

SUPPORTING STATEMENT - PART A for

OMB Control Number 0560-0260:

Measurement Service Record

Amy Mitchell

Measurement Service Records

U.S. Department of Agriculture

Farm Service Agency

USDA, Farm Service Agency

1400 Independence Ave., SW

Washington, DC 20250

- 1. Circumstances making 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.**

Farm Service Agency (FSA) is requesting OMB approval on an extension of a currently approved information collection request associated with the Measurement Service Records.

Collection of this information is authorized by 7 CFR Part 718 and described in FSA Handbook 2-CP. If a producer requests measurement services, it becomes necessary for the producer to provide certain information which is collected on an FSA-409. This information is necessary to fulfill the producer's request for measurement services. Farmers who will be called Producers throughout this request, may request acreage or production measurement services.

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

FSA is requesting OMB approval for an extension of a currently approved information collection request.

The FSA-409 Measurement Service Record is used to document the kind of service requested by the producer. The form is prepared by the FSA County Office personnel when producers come into the office and request a measurement service to be performed. The information on the FSA-409 is a record of measurement service requests and cost to the producer. The information that the producer is required to provide on this form is the farm serial number, program year, farm location, contact person, type of service request (acreage or production). FSA uses this information to fulfill the measurement service request. Once FSA completes the measurement service, the FSA-409 is updated and provides the producer with the results. A requester may use these results for their own purposes separate from FSA business, or may rely on these results to file FSA applications and reports, such as an acreage report based on the measured acres.

The producer must pay the cost of the service prior to the service being formed. The form serves as a record of the request, receipt of payment for the producer and documents the results of the service provided. The producer must sign the form to ensure the accuracy of what is being requested, the person accepting the funds signs acknowledging receipt of funds and the person performing the service signs the form after completion of the service. At the government expense, the producer is mailed a copy of the form as a record of measurement service performed.

- 3. Use of information technology and burden reduction. 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.

FSA makes every effort to comply with the E-Government Act, 2002 (E-Gov) and to provide for alternative submission of information collections. The FSA-409, Measurement Service Record and instructions are available at USDA e-Forms web site. The form is filled out and service fees are prepaid by the Producer at the County office. Completion of the FSA-409 is highly dependent on interaction with the county office, because in general, measurement service is only necessitated by another program requirement, as a result, minimal responses would be expected to be electronically submitted.

4. **Efforts to identify duplication. 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 Question 2.**

The information requested is the minimum amount required to meet program requirements. It cannot be reduced for small businesses or entities. There is no duplication to identify, or no similar form exists. The information is only collected when the producer requests the service. FSA solely administers the Measurement Service Records to ensure integrity. The information required for data collection is not currently reported to any other agency on a regular basis in a standardized form.

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

The information collected does not adversely impact small businesses or other small entities. The number of small businesses or entities is 9,450.

6. **Consequences if information collection were less frequent. 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.**

The frequency of how often this data is collected varies based on demand for measurement service from producers. However, without this information collection, FSA would have no process for initiating measurement service requests from producers which helps producers maintain compliance with programs and ensure program integrity. It is mandatory when a measurement

service is requested by the producer, without this information collection request; the Federal government would not be able to conduct or record measurement of acreage or farm-stored commodities requested by the producer; without this FSA would not be able to ensure program integrity per 7 CFR Part 718.

7. Special circumstances relating to the Guidelines of 5 CFR 1320.5. Explain any special circumstances that would cause an information collection to be conducted in a manner:

- Requiring respondents to report information more than quarterly. There are no information collection requirements that require reporting on more than a quarterly basis.
- Requiring written responses in less than 30 days. There are no information collection requirements that require written responses in less than 30 days.
- Requiring more than an original and two copies. There are no information collection requirements that require more than an original document or a single copy of a document.
- Requiring respondents to retain records for more than 3 years. There are no such requirements.
- Not utilizing statistical sampling. There are no such requirements.
- Requiring use of statistical sampling which has not been reviewed and approved by OMB. There are no such requirements.
- Requiring a pledge of confidentiality. There are no such requirements.
- Requiring submission of proprietary trade secrets. There are no such requirements.

The collection of information is conducted in a manner consistent with the guidelines in 5 CFR 1320.5.

8. Comments to the Federal Register Notice and efforts for consultation.

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.

The Federal Register notice was published on March 20, 2025 (90 FR 13133). There were no received comments for this collection.

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 years. There may be circumstances that may preclude consultation in a specific situation. These circumstances should be

The consultations were performed with the following and have no comments on the form:

Name: B J Wilkerson,
County Name: Gilchrist,
Phone number: (352) -507-1378,

Name: L. Smith,
County Name: Queen Anne,
Phone number: (410) 739-7945.

Name: Heith Baughman with HB Ag Investments LLC,
County Name: Kern County, CA,
Phone number: (661)-747-6041.

- 9. Explain any decision to provide any payment or gift to respondent. Explain any decision to provide any payment or gift to respondents, other than remuneration of contractors or grantees.**

No gifts or payments will be provided.

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

Collection of information in forms FSA-409 or 409A is authorized by 7 CFR Part 718. The collected data is handled according to established FSA procedures for implementing the Privacy and Freedom of Information Acts. This information collection complies with the Privacy Act of 1974 and OMB Circular A-130, Responsibilities for the Maintenance of Records about Individuals by Federal Agencies. The information collected may be disclosed to other Federal, State, and Local government agencies, Tribal agencies, and nongovernmental entities that have been authorized access to the information by statute or regulation and/or as described in applicable Routine Uses identified in the System of Records Notice for USDA/FSA-2, Farm Records File (Automated).

This request was reviewed and approved by FPAC Assistant Privacy Act Officer (APO) for Privacy Act compliance, Samantha Jones, on April 23, 2025.

- 11. Justification for any questions of a sensitive nature. Provide additional justification for any questions of a sensitive nature, such as sexual behavior or 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.

Data collected is not considered sensitive in nature.

- 12. Estimates of the hour burden of the collection of information. Provide estimates of the hour burden of the collection of information. Indicate the number of respondents, frequency of response, annual hour burden, and an explanation of how the burden was estimated.**

Indicate the number of respondents, frequency of response, annual hour burden, and an explanation of how the burden was estimated. If this request for approval covers more than one form, provide separate hour burden estimates for each form and aggregate the hour burdens in Item 13 of OMB Form 83-I.

The FSA-409 is only prepared if a producer requests a measurement service. An estimated 135,000 producers will respond 1 time annually; it will take producers about 15 minutes (0.25 hours) to respond, gather and collect data from the producer for a total of 33,750 burden hours annually.

Provide estimates of annualized cost to respondents for the hour burdens for collections of information, identifying and using appropriate wage rate categories.

The FSA-409 is only prepared if a producer requests a measurement service. There are an estimated 135,000 producers who take about 15 minutes to collect data from the producer for a total of 33,750 burden hours.

The total compensation costs (average hourly rate and benefit costs) in 2024 for the respondents is \$54.40 derived from Bureau of Labor Statistic under the Occupational Employment and Wages Summary for Farmers, Ranchers, and Other Agricultural Managers.

The respondent's annual cost burden associated with this information collection is \$1,836,000 (33,750 x \$54.40).

There is no recordkeeping or third-party disclosure related to this request.

- 13. Estimates of other total annual cost burden. Provide estimates 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 questions 12 and 14). The cost estimates 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 services component.

There are no capital/start-up or ongoing operation/maintenance costs associated with this information collection.

- 14. Provide estimates 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 questions 12 and 14). The cost estimates 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 services component.**

There is no cost to the federal government. This is a service provided to producers at a rate established by the FSA to recover the cost of performing the service.

- 15. Explanation of program changes or adjustments. Explain the reasons for any program changes or adjustments reported.**

This is an extension of a currently approved information collection request. There are no changes to the burden hours since the last OMB submission; there are 135,000 Producers; who will respond 1 time annually for a total of 135,000 annual responses; it will take Producers 15 minutes (0.25 hours) to respond for a total of 33,750 annual burden hours.

- 16. For collections of information whose results are planned to be published, outline plans for tabulation and publication.**

There are no plans to publish, in any form, the data collected.

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

The form displayed OMB approval expiration date.

- 18. Exceptions to the certification statement identified. Explain each exception to the certification statement identified under "Certification for Paperwork Reduction Act."**

FSA is able to certify compliance with all provisions.