent of Internet traffic managed through IPv6 by the end of fiscal year 2025 (Source: OMB-M-21-07).

The NIH IPv6 Integrated Project Team (IPT) is in the process of arranging IPv6 Training sessions for our IT professionals in the role of System Administrator, Application Developer, or Database Administrator. Participating NIH IC's include NLM, CIT, NIDDK, NHLBI, NEI, and NIAID. To assist the training team in identifying key training objectives and topics that are tailored to NIH, the NIH IPv6 IPT team will be fielding the attached online survey to an audience of contractors working in the roles described above, at the NIH ICs listed above.

DESCRIPTION OF RESPONDENTS: Respondents covered by this ICR include contractors working in roles including System Administrator, Application Developer, or Database Administrator with responsibility for migration to the IPv6 standard.

TYPE OF COLLECTION: (Check one)

[ ] Customer Comment Card/Complaint Form   [ ] Customer Satisfaction Survey
[ ] Usability Testing (e.g., Website or Software   [ ] Small Discussion Group
[ ] Focus Group   [X] Other: Skills/needs assessment survey

FREQUENCY OF REPORTING: (Check one)

[X] Once   [ ] Quarterly
[ ] Monthly   [ ] On Occasion
[ ] Annually   [ ] Other _____

CERTIFICATION:

I certify the following to be true:
1. The collection is voluntary.
2. The collection is low-burden for respondents and low-cost for the Federal Government.
3. The collection is non-controversial and does <u>not</u> raise issues of concern to other federal agencies.
4. The results are <u>not</u> intended to be disseminated to the public.
5. Information gathered will not be used for the purpose of <u>substantially</u> informing <u>influential</u> policy decisions.
6. The collection is targeted to the solicitation of opinions from respondents who have experience with the program or may have experience with the program in the future.

Name: Juan Cepeda, NLM

To assist review, please provide answers to the following question:

Personally Identifiable Information:

1. Is personally identifiable information (PII) collected? [ ] Yes [X] No
2. If Yes, is the information that will be collected included in records that are subject to the Privacy Act of 1974?   [ ] Yes [ ] No
3. If Applicable, has a System or Records Notice been published? [ ] Yes [ ] No

Gifts or Payments:
Is an incentive (e.g., money or reimbursement of expenses, token of appreciation) provided to participants? [ ] Yes [X] No

ESTIMATED BURDEN HOURS and COSTS

Category of Respondent	No. of Respondents	No. of Responses per Respondent	Time per Response (in hours)	Total Burden Hours
Individuals	50	1	3/60	3
Totals		**50**		**3**

Category of Respondent	Total Burden Hours	Hourly Wage Rate*	Total Burden Cost
Individuals	3	$28.01	$84.03
Totals	**3**		$84.03

* The General Public wage rate (Median wage for "All Occupations") was obtained from May 2021 National Occupational Employment and Wage Estimates (bls.gov)

FEDERAL COST: The estimated annual cost to the Federal government is $1,344.16

Staff	Grade/Step	Salary*	% of Effort	Fringe (if applicable)	Total Cost to Gov't
Federal Oversight					
Information Tech. Spec	GS-13/7	$134,416	1%		$1,344.16
Contractor Cost					
Travel					
Other Cost					
Total					$1,014.54

*The Salary in table above is cited from:
https://www.opm.gov/policy-data-oversight/pay-leave/salaries-wages/salary-tables/23Tables/html/DCB.aspx

If you are conducting a focus group, survey, or plan to employ statistical methods, please provide answers to the following questions:

The selection of your targeted respondents
1. Do you have a customer list or something similar that defines the universe of potential respondents and do you have a sampling plan for selecting from this universe?

                                                    [X] Yes   [ ] No

If the answer is yes, please provide a description of both below (or attach the sampling plan)?   If the answer is no, please provide a description of how you plan to identify your potential group of respondents and how you will select them?

The universe of respondents comprises contractors working at NIH ICs in roles including System Administrator, Application Developer, and Database Adminstrator, as well as contractors sharing those responsibilities who receive the survey from individuals on the list described above.

Administration of the Instrument
1. How will you collect the information? (Check all that apply)
        [X] Web-based or other forms of Social Media
        [ ] Telephone
        [ ] In-person
        [ ] Mail
        [ ] Other, Explain
2. Will interviewers or facilitators be used? [ ] Yes [X] No