



Billing Code: 3410-13

DEPARTMENT OF AGRICULTURE

Office of Communications

Notice of Request for Approval of a New Information Collection

AGENCY: Office of Communications, USDA.

ACTION: Notice and request for comments.

SUMMARY: In accordance with the Paperwork Reduction Act of 1995, this notice announces the intention of the Office of Communications to request approval for a new information collection for Event Appearance Requests for the Secretary or members of his staff.

DATES: Comments on this notice must be received by [INSERT 60 DAYS AFTER PUBLICATION IN THE FEDERAL REGISTER] to be assured of consideration.

ADDRESSES: The Office of the Secretary invites interested persons to submit comments on this notice. Comments may be submitted by one of the following methods:

- Federal eRulemaking Portal: This Web site provides the ability to type short comments directly into the comment field on this Web page or attach a file for lengthier comments. Go to <http://www.regulations.gov>. Follow the on-line instructions at that site for submitting comments.
- Mail, including CD-ROMs, etc.: Send to Docket Clerk, U.S. Department of Agriculture, Office of Communications, Docket Clerk, 1400 Independence Avenue, SW, Room 412A, Washington, DC 20250-3700.
- Hand- or courier-delivered submittals: Deliver to Docket Clerk, U.S. Department of

Agriculture, Office of Communications, Docket Clerk, 1400 Independence Avenue, SW,
Room 412A, Washington, DC 20250–3700.

Instructions: All items submitted by mail or electronic mail must include the Office of
Communications and date and page number of this issue of the federal register.

Comments received in response to this docket will be made available for public inspection and
posted without change, including any personal information, to <http://www.regulations.gov>.

Docket: For access to background documents or comments received, go to the Office of
Communications Docket Room at 1400 Independence Ave SW, Room 412A Washington, DC
20250–3700 between 8:00 a.m. and 4:30 p.m., Monday through Friday.

FOR FURTHER INFORMATION CONTACT: Tomasina Brown, Office of Communications
U.S. Department of Agriculture, 1400 Independence Ave., S.W., Room 412A Washington, D.C.
20250 202-720-4623 and 202-720-5773 or Tomasina.brown@oc.usda.gov

SUPPLEMENTARY INFORMATION:

Title: Event Appearance Requests for the Secretary or members of his staff

OMB Number: 0506 -New

Expiration Date of Approval: Three years from approval date.

Type of Request: New information collection.

Abstract: A web form that collects information on events that the public would like the
Secretary to participate in, or those in which the incoming Secretary may want to use to reach
back out to interested parties to invite them to events. Information that will be collected is as
follows: Organization, Address, Phone/Cell Number, First and last name of point of contact,
Email Address, Type of event, Date of event, Event location, Secretary's role, Number of

attendees, Press open or closed.

Estimate of Burden: Public reporting burden for this collection of information is estimated to average 15 min per response.

Type of Respondents: Individual, Businesses, Not-for profit; State, Local or Tribal governments.

Estimated Number of Respondents: 5,000

Estimated Number of Responses: 10,000

Estimated Number of Responses per Respondent: 2

Estimated Total Annual Burden on Respondents: 1,000

Comments are invited on: (1) whether the proposed collection of information is necessary for the proper performance of the functions of the agency, including whether the information will have practical utility; (2) the accuracy of the agency's estimate of the burden of the proposed collection of information including the validity of the methodology and assumptions used; (3) ways to enhance the quality, utility, and clarity of the information to be collected; and (4) ways to minimize the burden of the collection of information on those who are to respond, including the use of appropriate automated, electronic, mechanical, or other technological collection techniques or other forms of information technology. Comments may be sent to Tomasina Brown, Office of Communications U.S. Department of Agriculture. All comments received will be available for public inspection during regular business hours at the same address.

All responses to this notice will be summarized and included in the request for OMB approval.

All comments will become a matter of public record.

David Black,

Acting Director of Communications.

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