

SUPPORTING STATEMENT - PART A

Climate Literacy Pulse Check – OMB 0704-CLPC

1. Need for the Information Collection

Executive Order (E.O.) 14008 and E.O. 14057 direct DoD to make climate considerations an essential element of policy and national security and to build employees' knowledge and skills to effectively apply sustainability, climate adaptation, and environmental stewardship through engagement, education, and training.

To meet the direction of these orders, the Deputy Secretary of Defense established the Climate Literacy Sub-Working Group (CLSWG) in 2022. The CLSWG is tasked to develop a plan to integrate climate considerations into education and training programs and support a climate-literate workforce. The group is led by the Office of the Under Secretary of Defense (OUSD) for Personnel & Readiness (P&R) and includes representatives from the Military Departments, the Joint Staff, National Guard, OSD Components, and Defense Agencies.

To make data-informed recommendations for incorporating climate into DoD education and training programs, CLSWG members need information on workforce knowledge, use, and requirements for climate-relevant information, resources, and learning opportunities. This information should be collected from a diverse cross-section of military and civilian personnel across components, career fields, and ranks/grades to make education and training recommendations on a department-wide scale.

The Climate Literacy Pulse Check questionnaire is the preferred approach for collecting voluntary, not-for-attribution responses.

PRESCRIBING DOCUMENTS:

E.O. 14008, Tackling the Climate Crisis at Home and Abroad

Sec. 103. Prioritizing Climate in Foreign Policy and National Security. To ensure that climate change considerations are central to United States foreign policy and national security: (a) Agencies that engage in extensive international work shall develop, in coordination with the Special Presidential Envoy for Climate, and submit to the President, through the Assistant to the President for National Security Affairs, within 90 days of the date of this order, strategies and implementation plans for integrating climate considerations into their international work, as appropriate and consistent with applicable law.

E.O. 14057, Catalyzing Clean Energy Industries and Jobs Through Federal Sustainability

Sec. 401. Engaging, Educating, and Training the Federal Workforce. Meeting the challenges of climate change and achieving the goals of this order requires an investment in

the Federal Government's employees and a workforce with the knowledge and skills to effectively apply sustainability, climate adaptation, and environmental stewardship across disciplines and functions. Agencies shall foster a culture of sustainability and climate action; build employees' skills and knowledge through engagement, education, and training; and incorporate environmental stewardship values and, where appropriate, sustainability goals and objectives into performance plans of executives, managers, and staff.

2. Use of the Information

Led by OUSD P&R, participating DoD Components (e.g., the Military Departments, Joint Staff, National Guard, OSD Components, Defense Agencies), will disseminate the Climate Literacy Pulse Check questionnaire to military and civilian members of their workforce using a standardized email message. Participation is entirely voluntary, and all responses will remain anonymous. Employees will access the questionnaire via a secure, CAC-enabled, OUSD Policy-managed Intelink website, which will ensure information collected is from DoD employees only. Personnel will have the option to skip any questions they chose not to answer and will submit their responses directly via the Intelink site, which will remain open for approximately 2-3 months following initial dissemination. At the conclusion of the response period, the raw data collected will be exported to a Microsoft Excel file, marked, and handled as Controlled Unclassified Information (CUI), and managed by OUSD P&R. A small analytical team will analyze the data, provide a summary of the overall results, and present findings to participating DoD Components for consideration.

3. Use of Information Technology

100% of the responses will be collected electronically via a secure, CAC-enabled Intelink website. This is consistent with previous OMB approval of this questionnaire (0704-0553) and was used for the climate literacy information collections in 2022 and 2023.

4. Non-duplication

OMB provided fast-track approval for the Climate Literacy Pulse Check in August 2022 (OMB0704-0553), which DoD Components issued in Fall 2022 and 2023. CLSWG members have determined this information is critical for enabling the Department to measure progress in meeting E.O. 14008 and E.O. 14057 direction and to assess change from the 2022-established baseline. As such, the Climate Literacy Pulse Check is being resubmitted for OMB approval to account for an updated burden calculation and to support the Department's enduring climate literacy efforts.

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 Climate Literacy Pulse Check will be issued annually, or as needed, to ensure the Department's education and training efforts are informed by the most current workforce requirements for climate-relevant information, resources, and learning opportunities.

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 Thursday, January 18, 2024. The 60-Day FRN citation is 89 FRN 3386.

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

A 30-Day Federal Register Notice (FRN) for the collection published on Friday, October 18, 2024. The 30-Day FRN citation is 89 FR 83851.

Part B: CONSULTATION

OUSD P&R has consulted with CLSWG representatives from each of the Military Departments, the Joint Staff, National Guard, OSD Components, and Defense Agencies on this Climate Literacy Pulse Check.

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.

Records will be maintained for 5 years in accordance with OSD 1807-02. These records are saved on an internal shared drive within ODASD FE&T, in an e-folder with limited and controlled access. The raw data is protected as CUI and dissemination is limited to Distribution List Only personnel. ODASD FE&T manages this list.

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)

Climate Literacy Pulse Check

- a) Number of Respondents: 12,000
- b) Number of Responses Per Respondent: 1
- c) Number of Total Annual Responses: 12,000
- d) Response Time: 10 minutes
- e) Respondent Burden Hours: 2,000 hours

2) Total Submission Burden

- a) Total Number of Respondents: 12,000
- b) Total Number of Annual Responses: 12,000
- c) Total Respondent Burden Hours: 2,000 hours

Part B: LABOR COST OF RESPONDENT BURDEN

1) Collection Instrument(s)

Climate Literacy Pulse Check

- a) Number of Total Annual Responses: 12,000
- b) Response Time: 10 minutes
- c) Respondent Hourly Wage: \$33.00
- d) Labor Burden per Response: \$5.50
- e) Total Labor Burden: \$66,000

2) Overall Labor Burden

- a) Total Number of Annual Responses: 12,000
- b) Total Labor Burden: \$66,000

The Respondent hourly wage was determined by using 2024 Military Pay and OPM, <https://militarypay.defense.gov/Pay/Basic-Pay/> <https://www.opm.gov/policy-data-oversight/pay-leave/salaries-wages/>

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(s)
[Climate Literacy Pulse Check]
 - a) Number of Total Annual Responses: 12,000
 - b) Processing Time per Response: 0 hours
 - c) Hourly Wage of Worker(s) Processing Responses: N/A
 - d) Cost to Process Each Response: \$0
 - e) Total Cost to Process Responses: \$0

- 2) Overall Labor Burden to the Federal Government
 - a) Total Number of Annual Responses: 12,000
 - b) Total Labor Burden: \$0

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

The government plans to utilize an existing, CAC-controlled website as the platform for the Climate Literacy Pulse Check questionnaire, as it did in 2022 and 2023. No additional O&M costs are anticipated.

Part C: TOTAL COST TO THE FEDERAL GOVERNMENT

- 1) Total Labor Cost to the Federal Government: \$0

- 2) Total Operational and Maintenance Costs: \$0

- 3) Total Cost to the Federal Government: \$0

15. Reasons for Change in Burden

The burden has increased since the previous approval due to unexpected high numbers of responses to the Climate Literacy Pulse Check in 2022 (12,142 responses) and 2023 (12,479 responses), exceeding initial estimates.

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.