



DEPARTMENT OF AGRICULTURE

Office of the Secretary

Notice of Request for Extension of a Currently Approved Information Collection

AGENCY: Office of Homeland Security and Emergency Coordination

ACTION: Notice and request for comments.

SUMMARY: In accordance with the Paperwork Reduction Act of 1995, this notice announces the Office of Homeland Security and Emergency Coordination's (OHSEC) intention to request an extension for and revision to a currently approved information collection for the U.S.

Department of Agriculture (USDA) Personal Identity Verification (PIV) Request for Credential, the USDA Homeland Security Presidential Directive 12 (HSPD-12) program. HSPD-12 establishes a mandatory, Government-wide standard for secure and reliable forms of identification (credentials) issued by the Federal Government to its Federal employees, non-Federal employees and contractors. The Office of Management and Budget (OMB) mandated that these credentials be issued to all Federal Government employees, contractors, and other applicable individuals who require long-term access to federally controlled facilities and/or information systems. The HSPD-12 compliant program is jointly owned and administered by the Office of the Chief Information Officer (OCIO) and OHSEC.

DATES: Comments on this notice must be received by December 15, 2016, to be assured of consideration.

FOR FURTHER INFORMATION CONTACT: Richard Holman, Chief, Physical Security Division, Office of Homeland Security and Emergency Coordination, USDA,

1400 Independence Avenue SW, Room 1457, Washington D.C. 20250

SUPPLEMENTARY INFORMATION:

Title: USDA PIV Request for Credential

OMB Number: 0505-0022

Expiration Date of Approval: February 28, 2017

Type of Request: Extension and revision of a currently approved information collection.

Abstract: The HSPD-12 information collection is required for establishing the applicant's identity for PIV credential issuance. The information requested must be provided by Federal employees, contractors and other applicable individuals when applying for a USDA credential (identification card). This information collection is necessary to comply with the requirements outlined in Homeland Security Presidential Directive (HSPD) 12, and Federal Information Processing Standard (FIPS) 201-2. USDA must implement an identity proofing, registration, and issuance process consistent with the requirements outlined in FIPS 201-2. This information collection form was required as part of USDA's identity proofing and registration process. After October 27, 2006, form AD-1197 has been eliminated and the identity process has been streamlined with the addition of a web-based HSPD-12 system. As USDA continues the HSPD-12 program, one estimate of burden has been calculated and one process description has been included.

Estimate of Burden: Public reporting burden for this collection of information is estimated to average 1.5 hours. The burden is estimated based on the three prerequisites for PIV Credential issuance as well as the receipt of the PIV Credential itself.

Respondents: New long term contractors, affiliates, and employees must undergo the information collection process. Existing contractors/employees/affiliates must undergo the

process to receive a PIV Credential.

Estimated Number of Respondents: Estimated Annual Number of Respondents: 12,000.

Estimated Number of Responses per Respondent: Each respondent should complete one response.

Estimated Total One-Time Burden on Respondents: 18,000 hours.

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 Richard Holman. 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.

Dr. Gregory L. Parham
Assistant Secretary
for Administration

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