



DEPARTMENT OF JUSTICE

[OMB 1140-0074]

Agency Information Collection Activities; Proposed Collection; Comments Requested; Revising a Previously Approved Collection; Explosives Responsible Person Questionnaire (RPQ) – ATF Form 5400.27

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 be submitting the following 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.

DATES: ATF encourages comments on this information collection. You may submit written comments until midnight on **[INSERT DATE 60 DAYS AFTER DATE OF PUBLICATION IN THE *FEDERAL REGISTER*]**.

ADDRESSES: Submit written comments and recommendations for this information collection, especially on the estimated public burden or associated response time, to Shawn Stevens, Federal Explosives Licensing Center, by email to FELC@atf.gov, or by mail to Federal Explosives Licensing Center (ATF-FELC); 244 Needy Road; Martinsburg, WV 25405. Identify comments by the OMB control number 1140-0074. You may view the proposed information collection instrument online at <https://www.atf.gov/rules-and-regulations/federal-register-actions/forms-and-information-collection>.

FOR FURTHER INFORMATION CONTACT: If you have questions or need a copy of the proposed information collection instrument with instructions or additional information, contact Shawn Stevens, Federal Explosives Licensing Center, by email at FELC@atf.gov, or by telephone at 877-283-3352. If you require additional information on DOJ's ICR process for this

renewal request, contact Darwin Arceo, Department Clearance Officer; United States Department of Justice; Justice Management Division, Enterprise Portfolio Management; Two Constitution Square, 145 N Street, NE; 4W-218; Washington, DC.

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

- Evaluate whether the proposed information collection is necessary to properly perform ATF's functions, including whether the information will have practical utility;
- Evaluate the agency's estimate of the proposed information collection's burden for accuracy, including validity of the methodology and assumptions used;
- Evaluate whether the quality, utility, and clarity of the information being collected can be enhanced, and if so, how; and
- Minimize the information collection's burden on those who are to respond, including using appropriate automated, electronic, mechanical, or other technological collection techniques or other forms of information technology, e.g., permitting people to submit electronic responses.

Overview of this information collection:

Abstract: Title XI of the Organized Crime Control Act of 1970 (the Act) and its implementing regulations at 27 CFR part 555 require that persons who want to engage in the business of manufacturing, importing, or dealing in explosives, or using them, must file an application with ATF for an explosives license/permit. This requirement also mandates that the applicant include specific information about responsible persons (RPs) and other employees who are authorized to handle explosives in the course of their duties (employee possessors, EPs). RPs are persons who have the power to direct a federal explosives licensee/permittee's management and policies pertaining to explosive materials. Further, 18 U.S.C. 843(h) requires ATF to conduct

background checks on the applicant and any RPs and EPs, and section 843(a) requires that RPs submit fingerprints and a photograph with the form. These requirements help ensure compliance with the provisions of 18 U.S.C 842(i), which prohibits certain persons from possessing explosive materials. This information collection covers the requirement to submit information on RPs. All persons holding ATF explosives licenses/permits must report to ATF identifying information about their RPs and any subsequent changes to their RPs. ATF's regulations establish that applicants must use ATF Form 5400.27, Explosives Responsible Person Questionnaire (RPQ) for this purpose. Doing so helps ensure that respondents provide all the necessary information to conduct the RP background checks and ensure they are not prohibited from operations involving explosives.

Type of information collection: revising a previously approved collection.

Title of the form/collection: Explosives Responsible Person Questionnaire (RPQ).

Agency form number, if any, and the applicable component of the Department sponsoring the collection: Form number: ATF Form 5400.27. Component: Bureau of Alcohol, Tobacco, Firearms, and Explosives.

Affected public who will be asked or required to respond, as well as the obligation to respond: Affected public: business or other for-profit, individuals or households. Obligation to respond: required to obtain a benefit.

Estimate of the total number of respondents and the amount of time estimated for an average respondent to respond: There are an estimated 7,509 respondents associated with this collection per year, and it will take each respondent an average of approximately 20 minutes (0.33 hours) per response to complete their responses.

Estimate of the total annual burden (in hours) associated with the collection: The estimated annual public burden associated with this collection is 2,478 hours, which is equal to 7,509 (total respondents) * 1 (# of responses per respondent) * 0.33 hours.

Estimate of the total annual other cost burden associated with the collection, if applicable: \$187,750 for fingerprints as a cost of \$50 per respondent.

Estimated total hourly burden

Activity	Number of respondents	Frequency	Total annual responses	Time per response (hours)	Total annual burden (hours)
Completing application	7,509	1	7,509	0.33	2,478

Revisions to this information collection:

As part of this ICR renewal, ATF is making a minor change to the title of the IC to align with the way ATF and industry have been referring to it, from “List of Responsible Persons” to “Explosives Responsible Person Questionnaire (RPQ).” In addition, ATF is changing the form’s number from 5400.13A/5400.16 to ATF Form 5400.27. The form no longer needs a reference to a long-rescinded merged form, and under ATF’s updated numbering structure, numbering it 5400.27 allows it to be numerically next to the Employee Possessor Questionnaire. These two forms are normally submitted together as part of an application package. ATF has also updated the digitally fillable and signable form to include an email address and instructions for submitting electronically, and made minor plain writing edits throughout. Finally, the number of respondents has decreased during the past three years, from 11,875 in 2023 to 7,509 now, a decrease of 4,366 respondents. The decrease in respondents resulted in a corresponding decrease in the total annual burden hours, from 3,958 to 2,478, a decrease of 1,480 hours.

Dated: October 26, 2026.

Darwin Arceo,

Department Clearance Officer for PRA,

U.S. Department of Justice.

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