



DEPARTMENT OF JUSTICE

Bureau of Alcohol, Tobacco, Firearms and Explosives

[OMB Number 1140-0099]

**Agency Information Collection Activities; Proposed eCollection eComments Requested;
Revision of a Currently Approved Collection; ATF Adjunct Instructor Data Form - ATF
Form 6140.3**

AGENCY: Bureau of Alcohol, Tobacco, Firearms and Explosives, Department of Justice.

ACTION: 60-day notice.

SUMMARY: The Department of Justice (DOJ), Bureau of Alcohol, Tobacco, Firearms and Explosives (ATF), will submit the following information collection request to the Office of Management and Budget (OMB) for review and approval in accordance with the Paperwork Reduction Act of 1995. The proposed information collection is being revised to correct grammatical errors, update numerical fields, and include additional instructions to ensure proper form completion. The proposed IC is also being published to obtain comments from the public and affected agencies

DATES: Comments are encouraged and will be accepted for 60 days until **[INSERT DATE 60 DAYS AFTER DATE OF PUBLICATION IN THE FEDERAL REGISTER]**.

FOR FURTHER INFORMATION CONTACT: If you have additional comments regarding the estimated public burden or associated response time, have suggestions, or need a copy of the

proposed information collection instrument with instructions, or desire any additional information, please contact: Teresa Marshall, Training Accreditation Branch, either by mail at ATF National Academy, Building 681, 1131 Chapel Crossing Road, Room A-204, Brunswick, GA 31520, by email at ATFTab@atf.gov, or by telephone at 202-495-9715.

SUPPLEMENTARY INFORMATION: Written comments and suggestions from the public and affected agencies concerning the proposed collection of information are encouraged. Your comments should address one or more of the following four points:

- Evaluate 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;
- Evaluate 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;
- Evaluate whether and if so how the quality, utility, and clarity of the information to be collected can be enhanced; and
- Minimize the burden of the collection of information on those who are to respond, including through the use of appropriate automated, electronic, mechanical, or other technological collection techniques or other forms of information technology, *e.g.*, permitting electronic submission of responses.

Overview of this information collection:

1 *Type of Information Collection (check justification or form 83):* Revision of a currently approved collection.

2 *The Title of the Form/Collection:* ATF Adjunct Instructor Data Form.

3 *The agency form number, if any, and the applicable component of the Department sponsoring the collection:*

Form number (**if applicable**): ATF Form 6140.3.

Component: Bureau of Alcohol, Tobacco, Firearms and Explosives, U.S. Department of Justice.

4 *Affected public who will be asked or required to respond, as well as a brief abstract:*

Primary: Federal Government.

Other (if applicable): Individuals or households, Business or other for-profit, Not-for-profit institutions, and State, Local or Tribal Government.

Abstract: The Adjunct Instructor Data Form - ATF Form 6140.3 will be used to collect the necessary personally identifiable information (PII) from non-ATF employees, in order to document and evaluate their qualifications to serve as an ATF instructor.

5 *An estimate of the total number of respondents and the amount of time estimated for an average respondent to respond:* An estimated 20 respondents will utilize the form

annually, and it will take each respondent approximately 30 minutes to complete their responses.

- 6 *An estimate of the total public burden (in hours) associated with the collection:* The estimated annual public burden associated with this collection is 10 hours, which is equal to 20 (# of respondents) * 1 (# of responses per respondent) * $.5$ (30 minutes).

If additional information is required contact: Melody Braswell, Department Clearance Officer, United States Department of Justice, Justice Management Division, Policy and Planning Staff, Two Constitution Square, 145 N Street NE, 3E.405A, Washington, DC 20530.

Dated: April 15, 2020.

Melody Braswell,

Department Clearance Officer for PRA,

U.S. Department of Justice.

Billing Code: 4410-14-P

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