

DRAFT SUPPORTING STATEMENT  
FOR  
NRC FORM 590  
APPLICATION/PERMIT FOR USE OF THE  
TWO WHITE FLINT NORTH (TWFN) AUDITORIUM  
(3150-0181)

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EXTENSION REQUEST

Description of the Information Collection.

In accordance with the Public Buildings Act of 1959, an agreement was reached between the Maryland-National Capital Park and Planning Commission (MNCPPC), the General Services Administration (GSA) and the U.S. Nuclear Regulatory Commission (NRC), which states that the NRC Auditorium located at Two White Flint North will be made available for public use. Members of the public who wish to use the Auditorium must complete NRC Form 590, "Application/Permit for Use of Two White Flint North (TWFN) Auditorium" and gain NRC approval prior to public use of the facility.

The form requests identifying information about the applicant, the organization sponsoring, promoting, or conducting the activity, the activity's responsible parties, a description of the proposed activity, and a required certification if the applicant proposes to engage in the solicitation of funds. The form provides a check list of equipment and service options available to the applicant. The form also provides space for NRC staff to document time requested, rental charges, administrative review, security review, and final authorization for permission to use the Auditorium.

A. Justification.

1. Need For and Practical Utility of the Collection of Information

Completed NRC Form 590, "Application/Permit for Use of Two White Flint North (TWFN) Auditorium" is reviewed by the Division of Administrative Services and the Division of Facilities and Security. The information provided on the form by the applicant is needed by NRC's Office of Administration for administrative and security review, to facilitate scheduling, and to make a determination that there are no problems with the requester prior to utilization of the facility.

2. Agency Use of Information

The NRC uses the information submitted on NRC Form 590 to process requests made for use of the Auditorium.

3. Reduction of Burden Through Information Technology

There are no legal obstacles to reducing the burden associated with this information collection. The NRC encourages respondents to use information technology when it would be beneficial to them. NRC issued a regulation on October 10, 2003 (68 FR 58791), consistent with the Government Paperwork Elimination Act, which allows its licensees, vendors, applicants, and members of the public the option to make submissions electronically via CD-ROM, e-mail,

special Web-based interface, or other means. Due to the low number of requests expected to be filed annually, NRC anticipates that potential responses will not be filed electronically.

4. Effort to Identify Duplication and Use Similar Information

The NRC Form 590 is unique to NRC because it supports an agreement between the NRC, GSA, and MNCPPC that the Auditorium will be made available for public use. There is no duplication of requirements. Information to be provided by the public-user is not otherwise available.

5. Effort to Reduce Small Business Burden

Information collected on NRC Form 590 is not normally provided by small businesses. The collection represents the minimum information required to assess and approve a member of the public's request to use a government facility and the burden cannot be further reduced.

6. Consequences to Federal Program or Policy Activities if the Collection is Not Conducted or is Conducted Less Frequently

The frequency of collection is "as the facility is needed by the requester." Therefore, this is the minimum frequency that the information can be requested. If the information is not collected, the public will not have access to the NRC Auditorium.

7. Circumstances Which Justify Variation from OMB Guidelines

Not applicable.

8. Consultations Outside the Agency

The opportunity for public comment on the information collection requirements was published in the Federal Register.

9. Payments or Gifts to Respondents

Not applicable.

10. Confidentiality of the Information

Confidential and proprietary information is protected in accordance with NRC regulations at 10 CFR 9.19 (a) and 10 CFR 2.390 (b).

Certain information designated as classified National Security Information is prohibited from public disclosure in accordance with Executive Order 12958.

11. Justification for Sensitive Questions

Normally sensitive information considered private or personal is not required or requested.

12. Estimated Burden and Burden Hour Cost

The total annual public burden for completing NRC Form 590 is 1.25 hours at \$238 per hour at a cost of \$297.50. The annual burden and cost estimates were derived from experience during the past three years with the number of public users' requests to use the facility and the approximate number of hours each requester would have to expend to complete the form (5 responses x .25 hr. per request = 1.25 hours x \$238/hour = \$297.50).

13. Estimate of Other Additional Costs

There are no estimated additional costs associated with this collection of information.

14. Estimated Annualized Cost to the Federal Government

The cost to the agency for processing the proposed NRC Form 590 was derived from experience gained during the past three years with the Division of Administrative Services and the Division Facilities and Security personnel expending an average of 1 hour to review each request for a total cost to the agency of \$1,190.00. (5 requests x 1 hour x \$238/hr = \$1,190.00).

15. Reasons for Changes in Burden or Cost

There is no change in burden. There was, however, a change in cost for the information collection requirement which reflects a fee rate increase from \$201/hr. to \$238/hr.

16. Publication for Statistical Use

None. The results of this collection of information will not be tabulated or published.

17. Reason for Not Displaying the Expiration Date

There is no exemption requested for displaying the expiration date of the collection of information. The expiration date is displayed on NRC Form 590.

18. Exemptions to the Certification Statement

There are no exemptions.

B. Collection of Information Employing Statistical Methods.

Statistical methods are not used in this collection of information.