

PAPERWORK REDUCTION ACT SUBMISSION

Please read the instructions before completing this form. For additional forms or assistance in completing this form, contact your agency's Paperwork Clearance Officer. Send two copies of this form, the collection instrument to be reviewed, the Supporting Statement, and any additional documentation to: **Office of Information and Regulatory Affairs, Office of Management and Budget, Docket Library, Room 10102, 725 17th Street NW, Washington, DC 20503.**

1. Agency/Subagency originating request DOJ/FBI/CJIS Division	2. OMB control number b. ☐ None a. 1110 - 0070
3. Type of information collection (check one) a. ☐ New collection b. ☒ Revision of a currently approved collection c. ☐ Extension, without change, of a currently approved collection d. ☐ Reinstatement, without change, of a previously approved collection for which approval has expired e. ☐ Reinstatement, with change, of a previously approved collection for which approval has expired f. ☐ Existing collection in use without an OMB control number	4. Type of review requested (check one) a. ☒ Regular b. ☐ Emergency - Approval requested by: ___/___/___ c. ☐ Delegated
3a. Public Comments Has the agency received public comments on this information collection? Yes ☐ No ☒	5. Small entities Will this information collection have a significant economic impact on a substantial number of small entities? ☐ Yes ☒ No
6. Requested expiration date a. ☒ Three years from approval date b. ☐ Other Specify: ___/___/___	
7. Title Credit Card Payment Form	
8. Agency form number(s) (if applicable) 1-786	
9. Keywords Departmental Order 556-73, Rap Sheet, Criminal History Request, Credit Card, Payment	
10. Abstract DOJ's CJIS is requesting PRA approval for a revision of a currently approved collection to provide individuals requesting a copy of their Criminal History/Rap Sheet with an alternative option of payment (credit card) for the \$18 fee associated with the record request.	
11. Affected public (Mark primary with "P" and all others that apply with "X") a. <u>P</u> Individuals or households b. ☐ Business or other for-profit c. ☐ Not-for-profit institutions d. ☐ Farms e. ☐ Federal Government f. ☐ State, Local or Tribal Government	12. Obligation to respond (Mark primary with "P" and all others that apply with "X") a. <u>P</u> Voluntary b. ☐ Required to obtain or retain benefits c. ☐ Mandatory
13. Annual reporting and recordkeeping hour burden a. Number of respondents 36,385 b. Total annual responses 36,385 1. Percentage of these responses collected electronically 0 c. Total annual hours requested 1,213 d. Current OMB inventory e. Difference f. Explanation of difference 1. Program change 2. Adjustment	14. Annual reporting and recordkeeping cost burden (in thousands of dollars) a. Total annualized capital/startup costs b. Total annual costs (O&M) \$2,728,206 c. Total annualized cost requested \$2,728,206 d. Current OMB inventory 0 e. Difference - 0 f. Explanation of difference 1. Program change 2. Adjustment
15. Purpose of information collection (Mark primary with "P" and all others that apply with "X") a. ☐ Application for benefits b. ☐ Program evaluation c. ☐ General purpose statistics d. ☐ Audit e. ☐ Program planning or management f. ☐ Research g. <u>P</u> Regulatory or compliance	16. Frequency of recordkeeping or reporting (check all that apply) a. ☒ Recordkeeping b. ☐ Third party disclosure c. ☐ Reporting 1. ☐ On occasion 2. ☐ Weekly 3. ☐ Monthly 4. ☐ Quarterly 5. ☐ Semi-annually 6. ☒ Annually 7. ☐ Biennially 8. ☐ Other (describe)
17. Statistical methods Does this information collection employ statistical methods? Yes ☐ No ☒	18. Agency contact (person who can best answer questions regarding the content of this submission) Name: Brian A. Cain, MAPA Phone: 771-228-8721

19. Certification for Paperwork Reduction Act Submissions

On behalf of this Federal agency, I certify that the collection of information encompassed by this request complies with 5 CFR 1320.9.

Note: The text of 5 CFR 1320.9, and the related provisions of 5 CFR 1320.8(b)(3), appear at the end of the instructions.
The certification is to be made with reference to those regulatory provisions as set forth in the instructions.

The following is a summary of the topics, regarding the proposed collection of information, that the certification covers:

- (a) It is necessary for the proper performance of agency functions;
- (b) It avoids unnecessary duplication;
- (c) It reduces burden on small entities;
- (d) It uses plain, coherent, and unambiguous terminology that is understandable to respondents;
- (e) Its implementation will be consistent and compatible with current reporting and recordkeeping practices;
- (f) It indicates the retention period for recordkeeping requirements;
- (g) It informs respondents of the information called for under 5 CFR 1320.8(b)(3):
 - (i) Why the information is being collected;
 - (ii) Use of information;
 - (iii) Burden estimate;
 - (iv) Nature of response (voluntary, required for a benefit, or mandatory);
 - (v) Nature and extent of confidentiality; and
 - (vi) Need to display currently valid OMB control number;
- (h) It was developed by an office that has planned and allocated resources for the efficient and effective management and use of the information to be collected (see note in Item 19 of the instructions);
- (i) It uses effective and efficient statistical survey methodology; and
- (j) It makes appropriate use of information technology.

If you are unable to certify compliance with any of these provisions, identify the item below and explain the reason in Item 18 of the Supporting Statement.

Signature of Senior Official or designee

Arnold E. Lee III / A03

Date

9/23/2000

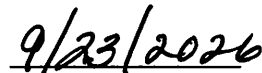
Paperwork Certification

In submitting this request for OMB approval, I certify the Credit Card Payment (OMB 1110-0070) form submitted for approval is necessary for the proper performance of our agency and the proposed data collection represents no burden on respondents consistent with the need for information.

The requirements of the Privacy Act and OMB Directives have been complied with including the paperwork reduction regulations, statistical standards or directives, and any other information policy directives, and other informational policy directives promulgated under the Paperwork Reduction Act of 1995.


Samuel E. Lee II

Section Chief
Biometric Services Section
Criminal Justice Information Services Division


Date