

Supporting Statement A
Federal Aviation Administration
Basic Survival Skills for General Aviation Training Record
OMB 2120-XXXX

1. Explain the circumstances that make the collection of information necessary. Identify any legal or administrative requirements that necessitate the collection.

The authority for collecting this information is contained in 49 U.S.C. 44703, and 14 CFR 61.31. The data on the Survival Training Record is collected to provide information that the instructor will use to make the course more applicable to those students in attendance while also ascertaining their swimming capability to ensure safety during the hands-on ditching exercise.

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.

The information collected on the Survival Training Record is required by students attending the post-crash survival course. This information is collected on a monthly basis. It is reviewed by a member of the CAMI Airman Education Program team to verify those desiring to participate in this training are or not able to swim to ensure there is appropriate safety precautions in place. Additionally, the students are asked their crew position, type of aircraft they fly, the region most frequently flown, and if the student has previously attended any other survival courses. The purpose of these questions is to align the course content with the students' experiences and to ensure it is relevant to their needs.

Although the information is collected, it may not be expected to be disseminated directly to the public, results may be used in scientific, management, technical or general information publications. Once used to verify a student's ability to participate in training, the form is stored in a filing cabinet in a locked room and kept until it reaches the end of its retention period. At that point it is destroyed.

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.

The only information collected through electronic means is through a registration tool, which students use to request class dates and enroll in training. Through this tool, students provide identifying information, including full name, date of birth, email address, country of citizenship, organization or company name, phone number, whether the training is required or part of a paid flying position, and their aircrew or non-aircrew status.

This information is then manually transferred to a form, which is provided to the student upon attendance of the training course for verification. Once verified, students complete the remaining medical qualification questions using a paper form. No automated, mechanical, or advanced electronic data collection systems are used beyond the initial receipt of contact information via registration tool.

The information collected on the form is done on paper, and not through automated, electronic, mechanical or other technological means. This is because doing so is not possible as it is used in a classroom setting for those that attend training at the time of arrival at the training site and technology is not made available. The form is not available to be printed off the Internet, and the information will not be made available to the public.

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 2 above.

As the form is used for specialized training, there is no other similar form available.

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

This collection will not involve small businesses or small entities.

6. Describe the consequences 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.

If the collection of information is not conducted, post-crash survival training cannot be conducted efficiently or in a safe manner as determination of the students' swimming capabilities cannot be ascertained. As the information is only collected in relationship to that training event, there is not the possibility of collecting it less frequently.

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

The information is collected for a student each time they attend post-crash survival training. If they were to attend more than once in a quarter, there would be the need for them to complete the form for each event as their experience level or swim capability could change and would need to be verified.

8. Provide information on the PRA Federal Register Notice that solicited public comments on the information collection prior to this submission. Summarize the public comments received in response to that notice and describe the actions taken by the agency in response to those comments. Describe the 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.

This Survival Training Record is a form contained within a system of records. A Federal Register Notice published on May 14, 2025, by (90 FR 20549). No comments were received.

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

There will be no payments or gifts provided to respondents.

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

I Information provided on this form will be handled and stored in accordance with the DOT/FAA828 Physiological Training System. All personally identifiable information (PII) will be maintained in accordance with applicable federal privacy laws and agency policies, including the Privacy Act of 1974 [5 U.S.C. § 552a]. Data will be protected against unauthorized access and will only be accessible to authorized personnel for official use. No individually identifiable information will be disclosed without the respondent's consent, except as required by law.

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.

There are no questions on the form that pertain to sexual behavior and attitudes, religious beliefs and any commonly considered private matters.

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. Generally, 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 and aggregate the hour burdens.

- **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 under item 13.**

It is estimated that this form will be completed by 150 to 200 students, depending on demand, attending post-crash survival training annually. It will take each student approximately 3 minutes to verify the spelling of their name, complete the form with 3 pieces of information concerning their crew position, type of aircraft they fly, region most frequently flown, answer the 2 yes/no questions, identify any previous survival course attended and for the Airman Ed. instructor/administrative person to review it. There is no cost to those completing the form as there is no cost for the course.

Summary (Annual numbers)	Reporting	Recordkeeping	Disclosure
# of Respondents	200	0	0
# of Responses per respondent	1	0	0
Time per Response	.05	0	0
Total # of responses	200	0	0
Total burden (hours)	10	0	0

13. Provide an estimate for the total annual cost burden to respondents or record keepers resulting from the collection of information.

There is no annual cost burden on respondents or record keepers resulting from the collection of information.

14. Provide estimates of annualized costs 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), and any other expense that would not have been incurred without this collection of information.

The estimated annualized cost to the Federal Government for this information collection is approximately \$566 in personnel time and a minimal cost for printing materials.

Personnel Time: It is estimated that 10 staff hours annually are required to manage and process the collected information. At an average fully loaded hourly rate of \$63.94 per hour (base wage averaged at \$39.31 with overhead and fringe at \$24.63) based on data collected from the [US Bureau of Labor Statistics](#), this results in an annual cost of \$639.40.

Printing Materials: Costs are limited to printing forms. These are expected to be minimal, estimated at approximately \$10, bringing the total estimated cost to \$649.40 annually.

These expenses would not have been incurred without the collection of information necessary to enroll and verify eligibility for participation in post-crash survival training.

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

This is a new collection.

16. For collections of information whose results will be published, outline plans for tabulation 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 information collected will not be published.

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

This is not being sought.

18. Explain each exception to the topics of the certification statement identified in "Certification for Paperwork Reduction Act Submissions."

There are no exceptions.