

Date: September 4, 2001

SUMMARY OF INFORMATION COLLECTION REQUEST

Title: NUREG/BR-0238, Materials Annual Fee Billing Handbook
NUREG/BR-0239, Financial EDI Authorization and NRC Form 628, Financial EDI Authorization
NUREG/BR-0253, Electronic Funds Transfer -- Fact Sheet
NUREG/BR-0254, Payment Methods and NRC Form 629, Authorization for Payment by Credit Card

Current Burden/Responses: 106 hours/1,320 responses

Proposed Burden/Responses: 42 hours/530 responses

Number of Respondents: 530

Frequency of Response: Annually

Burden Attributable to Third-Party Collections: None

Reasons for Changes in Burden/Responses: The overall estimated burden decreased from 106 hours to 42 hours and the estimated number of responses also decreased from 1,320 to 530 responses because of the following:

(1) The burden for NRC Form 628 was reduced by 20 hours from 24 to 4 hours because of a decrease in the number of forms received from 300 to 50, as licensees only need to sign up once to make payments through the Automated Clearinghouse Network. In March 1999, the brochure on EDI Authorizations (NUREG/BR-0239) was discontinued because of the high cost of printing by the lockbox bank to send out to potential customers and also because NRC encountered problems with the prepaid postage stamp on the brochures, and was no longer able to use the prepaid postage brochure. Thus, the authorization forms are now enclosed with each invoice issued in addition to a copy of the payment methods brochure, which EDI is a payment method.

(2) the burden for NRC Form 629 was reduced by 44 hours from 82 to 38 hours because of a decrease in the number of forms received from 1,020 to 480, because the initial burden over estimated the number of responses anticipated and the implementation of the new negotiated agreement with the plastic card network. Thus, the number of estimated licensees using the credit card authorization form did not materialize.

Level of Concurrence: Chief
License Fee and Accounts Receivable Branch
Division of Accounting and Finance
Office of the Chief Financial Officer

Recordkeeping Requirements in Accordance with the Retention Periods for Records Rule: N/A

Search of the Information Requirements Control Automated System (IRCAS):
IRCAS was searched, no duplication was found.

Abstract: The Department of the Treasury encourages the public to pay monies owed the government through use of the Automated Clearinghouse Network and credit

card. These two methods of payment are used by licensees, applicants, and individuals to pay civil penalties, full cost licensing fees, and inspection fees to the NRC.

cc: B. St. Mary