PAPERWORK REDUCTION ACT SUBMISSION

PDR

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

U.S. Nuclear Regulatory Commission

2. OMB control number

[√] a. 3150 - 0049 [ ] b. None

3. Type of information collection *(check one)*

[ ] a. New collection
[ ] b. Revision of a currently approved collection
[√] c. Extension 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 [ ] c. Delegated
[ ] b. Emergency - Approval requested by (date):

5. Will this information collection have a significant economic impact on a substantial number of small entities?

[ ] a. Yes
[√] b. No

6. Requested expiration date

[√] a. Three years from approval date
[ ] b. Other (Specify):

7. Title

NRC Form 136, Security Termination Statement

8. Agency form number(s) *(if applicable)*

NRC Form 136

9. Keywords

Security Classified Records, Access Authorization Termination

10. Abstract

The NRC Form 136 affects employees of licensees and contractors who have been granted an NRC access authorization. When the access authorization is no longer needed, the completion of the form apprises the respondent of their continuing security responsibilities and is used to initiate termination of the access authorization.

11. Affected public *(Mark primary with "P" and all others that apply with "X")*

[ ] a. Individuals or households
[P] 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. Voluntary
[ ] b. Required to obtain or retain benefits
[X] c. Mandatory

13. Annual reporting and recordkeeping hour burden

a. Number of respondents: 22
b. Total annual responses: 400
1. Percentage of these responses collected electronically: 0.0 %
c. Total annual hours requested: 400
d. Current OMB inventory: 400
e. Difference: 0
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: 0
b. Total annual costs (O&M): 0
c. Total annualized cost requested: 0
d. Current OMB inventory
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
[P] g. 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: **Eugenia Pleasant**

Phone: **301-415-6465**

DF03

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 periods 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 of 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 Authorized Agency Official	Date
Signature of Senior Official or designee Brenda Jo. Shelton, NRC Clearance Officer, Office of the Chief Information Officer	Date 5/24/2001

FINAL OMB SUPPORTING STATEMENT FOR
NRC FORM 136
"Security Termination Statement"

(3150-0049)
Revision to Extension Request

Description of Information Collection

The reporting requirements associated with the NRC Form 136, "Security Termination Statement," affect the employees of approximately 20 licensees and 2 contractors who have been granted an NRC access authorization (security clearance). When the NRC access authorization is no longer needed, the employee acknowledges and accepts his/her continuing security responsibilities, as stated on the NRC Form 136, by signing the form. Only a minimum amount of other pertinent information (e.g., contract number, if applicable; date of termination), none of which is personal in nature, is requested by the form. The form is countersigned by a representative of the licensee or contractor who administered the completion of the form by the employee.

There is no recordkeeping requirement for the licensee or contractor since the completed NRC Form 136 is to be forwarded to NRC Headquarters, Division of Facilities and Security (DFS), for retention in the individual's Personnel Security File (PSF). The established retention period of the PSF is: destruction upon notification of death or 5 years after termination of the last access authorization held. Although maintained in the PSF, the completed NRC Form 136 would not fall under the exemptions of the Privacy Act of 1974 and, upon request, would be made available for public inspection in accordance with 10 CFR Part 9.

The use of this form affords some assurance that classified information and knowledge gained by the respondent will be properly protected and, therefore, benefits the NRC security program and public at large.

A. JUSTIFICATION

1. Need for and Practical Utility of the Information Collection

Section 4.3 of Executive Order 12958 requires agencies to establish controls over the distribution of classified information to assure that it is distributed only to organizations or individuals eligible for access who also have a need-to-know the information. NRC's response to this requirement is termination of the access authorization when the circumstances cited in Section 25.33 of 10 CFR Part 25 (applicable to licensees) or in NRC Management Directive 12.3, (applicable to contractors) exist. The NRC Form 136, "Security Termination Statement," is an integral part of these termination of access authorization procedures.

2. Agency Use of Information.

As stated in NRC Management Directive 12.3 (for contractors), and in 10 CFR 25.33 (for licensees), the completed NRC Form 136 is to be forwarded by the

licensee/contractor to NRC Headquarters Division of Facilities and Security (DFS), who uses the information in connection with the termination of the respondent's access authorization. In addition to providing assurance of NRC compliance with E.O. 12958, the NRC Form 136 is the vehicle used by DFS to apprize the individual of his/her continuing responsibilities for protecting classified information that he/she had access to in the course of performing official duties. The individual's signature on this form indicates his acknowledgment/acceptance of these continuing responsibilities. Failure to use the NRC Form 136 by the licensee/contractor may result in: (1) failure to terminate the NRC access authorization when circumstances dictate and, therefore, continued access to classified information; and (2) the individual not being apprized of, or officially acknowledging (by signature) his/her continuing responsibilities for protecting classified information.

3. Reduction of Burden Through Information Technology.

No reduction in the information collection burden can be realized through information technology with respect to the NRC Form 136. The information contained/obtained on the form must be personally signed/reviewed/provided by the individual affected.

4. Effort to Identify Duplication and Use Similar Information.

The information collection requirement does not duplicate information the affected licensee, organization, or person must submit for other purposes since the nature of the information requested/collected is unique to NRC's activity at the facility.

Since the information collected by the NRC Form 136 is specifically and solely related to the termination of an individual's NRC access authorization, there is no similar information collection made by any other government agency which could be utilized.

The Information Requirements Control Automated System (IRCAS) was searched and no duplication was found.

5. Effort to Reduce Small Business Burden.

None of the licensees affected by the use of the NRC Form 136 qualify as small business enterprises or entities. The burden associated with this form is so minimal that there would be no significant burden on a contractor, if they qualified as a small business enterprise or entity.

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

The frequency of information collection is limited to circumstances when the respondent's NRC access authorization is to be terminated. In most cases, this is a one time event and less frequent collection would mean eliminating the collection altogether. If the information is not collected, the assurance that only

appropriately cleared individuals have access to classified information is reduced; and it is likely that individuals will be unaware of their continuing responsibility to protect classified information. Thus, less frequent collection may endanger the U.S. common defense and national security.

7. Circumstances Which Justify Variation from OMB Guidelines.

There is no variation from OMB Guidelines in the collection of information.

8. Consultations Outside the NRC.

Opportunity for public comment was published in the Federal Register on February 28, 2001(66FR12817). There were no comments received.

9. Payment or Gift to Respondents

Not Applicable

10. Confidentiality of the Information

The information collected is used to terminate a respondent's NRC access authorization. The completed NRC From 136 contains no information of a confidential or personal nature and would not fall under the exemptions of the Privacy Act of 1974. Upon specific request, the form would be made available for public inspection in accordance with 10 CFR Part 9.

11. Justification for Sensitive Questions.

There is no sensitive information requested on the NRC Form 136.

12. Estimated Burden and Burden Hour Cost

An estimated six minutes (based on staff experience) is required to complete each NRC Form 136, resulting in a total annual burden on the public of 40 hours. The estimated annual cost shared among the 22 licensees/contractors is $5720. The cost was computed as follows:

400 annual responses (10 percent of the approximately 4,000 access authorizations held by licensees/contractors X 6 minutes completion time each = 40 hours X $143 per hour = $5720.

NOTE: There is no recordkeeping requirement for contractors/licensees to maintain a copy of the NRC Form 136.

13. Estimate of Other Additional Costs

Not applicable.

14. Estimated Annualized Cost to the Federal Government

The estimated annual cost to the Federal Government associated with the NRC Form 136 is $1,842.25. The cost was computed as follows:

NOTE: Annual form usage 400 (10 percent of the approximately 4,000 access authorizations held by licensees/contractors).

COST:

Annual clerical effort (400 x 4 minutes = 26.67 hrs. X $60/hr.)	=	$1,600
Annual professional effort (400 X .2 minutes = 1.33 hrs. X $143/hr.)	=	$ 190
Annual record holding (1/4 cu. ft. X $209/cu.ft.)	=	$ 52.25
Total estimated annual cost	=	$1,842.25

This cost is fully recovered through fee assessment to NRC licensees pursuant to 10 CFR Parts 170 and/or 171.

15. Reasons for Changes in Burden or Cost

There is no change in the burden. However, the cost for professional effort has been increased in accordance with Part 170 to $143 per hour.

16. Publications for Statistical Use.

There is no application of statistics in the information collection related to the NRC Form 136 and no publication of the information.

17. Reason for Not Displaying the Expiration Date

Not Applicable.

18. Exceptions to the Certification Statement

Not Applicable.

B. COLLECTION OF INFORMATION EMPLOYING STATISTICAL METHODS

Statistical methods are not used in this collection of information.

[7590-01-P]

U. S. NUCLEAR REGULATORY COMMISSION

Agency Information Collection Activities: Proposed Collection; Comment Request

AGENCY: U. S. Nuclear Regulatory Commission (NRC)

ACTION: Notice of the OMB review of information collection and solicitation of public comment.

SUMMARY: The NRC has recently submitted to OMB for review the following proposal for the collection of information under the provisions of the Paperwork Reduction Act of 1995 (44 U.S.C. Chapter 35). The NRC hereby informs potential respondents that an agency may not conduct or sponsor, and that a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number.

1. Type of submission, new, revision, or extension: Extension.

2. The title of the information collection:

   NRC Form 136, "Security Termination Statement"

   NRC Form 237, "Request for Access Authorization"

   NRC Form 277, "Request for Visit or Access Approval"

3. The form number if applicable: 3150-0049, NRC Form 136
3150-0050, NRC Form 237
3150-0051, NRC Form 277

4. How often the collection is required: On occasion

5. Who will be required or asked to report: NRC Form 136, licensee and contractor employees, who have been granted an NRC access authorization; NRC Form 237, any employee of approximately 20 licensees and 2 contractors who will require an NRC access authorization; NRC Form 277, any employee of 2 current NRC contractors who (1) holds an NRC access authorization, and (2) needs to make a visit to NRC, other contractors/licensees or government agencies in which access to classified information will be involved or unescorted area access is desired.

6. An estimate of the number of responses: NRC Form 136: 400
NRC Form 237: 80
NRC Form 277: 6

7. The estimated number of annual respondents: NRC Form 136: 22
NRC Form 237: 22
NRC Form 277: 2

8. An estimate of the total number of hours needed annually to complete the requirement or request:

NRC Form 136:	40
NRC Form 237:	16
NRC Form 277:	1

9. An indication of whether Section 3507(d), Pub. L. 104-13 applies: Not applicable.

10. Abstract: The NRC Form 136 affects the employees of licensees and contractors who have been granted an NRC access authorization. When access authorization is no longer needed, the completion of the form apprises the respondents of their continuing security responsibilities. The NRC Form 237 is completed by licensees, NRC contractors or individuals who require an NRC access authorization. The NRC Form 277 affects the employees of contractors who have been granted an NRC access authorization and require verification of that access authorization and need-to-know in conjunction with a visit to NRC or another facility.

A copy of the supporting statement may be viewed free of charge at the NRC Public Document Room, One White Flint North, 11555 Rockville Pike, Room O-1F23, Rockville, MD 20852. OMB clearance requests are available at the NRC worldwide web site: http://www.nrc.gov/NRC/PUBLIC/OMB/index.html. The document will be available on the NRC home page site for 60 days after the signature date of this notice.

Comments and questions should be directed to the OMB reviewer by (insert date 30 days after publication in the Federal Register):

Amy Farrell
Office of Information and Regulatory Affairs (3150-0049, 0050 & 0051)
NEOB-10202
Office of Management and Budget
Washington, DC 20503

Comments can also be submitted by telephone at (202) 395-7318.

The NRC Clearance Officer is Brenda Jo. Shelton, 301-415-7233.

Dated at Rockville, Maryland, this 23rd day of May 2001.

For the Nuclear Regulatory Commission.

Brenda Jo. Shelton, NRC Clearance Officer
Office of the Chief Information Officer

Comments and questions should be directed to the OMB reviewer by (insert date 30 days after publication in the Federal Register):

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The NRC Clearance Officer is Brenda Jo. Shelton, 301-415-7233.

Dated at Rockville, Maryland, this 23rd day of May 2001.

For the Nuclear Regulatory Commission.

/RA/
Brenda Jo. Shelton, NRC Clearance Officer
Office of the Chief Information Officer

a:\Forms 136, 237, 277 final FRN & SS

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