

SUPPORTING STATEMENT - PART A

Shipbuilding Industrial Base Demographics Survey

OMB Control Number 0703-0086

1. Need for the Information Collection

In Section 1026 of the William M. (Mac) Thornberry National Defense Authorization Act for Fiscal Year 2021 (FY21 NDAA), the Secretary of the Navy (SECNAV) was tasked with a “Biennial report on shipbuilder training and the defense industrial base”. Each report (due in even numbered years) must include an analysis and estimate of the time and investment required for new shipbuilders to gain proficiency in particular shipbuilding occupational specialties. This will include detailed information about the occupational specialty requirements necessary for construction of naval surface ship and submarine classes to be included in the Navy’s 30-year shipbuilding plan. The report also must contain an analysis of the age demographics and occupational experience level (measured in years of experience) of the shipbuilding defense industrial workforce.

The Shipbuilding Industrial Base Demographic Survey is necessary to ensure a complete data set is available to meet the intent of the FY21 NDAA and provide actionable information on the Defense Industrial base. The collected information will assist in drafting the biennial Report to Congress (RTC), as well as provide additional information and support Navy strategy for funding workforce development pilot programs and initiatives. This key demographic information will illustrate current trends, projected gaps in experience and age, and highlight additional areas of focus based on current workforce and skilled trade employment figures.

2. Use of the Information

The respondents for this survey are the suppliers in the shipbuilding industrial base (SIB). This includes private companies and industry organizations but is not inclusive of government shipyards and government organizations such as Naval Surface Warfare Centers. Suppliers in the SIB are key information holders on skilled workforce and are the only entities capable of answering the Congressional requirements set forth in the FY21 NDAA. Through the information provided, suppliers in the SIB will contribute to improving workforce enrollment and retention, assisting with targeting strategies and new programs aimed at expanding the skilled workforce available.

The survey is conducted using a Microsoft EXCEL™ spreadsheet with a coversheet tab and separate tabs corresponding to each applicable trade. The survey is emailed directly to each respondent by Naval Sea Systems Command Maritime Industrial Base (MIB) Program utilizing existing POCs found in government databases. After the initial request and 30 days of no response, one follow up email is sent requesting participation in the survey. Samples of both the initial and follow up email request are included in this request package for OMB’s review. Not all respondents will have employees that fit all 15 trades, based on company focus and size. Each respondent is requested to answer as best as possible for any applicable or relevant tabs. For each respondent, the applicable trade tabs will be filled out. The only required tool for

completion of the survey is a computer with Microsoft EXCEL™ access. Upon completion, the filled EXCEL™ spreadsheet will be submitted to NAVSEA MIB by email.

The respondent pool is divided into four size categories: Small (<50 personnel), Medium (51-300 personnel), Large (301-1000 personnel) and Enterprise (1001-5000 personnel). The size category of the respondent is directly related to the labor burden of the survey. The expectation is that for Large and Enterprise respondents, a longer amount of time will be required to collect and aggregate the data requested for the survey.

All information provided will be treated as business sensitive and proprietary. The government may utilize non-government personnel who are directly supporting a government contract in performance of this solicitation. All non-government personnel will have executed Non-Disclosure Agreements, with their parent company, which are on file with the government.

The successful collection and aggregation of this information will provide the requested age and demographic information as called for in the FY21 NDAA. Additionally, this information will help inform government strategy and assist in marketing the Shipbuilding Industrial Base to groups who may have an interest in entering the skilled workforce. This Congressionally mandated request for information is called for on a biennial basis and this survey is the first iteration of this reporting requirement.

3. Use of Information Technology

The survey is provided electronically (100%) via the Microsoft EXCEL™ platform. All responses will be electronic, and collection of the survey will be via email.

4. Non-duplication

The information obtained through this collection is unique and is not already available for use or adaptation from another cleared source.

The Equal Employment Opportunity Employer Information Report (EEO-1, Standard Form 100) requires companies of 100 or more (or federal Contractors of 50 or more) to report data about employees' race/ethnicity and sex by job category. The MIB Demographics Survey seeks information not covered by EEO-1 as follows:

- 1) Companies of less than 100 or 50 employees are included.
- 2) Limits information sought to a specific set of trades involved in shipbuilding (15 identified.)
- 3) Collects additional information (experience in trade, path to proficiency, age demographics across the trade in 5-10 year categories).

5. Burden on Small Businesses

The collection instrument is tailored to respond to company sizes. Small businesses will be able to respond to only the trades applicable to the business. Large businesses will have additional resources to adequately respond for all requested trades.

6. Less Frequent Collection

This survey will be conducted biennially to satisfy requirements put forth in the FY21 NDAA and to update company information as required. If this survey was conducted less frequently, the requirements of the FY21 NDAA will not be met. Additionally, workforce demographic data shifts frequently and a larger period would result in inadequate/inaccurate data.

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 Tuesday, March 31, 2026. The 60-Day FRN citation is 91 FR 15983.

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

A 30-Day Federal Register Notice for the collection published on Wednesday, June 24, 2026. The 30-Day FRN citation is 91 FR 37962.

Part B: CONSULTATION

No additional consultation apart from soliciting public comments through the Federal Register was conducted for this submission.

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.

The records from this survey will be maintained for 3 years or until supplanted by updated surveys/responses. Records will be maintained digitally by NAVSEA MIB or non-government personnel in performance of support duties for NAVSEA MIB.

11. Sensitive Questions

The survey is specifically seeking to address the age, experience level, and demographic make-up of the skilled trade workforce in Defense Industrial Shipbuilding. Answers regarding demographics will assist the Navy and Defense industrial sector in ensuring a diverse and inclusive workforce is sought after and promoted in all applicable trades. This will address the congressional reporting requirements of the FY21 NDAA and the demographic information sought after under EO 13985.

The July 2022 guidance for implementing Statistical Policy Directive No. 15 describes three approaches to presenting results that include Multiracial respondents. The method of tabulation utilized by the SIB Demographics Survey corresponds best with Approach #1, in which suppliers will report the number of individuals identifying with each of the five minimum racial categories alone and report individuals identifying as “Two or More Races” in aggregate. It was determined that this is the ideal approach due to the population considered (skilled trades in shipbuilding), the population size, and the ability of both the respondents and the collectors to aggregate, sort, and review the data. Using Approach #2 would be overly cumbersome as the survey will not be looking at a specific region or area where a reasonable estimate of all available “Two or More Races” categories can be made but is instead looking at the shipbuilding industry nationwide. There is no guarantee that enough responding suppliers will have a sufficient number of individuals in each distinct combination category to warrant their generation and display. Additionally, we will avoid the overcounting that is inherent to Approach #3. Approach #1 adequately achieves the goal of the survey – to generate accurate numbers of current skilled trade workers in the given fields, based on experience level, age, and race/ethnicity.

12. Respondent Burden and its Labor Costs

Part A: ESTIMATION OF RESPONDENT BURDEN

1) Collection Instrument(s)

SIB Demographics Survey – Small Supplier (<50 personnel)

- a) Number of Respondents: 750
- b) Number of Responses Per Respondent: 1
- c) Number of Total Annual Responses: 750
- d) Response Time: 1 hour
- e) Respondent Burden Hours: 750 hours

SIB Demographics Survey – Medium Supplier (51-300 personnel)

- a) Number of Respondents: 375
- b) Number of Responses Per Respondent: 1
- c) Number of Total Annual Responses: 375
- d) Response Time: 5 hours
- e) Respondent Burden Hours: 1,875 hours

SIB Demographics Survey – Large Supplier (301-1000 personnel)

- a) Number of Respondents: 125
- b) Number of Responses Per Respondent: 1
- c) Number of Total Annual Responses: 125
- d) Response Time: 25 hours
- e) Respondent Burden Hours: 3,125 hours

SIB Demographics Survey – Enterprise Supplier (1001-5000 personnel)

- a) Number of Respondents: 13
- b) Number of Responses Per Respondent: 1
- c) Number of Total Annual Responses: 13
- d) Response Time: 25 hours
- e) Respondent Burden Hours: 325 hours

2) Total Submission Burden

- a) Total Number of Respondents: 1,263
- b) Total Number of Annual Responses: 1,263
- c) Total Respondent Burden Hours: 6,075 hours

Part B: LABOR COST OF RESPONDENT BURDEN

1) Collection Instrument(s)

SIB Demographics Survey – Small Supplier

- a) Number of Total Annual Responses: 750
- b) Response Time: 1 hour
- c) Respondent Hourly Wage: \$36.83
- d) Labor Burden per Response: \$36.83
- e) Total Labor Burden: \$27,622.50

SIB Demographics Survey – Medium Supplier

- a) Number of Total Annual Responses: 375
- b) Response Time: 5 hours
- c) Respondent Hourly Wage: \$39.95
- d) Labor Burden per Response: \$199.75
- e) Total Labor Burden: \$74,906.25

SIB Demographics Survey – Large Supplier

- a) Number of Total Annual Responses: 125
- b) Response Time: 25 hours
- c) Respondent Hourly Wage: \$39.95

- d) Labor Burden per Response: \$998.75
- e) Total Labor Burden: \$124,843.75

SIB Demographics Survey – Enterprise Supplier

- a) Number of Total Annual Responses: 13
- b) Response Time: 25 hours
- c) Respondent Hourly Wage: \$39.95
- d) Labor Burden per Response: \$998.75
- e) Total Labor Burden: \$12,983.75

2) Overall Labor Burden

- a) Total Number of Annual Responses: 1,263
- b) Total Labor Burden: \$240,356.25

The Respondent hourly wage was determined by using the Bureau of Labor Statistics May 2025 Wage Data (<https://data.bls.gov/oes/#/area/0000000/2025>) for First-Line Supervisors of Production and Operating Workers (Occupation Code 51-1011) and Human Resources Workers (Occupation Code 13-1070).

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)

SIB Demographics Survey – Small Supplier

- a) Number of Total Annual Responses: 750
- b) Processing Time per Response: 0.5 hours
- c) Hourly Wage of Worker(s) Processing Responses: \$30.47
- d) Cost to Process Each Response: \$15.24
- e) Total Cost to Process Responses: \$11,426.25

SIB Demographics Survey – Medium Supplier

- a) Number of Total Annual Responses: 375
- b) Processing Time per Response: 0.5 hours
- c) Hourly Wage of Worker(s) Processing Responses: \$30.47
- d) Cost to Process Each Response: \$15.24
- e) Total Cost to Process Responses: \$5,713.13

SIB Demographics Survey – Large Supplier

- a) Number of Total Annual Responses: 125
- b) Processing Time per Response: 0.5 hours

- c) Hourly Wage of Worker(s) Processing Responses: \$30.47
- d) Cost to Process Each Response: \$15.24
- e) Total Cost to Process Responses: \$1,904.38

SIB Demographics Survey – Enterprise Supplier

- a) Number of Total Annual Responses: 13
- b) Processing Time per Response: 0.5 hours
- c) Hourly Wage of Worker(s) Processing Responses: \$30.47
- d) Cost to Process Each Response: \$15.24
- e) Total Cost to Process Responses: \$198.06

- 2) Overall Labor Burden to the Federal Government
 - a) Total Number of Annual Responses: 1,263
 - b) Total Labor Burden: \$19,241.81

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

Part C: TOTAL COST TO THE FEDERAL GOVERNMENT

- 1) Total Labor Cost to the Federal Government: \$19,241.81
- 2) Total Operational and Maintenance Costs: \$0
- 3) Total Cost to the Federal Government: \$19,242

15. Reasons for Change in Burden

The estimated respondent labor cost burden is increasing solely because of general wage inflation. The estimated number of respondents and response time remain the same.

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.