

and ancillary documents, and background information.

6. Department of Health and Human Services, Centers for Medicare & Medicaid Services (N1-440-11-2, 2 items, 2 temporary items). Records of pilot projects to test and evaluate new electronic systems before they are put to use, including correspondence, reports, charts, and forms.

7. Department of Health and Human Services, Office of the Secretary (DAA-0468-2011-0001, 1 item, 1 temporary item). Employee copies of receipts and other documentation relating to travel expenses.

8. Department of Health and Human Services, Office of the Secretary (DAA-0468-2011-0003, 1 item, 1 temporary item). Records relating to employment applications and interviews of non-selected applicants.

9. Department of Health and Human Services, Substance Abuse and Mental Health Services Administration (N1-511-09-2, 3 items, 1 temporary item). Raw data files of the National Survey of Drug Use and Health. Proposed for permanent retention are public use data files and survey reports.

10. Department of Justice, Federal Bureau of Investigation (N1-65-10-5, 39 items, 39 temporary items). Records of an electronic information system used for requesting and completing background checks on individuals attempting to purchase a firearm. Includes a new tracking system for appealing denials and contacting gun dealers.

11. Department of Justice, Federal Bureau of Investigation (N1-65-11-05, 4 items, 4 temporary items). Master file, system documentation, and backups of an electronic information system used to report on compensation claims for on-the-job injuries of agency employees.

12. Department of Transportation, Maritime Administration (N1-357-11-1, 2 items, 2 temporary items). Headquarters' copies of state maritime schools files and service obligation contracts.

13. Department of Transportation, Maritime Administration (N1-357-11-2, 1 item, 1 temporary item). Service obligation contract files between the United States Merchant Marine Academy and its students.

14. Department of Transportation, National Highway Transportation Safety Administration (N1-416-09-2, 1 item, 1 temporary item). Master files of an electronic information system used to track and control motor vehicle importations.

15. Department of Transportation, National Highway Transportation Safety Administration (N1-416-09-4, 1 item, 1

temporary item). Master files of an electronic information system used to track and control agency correspondence.

16. Department of Transportation, National Highway Transportation Safety Administration (N1-416-11-1, 4 items, 4 temporary items). Inputs, outputs, and master files of an electronic information system used to track information on disconnected vehicle air bags.

17. Department of Transportation, Surface Transportation Board (N1-134-11-2, 1 item, 1 temporary item). Records of the Office of the Public Assistance's Governmental Affairs and Compliance division relating to fee waiver files.

18. Department of Veterans Affairs, Veterans Benefit Administration (N1-15-10-1, 1 item, 1 temporary item). Records relating to the ineligibility of veterans or their dependents in applying for benefits as a result of military service.

19. Federal Mine Safety and Health Review Commission, Office of the Executive Director (N1-470-09-1, 14 items, 10 temporary items). Meeting audio recordings, inter-agency agreement files, vendor files, central contracting log files, master files of an electronic information system used to track information resources, Web site management and operations files, Web site log files, and web content. Proposed for permanent retention are strategic plans, biographies of chairmen and commissioners, policies and procedure files, and annual reports.

20. National Archives and Records Administration, Space and Security Management Division (DAA-0064-2011-0001, 1 item, 1 temporary item). Records of the Holdings Protection Program, including training materials, holdings security procedures, vendor consultation, incident analysis, and outreach.

21. National Archives and Records Administration, Space and Security Management Division (DAA-0064-2011-0002, 10 items, 9 temporary items). Records of the Continuity and Emergency Planning division, including policy development, preparedness training, evaluation, and response and recovery files. Proposed for permanent retention are reports regarding incidents resulting in loss of life or significant damage.

22. Social Security Administration, Office of Publications and Logistics Management (N1-47-09-3, 1 item, 1 temporary item). Master files of an electronic information system containing employer reported earnings about individuals who have been issued a Social Security Number and who may have earnings under Social Security.

23. Social Security Administration, Office of Publications and Logistics Management (N1-47-09-4, 1 item, 1 temporary item). Master files of an electronic information system containing account, payment, and beneficiary information for those entitled to receive benefits.

Dated: May 5, 2011.

**Sharon G. Thibodeau,**

*Deputy Assistant Archivist for Records Services.*

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## NATIONAL ARCHIVES AND RECORDS ADMINISTRATION

### Information Security Oversight Office

#### National Industrial Security Program Policy Advisory Committee (NISPPAC)

**AGENCY:** Information Security Oversight Office, National Archives and Records Administration.

**ACTION:** Notice of meeting.

**SUMMARY:** In accordance with the Federal Advisory Committee Act (5 U.S.C. app 2) and implementing regulation 41 CFR 101-6, announcement is made for the following committee meeting to discuss National Industrial Security Program policy matters.

**DATES:** The meeting will be held on June 20, 2011 from 1 p.m. to 3 p.m.

**ADDRESSES:** Hilton Riverside Hotel, Two Poydras Street, Belle Chasse—Third Floor, New Orleans, LA 70130.

**SUPPLEMENTARY INFORMATION:** This meeting will be open to the public. However, due to space limitations and access procedures, the name and telephone number of individuals planning to attend must be submitted to the Information Security Oversight Office (ISOO) no later than June 13, 2011. ISOO will provide additional instructions for gaining access to the location of the meeting.

**FOR FURTHER INFORMATION CONTACT:** David O. Best, Senior Program Analyst, ISOO, National Archives Building, 700 Pennsylvania Avenue, NW., Washington, DC 20408, telephone number (202) 357-5123, or at [david.best@nara.gov](mailto:david.best@nara.gov); Daniel J. Livingstone, Program Analyst, ISOO at (202) 357-5474 or [dan.livingstone@nara.gov](mailto:dan.livingstone@nara.gov); Robert L. Tringali, Program Analyst, ISOO at (202) 357-5335 or [robert.tringali@nara.gov](mailto:robert.tringali@nara.gov). Contact ISOO at [ISOO@nara.gov](mailto:ISOO@nara.gov) and the NISPPAC at [NISPPAC@nara.gov](mailto:NISPPAC@nara.gov).

Dated: May 10, 2011.

**Mary Ann Hadyka,**

*Committee Management Officer.*

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## NATIONAL FOUNDATION FOR THE ARTS AND THE HUMANITIES

### Activities: Proposed Collection; Comment Request; Generic Clearance for the Collection of Qualitative Feedback on Agency Service Delivery

**AGENCY:** Institute of Museum and Library Services, The National Foundation for the Arts and the Humanities.

**ACTION:** 30-Day notice of submission of information collection for approval by the Office of Management and Budget and request for comments.

**SUMMARY:** As part of a Federal Government-wide effort to streamline the process to seek feedback from the public on service delivery, IMLS has submitted a Generic Information Collection Request (Generic ICR): "Generic Clearance for the Collection of Qualitative Feedback on Agency Service Delivery" to OMB for approval under the Paperwork Reduction Act (PRA) (44 U.S.C. 3501 *et seq.*).

**DATES:** Comments must be submitted on or before June 10, 2011.

**ADDRESSES:** Send comments regarding these information collections to the Office of Information and Regulatory Affairs, Office of Management and Budget, 725 Seventeenth Street, NW., Washington, DC 20503, *Attention:* FRA Desk Officer. Alternatively, comments may be sent via e-mail to the Office of Information and Regulatory Affairs (OIRA), Office of Management and Budget, at the following address: [oira\\_submissions@omb.eop.gov](mailto:oira_submissions@omb.eop.gov).

**FOR FURTHER INFORMATION CONTACT:** Carlos Manjarrez, Director for Planning, Research and Evaluation, Institute of Museum and Library Services, 1800 M St., NW., 9th Floor, Washington, DC 20036. Mr. Manjarrez can be reached by *Telephone:* 202-653-4671, *Fax:* 202-653-4600, or by e-mail at [cmanjarrez@imls.gov](mailto:cmanjarrez@imls.gov), or by teletype (TTY/TDD) for persons with hearing difficulty at 202-653-4614.

#### SUPPLEMENTARY INFORMATION:

*Title:* Generic Clearance for the Collection of Qualitative Feedback on Agency Service Delivery.

*Abstract:* The information collection activity will garner qualitative customer and stakeholder feedback in an efficient, timely manner, in accordance with the

Administration's commitment to improving service delivery. By qualitative feedback, IMLS means information that provides useful insights on perceptions and opinions, but are not statistical surveys that yield quantitative results that can be generalized to the population of study.

This feedback will provide insights into customer or stakeholder perceptions, experiences and expectations, provide an early warning of issues with service, or focus attention on areas where communication, training or changes in operations might improve delivery of products or services. These collections will allow for ongoing, collaborative and actionable communications between the Agency and its customers and stakeholders. It will also allow feedback to contribute directly to the improvement of program management.

The solicitation of feedback will target areas such as: Timeliness, appropriateness, content and accuracy of information, usefulness of information, courtesy, efficiency of service delivery, and resolution of issues with service delivery. Responses will be assessed to plan and inform efforts to improve or maintain the quality of service offered to the public. If this information is not collected, vital feedback from customers and stakeholders on the Agency's services will be unavailable.

FRA will only submit a collection of information for approval under this generic clearance if it meets the following conditions:

- The collections are voluntary;
- The collections are low-burden for respondents (based on considerations of total burden hours, total number of respondents, or burden-hours per respondent) and are low-cost for both respondents and the Federal Government;
- The collections of information are non-controversial and do not raise issues of concern to other Federal agencies;
- Any collection is targeted to the solicitation of opinions from respondents who have experience with the program or may have experience with the program in the near future;
- Personally identifiable information (PII) is collected only to the extent necessary and is not retained;
- Information gathered is intended to be used only internally for general management purposes and is not intended for release outside of the agency (if released, the agency must indicate the qualitative nature of the information);

- Information gathered will not be used for purposes of substantially informing influential policy decisions; and

- Information gathered will yield qualitative information; the collections will not be designed or expected to yield statistically reliable results or used as though the results are generalizable to the population of study.

Feedback collected under this generic clearance will provide useful information, but it will not yield data that can be generalized to the overall population. This type of generic clearance for qualitative information will not be used for quantitative information collections that are designed to yield reliably actionable results, such as monitoring trends over time or documenting program performance. Such data uses require more rigorous designs that address: The target population to which generalizations will be made, the sampling frame, the sample design (including stratification and clustering), the precision requirements or power calculations that justify the proposed sample size, the expected response rate, methods for assessing potential nonresponse bias, the protocols for data collection, and any testing procedures that were or will be undertaken prior to fielding the study. Depending on the degree of influence the results are likely to have, such collections may still be eligible for submission for other generic mechanisms that are designed to yield quantitative results.

As a general matter, information collections will not result in any new system of records containing privacy information and will not ask questions of a sensitive nature, such as sexual behavior and attitudes, religious beliefs, and other matters that are commonly considered private.

On December 22, 2010, OMB—on behalf of IMLS and other listed Executive Agencies—published a 60-day notice in the **Federal Register** soliciting comments on ICRs for which the agency was seeking OMB approval. 75 FR 80542. IMLS received no comments in response to this notice.

The summary below describes the nature of the information collection requirements (ICRs) and the expected projected burden estimates over the next three years<sup>1</sup> for the ICR being submitted

<sup>1</sup> The 60-day notice included the following estimate of the aggregate burden hours for this generic clearance Federal-wide: *Average Expected Annual Number of activities:* 25,000. *Average number of Respondents per Activity:* 200. *Annual responses:* 5,000,000. *Frequency of Response:* Once per request. *Average minutes per response:* 30. *Burden hours:* 2,500,000.