

to be \$2.7 million a year for hardware and software.

*Total Burden Cost (Operating/Maintaining):* The costs to contractors for accomplishing recordkeeping requirements is contracted and computed by the Federal government annually. While precise costs cannot be identified, at the present time and based on past experience, the annual and related costs for contractor staff are estimated to be \$955,458, which represents an average cost of \$14.00 per hour.

Comments submitted in response to this comment request will be summarized and/or included in the request for Office of Management and Budget approval of the information collection request; they will also become a matter of public record.

Dated: December 22, 2005.

**Grace A. Kilbane,**

*Administrator, Office of Job Corps.*

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## NATIONAL ARCHIVES AND RECORDS ADMINISTRATION

### Agency Information Collection Activities: Proposed Collection; Comment Request

**AGENCY:** National Archives and Records Administration (NARA).

**ACTION:** Notice.

**SUMMARY:** NARA is giving public notice that the agency proposes to request use of one new information collection and an extension of two currently approved information collections. The new information collection is a voluntary survey of visitors to the National Archives Research Center in Washington, DC. The information will be used to determine how the various components of the new research facility affect visitors' level of satisfaction with the facility and the influences affecting why people visit. The information will support adjustments in our customer services that will improve the overall visitor experience. The first of two extensions of currently approved information collections is used when former Federal civilian employees and other authorized individuals request information from or copies of documents in Official Personnel Folders or Employee Medical Folders from the National Personnel Records Center (NPRC) of the National Archives and Records Administration (NARA). The second of two extensions of currently approved information collections is a

survey of Customer Satisfaction at the National Personnel Records Center (Military Personnel Records [MPR] facility) of the National Archives and Records Administration. The public is invited to comment on the proposed information collection pursuant to the Paperwork Reduction Act of 1995.

**DATES:** Written comments must be received on or before March 6, 2006 to be assured of consideration.

**ADDRESSES:** Comments should be sent to: Paperwork Reduction Act Comments (NHP), Room 4400, National Archives and Records Administration, 8601 Adelphi Rd, College Park, MD 20740-6001; faxed to 301-837-3213; or electronically mailed to [comments@nara.gov](mailto:comments@nara.gov).

**FOR FURTHER INFORMATION CONTACT:** Requests for additional information or copies of the proposed information collection and supporting statement should be directed to Tamee Fehhelm at telephone number 301-837-1694 or fax number 301-837-3213 or [comments@nara.gov](mailto:comments@nara.gov).

**SUPPLEMENTARY INFORMATION:** Pursuant to the Paperwork Reduction Act of 1995 (Pub. L. 104-13), NARA invites the general public and other Federal agencies to comment on proposed information collections. The comments and suggestions should address one or more of the following points: (a) Whether the proposed information collection is necessary for the proper performance of the functions of NARA; (b) the accuracy of NARA's estimate of the burden of the proposed information collection; (c) ways to enhance the quality, utility, and clarity of the information to be collected; and (d) ways, including the use of information technology, to minimize the burden of the collection of information on respondents; and (e) whether small businesses are affected by this collection. The comments that are submitted will be summarized and included in the NARA request for Office of Management and Budget (OMB) approval. All comments will become a matter of public record. In this notice, NARA is soliciting comments concerning the following information collection:

1. *Title:* National Archives Public Research Facility Customer Satisfaction Survey.

*OMB number:* 3095-00XX.

*Agency form number:* N/A.

*Type of review:* Regular.

*Affected public:* Individuals who visit the National Archives Research Facility in Washington, DC.

*Estimated number of respondents:* 1,000.

*Estimated time per response:* 10 minutes.

*Frequency of response:* Once per respondent.

*Estimated total annual burden hours:* 167 hours.

*Abstract:* The information collection is prescribed by EO 12862 issued September 11, 1993, which requires Federal agencies to survey their customers concerning customer service. The general purpose of this voluntary data collection is to (1) provide baseline data concerning the effectiveness of the National Archives Research Center's program which is aimed largely at genealogists and family historians, (2) measure customer satisfaction with the National Archives Research Center, and (3) identify additional opportunities for improving the customers' experience.

2. *Title:* Forms Relating to Civilian Service Records.

*OMB number:* 3095-0037.

*Agency form number:* NA Forms 13022, 13064, 13068.

*Type of review:* Regular.

*Affected public:* Former Federal civilian employees, their authorized representatives, state and local governments, and businesses.

*Estimated number of respondents:* 32,060.

*Estimated time per response:* 5 Minutes.

*Frequency of response:* On occasion, when individuals desire to acquire information from Federal civilian employee personnel or medical records.

*Estimated total annual burden hours:* 2,671 hours.

*Abstract:* In accordance with rules issued by the Office of Personnel Management, the National Personnel Records Center (NPRC) of the National Archives and Records Administration (NARA) administers Official Personnel Folders (OPF) and Employee Medical Folders (EMF) of former Federal civilian employees. When former Federal civilian employees and other authorized individuals request information from or copies of documents in OPF or EMF, they must provide in forms or in letters certain information about the employee and the nature of the request. The NA Form 13022, Returned Request Form, is used to request additional information about the former Federal employee. The NA Form 13064, Reply to Request Involving Relief Agencies, is used to request additional information about the former relief agency employee. The NA Form 13068, Walk-In Request for OPM Records or Information, is used by members of the public, with proper authorization, to request a copy of a Personnel or Medical record.

3. *Title:* National Personnel Records Center (NPRC) Survey of Customer Satisfaction.

*OMB number:* 3095-0042.

*Agency form number:* N/A.

*Type of review:* Regular.

*Affected public:* Federal, state and local government agencies, veterans, and individuals who write the Military Personnel Records (MPR) facility for information from or copies of official military personnel files.

*Estimated number of respondents:* 1,000.

*Estimated time per response:* 10 minutes.

*Frequency of response:* On occasion (when respondent writes to MPR requesting information from official military personnel files).

*Estimated total annual burden hours:* 167 hours.

*Abstract:* The information collection is prescribed by EO 12862 issued September 11, 1993, which requires Federal agencies to survey their customers concerning customer service. The general purpose of this data collection is to initially support the business process reengineering (BPR) of the MPR reference service process and then provide MPR management with an ongoing mechanism for monitoring customer satisfaction. In particular, the purpose of the proposed National Personnel Records Center (NPRC) Survey of Customer Satisfaction is to (1) determine customer satisfaction with MPR's reference service process, (2) identify areas within the reference service process for improvement, and (3) provide MPR management with customer feedback on the effectiveness of BPR initiatives designed to improve customer service as they are implemented. In addition to supporting the BPR effort, the proposed National Personnel Records Center (NPRC) Survey of Customer Satisfaction will help NARA in responding to performance planning and reporting requirements contained in the Government Performance and Results Act (GPRA).

Dated: December 21, 2005.

**Martha Morphy,**

*Acting Assistant Archivist for Information Services.*

[FR Doc. E5-8235 Filed 1-3-06; 8:45 am]

**BILLING CODE 7515-01-P**

## NATIONAL ARCHIVES AND RECORDS ADMINISTRATION

### Agency Information Collection Activities: Submission for OMB Review; Comment Request

**AGENCY:** National Archives and Records Administration (NARA).

**ACTION:** Notice.

**SUMMARY:** NARA is giving public notice that the agency has submitted to OMB for approval the information collections described in this notice. The public is invited to comment on the proposed information collections pursuant to the Paperwork Reduction Act of 1995.

**DATES:** Written comments must be submitted to OMB at the address below on or before February 3, 2005 to be assured of consideration.

**ADDRESSES:** Send comments to Desk Officer for NARA, Office of Management and Budget, New Executive Office Building, Washington, DC 20503; fax: 202-395-5167.

**FOR FURTHER INFORMATION CONTACT:** Requests for additional information or copies of the proposed information collections and supporting statements should be directed to Tamee Fechhelm at telephone number 301-837-1694 or fax number 301-837-3213.

**SUPPLEMENTARY INFORMATION:** Pursuant to the Paperwork Reduction Act of 1995 (Pub. L. 104-13), NARA invites the general public and other Federal agencies to comment on proposed information collections. NARA published a notice of proposed collection for these information collections on September 23, 2005 (70 FR 55925 and 55926). No comments were received. NARA has submitted the described information collections to OMB for approval.

In response to this notice, comments and suggestions should address one or more of the following points: (a) Whether the proposed information collections are necessary for the proper performance of the functions of NARA; (b) the accuracy of NARA's estimate of the burden of the proposed information collections; (c) ways to enhance the quality, utility, and clarity of the information to be collected; and (d) ways to minimize the burden of the collection of information on respondents, including the use of information technology; and (e) whether small businesses are affected by this collection. In this notice, NARA is soliciting comments concerning the following information collections:

1. *Title:* Court Order Requirements.

*OMB number:* 3095-0038.

*Agency form number:* NA Form 13027.

*Type of review:* Regular.

*Affected public:* Veterans and Former Federal civilian employees, their authorized representatives, state and local governments, and businesses.

*Estimated number of respondents:* 5,000.

*Estimated time per response:* 15 minutes.

*Frequency of response:* On occasion.

*Estimated total annual burden hours:* 1,250 hours.

*Abstract:* The information collection is prescribed by 36 CFR 1228.164. In accordance with rules issued by the Office of Personnel Management, the National Personnel Records Center (NPRC) of the National Archives and Records Administration (NARA) administers Official Personnel Folders (OPF) and Employee Medical Folders (EMF) of former Federal civilian employees. In accordance with rules issued by the Department of Defense (DOD) and the Department of Transportation (DOT), the NPRC also administers military service records of veterans after discharge, retirement, and death, and the medical records of these veterans, current members of the Armed Forces, and dependents of Armed Forces personnel. The NA Form 13027, Court Order Requirements, is used to advise requesters of (1) the correct procedures to follow when requesting certified copies of records for use in civil litigation or criminal actions in courts of law and (2) the information to be provided so that records may be identified.

2. *Title:* Forms Relating to Military Service Records.

*OMB number:* 3095-0039.

*Agency form number:* NA Forms 13036, 13042, 13055, and 13075.

*Type of review:* Regular.

*Affected public:* Veterans, their authorized representatives, state and local governments, and businesses.

*Estimated number of respondents:* 79,800.

*Estimated time per response:* 5 minutes.

*Frequency of response:* On occasion (when respondent wishes to request information from a military personnel, military medical, and dependent medical record).

*Estimated total annual burden hours:* 6,650 hours.

*Abstract:* The information collection is prescribed by 36 CFR 1228.164. In accordance with rules issued by the Department of Defense (DOD) and the Department of Transportation (DOT, U.S. Coast Guard), the National Personnel Records Center (NPRC) of the