

**SUPPORTING STATEMENT
FOREIGN NATIONAL VISITOR NOTIFICATION
(3064-NEW)**

INTRODUCTION

The FDIC is requesting OMB approval for a new information collection related to the use of the Foreign National Visitor Notification form to collect biographical, passport (for foreign nationals), and employment information from certain¹ visitors to the FDIC to assess the risk to FDIC facilities and personnel. The FDIC will require certain visitors to FDIC facilities, including support staff and interpreters, to complete and submit the form.

A. JUSTIFICATION

1. Circumstances that make the collection necessary:

The FDIC proposes to use the Visitor Notification form to collect biographical, passport (for foreign nationals), and employment information from certain² visitors to the FDIC to assess the risk to FDIC facilities and personnel. The FDIC will require certain visitors to FDIC facilities, including support staff and interpreters, to complete and submit the form.

2. Use of the information:

The information will be used to enable the FDIC to identify and assess the risk to FDIC facilities and personnel presented by certain visitors to FDIC facilities.

3. Consideration of the use of improved information technology:

The information is being collected in the most convenient and efficient method given the circumstances.

4. Efforts to identify duplication:

There is no duplication. Similar information is not available from any other source.

5. Methods used to minimize burden if the collection has a significant impact on a substantial number of small entities:

The information collection will not have a significant impact on a substantial number of small entities.

1 Excluding U.S. Government, state, local, tribal or territorial employees and those who hold a national security clearance.

2 Excluding U.S. Government, state, local, tribal or territorial employees and those who hold a national security clearance.

6. Consequences to the Federal program if the collection were conducted less frequently:

The collection of information occurs only on the occasion of a request for access to FDIC facilities by a foreign national visitor and his or her staff and companions. Failure to obtain the information would expose FDIC staff and facilities to potential risks associated with allowing certain individuals access to FDIC facilities.

7. Special circumstances necessitating collection inconsistent with 5 CFR Part 1320.5(d)(2):

There are no special circumstances. This information collection is conducted in accordance with the guidelines in 5 CFR 1320.5(d)(2).

8. Efforts to consult with persons outside the agency:

On March 5, 2024, FDIC published a Federal Register notice seeking public comment for a 60-day period (89 FR15871). No comments were received.

9. Payments or gifts to respondents:

None.

10. Any assurance of confidentiality:

Confidential information will be kept private to the extent allowed by law.

11. Justification for questions of a sensitive nature:

The information collected is needed to assess the risk presented by granting access to certain foreign nationals to FDIC facilities.

12. Estimate of hour burden including annualized hourly costs:

Revised Table 1. Summary of Estimated Annual Burden (OMB No. 3064-NEW)					
Information Collection (IC) (Obligation to Respond)	Type of Burden (Frequency of Response)	Number of Respondents	Number of Responses per Respondent	Time per Response (HH:MM)	Annual Burden (Hours)
1. Visitor Notification Form, (Mandatory)	Reporting (On occasion)	374	1.087	00:15	102
Total Annual Burden (Hours):					102
Source: FDIC.					
Note: The estimated annual IC time burden is the product, rounded to the nearest hour, of the estimated annual number of responses and the estimated time per response for a given IC. The estimated annual number of responses is the product, rounded to the nearest whole number, of the estimated annual number of respondents and the estimated annual number of					

responses per respondent. This methodology ensures the estimated annual burdens in the table are consistent with the values recorded in OMB's consolidated information system.

As shown in Table 3, the estimated annual cost associated with this ICR is \$11,769, which is the product of the estimated annual burden hours shown in Table 1 and the estimated hourly cost shown in Table 2.

Table 3. Total Estimated Cost Burden (OMB No. 3064-NEW)			
Information Collection Request	Annual Burden (Hours)	Weighted Average Hourly Compensation Rate	Annual Respondent Cost
Visitor Notification form	102	\$115.38	\$11,769
Total Annual Respondent Cost:			\$11,769
Source: FDIC.			

13. Estimate of start-up costs to respondents:

None.

14. Estimate of annualized costs to the government:

None.

15. Analysis of change in burden:

This is a new information collection.

16. Information regarding collections whose results are planned to be published for statistical use:

The results of this collection will not be published for statistical use.

17. Display of expiration date

Not applicable.

B. STATISTICAL METHODS

Not Applicable

