



## DEPARTMENT OF LABOR

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

#### Request; Work Application/Job Order Recordkeeping

**ACTION:** Notice of availability; request for comments.

**SUMMARY:** The Department of Labor (DOL) is submitting this Employment and Training Administration (ETA)-sponsored information collection request (ICR) to the Office of Management and Budget (OMB) for review and approval in accordance with the Paperwork Reduction Act of 1995 (PRA). Public comments on the ICR are invited.

**DATES:** The OMB will consider all written comments that the agency receives on or before **[INSERT DATE 30 DAYS AFTER DATE OF PUBLICATION IN THE FEDERAL REGISTER]**.

**ADDRESSES:** Written comments and recommendations for the proposed information collection should be sent within 30 days of publication of this notice to [www.reginfo.gov/public/do/PRAMain](http://www.reginfo.gov/public/do/PRAMain). Find this particular information collection by selecting "Currently under 30-day Review - Open for Public Comments" or by using the search function.

**FOR FURTHER INFORMATION CONTACT:** Michael Howell by telephone at 202-693-6782, or by email at [DOL\\_PRA\\_PUBLIC@dol.gov](mailto:DOL_PRA_PUBLIC@dol.gov).

**SUPPLEMENTARY INFORMATION:** Work applications (commonly referred to as "registrations") are used in American Job Centers for individuals seeking assistance in finding employment or employability development services. They are used to collect information such as: applicants identification, qualifications, work experience, and desired pay. They also include services provided to applicants, such as job development, and referral to supportive service. They are used to collect information such as applicants' identification, qualifications, work experience, and desired pay. They also include services provided to applicants, such as job development and/or referral to supportive services.

Job orders are used in One-Stop Career Centers to obtain information on employer job vacancies. Information in the job orders include employer identification, job requirements, pay information as well as identification of persons referred, hired, or refused. The information is collected at the employer's request in order to publicize job vacancies. The information is collected by One-Stop Career Centers and posted on electronic job banks.

The exact information to be collected on work applications and job orders (and the way it is maintained) is determined by each state. At a minimum, the information to be collected is that which enables states to comply with regulations under 20 CFR 652 and the Wagner-Peyser Act, as amended. For additional substantive information about this ICR, see the related notice published in the *Federal Register* on January 15, 2025 (90 FR 3690).

Comments are invited on: (1) whether the collection of information is necessary for the proper performance of the functions of the Department, including whether the information will have practical utility; (2) the accuracy of the agency's estimates of the burden and cost of the collection of information, including the validity of the methodology and assumptions used; (3) ways to enhance the quality, utility and clarity of the information collection; and (4) ways to minimize the burden of the collection of information on those who are to respond, including the use of automated collection techniques or other forms of information technology.

This information collection is subject to the PRA. A Federal agency generally cannot conduct or sponsor a collection of information, and the public is generally not required to respond to an information collection, unless the OMB approves it and displays a currently valid OMB Control Number. In addition, notwithstanding any other provisions of law, no person shall generally be subject to penalty for failing to comply with a collection of information that does not display a valid OMB Control Number. *See* 5 CFR 1320.5(a) and 1320.6.

DOL seeks PRA authorization for this information collection for three (3) years. OMB authorization for an ICR cannot be for more than three (3) years without renewal. The DOL

notes that information collection requirements submitted to the OMB for existing ICRs receive a month-to-month extension while they undergo review.

*Agency:* DOL-ETA.

*Title of Collection:* Work Application/Job Order Recordkeeping.

*OMB Control Number:* 1205-0001.

*Affected Public:* State, Local and Tribal Government.

*Total Estimated Number of Respondents:* 52.

*Total Estimated Number of Responses:* 52.

*Total Estimated Annual Time Burden:* 416 hours.

*Total Estimated Annual Other Costs Burden:* \$0.

(Authority: 44 U.S.C. 3507(a)(1)(D))

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