

PAPERWORK REDUCTION ACT
JUSTIFICATION FOR A NO MATERIAL/NON-SUBSTANTIVE CHANGE
FMCS FORM F-7
OMB CONTROL NO. 3076-0004

1. Justification for a No Material/Non-Substantive Change.

FMCS is updating this form to implement various non-substantive modifications. These changes focus on improving the formatting and rewording sentences to enhance clarity and accessibility for the public. An Attachment section has been added to the form. The purpose of this addition is to reduce the frequency with which the public must submit the form, particularly for individuals or organizations submitting on behalf of large or multiple groups. The form now includes a Critical Infrastructure section. This new section has been included to address the need to sort and assign cases that fall within this category, ensuring that they are addressed in an expedited and efficient fashion and that relevant information can be captured more efficiently.

These changes will not increase the burden of this ICR.

2. Describe the changes from the current active Information Collection Request (ICR).

This section outlines the modifications made to the form in comparison to the currently active ICR. All changes are detailed below for clarity and reference.

- The sentence in the Notes section has been revised to start with the phrase “A copy of the.”
- The list of options in the State field throughout the form now includes provinces.
- The sentence in the Federal and Public Sector pop-ups has been updated to incorporate “please see our Service Request Form,” which now includes an embedded link to the form.
- A new Critical Infrastructure section has been added on page 2 of the form.
- For Initial Contracts under the Type of Upcoming Negotiation selection, the wording has been changed. The phrase “will be assigned to a mediator if they meet the current criteria / metrics for case assignment” has been added after “These cases.”
- A new Attachment section has been added on page 4 of the form.
- The heading “Final Instructions” has been added, and the instructions on page 5 have been updated accordingly.