

**SUPPORTING STATEMENT FOR  
RECORDS AND SUPPORTING DATA: IMPORTATION, RECEIPT, STORAGE, AND  
DISPOSITION BY EXPLOSIVES IMPORTERS, MANUFACTURERS, DEALERS, AND  
USERS LICENSED UNDER TITLE 18 U.S.C. CHAPTER 40 EXPLOSIVES**

**JUSTIFICATION**

**1. Explain the circumstances that make the collection of information necessary. Identify any legal or administrative requirements that necessitate the collection. Attach a copy of the appropriate section of each statute and regulation mandating or authorizing the collection of information.**

Chapter 40 of Title 18, United States Code (U.S.C.), Importation, Manufacture, Distribution and Storage of Explosive Materials, was added to Title XI of the Organized Crime Control Act of 1970, in reaction to the highest level of domestically perpetrated criminal acts involving explosives. Today, the greatest concerns are the possibility of both domestic and foreign terrorism. These record keeping requirements are required under 18 U.S.C. §§ 842 (f), (g), (j), (k), 843(f) and 847, and are established in the manner set forth in 27 CFR §§ 555.121-129.

Section 842(f) states that it will be unlawful for any licensee or permittee willfully to manufacture, import, purchase, distribute, or receive explosive materials without making such records as the Secretary may by regulation require, including, but not limited to, a statement of intended use, the name, date, place of birth, Social Security Number or taxpayer identification number, and place of residence of any natural person to whom explosive materials are distributed. If explosive materials are distributed to a corporation or other business entity, such records shall include the identity, principal and local places of business, and the name, date, place of birth, and place of residence of the person acting as the agent of the corporation or other business entity arranging the distribution.

Each licensee and permittee shall maintain all records of importation, production, shipment, receipt, sale, or other disposition, whether temporary or permanent, of explosive materials.

**2. Indicate how, by whom, and for what purpose the information is to be used. Except for a new collection, indicate the actual use the agency has made of the information received from the current collection.**

These records show daily activities in the importation, manufacture, receipt, storage, and disposition of all explosive materials covered under 18 U.S.C. Chapter 40. The records are used to show where and to whom explosive materials are sent, thereby ensuring that any diversion will be readily apparent and, if lost or stolen, ATF will be immediately notified on discovery of the loss or theft. ATF requires these records to ensure compliance with the explosives law and

regulations, and to assist in tracing lost or stolen explosives, as part of ATF's mission to keep explosives out of criminal commerce. Licensees and permittees shall keep records on the business premises for five years from the date a transaction occurs, or until discontinuance of business or operations by the licensee or permittee. ATF officers may enter the premises of any licensee or holder of a user permit for the purpose of examining or inspecting any record or document.

**3. Describe whether, and to what extent, the collection of information involves the use of automated, electronic, mechanical, or other technological collection techniques or other forms of information technology, e.g., permitting electronic submission of responses, and the basis for the decision for adopting this means of collection. Also, describe any consideration of using information technology to reduce burden.**

This information collection does not involve any use of automated, electronic, mechanical, or other technological collection techniques to collect responses. Licensees and permittees shall keep records pertaining to explosive materials in permanent form using commercial invoices and record books. Each licensed importer, manufacturer, dealer, and user shall take true and accurate physical inventories, which will include all explosive materials on hand.

**4. Describe efforts to identify duplication. Show specifically why any similar information already available cannot be used or modified for use for the purposes described in Item A.2 above.**

This information collection does not involve any duplication. ATF uses a uniform subject classification system to prevent duplication. No similar information is available for any other sources.

**5. If the collection of information impacts small businesses or other small entities, describe any methods used to minimize burden.**

There is no significant impact on small business or other private entities.

**6. Describe the consequence to federal program or policy activities if the collection is not conducted or is conducted less frequently, as well as any technical or legal obstacles to reducing burden.**

Less frequent or non-collection of this information would pose a threat to public safety and negatively affect the accountability of explosive materials.

**7. Explain any special circumstances that would cause an information collection to be conducted in a manner:**

- **requiring respondents to report information to the agency more often than quarterly;**
- **requiring respondents to prepare a written response to a collection of information in fewer than 30 days after receipt of it;**
- **requiring respondents to submit more than an original and two copies of any document;**
- **requiring respondents to retain records, other than health, medical, government contract, grant-in-aid, or tax records for more than three years;**
- **in connection with a statistical survey, that is not designed to produce valid and reliable results that can be generalized to the universe of study;**
- **requiring the use of statistical data classification that has not been reviewed and approved by OMB;**
- **that includes a pledge of confidentiality that is not supported by authority established in statute or regulation, that is not supported by disclosure and data security policies that are consistent with the pledge, or which unnecessarily impedes sharing of data with other agencies for compatible confidential use; or**
- **requiring respondents to submit proprietary trade secret, or other confidential information unless the agency can demonstrate that it has instituted procedures to protect the information's confidentiality to the extent permitted by law.**

There are no special circumstances.

**8. If applicable, provide a copy and identify the date and page number of publication in the Federal Register of the agency's notice, required by 5 CFR 1320.8(d), soliciting comments on the information collection prior to submission to OMB. Summarize public comments received in response to that notice and describe actions taken by the agency in response to these comments. Specifically address comments received on cost and hour burden.**

**Describe efforts to consult with persons outside the agency to obtain their views on the availability of data, frequency of collection, the clarity of instructions and recordkeeping, disclosure, or reporting format (if any), and on the data elements to be recorded, disclosed, or reported.**

**Consultation with representatives of those from whom information is to be obtained or those who must compile records should occur at least once every 3 years -- even if the collection-of-information activity is the same as in prior periods. There may be circumstances that may preclude consultation in a specific situation. These circumstances should be explained.**

Both a 60-day and a 30-day notice will be published in the Federal Register to solicit public comments.

**9. Explain any decision to provide any payments or gifts to respondents, other than remuneration of contractors or grantees.**

No government funds will be used as payment or for gifts to respondents.

**10. Describe any assurance of confidentiality provided to respondents and the basis for the assurance in statute, regulation, or agency policy.**

Confidentiality is not required in the processing of this information collection.

**11. Provide additional justification for any questions of a sensitive nature, such as sexual behavior and attitudes, religious beliefs, and other matters that are commonly considered private. This justification should include the reasons why the agency considers the questions necessary, the specific uses to be made of the information, the explanation to be given to persons from whom the information is requested, and any steps to be taken to obtain their consent.**

No questions of a sensitive nature are asked.

**12. Provide estimates of the hour burden of the collection of information. The statement should:**

- **Indicate the number of respondents, frequency of response, annual hour burden, and an explanation of how the burden was estimated. Unless directed to do so, agencies should not conduct special surveys to obtain information on which to base hour burden estimates. Consultation with a sample (fewer than 10) of potential respondents is desirable. If the hour burden on respondents is expected to vary widely because of differences in activity, size, or complexity, show the range of estimated hour burden, and explain the reasons for the variance. General, estimates should not include burden hours for customary and usual business practices.**

- **If this request for approval covers more than one form, provide separate hour burden estimates for each form.**
- **Provide estimates of annualized cost to respondents for the hour burdens for collections of information, identifying and using appropriate wage rate categories. The cost of contracting out or paying outside parties for information collection activities should not be included here. Instead, this cost should be included in Item 14.**

**Estimated Annualized Respondent Cost and Hour Burden**

| <b>Activity</b>            | <b>Number of Respondents</b> | <b>Frequency</b> | <b>Total Annual Responses</b> | <b>Time Per Response</b> | <b>Total Annual Burden (Hours)</b> | <b>Hourly Rate*</b> | <b>Monetized Value of Respondent Time</b> |
|----------------------------|------------------------------|------------------|-------------------------------|--------------------------|------------------------------------|---------------------|---|
| OMB 1140-0030              | 9,096                        | 1                | 45,480                        | 12.6 hrs                 | 573,048                            |                     |   |
|                            |                              |                  |                               |                          |                                    |                     |   |
|                            |                              |                  |                               |                          |                                    |                     |   |
|                            |                              |                  |                               |                          |                                    |                     |   |
| <b>Unduplicated Totals</b> |                              |                  |                               |                          |                                    |                     |   |

*Hourly rate source citation or you may enter a footnote:*

**13. Provide an estimate of the total annual cost burden to respondents or recordkeepers resulting from the collection of information. (Do not include the cost of any hour burden shown in Items 12 and 14).**

- **The cost estimate should be split into two components: (a) a total capital and start up cost component (annualized over its expected useful life); and (b) a total operation and maintenance and purchase of service component. The estimates should take into account costs associated with generating, maintaining, and disclosing or providing the information. Include descriptions of methods used to estimate major cost factors including system and technology acquisition, expected useful life of capital equipment, the discount rate(s), and the time period over which costs will be incurred. Capital and start-up costs include, among other items, preparations for collecting information such as purchasing computers and software; monitoring, sampling, drilling and testing equipment; and record storage facilities.**
- **If cost estimates are expected to vary widely, agencies should present ranges of cost burdens and explain the reasons for the variance. The cost of purchasing or contracting out information collection services should be a part of this cost burden**

**estimate. In developing cost burden estimates, agencies may consult with a sample of respondents (fewer than 10), utilize the 60-day pre-OMB submission public comment process and use existing economic or regulatory impact analysis associated with the rulemaking containing the information collection, as appropriate.**

- **Generally, estimates should not include purchases of equipment or services, or portions thereof, made: (1) prior to October 1, 1995, (2) to achieve regulatory compliance with requirements not associated with the information collection, (3) for reasons other than to provide information or keep records for the government, or (4) as part of customary and usual business or private practices.**

There are no start-up costs associated with this collection.

**14. Provide estimates of the annualized cost to the Federal Government. Also, provide a description of the method used to estimate cost, which should include quantification of hours, operational expenses (such as equipment, overhead, printing, and support staff), any other expense that would not have been incurred without this collection of information. Agencies also may aggregate cost estimates from Items 12, 13, and 14 into a single table.**

There is no Federal Government cost associated with this information collection.

**15. Explain the reasons for any program changes or adjustments.**

The number of respondents, responses, and total burden hours have been adjusted by 315, 1,575, and 19,845 respectively, to reflect a decrease in the number of Federal explosives licensees and permittees affected by this information collection. In addition, the formula used to determine response time was adjusted/rounded to a single decimal point, to better reflect the time taken to prepare a response to this information collection.

**16. For collections of information whose results will be published, outline plans for tabulations, and publication. Address any complex analytical techniques that will be used. Provide the time schedule for the entire project, including beginning and ending dates of the collection of information, completion of report, publication dates, and other actions.**

The results of this information collection will not be published.

**17. If seeking approval to not display the expiration date for OMB approval of the information collection, explain the reasons that display would be inappropriate.**

We are requesting no exemption.

**18. Explain each exception to the certification statement.**

This collection of information does not include any exceptions to the certification statement.

**B. COLLECTIONS OF INFORMATION EMPLOYING STATISTICAL METHODS.**

This collection does not contain statistical data.