

Qualification and Certification Program Request for MSHA Individual Identification Number (MIIN)

OMB Control Number: 1219-0143

OMB Expiration Date: 11/30/2026

**Supporting Statement for
Qualification and Certification Program Request
for MSHA Individual Identification Number (MIIN)
Paperwork Reduction Act Submission**

This information collection request (ICR) seeks to extend, without change, a currently approved information collection.

OMB Control Number: 1219-0143

Information Collection Request Title: Qualification and Certification Program Request for MSHA Individual Identification Number (MIIN)

Type of OMB Review: Extension, without change, of a currently approved information collection

Authority:

Part 70 – Mandatory Health Standards—Underground Coal Mines

Subpart C - Sampling Procedures

30 CFR 70.210 - Respirable dust samples; transmission by operator

Part 71– Mandatory Health Standards—Surface Coal Mines and Surface Work Areas of Underground Coal Mines

Subpart C- Sampling Procedures

30 CFR 71.207 - Respirable dust samples; transmission by operator

Part 90– Mandatory Health Standards—Coal Miners Who Have Evidence of the Development of Pneumoconiosis

Subpart C - Sampling Procedures

30 CFR 90.208 - Respirable dust samples; transmission by operator

30 CFR 90.209 - Respirable dust samples; report to operator

Subpart D - Respirable Dust Control Plans

30 CFR 90.300 - Respirable dust control plan; filing requirements.

Executive Order 13402: Strengthening Federal Efforts Against Identity Theft

Collection Instrument(s): MSHA Form 5000-46, Request for MSHA Individual Identification Number (MIIN)

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General Instructions

A Supporting Statement, including the text of the notice to the public required by 5 CFR 1320.5(a)(i)(iv) and its actual or estimated date of publication in the Federal Register, must accompany each request for approval of a collection of information. The Supporting Statement must be prepared in the format described below and must contain the information specified in Section A below. If an item is not applicable, provide a brief explanation. When the question “Does this ICR contain surveys, censuses or employ statistical methods” is checked "Yes", Section B of the Supporting Statement must be completed. OMB reserves the right to require the submission of additional information with respect to any request for approval.

Specific Instructions

A. Justification

1. Explain the circumstances that make the 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.

Section 103(h) of the Federal Mine Safety and Health Act of 1977 (Mine Act), as amended, 30 U.S.C. 813(h), authorizes the Mine Safety and Health Administration (MSHA) to collect information necessary to carry out its duty in protecting the safety and health of miners. Further, section 101(a) of the Mine Act, 30 U.S.C. 811(a), authorizes the Secretary of Labor (Secretary) to develop, promulgate, and revise as may be appropriate, improved mandatory health or safety standards for the protection of life and prevention of injuries in coal and metal and nonmetal (MNM) mines.

The Paperwork Reduction Act of 1995 (PRA, 44 U.S.C. 3501 et seq.) governs paperwork burdens imposed on the public by Federal agencies for using identical questions to collect information from 10 or more persons. The PRA defines paperwork burden in 44 U.S.C. 3502(2) as time, effort, or financial resources expended to generate, maintain, or provide information to or for a Federal agency. Under 44 U.S.C. 3507, the PRA also establishes policies and procedures of information collection for controlling paperwork burdens imposed by Federal agencies on the public, including evaluating public comments.

To fulfill its statutory mandate to promote miners' health and safety, MSHA requires the information collected under the ICR titled “Qualification and Certification Program Request for MSHA Individual Identification Number (MIIN).” This information collection is intended to ensure every individual wishing to receive a license, including qualification, certification, or Part 90 status updates from MSHA, can be identified with a unique MIIN from the Agency.

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MIINs are required by current standards under many circumstances. MSHA issues certifications, qualifications, and approvals to the nation's miners and instructors to conduct specific work and training at coal and MNM mines. An individual must apply for a MIIN if the person applies for a new MSHA qualification or certification or updates an existing MSHA qualification or certification.

Under 31 U.S.C. 7701(c)(1), the head of each Federal agency shall require each person doing business with that agency to furnish to that agency such person's taxpayer identifying number. Under 31 U.S.C. 7701(c)(2)(B), a person shall be considered to be doing business with a Federal agency if the person is an applicant for, or recipient of a Federal license, permit, right-of-way, grant, or benefit payment administered by the agency or insurance administered by the agency.

Burden costs associated with this ICR include:

- I. Applying for MSHA Individual Identification Numbers (MIINs)
- II. MSHA Approving MIINs

The associated standards that authorize the collection of information are described below.

- I. Applying for MSHA Individual Identification Numbers (MIINs)

Individuals need MIINs to apply for and receive MSHA qualifications and certifications. For example, MSHA requires a person with the necessary certification to complete a coal mine dust personal sampler unit CMDPSU Dust Data Card. Under 30 CFR 70.210(c), 71.207(c), and 90.208(c), the Dust Data Card shall be signed by the certified person who actually performed the required examinations during the sampling shift and shall include that person's MIIN. Respirable dust samples with data cards not properly completed may be voided by MSHA.

A MIIN is also used to identify miners who have exercised their option to work in areas of a mine with respirable dust concentration at or below 0.5 milligrams per cubic meter of air (Part 90 miners). Under 30 CFR 90.209(a), MSHA shall provide the operator with a CPDM report on the respirable dust samples submitted or whose results were transmitted electronically, including the Part 90 miner's MIIN. Under 30 CFR 90.209(c), the paper record of a CPDM Dust Data card of the sample run must be provided to each Part 90 miner, including the Part 90 miner's MIIN. Under 30 CFR 90.300(b), when an operator submits to the District Manager for approval a written respirable dust control plan for the affected Part 90 miner, each respirable dust control plan shall include the name and MIIN of the Part 90 miner.

Under these provisions, individuals wishing to receive a license from MSHA, e.g. a qualification, certification, or Part 90 status, are required to furnish MSHA with a taxpayer identification number, in this case a MIIN. MSHA uses MIINs instead of Social Security numbers (SSNs) for all other MSHA collections that require a taxpayer identifying number. The MIIN identifier fulfills Executive Order 13402, Strengthening Federal Efforts Against Identity Theft, which requires Federal agencies to better secure government-held data.

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To receive a MIIN, an individual must apply to MSHA by completing and submitting MSHA Form 5000-46, Request for MSHA Individual Identification Number (MIIN). The miner then uses this unique number when dealing with MSHA, instead of providing their SSN.

II. MSHA Approving MIINs

Upon receiving an application for a MIIN, MSHA processes the application and issues the individual with a MIIN.

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 by MSHA from the applicant is used to assign each applicant a unique MIIN, which replaces the SSN for all MSHA identifications of that individual. Applicants need to apply for a MIIN only once. MSHA uses the collected information only for the purpose of identifying miners who want to receive qualifications, certifications, or Part 90 status updates from the Agency.

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, 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.

To comply with the Government Paperwork Elimination Act of 1998, 44 U.S.C. 3504, individuals may submit or retain records in whatever form they choose, including using computer technology to store records electronically, provided they are secure and not susceptible to loss or alteration.

MSHA encourages individuals who store records electronically to develop a mechanism that will allow the continued storage and retrieval of records. MSHA has made the Request for MIIN (MSHA Form 5000-46) available for electronic submission.¹ MSHA provides a toll-free number for individuals to request MIINs.

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 A.2 above.

¹ Available at <https://www.msha.gov/support-resources/forms-online-filing/2018/05/23/request-msha-individual-identification-number-miin>.

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No similar or duplicate information is available or submitted to MSHA. To eliminate duplication, the MIIN is used across MSHA systems in place of the SSN.

The following MSHA collections, approved by the Office of Management and Budget (OMB), also use MIINs issued under this collection.

- OMB Control Number 1219-0001, Certificate of Electrical Training, MSHA Form 5000-1
- OMB Number 1219-0011, Dust Data Sampling Card, and
- OMB Number 1219-0127, Safety and Health Activity Certification or Hoisting Engineers Qualification Request, MSHA Form, 5000-41

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

The information collection provisions apply to all mine operators, both large and small. Congress intended that the Secretary enforce the law at all mining operations within the Agency's jurisdiction regardless of size and that information collection and recordkeeping requirements be consistent with efficient and effective enforcement of the Mine Act. Section 103(e) of the Mine Act, 30 U.S.C. 813(e), directs the Secretary not to impose an unreasonable burden on small businesses when obtaining any information under the Mine Act. MSHA considered the burden on small mines when developing the collection and believes that this ICR does not have a significant impact on a substantial number of small businesses or other small entities.

6. 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.

MSHA created MIINs to replace the use of SSN as an individual identification number. This change was made to align with goals stated in Executive Order 13402 of strengthening Federal efforts to protect against identity theft. Disapproval of this collection would restrict MSHA's ability to verify if an individual is qualified, certified, or want to receive Part 90 status updates under existing standards, and potentially expose those doing business with MSHA to identity theft.

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

- **Requiring respondents to report information to the agency more often than quarterly;**
- **Requiring respondents to prepare a written response to a collection of information in fewer than 30 days after receipt of it;**
- **Requiring respondents to submit more than an original and two copies of any document;**

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- **Requiring respondents to retain records, other than health, medical, government contract, grant-in-aid, or tax records for more than three years;**
- **In connection with a statistical survey, that is not designed to produce valid and reliable results that can be generalized to the universe of study;**
- **Requiring the use of a statistical data classification that has not been reviewed and approved by OMB;**
- **That includes a pledge of confidentiality that is not supported by authority established in statute or regulation, that is not supported by disclosure and data security policies that are consistent with the pledge, or which unnecessarily impedes sharing of data with other agencies for compatible confidential use; or**
- **Requiring respondents to submit proprietary trade secret, or other confidential information unless the agency can demonstrate that it has instituted procedures to protect the information's confidentiality to the extent permitted by law.**

This collection of information is consistent with the guidelines in 5 CFR 1320.5.

8. 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.

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

In accordance with 5 CFR 1320.8(d), MSHA will publish the proposed ICRs in the *Federal Register*, notify the public that the ICRs are being reviewed in accordance with the PRA, and provide 60 days for the public to submit comments. MSHA published a 60-day Federal Register notice on May 8, 2026 (91 FR 25383). MSHA received no comments.

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

MSHA does not provide payment or gifts to respondents.

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

The information collected is protected under multiple laws and regulations:

- Privacy Act of 1974, as amended;
- System of records notice (SORN), DOL/MSHA-1, Mine Safety and Health Administration Standardized Information System (MSIS);
- Labor Department Notice (2016): Privacy Act of 1974; Publication in Full of All Notices of Systems of Records, Including Several New Systems, Substantive Amendments to Existing Systems, Decommissioning of Obsolete Legacy Systems, and Publication of Proposed Routines Uses, 81 FR 25766, 25812-15;
- OMB Circular A-130, Management of Federal Information Resources;
- Computer Fraud & Abuse Act of 1986;
- Department of Labor (DOL) policies covering Network Operations and LAN Management and DOL's Privacy Policy on Data Collection over DOL websites;
- Federal Information Security Management Act (FISMA) of 2002 (Public Law 107-347), Title III, Information Security; and
- E-Government Act of 2002.

MSHA Form 5000-46 collects personally identifiable information, such as an SSN. MSHA keeps this information confidential as required by law. The collection of MIINs which are derived from SSN's are Privacy Act material. MSHA uses this information in the collection to assign a unique identifier to each individual for use to approve, qualify, or certify miners for work such as instructors, electricians, and Part 90 miners.

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. 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.

This collection includes a question of a sensitive nature in that it requires the applicant to furnish their SSN. However, this collection of information reduces the frequency with which an individual's SSN is collected by MSHA, as MSHA uses an applicant's SSN to generate a unique number (MIIN) that is used in place of their SSN.

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 ‘Annual Cost to Federal Government’.**

Respondents

MSHA received 10,302 applications for MIINs in 2023 and 8,122 applications in 2024. Therefore, MSHA estimates that on average the Agency will receive 9,000 MIIN applications annually.

Each year approximately 80 percent of the applications were submitted by individual miners while the remaining 20 percent were submitted by certified instructors. Out of the 9,000 MIIN applications, MSHA estimates that 7,200 applications will be submitted by individual miners and 1,800 applications by certified instructors each year.

Wage Rates Determination²

MSHA uses data from the May 2024 Occupational Employment and Wage Statistics (OEWS) published by the Bureau of Labor Statistics (BLS) for hourly wage rates³ and adjusts the rates for

² For all wage rates, including Federal wage rates, MSHA uses the relevant precision throughout the calculation to avoid compound rounding errors and rounds at the final rate value. Displayed intermediate calculation values are presented to explain the calculation and are representative, but the value of final rate reflects the correct rounding and final estimate.

³ To obtain OEWS data, follow BLS’s directions in its Frequently Asked Questions: “E. How to get OEWS data. 4. What are the different ways to obtain OEWS estimates from this website?” at https://www.bls.gov/oes/oes_ques.htm. The average wage rate is calculated as the employment-weighted average

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benefits,⁴ wage inflation,⁵ and overhead costs.⁶ The occupations listed below in Table 12-1 are those that are determined to be relevant for the cost calculations.

Table 12-1. Hourly Wage Rates

Occupation	NAICS Codes	Average Hourly Wage Rate	Benefit Multiplier	Inflation Multiplier	Overhead Cost Multiplier	Loaded Hourly Wage Rate
		A	B	C	D	A x B x C x D
Certified Instructor [a]	212100, 212200, & 212300	\$54.39	1.451	1.040	1.17	\$96.04
Miner [b]	212100, 212200, & 212300	\$29.86	1.451	1.040	1.17	\$52.72

Notes:

Benefit Multiplier – MSHA uses the latest 4-quarter moving average 2024Q3-2025Q2 to determine that 31.1 percent of total loaded wages are benefits for private industry workers in construction, extraction, farming, fishing, and forestry occupations. The benefit multiplier is $1.451 = 1 + (0.311 / (1 - 0.311))$.

Inflation Multiplier – The inflation multiplier is determined by using the employment price index from the most current quarter, 2025Q2, divided by the base year and quarter of the OEWS employment and wage statistics, 2024Q2, for private industry workers in construction, extraction, farming, fishing, and forestry occupations, current dollar index. The inflation multiplier is $1.040 = 169.6 / 163.1$.

Overhead Multiplier – MSHA uses an overhead rate of 17 percent.

[a] The Standard Occupation Codes (SOCs) used for this occupation are (47-1011), (49-1011), (51-1011), (53-1047). For instructors, MSHA used the 75th percentile wage rate of coal mine supervisor. The 75th percentile was chosen because instructors are expected to be highly experienced.

[b] The SOC used for this occupation are: (47-5000), (49-9071), (51-9021), (53-7000).

Hour Burden

I. Applying for MSHA Individual Identification Numbers (MIINs)

of hourly mean wages for the occupation.

⁴ The benefit multiplier comes from BLS Employer Costs for Employee Compensation accessed by menu at <http://data.bls.gov/cgi-bin/srgate> or directly at <http://download.bls.gov/pub/time.series/cm/cm.data.0.Current>. Insert the data series CMU2030000405000D and CMU2030000405000P, Private Industry Total benefits for Construction, extraction, farming, fishing, and forestry occupations, which is divided by 100 to convert to a decimal value. MSHA uses the latest 4-quarter moving average to determine what percent of total loaded wages are benefits. MSHA computes the benefit multiplier with a number of detailed calculations, but it may be approximated with the formula $1 + (\text{benefit percentage} / (1 - \text{benefit percentage}))$.

⁵ Wage inflation is the change in Series ID: CIS2020000405000I; Seasonally adjusted; Series Title: Wages and salaries for Private industry workers in Construction, extraction, farming, fishing, and forestry occupations, Index. (<https://data.bls.gov/cgi-bin/srgate>; Inflation Multiplier = (Current Quarter Cost Index Value / OEWS Wage Base Quarter Index Value).

⁶ MSHA uses an overhead rate of 17 percent. This overhead rate is based on a 2002 EPA report by Cody Rice, "Wage Rates for Economic Analysis of the Toxics Release Inventory Program", available at <https://www.regulations.gov/document/EPA-HQ-OPPT-2016-0387-0064>.

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MSHA estimates that on average the Agency receives 9,000 MIIN applications annually. Of which 1,800 applications are submitted by certified instructors and 7,200 applications by individual miners.

MSHA estimates that it takes a certified instructor, earning \$96.04 per hour, or a miner, earning \$52.72 per hour, 5 minutes to complete an application for a MIIN using MSHA form 5000-46.

Table 12-2. Estimated Annual Respondent Hour and Cost Burden, Applying for MIINs Using MSHA Form 5000-46

Activity (Occupation)	Number of Respondents (Entities)	Number of Responses per Respondent	Total Responses (Applications)	Average Burden (Hours)	Total Burden (Hours)	Hourly Wage Rate	Monetized Value of Time
I. Applying for MIINs (Certified Instructor)	1,800	1	1,800	0.08	144.00	\$96.04	\$13,829.76
I. Applying for MIINs (Miner)	7,200	1	7,200	0.08	576.00	\$52.72	\$30,366.72
Subtotal (Rounded)	9,000		9,000		720		\$44,196

Hour Burden Summary

MSHA estimates that 9,000 respondents (individuals) will incur, on average, an annual collection burden of 720 hours with an associated annual cost of \$44,196. The annual respondent hour and cost burden of this information collection are summarized in the table below.

Table 12-3. Estimated Annual Respondent Hour and Cost Burden, Summary by Individual Completing the Activity

Activity (Occupation)	Number of Respondents	Number of Responses per Respondent	Total Responses	Average Burden (Hours)	Total Burden (Hours)	Hourly Wage Rate	Monetized Value of Time
I. Applying for MIINs (Certified Instructor)	1,800	1	1,800	0.08	144.00	\$96.04	\$13,829.76
I. Applying for MIINs (Miner)	7,200	1	7,200	0.08	576.00	\$52.72	\$30,366.72
Total (Rounded)	9,000		9,000		720		\$44,196

13. Provide an estimate for the total annual cost burden to respondents or recordkeepers resulting from the collection of information. (Do not include the cost of any hour burden already reflected on the burden worksheet).

- **The cost estimate 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. The estimates should take into account costs associated with generating, maintaining, and disclosing or providing the information. Include descriptions of methods used to estimate major cost factors including system and technology acquisition, expected useful life of capital equipment, the discount rate(s), and the time period over which costs will be incurred. Capital and start-up costs include, among other items, preparations for collecting information such as purchasing computers and software; monitoring, sampling, drilling and testing equipment; and record storage facilities.**
- **If cost estimates are expected to vary widely, agencies should present ranges of cost burdens and explain the reasons for the variance. The cost of purchasing or contracting out information collections services should be a part of this cost burden estimate. In developing cost burden estimates, agencies may consult with a sample of respondents (fewer than 10), utilize the 60-day pre-OMB submission public comment process and use existing economic or regulatory impact analysis associated with the rulemaking containing the information collection, as appropriate.**
- **Generally, estimates should not include purchases of equipment or services, or portions thereof, made: (1) prior to October 1, 1995, (2) to achieve regulatory compliance with requirements not associated with the information collection, (3) for reasons other than to provide information or keep records for the government, or (4) as part of customary and usual business or private practices.**

In 2023, MSHA received 10,302 applications for MIINs and in 2024 MSHA received 8,122 applications for MIINs. MSHA observes that 9,993 (or 97 percent) of the applications were submitted electronically in 2023, and 7,960 (or 98 percent) were submitted electronically in 2024. When applying to MSHA for a MIIN an individual may submit their application electronically or by mail. On average, MSHA assumes that roughly 98 percent of the 9,000 annual applications (8,820 applications) are submitted electronically, while only 2 percent (180 applications) are submitted by mail each year.

I. Applying for MSHA Individual Identification Numbers (MIINs)

MSHA estimates that 180 applications (2 percent of the 9,000 applications submitted annually) will be mailed to MSHA at a cost of \$1.00 for printing and mailing an application.

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Table 13-1. Estimated Annual Recordkeeping Costs, Printing and Mailing in Applications for MIINs

Cost Component	Number of Responses (Applications)	Unit Cost	Units Per Response	Cost to Recordkeepers
I. Printing and Mailing Applications	180	\$1.00	1	\$180
Total (Rounded)	180			\$180

14. Provide estimates of annualized cost 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. Agencies also may aggregate cost estimates from Items 12, 13, and 14 in a single table.

MSHA uses data from the FedScope published by the Office of Personnel Management for hourly wage rates of Federal employees and adjusts the rates for benefits and overhead. The occupations listed below in Table 14-1 are those that were determined to be relevant for the Federal Government cost calculations.

Table 14-1. Federal Hourly Wage Rates

Occupation	Occupation Code	Average Hourly Wage Rate	Benefit & Overhead Multiplier [a]	Loaded Hourly Wage Rate
		A	B	A x B
GS-6 Clerk[b]	0303, 1311, and 2005	\$25.16	1.608	\$40.45

Notes: Hourly wage rates are developed from Office of Personnel Management September 2024 FedScope Employment Cube, <http://www.fedscope.opm.gov/>.

[a] Benefit and overhead multiplier = 1 + (MSHA personnel benefits + Federal Employees' Compensation Act + benefits for former personnel + travel and transportation (persons and things) + rental payments (GSA and others))/ costs of pay adjustments, based on FY2025 Revised Enacted Budget:

<https://www.dol.gov/sites/dolgov/files/general/budget/2026/CBJ-2026-V2-13.pdf>). Benefit and overhead multiplier = $(1 + ((68,765 + 6,880 + 16 + 10,007 + 7,000 + 15,719 + 126) / 178,514)) = 1.608$.

[b] Data search qualifiers are: Agency = DLMS, Occupation = 0303, 1311, or 2005; Work Schedule = Full-Time, Salary Grade = GS-6, Measure = Average Salary. The hourly wage is the annual salary divided by 2,087. In order to include the cost of benefits and overhead, MSHA multiplies the average annual salary by a Federal benefit and overhead multiplier for MSHA of 1.608. Loaded hourly rate is $\$40.45 = ((\$52,504 / 2,087) \times 1.608)$.

II. MSHA Approving MIINs

Operating and Maintaining the MIIN System

MSHA estimates the cost to operate and maintain MSHA's MIIN system each year will be \$60,000.

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Table 14-2. Estimated Federal Hour and Cost Burden, MSHA Operating and Maintaining the MIIN System

Cost Component	Annual Cost
II. MSHA Operating and Maintaining the MIIN System	\$60,000.00
Subtotal (Rounded)	\$60,000

Processing a MIIN Application

MSHA estimates that it takes an MSHA Clerk's (GS-6), earning \$40.45 per hour, approximately 20 percent of their time each year to process MIIN applications.

Table 14-3. Estimated Federal Hour and Cost Burden, MSHA Processing MIIN Applications

Activity (Federal Occupation)	Number of Responses (Applications)	Average Burden (Hours)	Total Burden (Hours) [a]	Hourly Wage Rate	Monetized Value of Time
II. MSHA Processing MIIN Applications (GS-6 MSHA Clerk)	9,000	0.05	417.40	\$40.45	\$16,883.53
Subtotal (Rounded)	9,000		417		\$16,884

[a] MSHA assumes that a full time federal employee works 2,087 hours per year. The clerk would spend 417.40 hours = 2,087 x 0.20 to process MIIN applications.

Mailing MIIN Information to Applicants

After MSHA processes and approves an application for a MIIN, the Agency mails the approval information to the applicant. MSHA estimates that the cost to mail that information is \$1.20 per application.

Table 14-4. Estimated Federal Hour and Cost Burden, MSHA Mailing MIIN information to Applicants

Cost Component	Number of Responses (Applications)	Units Per Response	Unit Cost	Annual Cost
II. MSHA Printing and Mailing MIINs	9,000	1	\$1.20	\$10,800.00
Total (Rounded)	9,000			\$10,800

Cost Summary to the Federal Government

The annual cost burden to the Federal government is summarized in the table below.

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Table 14-5. Estimated Federal Hour and Cost Burden

Cost Component	Number of Responses	Average Burden (Hours)	Units per Response	Total Burden (Hours)	Hourly Wage Rate	Unit Cost	Cost
II. MSHA Operating and Maintaining the MIIN System							\$60,000.00
II. MSHA Processing MIIN Applications	9,000	0.05		417.40	\$40.45		\$16,833.83
II. MSHA Printing and Mailing MIINs	9,000		1			\$1.20	\$10,800.00
Total (Rounded)	9,000			417			\$87,684

15. Explain the reasons for any program changes or adjustments reported on the burden worksheet.

Number of Respondents: The estimated number of respondents increased from 6,000 to 9,000 due to an increase in the number of individuals applying for MIINs.

Number of Responses: The estimated number of responses increased from 6,000 to 9,000 due to the increase in respondents.

Annual Time Burden: The estimated annual time burden increased from 500 to 720 due to the increase in respondents.

Annual Recordkeeping Costs: The estimated annual recordkeeping costs increased from \$72 to \$180 due to the increase in respondents and an increase in the cost of supplies/postage.

Table 15-1. Summary of Changes

	Currently Approved ICR	Updated ICR	Difference
Number of Respondents	6,000	9,000	3,000
Number of Responses	6,000	9,000	3,000
Annual Time Burden	500	720	220
Annual Recordkeeping Costs	\$72	\$180	\$108

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.

MSHA does not intend to publish the results of this information collection.

Qualification and Certification Program Request for MSHA Individual Identification Number (MIIN)

OMB Control Number: 1219-0143

OMB Expiration Date: 11/30/2026

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

MSHA is not seeking approval to not display the expiration date for OMB approval of this information collection.

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

There are no certification exceptions identified with this information collection.

B. Collections of information employing statistical methods

As statistical analysis is not required by the regulation, questions 1 through 5 do not apply.