

DRAFT SUPPORTING STATEMENT
FOR
NRC FORM 314
CERTIFICATE OF DISPOSITION OF MATERIALS
(10 CFR Sections 30.36(j), 40.42(j), and 70.38(j))

(3150-0028)

EXTENSION

Description of the Information Collection

U.S. Nuclear Regulatory Commission (NRC) Form 314 is submitted by a materials licensee who wishes to terminate its license. The form provides information needed by NRC to determine whether the licensee has radioactive materials on hand that must be transferred or otherwise disposed of prior to expiration or termination of the license.

A. Justification

1. Need for and Practical Utility of the Information Collection

NRC licenses to possess and use specified radioactive materials are issued for a fixed term. A notice of expiration of a license is mailed to such licensees 120 days prior to expiration of the license. Included with the notice is a set of application forms for use if the licensee wishes to apply for renewal of the license, and a copy of NRC Form 314, "Certificate of Disposition of Materials," for use, if renewal is not desired. If the licensee does not submit an application for renewal of the license or determines to cease its licensing operation at any time during the term of the license, NRC requires, as part of its process for terminating the license and closing out the file, that the licensee notify the Commission in writing of that termination decision (10 CFR 30.36(j), 40.42(j), 70.38(j)). In connection with, but separate from that notification, licensees submit an NRC Form 314, which furnishes information regarding transfer or other disposition of the radioactive material or indicates that no materials have been procured.

2. Agency Use of the Information

The NRC staff reviews NRC Form 314 to determine whether (1) the licensee has materials on hand that must be transferred or otherwise disposed of in accordance with NRC regulations and (2) whether any remaining residual radioactivity is within the limits of 10 CFR Part 20, Subpart E and is as low as is reasonably achievable prior to expiration or termination of the license. The information submitted on Form 314 constitutes part of the basis for the determination by NRC that the facility is cleared of radioactive material before the facility is released for unrestricted use.

3. Reduction of Burden Through Information Technology

There are no legal obstacles to reducing the burden associated with this information collection. The NRC encourages respondents to use information technology when it would be beneficial to them. The NRC has issued [Guidance for Electronic Submissions to the NRC \(ML13031A056\)](#) which provides direction for the electronic transmission and submittal of documents to the NRC. Electronic transmission and submittal of documents can be accomplished via the following avenues: the Electronic Information Exchange) process, which is available from the NRC's "Electronic Submittals" Web page, by Optical Storage Media (OSM) (e.g., CD-ROM, DVD), or by email. It is estimated that 97% of the potential responses will be filed electronically, a statement at the bottom of Form 314 is included to encourage all submission to be filed electronically. The remaining percentage will come in via mail as a hard copy.

4. Effort to Identify Duplication and Use Similar Information

No sources of similar information are available. There is no duplication of requirements.

5. Effort to Reduce Small Business Burden

The information is required from all materials licensees terminating their licenses. The need for NRC to determine whether radioactive materials have been safely transferred or disposed of and whether the facility has been cleared of radioactive material before release is the same for large and small entities. It would not be possible to reduce the burden on small entities as this one-time requirement is applied to all entities, regardless of size.

6. Consequences to Federal Program or Policy Activities if the Collection is not Conducted or is Conducted Less Frequently

This report is only submitted once, upon termination of the license. If the report were not submitted at that time, the NRC would not be able to determine readily whether any radioactive materials remain on the site, whether disposition of materials has been made in accordance with the regulations, and whether the site has been cleared of radioactive materials and may be released for unrestricted use.

7. Circumstances Which Justify Variation from OMB Guidelines

There are no variations from OMB Guidelines.

8. Consultations Outside the Agency

Opportunity for public comment on the information collection requirements for this clearance package was published In the *Federal Register*

9. Payment or Gift to Respondents

Not applicable.

10. Confidentiality of the Information

Confidential and proprietary information is protected in accordance with NRC regulations at 10 CFR 9.17(a) and 10 CFR 2.390(b). However, no information normally considered confidential or proprietary is requested.

11. Justification for Sensitive Questions

None.

12. Estimated Burden and Burden Hour Cost

Respondents are firms, institutions, and individuals holding NRC licenses to possess and use radioactive materials who do not wish to renew those licenses.

Approximately 110 respondents annually file NRC Form 314.

Each form requires, on average, approximately 0.5 hours to prepare.

$110 \times 0.5 \text{ hour} = \text{a total annual burden for all respondents of 55 hours.}$

The annual cost to the public, calculated at a rate of \$317 per hour, is estimated to be \$17,435 (55 hours @ 317/hour).

The \$317 hourly rate used in the burden estimates is based on the Nuclear Regulatory Commission's fee for hourly rates as noted in 10 CFR 170.20 "Average cost per professional staff-hour." For more information on the basis of this rate, see the Revision of Fee Schedules; Fee Recovery for Fiscal Year 2024 (89 FR 51789, June 20, 2024).

13. Estimate of Other Additional Costs

None. For licensees submitting NRC Form 314, additional costs are most likely incurred (1) to achieve regulatory compliance with requirements not associated with the information collection, (2) for reasons other than to provide information or keep records for the government, or (3) as part of customary and usual business or private practices.

14. Estimated Annualized Cost to the Federal Government

Each form requires, on average, approximately 0.6 hours to review and process. 110×0.6 hours = the annual cost to the Federal government of 66 hours.

The annual cost to the Federal government is estimated to be \$20,922 (66 hours @ \$317/hour).

15. Reasons for Change in Burden or Cost

The annual cost increased for the public and government annually due to the increase of the hourly rate in the revised fee schedule. Based on a review of the data from the NRC's Web-Based Licensing System, no change is expected in the estimated number of annual responses. Additionally, there is no change in the estimated annual burden.

16. Publication for Statistical Use

None.

17. Reason for Not Displaying Expiration Date

Not applicable. The expiration date is displayed on the form.

18. Exceptions to the Certification Statement

None.

B. Collection of Information Employing Statistical Methods

Statistical methods are not used in this collection of information.