

Request for OMB Review

P.R. 10/10/83
P. Smith

Important

Read instructions before completing form. Do not use the same SF 83 to request both an Executive Order 12291 review and approval under the Paperwork Reduction Act.

Answer all questions in Part I. If this request is for review under E.O. 12291, complete Part II and sign the regulatory certification. If this request is for approval under the Paperwork Reduction Act and 5 CFR 1320, skip Part II, complete Part III and sign the paperwork certification.

Send three copies of this form, the material to be reviewed, and for paperwork—three copies of the supporting statement, to:

Office of Information and Regulatory Affairs
Office of Management and Budget
Attention: Docket Library, Room 3201
Washington, DC 20503

PART I.—Complete This Part for All Requests.

1. Department/agency and Bureau/office originating request

U.S. Nuclear Regulatory Commission

2. Agency code

3 1 5 0

3. Name of person who can best answer questions regarding this request

Beverly F. Anker

Telephone number

(301) 492-4741

4. Title of information collection or rulemaking

NRC Form 590, Application/Permit for Use of the Two White Flint North (TWFN) Auditorium

5. Legal authority for information collection or rule (cite United States Code, Public Law, or Executive Order)

42 USC 2201(o) or

6. Affected public (check all that apply)

- 1 Individuals or households
- 2 State or local governments

- 3 Farms
- 4 Businesses or other for-profit

- 5 Federal agencies or employees
- 6 Non-profit institutions
- 7 Small businesses or organizations

PART II.—Complete This Part Only if the Request is for OMB Review Under Executive Order 12291

7. Regulation Identifier Number (RIN)

_____, or, None assigned

8. Type of submission (check one in each category)

Classification

- 1 Major
- 2 Nonmajor

Stage of development

- 1 Proposed or draft
- 2 Final or interim final, with prior proposal
- 3 Final or interim final, without prior proposal

Type of review requested

- 1 Standard
- 2 Pending
- 3 Emergency
- 4 Statutory or judicial deadline

9. CFR section affected

____ CFR _____

10. Does this regulation contain reporting or recordkeeping requirements that require OMB approval under the Paperwork Reduction Act and 5 CFR 1320? Yes No

11. If a major rule, is there a regulatory impact analysis attached? Yes No

If "No," did OMB waive the analysis? Yes No

Certification for Regulatory Submissions

In submitting this request for OMB review, the authorized regulatory contact and the program official certify that the requirements of E.O. 12291 and any applicable policy directives have been complied with.

Signature of program official

Date

Signature of authorized regulatory contact

Date

12. (OMB use only)

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PDR

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PART III.—Complete This Part Only if the Request is for Approval of a Collection of information Under the Paperwork Reduction Act and 5 CFR 1320.

13. Abstract—Describe needs, uses and affected public in 50 words or less "Permit, Auditorium"

Members of the public who wish to use the NRC auditorium are required to submit NRC Form 590, Application/Permit for Use of Two White Flint North Auditorium.

14. Type of information collection (check only one)

Information collections not contained in rules

- 1 Regular submission 2 Emergency submission (certification attached)

Information collections contained in rules

- 3 Existing regulation (no change proposed) 6 Final or interim final without prior NPRM
 4 Notice of proposed rulemaking (NPRM) A Regular submission
 5 Final, NPRM was previously published B Emergency submission (certification attached)

7. Enter date of expected or actual Federal Register publication at this stage of rulemaking (month, day, year):

15. Type of review requested (check only one)

- 1 New collection 4 Reinstatement of a previously approved collection for which approval has expired
 2 Revision of a currently approved collection 5 Existing collection in use without an OMB control number
 3 Extension of the expiration date on a currently approved collection without any change in the substance or in the method of collection

16. Agency report form number(s) (include standard/optional form number(s))

NRC 590

17. Annual reporting or disclosure burden

1 Number of respondents	48
2 Number of responses per respondent	1
3 Total annual responses (line 1 times line 2)	48
4 Hours per response	.25
5 Total hours (line 3 times line 4)	12

18. Annual recordkeeping burden

1 Number of recordkeepers	
2 Annual hours per recordkeeper	
3 Total recordkeeping hours (line 1 times line 2)	
4 Recordkeeping retention period	years

19. Total annual burden

1 Requested (line 17-5 plus line 18-3)	12
2 In current OMB inventory	0
3 Difference (line 1 less line 2)	+ 12
Explanation of difference	
4 Program change	+ 12
5 Adjustment	

20. Current (most recent) OMB control number or comment number

21. Requested expiration date

3 years from approval

22. Purpose of information collection (check as many as apply)

- 1 Application for benefits
 2 Program evaluation
 3 General purpose statistics
 4 Regulatory or compliance
 5 Program planning or management
 6 Research
 7 Audit

23. Frequency of recordkeeping or reporting (check all that apply)

- 1 Recordkeeping
Reporting
 2 On occasion
 3 Weekly
 4 Monthly
 5 Quarterly
 6 Semi-annually
 7 Annually
 8 Biennially
 9 Other (describe):

24. Respondents' obligation to comply (check the strongest obligation that applies)

- 1 Voluntary
 2 Required to obtain or retain a benefit
 3 Mandatory

25. Are the respondents primarily educational agencies or institutions or is the primary purpose of the collection related to Federal education programs? Yes No

26. Does the agency use sampling to select respondents or does the agency recommend or prescribe the use of sampling or statistical analysis by respondents? Yes No

27. Regulatory authority for the information collection

CFR ; or FR ; or, Other (specify):

Paperwork Certification

In submitting this request for OMB approval, the agency head, the senior official or an authorized representative, certifies that the requirements of 5 CFR 1320, the Privacy Act, statistical standards or directives, and any other applicable information policy directives have been complied with.

Signature of program official

Date

Signature of agency head, the senior official or an authorized representative

Date

General Sanford, OMB for Information Resources Management

4/8/94

OMB SUPPORTING STATEMENT FOR NRC FORM 590
APPLICATION/PERMIT FOR USE OF THE TWO WHITE FLINT NORTH (TWFN) AUDITORIUM
(3150-0000)

Description of the Information Collection

The Nuclear Regulatory Commission (NRC) anticipates that the Agency will occupy new quarters at Two White Flint North (TWFN) in the Spring of 1994. The new facility includes an auditorium. In accordance with the Public Buildings Act of 1959, an agreement was reached between the Maryland-National Capital Park and Planning Commission (MPPC), the General Services Administration (GSA) and the NRC, which states that the auditorium will be made available for public use. Members of the public who wish to use the auditorium must complete NRC Form 590, Application/Permit for Use of Two White Flint North (TWFN) Auditorium, which must be approved prior to public use of the facility.

The form requests identifying information, purpose of use, certification for solicitation of funds, copies of distribution or display samples, documentation of authority to represent an organization, acknowledgement of liability for damages, and a checklist of service needs and allows for administrative and security reviews and final approval for use of the facility.

A. JUSTIFICATION

1. Need for and Agency Use of the Collection of Information. The NRC Form 590, Application/Permit for Use of Two White Flint North (TWFN) Auditorium would be reviewed by Facility Management Personnel and by the Division of Security. The information is needed to allow for administrative review, security review, approval of the requester, to facilitate scheduling, and to make a determination that there are no anticipated problems with the requester prior to utilization of the facility. Submission of the form provides the public user with an opportunity to become acquainted with requisite fees, rules, regulations, liabilities for damage and a checklist of service needs.
2. Reduction of Burden Through Information Technology. There are no legal obstacles to reducing the burden associated with this information collection assuming that sensitive information can be protected from improper disclosure. However, since this is a one-time collection, it is unlikely that burden can be reduced through the use of information technology.
3. Effort to Identify Duplication. The NRC Form 590, Application/Permit for Use of Two White Flint North (TWFN) Auditorium is unique to NRC in that it supports an agreement between the NRC, GSA and MPPC that the auditorium will be made available for public use. The Information Requirements Control Automated System (IRCAS) was searched and no duplication was found.

4. Effort to Use Similar Information. Information to be provided by the public-user is not otherwise available.
5. Effort to Reduce Small Business Burden. The collection represents the minimum information required for review and approval of a member of the public requesting to use a Government facility. The burden cannot be further reduced.
6. Consequences of Less Frequent Collections. information requested to be submitted on the NRC Form 590, other than identifying information, is unique for each use of the auditorium. Therefore, this is the minimum frequency that the information can be requested.
7. Circumstances Which Justify Variation From OMB Guidelines. N/A
8. Consultations Outside the NRC. None.
9. Confidentiality of Information. NRC provides no pledge of confidentiality for this collection of information. To the extent information is business confidential, procedures are in place to protect the information from improper disclosure.
10. Justification for Sensitive Questions. Normally sensitive information considered private or personal is not required or requested.
11. Estimated Annualized Cost to the Federal Government. The cost to the agency for processing the proposed NRC Form 590, Application/Permit for Use of Two White Flint North (TWFN) Auditorium was derived from experience as to the approximate number of hours facility management and security personnel would expend in ensuring that the public user is reviewed and approved. Facility management and security personnel would expend an average of 1 hour to review each request for a total cost to the agency of \$6,336 (48 requests X 1 hour X \$132/hr). These costs are recovered by the facility rental fee.
12. Estimate of Burden. The total annual public burden for completing NRC Form 590, Application/Permit for Use of Two White Flint North (TWFN) Auditorium is 12 hours at a cost of \$1,584. The annual burden and cost estimate were derived from an estimate of the approximate number of public users expected to use the facility and the approximate number of hours each requester would have to expend to comply with the NRC requirements of the form (48 requesters x .25/hrs. per request = 12 hours x \$132/hour = \$1,584).

13. Reasons for Change in Burden. N/A. This is a new request.
14. Publication for Statistical Use. Results will not be tabulated or published.

B. COLLECTIONS OF INFORMATION EMPLOYING STATISTICAL METHODS

This collection of information does not employ statistical methods.

CHECK LIST OF SERVICE NEEDS FOR PUBLIC-USE SPACE

AUDITORIUM <i>(Check items needed)</i>	CATERING KITCHEN		
MICROPHONE	WILL FOOD OR DRINK BE SERVED DURING PROGRAM HOURS?	YES	NO
PODIUM	It is the user's responsibility to assure that the kitchen is clean and in order before leaving the premises.		
DIAS CONFIGURATION			

SCHEDULE OF HOURLY COSTS FOR SERVICES

All programs are after NRC normal hours of operation. The following is a schedule of hourly costs for services.

TYPE OF SERVICE	COST	TYPE OF SERVICE	COST
GUARDS (_____ @ \$ _____ each)		HEATING	
LABORERS (_____ @ \$ _____ each)		LIGHTS	
CLEANING		AIR CONDITIONING	
SUBTOTAL		SUBTOTAL	
		TOTAL	

ADMINISTRATIVE REVIEW

I HAVE REVIEWED THIS APPLICATION FOR USE OF THE TWFN AUDITORIUM		
I HAVE VERIFIED ALL THE INFORMATION SUBMITTED		
I RECOMMEND A PERMIT BE GRANTED		
REVIEWING OFFICIAL <i>(Typed or printed name and title)</i>	SIGNATURE	DATE

SECURITY REVIEW

I HAVE REVIEWED THIS APPLICATION FOR USE OF THE TWFN AUDITORIUM		
I HAVE VERIFIED ALL THE INFORMATION SUBMITTED		
I RECOMMEND A PERMIT BE GRANTED		
REVIEWING OFFICIAL <i>(Typed or printed name and title)</i>	SIGNATURE	DATE

PERMIT FOR USE OF THE TWO WHITE FLINT NORTH AUDITORIUM

BASED UPON ADMINISTRATIVE AND SECURITY REVIEWS, THIS APPLICATION IS APPROVED.

APPROVING OFFICIAL <i>(Typed or printed name and title)</i>	SIGNATURE	DATE
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APPLICATION/PERMIT FOR USE OF THE TWO WHITE FLINT NORTH (TWFN) AUDITORIUM

ESTIMATED BURDEN PER RESPONSE TO COMPLY WITH THIS INFORMATION COLLECTION REQUEST: 15 MINUTES. THIS INFORMATION IS REQUESTED BY NRC TO DETERMINE THE ACCEPTABILITY OF THE USER AND THE SCHEDULING AND SERVICES NEEDED. FORWARD COMMENTS REGARDING BURDEN ESTIMATE TO THE INFORMATION AND RECORDS MANAGEMENT BRANCH (MNBB 7714), U.S. NUCLEAR REGULATORY COMMISSION, WASHINGTON, DC 20565-0001, AND TO THE PAPERWORK REDUCTION PROJECT (3150-0000), OFFICE OF MANAGEMENT AND BUDGET, WASHINGTON, DC 20503.

INSTRUCTIONS: Please submit with this application a copy, sample, or description of any material or item(s) proposed for distribution or display. Complete the check list of service needs for public-use space on the reverse of this form. Failure to complete this form will result in denial of a permit. **IMPORTANT:** If the applicant proposes to represent an organization, a letter or other documentation that the applicant has authority to represent that organization must be submitted with this form.

1. PROPOSED DATE(S)	FROM (MM/DD/YY)	HOUR	A.M.	TO (MM/DD/YY)	HOUR	A.M.
			P.M.			P.M.

2. NAME OF APPLICANT (First, Middle Initial, Last)	TELEPHONE NUMBER (Include Area Code)
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ADDRESS (Street, Suite/Apt. No., City, State, ZIP Code)

3. NAME OF PERSON OR ORGANIZATION SPONSORING, PROMOTING, OR CONDUCTING THE PROPOSED ACTIVITY	TELEPHONE NUMBER (Include Area Code)
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ADDRESS (Street, Suite/Apt. No., City, State, ZIP Code)

4. NAME OF PERSON(S) WHO WILL SUPERVISE/BE RESPONSIBLE FOR THE PROPOSED ACTIVITY	TELEPHONE NUMBER (Include Area Code)
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ADDRESS (Street, Suite/Apt. No., City, State, ZIP Code)

5. DESCRIPTION OF PROPOSED ACTIVITY

6. CERTIFICATION

AN APPLICANT PROPOSING TO ENGAGE IN THE SOLICITATION OF FUNDS MUST CHECK ONE OF THE FOLLOWING STATEMENTS:

I CERTIFY THAT:

- I represent and will be soliciting funds for the sole benefit of a religion or religious group.
- My organization has received an official Internal Revenue Service (IRS) ruling or letter of determination stating that the organization or its parent organization qualifies for tax-exempt status under 26 U.S.C. 501(c)(3), (c)(4), or (c)(5).
- My organization has applied to the IRS for a determination of tax-exempt status under 26 U.S.C. 501(c)(3), (c)(4), or (c)(5), and that the IRS has not yet issued a final administrative ruling or determination of such status.

I certify that I am authorized to sign this application on behalf of the named organization. I have read and fully comprehend all fees, rules, and regulations contained in the policies and procedures associated with the use of the Two White Flint North Auditorium. I fully accept liability for any damages that may occur during the scheduled use or any additional charges that may result from the designated use of the auditorium.

SIGNATURE - APPLICANT	DATE
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NUCLEAR REGULATORY COMMISSION

Documents Containing Reporting or Recordkeeping Requirements: Office of Management and Budget (OMB) Review.

AGENCY: Nuclear Regulatory Commission (NRC)

ACTION: Notice of the OMB review of information collection

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 (44 U.S.C. Chapter 35).

1. Type of submission, new, revision, or extension: New
2. The title of the information collection: Application/Permit for Use of the Two White Flint North (TWFN) Auditorium
3. The form number if applicable: NRC Form 590
4. How often the collection is required: Each time public use of the auditorium is requested.
5. Who will be required or asked to report: Non-government persons/organizations

6. As estimate of the number of responses: 48

7. An estimate of the total number of hours needed to complete the requirement or request: 12 - (.25 hrs. per request)

8. An indication of whether Section 3504(h), Pub. L. 96-511 applies:
Not applicable.

9. Abstract: The Nuclear Regulatory Commission will occupy new quarters at Two White Flint North in the Spring of 1994 that include an auditorium. In accordance with an agreement between Montgomery County and the Nuclear Regulatory Commission, the auditorium will be made available for public use. Public users who wish to use the auditorium will be required to complete NRC Form 590, Application/Permit for Use of Two White Flint North (TWFN) Auditorium. The information is needed to allow for administrative review, security review, approval of the requester, to facilitate scheduling, and to make a determination that there are no anticipated problems with the requester prior to utilization of the facility.

Copies of the submittal may be inspected or obtained for a fee from the NRC Public Document Room, 2120 L Street, N.W., Washington, D.C.

Comments and questions can be directed by mail to the OMB reviewer:

Troy Hillier
Office of Information and Regulatory Affairs (3150-0000)
NEOB-3019
Office of Management and Budget
Washington, D.C. 20503

Comments can also be submitted by telephone at (202) 395-3084.

The NRC Clearance Officer is Brenda Jo Shelton, (301) 492-8132.

Dated at Bethesda, Maryland this *27th* day of *April* 1994.

For the Nuclear Regulatory Commission

Gerald F. Cranford
Gerald F. Cranford, Designated Senior
Official for Information Resources
Management