

ASSESSMENT OF PROPOSED INFORMATION COLLECTION

TO: INFORMATION MANAGEMENT COORDINATOR
James Horn, OHR

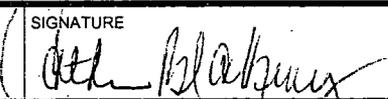
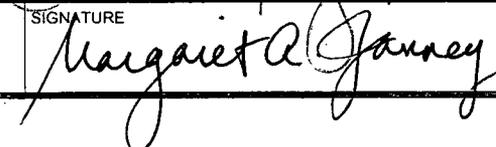
TITLE OF INFORMATION COLLECTION REQUIREMENT
NRC Form 212A, Qualifications Investigation
Secretarial/Clerical (DRAFT OCP)

THE COLLECTION OF INFORMATION ENCOMPASSED BY THIS REQUEST COMPLIES WITH 5 CFR 1320.9 AND THE RELATED PROVISIONS OF 5 CFR 1320.8(b)(3).

THE FOLLOWING FACTORS WERE CONSIDERED IN EVALUATING THE PROPOSED INFORMATION COLLECTION REQUIREMENT. (If the response is not so, check "NO" and explain under "Remarks.")

	YES	NO
1. The requirement is necessary for the proper performance of agency functions.	✓	
2. The requirement avoids unnecessary duplication.	✓	
3. The requirement reduces burden on small entities.	✓	
4. The requirement uses plain, coherent, and unambiguous language that is understandable to respondents.	✓	
5. The requirement's implementation will be consistent and compatible with current reporting and recordkeeping practices.	✓	
6. The requirement indicates the retention periods for recordkeeping requirements.	N/A	
7. The requirement informs respondents of the information called for under 5 CFR 1320.8(b)(3) about: (1) Why the information is being collected; (2) Use of the information; (3) Burden estimate; (4) Nature of response (voluntary, required for a benefit, or mandatory); (5) Nature and extent of confidentiality; and (6) Need to display currently valid OMB control number.	✓	
8. The requirement 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.	✓	
9. The requirement uses effective and efficient statistical survey methodology (if applicable).	N/A	
10. The requirement makes appropriate use of information technology.	✓	

REMARKS

OIS REVIEWER - (Assigned Analyst) Catherine Blakeney Records and FOIA/Privacy Services Branch/IRSD/OIS	SIGNATURE 	DATE 03/ 07 /2007
OIS APPROVAL - (Branch Level) Margaret A. Janney NRC Clearance Officer/OIS	SIGNATURE 	DATE 03/ 8 /2007