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(F)Total/(D)Total = (E)Average (H)Total/(F)Total = (G)Average	Laboratory Approval Programs	0581-0251
(K)Total/(I)Total = (J)Average **NOTE:** The columns will calculate automatically. If Col. E's response is something other than annually, i.e., 1/6 years, list as "1/6" & decimal will display.		**DATE PREPARED** 9-Aug-24

IDENTIFICATION OF REPORTING OR RECORDKEEPING REQUIREMENT			ANNUAL BURDEN							
			REPORTS					RECORDS		
SECTION OF REGS. (A)	DESCRIPTION (B)	FORMS NO (S) (If "none" so state) (C)	NO. OF RESPONDENTS (D)	NO OF RESPONSES PER RESPONDENT (E)	TOTAL ANNUAL RESPONSES (Col. D x E) (F)	HOURS PER RESPONSE (G)	TOTAL HOURS (Col. F x G) (H)	NO. OF RECORD-KEEPERS (I)	ANNUAL HOURS PER RECORD-KEEPER (J)	TOTAL RECORD-KEEPING HOURS (Col. I x J) (K)
7 CFR 91.4 (c) 91.5 (8) 91.9 (a)	**ALL LAP PROGRAMS** 1. Application Process ● Application Letter (4 new applicants / 1 scope expansion)	none	5	1.0000	5.00	0.2500	1.25			0.00
7 CFR 91.4 (c) 91.5 (8) 91.9 (a)	● Form ST-1, Application for Service (4 new applicants / 1 scope expantion) [Previously collected with submission of application Letter, form created to standardise information collected]	ST-1	5	1.0000	5.00	0.0800	0.40			0.00
7 CFR 91.4 (c) 91.5 (8) 91.9 (a)	● Application Package (4 new applicants / 1 scope expantion)	none	5	1.0000	5.00	61.0000	305.00			0.00
7 CFR 91.4 (c)	● Audit (4 new applicants / 1 scope expansion)	none	5	1.0000	5.00	4.0000	20.00			0.00
	SUBTOTAL		20.00	4.00	20.00		326.65	0.00		0.00
	TOTAL OF ALL PAGES				4,064.00		2,011.45	55.00		13.75
	TOTAL - COLUMNS "F" AND "I" = OMB 831, 13 b; COLUMNS "H" AND "K" = OMB 831, 13c				**4,119.00**		**2,025.20**			

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TITLE OF INFORMATION COLLECTION DOCUMENT

Laboratory Approval Programs

OMB NO.

0581-0251

DATE PREPARED

26-Mar-24

IDENTIFICATION OF REPORTING OR RECORDKEEPING REQUIREMENT			ANNUAL BURDEN							
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7 CFR 91.4 (c)	2. Continual Participation ● Verification of Continued Participation	none	55	1.0000	55.00	0.2500	13.75			0.00
7 CFR 91.4 (c)	● Audit (participants annually / 1 voluntary suspention reapproval function / 1 suspension by LAS reapproval function / 1 danger of dismissal function)	none	31	1.0000	31.00	16.0000	496.00			0.00
7 CFR 91.4 (c)	● Analytical Proficiency (All programs participants)	none	55	6.0000	330.00	0.7500	247.50			0.00
7 CFR 91.4 (c)	● Analyst training (Export Trichinae only)	none	1	1.0000	1.00	16.0000	16.00			0.00
	SUBTOTAL				417.00		773.25	0		0.00

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Laboratory Approval Programs

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	IDENTIFICATION OF REPORTING OR RECORDKEEPING REQUIREMENT		ANNUAL BURDEN							
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	3. Withdrawal/Suspension/Dismissal ● Participant Withdrawal Request Letter	none	2	1.0000	2.00	0.2500	0.50			0.00
	● Participant Voluntary Suspension Request Letter	none	1	1.0000	1.00	0.2500	0.25			0.00
	● LAS issue Suspension Notification Letter (Reading)	none	1	1.0000	1.00	0.2500	0.25			0.00
	● LAS issue Danger of Dismissal Notification Letter (Reading)	none	1	1.0000	1.00	0.2500	0.25			0.00
	● LAS issue Dismissal notification letter (Reading)	none	1	1.0000	1.00	0.2500	0.25			0.00
	● Participant Program Reinstatement Request letter (voluntary suspended)	none	1	1.0000	1.00	0.2500	0.25			0.00
7 CFR 91.4 (c)	RECORDKEEPING (All LAP Programs)	none			0.00		0.00	55	0.250	13.75
	SUBTOTAL				7.00		1.75	55		13.75

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7 CFR 91.9 (a)	**National Science Laboratories** ● Initial email or phone call from applicant to inquire about testing services and fees.	none	60	1.0000	60.00	0.5000	30.00			0.00
7 CFR 91.9 (a)	● Completion of Request for Request for Service (Applicant completes one time only)	ST-1	60	1.0000	60.00	0.0800	4.80			0.00
7 CFR 91.10 (b) 91.19	● Completion of Sample Submission Documentation (Provided with submitted sample(s), Can be on documentation provided by applicant or on ST-2 or ST-3)	ST-2 or ST-3	3,500	1.0000	3,500.00	0.2500	875.00			0.00
SUBTOTAL					3,620.00		909.80	0		0.00