

Date: December 5, 2007

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; and NRC Form 629, Authorization for Payment by Credit Card

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

Proposed Burden/Responses: 38 hours/466 responses

Number of Respondents: 466

Frequency of Response: Annually

Burden Attributable to Third-Party Collections: None

Reasons for Changes in Burden/Responses: The overall estimated burden decreased by 573 hours from 611 to 38 hours and the estimated number of responses decreased by 6,864 from 7,330 to 466 responses because the burden for NRC Form 628, Financial EDI Authorization has remained the same. The burden for NRC Form 629, authorization for Payment by Credit Card and NUREG/BR-0254 has decreased by 573 hours from 610 to 37 hours because the actual number of forms received was 456 instead of the estimated 7,320. The decrease in burden hours is in direct correlation to the decrease in the number of responses. A major reason for the decrease in burden is due to NRC's mandate that all fingerprint fees be paid electronically through the PAY.GOV, significantly decreasing the number of credit card forms processed.

Level of Concurrence: Team Chief
License Fee Team
Division of Financial Management
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):

The collection of the information required is not a duplication of other information. No sources of similar information are available and there is no duplication of requirements. NRC has in place an ongoing program to examine all information collections with the goal of eliminating all duplication and/or unnecessary information collections.

Abstract: The U.S. Department of the Treasury encourages the public to pay monies owed the government through use of the Automated Clearinghouse Network and credit cards. 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. NRC Form 628 provides an option to make electronic payment through the Automated Clearinghouse (ACH) Network and authorizes the licensee's bank to pay invoices to the NRC through the ACH. NRC Form 629 is another option used to authorize payment and is used by licensees to authorize payment by credit card for license fees and for payment of fees for fingerprint cards. There are no record keeping requirements associated with this collection.

cc: T. Donnell

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