

Date: October 4, 2004

SUMMARY OF INFORMATION COLLECTION REQUEST, Draft OCP

Title: NUREG/BR-0238, Materials Annual Fee Billing Handbook
NRC Form 628, Financial EDI Authorization
NUREG/BR-0254, Payment Methods
NRC Form 629, Authorization for Payment by Credit Card

Current Burden/Responses: 42 hours/530 responses

Proposed Burden/Responses: 611 hours/7,330 responses

Number of Respondents: 7,330

Frequency of Response: Annually

Burden Attributable to Third-Party Collections: None

Reasons for Changes in Burden/Responses: The overall estimated burden increased by 569 from 42 hours to 611 hours and the estimated number of responses by 6,800 from 530 to 7,330 because of the following:

- (1) The burden for NRC Form 628, Financial EDI Authorization was reduced by 3.2 hours from 4 to .8 hour because the actual number of forms received was 10 instead of the estimated 50. The decrease in burden hours is in direct correlation to the decrease in the number of responses.
- (2) The burden for NRC Form 629, authorization for Payment by Credit Card and NUREG/BR-0254 was increased by 572 hours from 38 to 610 because the actual number of forms received was 7,320 instead of the estimated 480. The increase in burden hours is in direct correlation to the increase in the number of responses. Because NRC mandated that all fingerprint fees be paid by credit card, there was a significant increase in the number of credit card forms processed .

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