

NOTICE OF OFFICE OF MANAGEMENT AND BUDGET ACTION

Diana Hynek 03/28/2005  
Departmental Paperwork Clearance Officer  
Office of the Chief Information Officer  
14th and Constitution Ave. NW.  
Room 6625  
Washington, DC 20230

In accordance with the Paperwork Reduction Act, OMB has taken the following action on your request for the extension of approval of an information collection received on 12/10/2004.

TITLE: Processed Products Family of Forms

AGENCY FORM NUMBER(S): 88-13,88-13C

ACTION : APPROVED WITHOUT CHANGE

OMB NO.: 0648-0018

EXPIRATION DATE: 03/31/2006

BURDEN:	RESPONSES	HOURS	COSTS(\$,000)
Previous	1,400	680	0
New	1,400	680	0
Difference	0	0	0
Program Change		0	0
Adjustment		0	0

TERMS OF CLEARANCE:

This collection is approved for one year. The agency is required to complete Supporting Statement Part B. In particular, the agency must describe the source of its sampling frame, even if the survey is a census, the techniques used to create reliable estimates given missing firms and missing data, and the 'statistical tabulations' that are generated.

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OMB Authorizing Official Title

Donald R. Arbuckle Deputy Administrator, Office of  
Information and Regulatory Affairs

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# PAPERWORK REDUCTION ACT SUBMISSION

**Please read the instructions before completing this form. For additional forms or assistance in completing this form, contact your agency's Paperwork Clearance Officer. Send two copies of this form, the collection instrument to be reviewed, the supporting statement, and any additional documentation to: Office of Information and Regulatory Affairs, Office of Management and Budget, Docket Library, Room 10102, 725 17th Street NW, Washington, DC 20503.**

1. Agency/Subagency originating request	2. OMB control number <span style="float: right;">b. <input type="checkbox"/> None</span> a. _____ - _____
3. Type of information collection ( <i>check one</i> ) a. <input type="checkbox"/> New Collection b. <input type="checkbox"/> Revision of a currently approved collection c. <input type="checkbox"/> Extension of a currently approved collection d. <input type="checkbox"/> Reinstatement, without change, of a previously approved collection for which approval has expired e. <input type="checkbox"/> Reinstatement, with change, of a previously approved collection for which approval has expired f. <input type="checkbox"/> Existing collection in use without an OMB control number For b-f, note Item A2 of Supporting Statement instructions	4. Type of review requested ( <i>check one</i> ) a. <input type="checkbox"/> Regular submission b. <input type="checkbox"/> Emergency - Approval requested by _____ / _____ / _____ c. <input type="checkbox"/> Delegated
7. Title	5. Small entities Will this information collection have a significant economic impact on a substantial number of small entities? <input type="checkbox"/> Yes <input type="checkbox"/> No
8. Agency form number(s) ( <i>if applicable</i> )	6. Requested expiration date a. <input type="checkbox"/> Three years from approval date b. <input type="checkbox"/> Other Specify: _____ / _____
9. Keywords	
10. Abstract	
11. Affected public ( <i>Mark primary with "P" and all others that apply with "x"</i> ) a. ___ Individuals or households d. ___ Farms b. ___ Business or other for-profit e. ___ Federal Government c. ___ Not-for-profit institutions f. ___ State, Local or Tribal Government	12. Obligation to respond ( <i>check one</i> ) a. <input type="checkbox"/> Voluntary b. <input type="checkbox"/> Required to obtain or retain benefits c. <input type="checkbox"/> Mandatory
13. Annual recordkeeping and reporting burden a. Number of respondents _____ b. Total annual responses _____ 1. Percentage of these responses collected electronically _____ % c. Total annual hours requested _____ d. Current OMB inventory _____ e. Difference _____ f. Explanation of difference 1. Program change _____ 2. Adjustment _____	14. Annual reporting and recordkeeping cost burden ( <i>in thousands of dollars</i> ) a. Total annualized capital/startup costs _____ b. Total annual costs (O&M) _____ c. Total annualized cost requested _____ d. Current OMB inventory _____ e. Difference _____ f. Explanation of difference 1. Program change _____ 2. Adjustment _____
15. Purpose of information collection ( <i>Mark primary with "P" and all others that apply with "X"</i> ) a. ___ Application for benefits e. ___ Program planning or management b. ___ Program evaluation f. ___ Research c. ___ General purpose statistics g. ___ Regulatory or compliance d. ___ Audit	16. Frequency of recordkeeping or reporting ( <i>check all that apply</i> ) a. <input type="checkbox"/> Recordkeeping b. <input type="checkbox"/> Third party disclosure c. <input type="checkbox"/> Reporting 1. <input type="checkbox"/> On occasion 2. <input type="checkbox"/> Weekly 3. <input type="checkbox"/> Monthly 4. <input type="checkbox"/> Quarterly 5. <input type="checkbox"/> Semi-annually 6. <input type="checkbox"/> Annually 7. <input type="checkbox"/> Biennially 8. <input type="checkbox"/> Other (describe) _____
17. Statistical methods Does this information collection employ statistical methods <input type="checkbox"/> Yes <input type="checkbox"/> No	18. Agency Contact (person who can best answer questions regarding the content of this submission)  Name: _____ Phone: _____

## 19. Certification for Paperwork Reduction Act Submissions

On behalf of this Federal Agency, I certify that the collection of information encompassed by this request complies with 5 CFR 1320.9

**NOTE:** The text of 5 CFR 1320.9, and the related provisions of 5 CFR 1320.8(b)(3), appear at the end of the instructions. *The certification is to be made with reference to those regulatory provisions as set forth in the instructions.*

The following is a summary of the topics, regarding the proposed collection of information, that the certification covers:

- (a) It is necessary for the proper performance of agency functions;
- (b) It avoids unnecessary duplication;
- (c) It reduces burden on small entities;
- (d) It used plain, coherent, and unambiguous terminology that is understandable to respondents;
- (e) Its implementation will be consistent and compatible with current reporting and recordkeeping practices;
- (f) It indicates the retention period for recordkeeping requirements;
- (g) It informs respondents of the information called for under 5 CFR 1320.8(b)(3):
  - (i) Why the information is being collected;
  - (ii) Use of information;
  - (iii) Burden estimate;
  - (iv) Nature of response (voluntary, required for a benefit, mandatory);
  - (v) Nature and extent of confidentiality; and
  - (vi) Need to display currently valid OMB control number;
- (h) It was developed by an office that has planned and allocated resources for the efficient and effective management and use of the information to be collected (see note in Item 19 of instructions);
- (i) It uses effective and efficient statistical survey methodology; and
- (j) It makes appropriate use of information technology.

If you are unable to certify compliance with any of the provisions, identify the item below and explain the reason in Item 18 of the Supporting Statement.

Signature of Senior Official or designee

Date

Agency Certification (signature of Assistant Administrator, Deputy Assistant Administrator, Line Office Chief Information Officer, head of MB staff for L.O.s, or of the Director of a Program or StaffOffice)

Signature

Date

Signature of NOAA Clearance Officer

Signature

Date

**SUPPORTING STATEMENT  
PROCESSED PRODUCTS FAMILY OF FORMS  
OMB CONTROL NO. 0648-0018**

**A. JUSTIFICATION**

**1. Explain the circumstances that make the collection of information necessary.**

NOAA Form 88-13 is used to collect annual information on seafood and industrial fishery processing plants. These data are required by the Secretary of Commerce in carrying out provisions of the Magnuson-Stevens Fishery Conservation and Management Act (16 U.S.C. 1801 et seq. as amended). Each fishery management plan established under the Act must determine the estimated capacity by U.S. seafood processors for the managed fishery. Data from this survey are used in economic analyzes to estimate the capacity and extent of which U.S. fish processors, on an annual basis, will process that portion of the optimum yield harvested by domestic fishing vessels. Employment data are used in socioeconomic analyzes for determining potential impacts on processing employment due in part to management measures.

Federally permitted dealers of Atlantic mackerel, squid, butterfish, Atlantic sea scallop, Northeast multispecies, monkfish, summer flounder, scup, black sea bass, Atlantic bluefish, spiny dogfish, Atlantic herring, Atlantic deep-sea red crab, tilefish, skate, surf clam or ocean quahog in the National Marine Fisheries Service's (NMFS) Northeast Region are required under 50 CFR 648.7 to complete and submit all sections of NOAA Form 88-13.

NOAA Form 88-13c is used to collect monthly production of fish meal and oil. These data are needed by the Department of Commerce to report market and supply conditions and are used by the industry to procure sufficient inputs to produce such products as animal feeds, paint, and lubricants (13 U.S.C. 61 et seq.).

**2. Explain how, by whom, how frequently, and for what purpose the information will be used. If the information collected will be disseminated to the public or used to support information that will be disseminated to the public, then explain how the collection complies with all applicable Information Quality Guidelines.**

The data on volume and value are used by NMFS and Regional Council economists to estimate processing capacity and to forecast and subsequently measure the economic impact of fishery management regulations on fish and shellfish supplies. The employment data are used to analyze the seasonality of a specific fishery. The data are also used for establishing negotiating positions on international trade by determining which seafood industries might be adversely affected by reducing or eliminating established tariffs.

Data from the annual survey are reported in Fisheries of the United States, Statistical Abstract of the United States, and Agricultural Statistics. As a member of the United Nations' Food and Agriculture Organization and the Organization for Economic Co-operation and Development, NMFS supplies aggregate data to these organizations.

The information collected through the family of forms is also utilized by various other federal agencies. NMFS supports the International Trade Commission with their various trade investigations by supplying aggregate data on specific processed seafood items. The Office of Management and Budget (OMB) annually requests information on the processing of seafood. The U.S. Customs and Border Protection (CBP), Department of Homeland Security, establishes the annual tariff-rate quota for tuna fish described in item 1604.14.22 of the Harmonized Tariff Schedule of the United States based on the U.S. canned tuna production for the preceding calendar year (19 U.S.C. 3007). Failure to collect these data would prevent the Secretary of Commerce from meeting the statutory obligations under the Act. It would also prevent the CBP from establishing the annual tariff-rate quota on canned tuna.

It is anticipated that the information collected will be disseminated to the public or used to support publicly disseminated information. As explained in the previous paragraphs, the information gathered has utility. NMFS will retain control over the information and safeguard it from improper access, modification, and destruction, consistent with NOAA standards for confidentiality, privacy, and electronic information. See response #10 of this Supporting Statement for more information on confidentiality and privacy. The information collection is designed to yield data that meet all applicable information quality guidelines. Prior to dissemination, the information will be subjected to quality control measures and a pre-dissemination review pursuant to Section 515 of Public Law 106-554.

**3. Describe whether, and to what extent, the collection of information involves the use of automated, electronic, mechanical, or other technological techniques or other forms of information technology.**

In the current survey, NMFS provides each processor a unique pre-printed form that includes the products produced by the processor in the previous year. The processor only needs to fill in the quantities and value, and add any new products, before returning the form. Processors have the option to use a web-based application that allows them to submit the data electronically.

**4. Describe efforts to identify duplication.**

NMFS continues to work with Bureau of the Census to reduce duplication and unnecessary reporting. Although the Census includes the seafood industry in its five year descriptive surveys, the level of detail is more aggregated than NMFS data and represents a survey of capital investment and value-added. These data are not part of NMFS effort.

The Bureau of Labor Statistics (BLS) collects monthly employment data at the six digit North American Industry Classification System code. Although these data are used to verify NMFS collected data, the information provided by the BLS is too aggregated to utilize at the species specific level and can only be used for general comparisons.

The Operational Guidelines on the FMP Process require each FMP to evaluate existing state and Federal laws that govern the fisheries in question, and the findings are made part of each FMP. Therefore, NMFS is confident that it is aware of similar collections if they exist.

**5. If the collection of information involves small businesses or other small entities, describe the methods used to minimize burden.**

Since all of the respondents are considered small businesses, separate requirements based on size of business have not been developed. Only the minimum data are requested.

**6. Describe the consequences to the Federal program or policy activities if the collection is not conducted or is conducted less frequently.**

If the collection were not conducted, NMFS would lack key economic data for making fishery decisions. The frequency cannot be reduced from the annual submission, which is currently required for dealers. Since dealer entry into and exit from a fishery is common, an annual collection allows NMFS to use the most accurate information available to compile employment and processing data.

**7. Explain any special circumstances that require the collection to be conducted in a manner inconsistent with OMB guidelines.**

Form 88-13c obtains monthly data on processed production of fish meal and oil for reporting in the Fishery Market News series. These data are utilized by NMFS, USDA, state fishery agencies and industry in forecasting market needs. Forms are mailed to respondents on a monthly basis during the fishing season. The seasonality (four-five months) of the fisheries supporting the processing of meal and oil precludes reducing the reporting time frame to less than monthly. Companies reduce employment at season closure to primary maintenance needs. If the reporting time frame were reduced to quarterly submission, a loss of data for the season would jeopardize the statistics.

**8. Provide a copy of the PRA Federal Register notice that solicited public comments on the information collection prior to this submission. Summarize the public comments received in response to that notice and describe the actions taken by the agency in response to those comments. Describe the efforts to consult with persons outside the agency to obtain their views on the availability of data, frequency of collection, the clarity of instructions and record keeping, disclosure, or reporting format (if any), and on the data elements to be recorded, disclosed, or reported.**

The PRA Federal Register notice that solicited public comments on this information collection is attached.

One commenter provided comments in response to the Federal Register notice. The commenter recommended that additional funds be provided to enforcement efforts to monitor processors. We believe our current requirements regarding reporting and record keeping ensure adequate enforcement efforts are being employed by NMFS.

Direct feedback from respondents is the primary source for changes in the survey form from persons outside the Agency.

**9. Explain any decisions to provide payments or gifts to respondents, other than remuneration of contractors or grantees.**

No payments or gifts are made.

**10. Describe any assurance of confidentiality provided to respondents and the basis for assurance in statute, regulation, or agency policy.**

The data contained in the Processed Products Report, Form 88-13, will be kept confidential as required by section 402(b) of the Magnuson-Stevens and NOAA Administrative Order 216-100, Confidentiality of Fisheries Statistics, and will not be released for public use except in aggregate statistical form without identification as to its source.

**11. Provide additional justification for any questions of a sensitive nature, such as sexual behavior and attitudes, religious beliefs, and other matters that are commonly considered private.**

There are no questions of a sensitive nature.

**12. Provide an estimate in hours of the burden of the collection of information.**

**Table 1.** Calculation of Public and Federal Estimate of Reporting Burden Hours and Costs.

Permit Requirement	Number of Entities	Items/ Entity	Total Number of Items	Response Time (Hours)	Total Burden (Hours)	Cost (\$) to Public
NOAA Form 88-13	1,320	1	1,320	0.50	660	0
NOAA Form 88-13c	20	4	80	0.25	20	0
Totals	1,320*		1,400		680	0

\* Excludes duplication

**13. Provide an estimate of the total annual cost burden to the respondents or record-keepers resulting from the collection (excluding the value of the burden hours in #12 above).**

There are no start-up, capital, or maintenance costs associated with this collection. No new or specialized equipment is needed to respond to this collection. The forms are provided with postage-fee envelopes.

**14. Provide estimates of annualized cost to the Federal government.**

The estimated Cost to Government is \$4,392

Estimated Cost of Printing: 1,400 forms at 4 cents per copy = \$56

Estimated Cost of Mailing: 1,400 forms at 74 cents total = \$1,036

Estimated Staff Support: 220 hours at GS 7/1 salary(\$15.00/hour) = \$3,300

**15. Explain the reasons for any program changes or adjustments reported in Items 13 or 14 of the OMB 83-I.**

There are no program changes or adjustments.

**16. For collections whose results will be published, outline the plans for tabulation and publication.**

Results from this collection may be used in scientific, management, technical or general informational publications such as Fisheries of the United States, which follows prescribed statistical tabulations and summary table formats. Data are available to the general public on request in summary form only; data are available to NMFS employees in detailed form on a need-to-know basis only.

**17. If seeking approval to not display the expiration date for OMB approval of the information collection, explain the reasons why display would be inappropriate.**

N/A.

**18. Explain each exception to the certification statement identified in Item 19 of the OMB 83-I.**

There are no exceptions.

**B. COLLECTIONS OF INFORMATION EMPLOYING STATISTICAL METHODS**

This collection does not employ statistical methods.

## STANDARD MAIL SURVEY LETTER EXAMPLE

Dear Processor:

The National Marine Fisheries Service (NMFS) conducts an annual survey of all seafood processors that operate in the United States. Your firm has been identified as participating in this industry. Please take the necessary time to complete the enclosed form and return it in the enclosed envelope.

This is the only comprehensive survey of the U.S. seafood processing industry and is the source of all regional and national statistics describing this portion of the industry. Reports generated from these statistics include the NMFS' **'Fisheries of the United States'** and the United Nations Food and Agriculture Organization's yearbook, **'Fishery Statistics-Commodities.'** The data you provide are also used for calculating annual United States seafood consumption, for determining the value added margins and consumer expenditures related to commercial fisheries, and in the assessment of the impacts of changes in fishery management plans. The NMFS Trade Office and the International Trade Commission use the data in multilateral trade negotiations and tariff studies. Industry trade organizations and members of the industrial and financial communities use the data to make business decisions affecting the fishing and seafood industries.

Please be assured that all information regarding production and employment of individual firms is maintained in a confidential manner pursuant to NOAA Administrative Order 216-100.

The instructions on the reverse are provided to assist you in completely and accurately preparing the forms. If you have any questions or comments, please feel free to contact Steven Koplin at National Marine Fisheries Service, Fisheries Statistics Division F/ST1, 1315 East-West Hwy, Silver Spring, MD 20910 or call (301) 713-2328.

Sincerely,

Your Regional Director

## INSTRUCTIONS FOR COMPLETING THE FORM

1. Check your company name, mailing address, and phone/fax numbers. If your plant address differs from your mail address please fill in the appropriate information. Make any necessary corrections that you find in error.
2. In the upper right hand corner indicate the type of business you operate.
3. In the box to the right of your address is the employment section. Enter by month the number of persons which worked at the establishment during the payroll period that included the 12th of the month. Do not forget to include yourself.
4. Directly beneath the employment section, please print or type the name and telephone number of the person who prepared the report so that we will know who to contact if we have any questions. It is not necessary to sign the form.
5. The next several sections are for processing aspects of the plant. "Processing" means anything done to the product to increase its economic value. This would include, but is not limited to, filleting, steaking, surimi or analog production, shucking, cooking, removing the roe, or otherwise preparing the product. If the products already listed on the form are correct, please fill in the appropriate **finished** product volume and FOB plant values. Plant value is the amount that the processor receives for the finished product. For products finished but not yet sold (still held in inventory), calculate the estimated value using the average price received to date for that product.
6. Processors of canned products, please be sure to include the ounces per can, cans per case, and number of cases instead of weight. If the information is already included on the form, please check it for accuracy.
7. List any **NEW** products in the appropriate section with volume and values. If a product no longer applies, just draw a line through it.
8. We recommend that you make a copy of the completed survey for your files. A pre-addressed envelope is enclosed for your convenience in returning the form to this office.
9. If you have any questions, call the Fisheries Statistics Division at: (301) 713-2328.

Public reporting burden for this collection is estimated to average 30 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to:

National Marine Fisheries Service  
Fisheries Statistics Division F/ST1  
1315 East-West Hwy.  
Silver Spring, MD 20910

Notwithstanding any other provision of the law, no person is required to respond to, nor shall any person be subject to a penalty for failure to comply with, a collection of information subject to the requirements of the Paperwork Reduction Act, unless that collection of information displays a currently valid OMB Control Number.



**United States Department of Commerce**  
**National Oceanic and Atmospheric Administration**  
NATIONAL MARINE FISHERIES SERVICE  
NORTHEAST REGION  
One Blackburn Drive  
Gloucester, MA 01930

Date

«CONTACT\_NAME»  
«COMPANY»  
«ADDRESS»  
«CITY», «ST» «ZIP»

Dear Processor:

The National Marine Fisheries Service (NMFS) conducts an annual survey of all seafood processors that operate in the United States. Your firm has been identified as participating in this industry. Please take the necessary time to complete the enclosed form and return it in the enclosed envelope. Completed reports should be returned to the Northeast Fishery Statistics Office, 1 Blackburn Drive, Gloucester, MA 01930.

This is the only comprehensive survey of the U.S. seafood processing industry and is the source of all regional and national statistics describing this portion of the industry. Reports generated from these statistics include the NMFS' "**Fisheries of the United States**" and the United Nations Food and Agriculture Organization's yearbook, "**Fishery Statistics-Commodities.**" The data you provide are also used for calculating annual United States seafood consumption, for determining the value added margins and consumer expenditures related to commercial fisheries, and in the assessment of the impacts of changes in fishery management plans. The NMFS Trade Office and the International Trade Commission use the data in multilateral trade negotiations and tariff studies. Industry trade organizations and members of the industrial and financial communities use the data to make business decisions affecting the fishing and seafood industries.

Please be assured that all information regarding production and employment of individual firms is maintained in a confidential manner pursuant to NOAA Administrative Order 216-100.

For those processors who have dealer or processor permits issued by the Northeast Regional Office (NER) for the species listed below, there is a mandatory requirement [50 CFR Part 648.7(a)(3)] to complete all sections of this report:

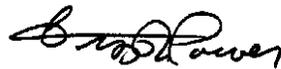
Atlantic Bluefish	Atlantic Deep-Sea Red Crab	Atlantic Herring	Atlantic Mackerel
Atlantic Sea Scallop	Black Sea Bass	Butterfish	Monkfish
NE Multispecies	Scup	Skate	Spiny Dogfish
Squid	Summer Flounder	Surf Clam & Ocean Quahog	Tilefish

Instructions are provided to assist you in completely and accurately preparing the forms. If you have any questions, please contact the local NMFS – NER field office. This letter, instructions and a blank form are also available on the Fishery Statistics Office web site. Additional information may be obtained through electronic mail to: [Reporting.ne@noaa.gov](mailto:Reporting.ne@noaa.gov).

Information regarding these reports and uses of the information may be found at the following web sites:

Northeast Fishery Statistics Office	<a href="http://www.nero.nmfs.gov/ro/fso/procprod.htm">www.nero.nmfs.gov/ro/fso/procprod.htm</a>
NER Dealer/Processor Permitting Requirements	<a href="http://www.nero.nmfs.gov/ro/doc/the648.htm#_1_7">www.nero.nmfs.gov/ro/doc/the648.htm#_1_7</a>
NER Record Keeping and Reporting Requirements	<a href="http://www.nero.nmfs.gov/ro/doc/the648.htm#_1_8">www.nero.nmfs.gov/ro/doc/the648.htm#_1_8</a>
NMFS Office of Science & Technology, Fisheries Statistics & Economics: - Fisheries of the United States - Foreign Trade Information	<a href="http://www.st.nmfs.gov/st1/index.html">www.st.nmfs.gov/st1/index.html</a>
United Nations Food and Agriculture Organization	<a href="http://www.fao.org">www.fao.org</a>
NOAA Administrative Order 216-100	<a href="http://www.rdc.noaa.gov/~nao/216-100.html">www.rdc.noaa.gov/~nao/216-100.html</a>

Sincerely,



Gregory R. Power  
Chief, Fishery Information Section

Enclosures:

1. Reporting form – NOAA Form 88-13, Annual Fishery Products Report U.S. Processors
2. Reporting instructions
3. Listing of Northeast Fishery Statistics field offices

## INSTRUCTIONS FOR COMPLETING THE FORM

1. Check your company name, mailing address, and phone/fax numbers. If your plant address differs from your mail address please fill in the appropriate information. Make any necessary corrections that you find in error.
2. In the upper right hand corner indicate the type of business you operate.
3. In the box to the right of your address is the employment section. Enter by month the number of persons which worked at the establishment during the payroll period that included the 12th of the month. Do not forget to include yourself.
4. Directly beneath the employment section, please print or type the name and telephone number of the person who prepared the report so that we will know who to contact if we have any questions. It is not necessary to sign the form.
5. The next several sections are for processing aspects of the plant. "Processing" means anything done to the product to increase its economic value. This would include, but is not limited to, filleting, steaking, surimi or analog production, shucking, cooking, removing the roe, or otherwise preparing the product. If the products already listed on the form are correct, please fill in the appropriate **finished** product volume and FOB plant values. Plant value is the amount that the processor receives for the finished product. For products finished but not yet sold (still held in inventory), calculate the estimated value using the average price received to date for that product.
6. Processors of canned products, please be sure to include the ounces per can, cans per case, and number of cases instead of weight. If the information is already included on the form, please check it for accuracy.
7. List any **NEW** products in the appropriate section with volume and values. If a product no longer applies, just draw a line through it.
8. We recommend that you make a copy of the completed survey for your files. A pre-addressed envelope is enclosed for your convenience in returning the form to the appropriate office.
9. If you have any questions please call the NMFS - NER field office nearest you. A listing of port offices has been provided with this mailing.

Public reporting burden for this collection is estimated to average 30 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to:

National Marine Fisheries Service  
Fisheries Statistics Division F/ST1  
1315 East - West Hwy.  
Silver Spring, MD 20910-3226

Notwithstanding any other provisions of the law, no person is required to respond to, nor shall any person be subject to a penalty for failure to comply with, a collection of information subject to the requirements of the Paperwork Reduction Act, unless that collection of information displays a currently valid OMB Control Number.

YEAR	03	NOAA FORM 88-13 (REV 10/95)	U.S. DEPARTMENT OF COMMERCE NOAA-NMFS	<b>ARE YOU A:</b>
REGION		<b>FISHERY PRODUCTS REPORT U. S. PROCESSORS, ANNUAL</b>		PROCESSOR
STATE				WHOLESALER (Does Not Process)
PLANT NO.				COLD STORAGE
COUNTY				OTHER:

COMPANY PHONE ( ) - ( )      COMPANY FAX ( ) - ( )

MAIL ADDRESS \_\_\_\_\_

PLANT ADDRESS \_\_\_\_\_

**EMPLOYMENT DATA  
TO BE COMPLETED BY ALL FIRMS OR PLANTS**

**NOTE: LIST BY MONTH THE NUMBER OF PERSONS WORKING AT THIS ESTABLISHMENT DURING THE PAYROLL PERIOD THAT INCLUDED THE 12TH OF THE MONTH.**

JAN	FEB	MAR
APR	MAY	JUN
JUL	AUG	SEP
OCT	NOV	DEC
REPORT PREPARED BY _____		TITLE _____

	FOR NMFS USE	UNIT	QUANTITY	VALUE FOB PLANT	CHECK
<b>FRESH SEAFOOD</b>					/////
					/////
					/////
					/////
					/////
					/////
					/////
					/////
<b>FROZEN SEAFOOD</b>					/////
					/////
					/////
					/////
					/////

	FOR NMFS USE	UNIT	QUANTITY	VALUE FOB PLANT	CHECK
<b>NEW PRODUCTS (1)</b>					
1) SPECIFY: FRESH, FROZEN, CURED or INDUSTRIAL					

IF MORE LINES ARE NEEDED FOR PRODUCTS OTHER THAN CANNED, CONTINUE BELOW OR AFTER CANNED ENTRY LINES

	FOR NMFS USE	UNIT	OUNCES	PACK	# OF CASES	VALUE FOB PLANT
<b>CANNED SEAFOOD (1)</b>						
1) ANY PRODUCT RETORTED UNDER PRESSURE; RIGID OR POUCH CONTAINER						

This report is authorized by law 13 U.S.C. 61 and 16 U.S.C. 1854(e). While you are not required to respond your cooperation is needed to make the results of this survey comprehensive, accurate and timely.

Form Approved OMB No. 0648-0018  
Expires:12-31-04

MONTH		NOAA Form 88-13c (11-98)	U.S. DEPARTMENT OF COMMERCE NOAA-NMFS
REGION			
STATE			
PLANT NO.			

## FISHERY PRODUCTS REPORT FISH MEAL AND OIL, MONTHLY

**INSTRUCTIONS:** 1. Report production of fish/shellfish meal, oil, and solubles products produced at the plant for the month specified. If no production occurred please indicate on the form. 2. Return form to the originating NMFS office. 3. Your report is accorded confidential treatment, as required by section 402(b) of the Magnuson-Stevens Act and NOAA Administrative Order 216-100. 4. Public reporting burden for this collection is estimated to average 15 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this survey to: Fisheries Statistics Division F/ST1, NMFS, Silver Spring MD 20910. Notwithstanding any other provision of the law, no person is required to respond to, nor shall any person be subject to a penalty for failure to comply with, a collection of information subject to the requirements of the Paperwork Reduction Act, unless that collection of information displays a currently valid OMB Control Number.

SPECIES	FISH / SHELLFISH MEAL AND DRY SCRAP <i>Short Tons</i>	FISH OIL <i>Gallons</i>	FISH SOLUBLE <i>Gallons</i>

MENHADEN UTILIZED DURING MONTH (*MILLION FISH*)

REMARKS

FIRM	ADDRESS
SUBMITTED BY ( <i>SIGNATURE</i> )	TITLE

TITLE 13--CENSUS

CHAPTER 3--COLLECTION AND PUBLICATION OF STATISTICS

SUBCHAPTER II--OILSEEDS, NUTS, AND KERNELS; FATS, OILS, AND GREASES

Sec. 61. Collection and publication

(a) The Secretary shall collect, collate, and publish monthly statistics concerning--

(1) the quantities of--

(A) cotton seed, soybeans, peanuts, flaxseed, corn germs, copra, sesame seed, babassu nuts and kernels, and other oilseeds, nuts, and kernels received, crushed, and on hand at oil mills;

(B) crude and refined oils, cakes, and meals, and other primary products, by type or kind, of the seeds, nuts, and kernels referred to in clause (A) of this paragraph, manufactured, shipped out, and on hand at oil mills and processing establishments;

(C) crude and refined vegetable oils, by type or kind, used by class of product and held by manufacturers of vegetable shortening, margarine, soap, and other principal products using large quantities of vegetable oils;

(D) crude and refined vegetable oils, by type or kind, held in warehouses and in transit to consuming establishments; and

(2) the quantities, by types or kinds, of--

(A) animal fats and oils and greases produced;

(B) animal fats and oils and greases shipped and held by producers;

(C) animal fats and oils and greases, fish and marine mammal oils used by class of product and held by manufacturers of shortening, margarine, soap, and other principal products which require the use of large quantities of animal fats and oils and greases, fish and marine mammal oils;

(D) animal fats and oils and greases, fish and marine mammal oils held in warehouses, cold storage, and in transit to consuming establishments.

(b) The Secretary shall not be required to collect, more frequently than he deems necessary to provide reliable statistical reports, information from any person who produces, holds, or consumes fats and oils in inconsequential quantities.

TITLE 16--CONSERVATION

CHAPTER 38--FISHERY CONSERVATION AND MANAGEMENT

SUBCHAPTER IV--NATIONAL FISHERY MANAGEMENT PROGRAM

Sec. 1853. Contents of fishery management plans

(a) Required provisions

Any fishery management plan which is prepared by any Council, or by the Secretary, with respect to any fishery, shall--

(1) contain the conservation and management measures, applicable to foreign fishing and fishing by vessels of the United States, which are--

(A) necessary and appropriate for the conservation and management of the fishery, to prevent overfishing and rebuild overfished stocks, and to protect, restore, and promote the long-term health and stability of the fishery;

(B) described in this subsection or subsection (b) of this section, or both; and

(C) consistent with the national standards, the other provisions of this chapter, regulations implementing recommendations by international organizations in which the United States participates (including but not limited to closed areas, quotas, and size limits), and any other applicable law;

(2) contain a description of the fishery, including, but not limited to, the number of vessels involved, the type and quantity of fishing gear used, the species of fish involved and their location, the cost likely to be incurred in management, actual and potential revenues from the fishery, any recreational interests in the fishery, and the nature and extent of foreign fishing and Indian treaty fishing rights, if any;

(3) assess and specify the present and probable future condition of, and the maximum sustainable yield and optimum yield from, the fishery, and include a summary of the information utilized in making such specification;

(4) assess and specify--

(A) the capacity and the extent to which fishing vessels of the United States, on an annual basis, will harvest the optimum yield specified under paragraph (3),

(B) the portion of such optimum yield which, on an annual basis, will not be harvested by fishing vessels of the United States and can be made available for foreign fishing, and

(C) the capacity and extent to which United States fish processors, on an annual basis, will process that portion of such optimum yield that will be harvested by fishing vessels of the United States;

(5) specify the pertinent data which shall be submitted to the Secretary with respect to commercial, recreational, and charter fishing in the fishery, including, but not limited to, information regarding the type and quantity of fishing gear used, catch by species in numbers of fish or weight thereof, areas in which fishing was engaged in, time of fishing, number of hauls, and the estimated processing capacity of, and the actual processing capacity utilized by, United States fish processors,

(6) consider and provide for temporary adjustments, after consultation with the Coast Guard and persons utilizing the fishery, regarding access to the fishery for vessels otherwise prevented from harvesting because of weather or other ocean conditions affecting the safe conduct of the fishery; except that the adjustment shall not adversely affect conservation efforts in other fisheries or discriminate among participants in the affected fishery;

(7) describe and identify essential fish habitat for the fishery based on the guidelines established by the Secretary under section 1855(b)(1)(A) of this title, minimize to the extent practicable adverse effects on such habitat caused by fishing, and identify other actions to encourage the conservation and enhancement of such habitat;

(8) in the case of a fishery management plan that, after January 1, 1991, is submitted to the Secretary for review under section 1854(a) of this title (including any plan for which an amendment is submitted to the Secretary for such review) or is prepared by the Secretary, assess and specify the nature and extent of scientific data which is needed for effective implementation of the plan;

(9) include a fishery impact statement for the plan or amendment (in the case of a plan or amendment thereto submitted to or prepared by the Secretary after October 1, 1990) which shall assess, specify, and describe the likely effects, if any, of the conservation and management measures on--

(A) participants in the fisheries and fishing communities affected by the plan or amendment; and

(B) participants in the fisheries conducted in adjacent areas under the authority of another Council, after consultation with such Council and representatives of those participants;

(10) specify objective and measurable criteria for identifying when the fishery to which the plan applies is overfished (with an analysis of how the criteria were determined and the relationship of the criteria to the reproductive potential of stocks of fish in that fishery) and, in the case of a fishery which the Council or the Secretary has determined is approaching an overfished condition or is overfished, contain conservation and management measures to prevent overfishing or end overfishing and rebuild the fishery;

(11) establish a standardized reporting methodology to assess the amount and type of bycatch occurring in the fishery, and include conservation and management measures that, to the extent practicable and in the following priority--

(A) minimize bycatch; and

(B) minimize the mortality of bycatch which cannot be avoided;

(12) assess the type and amount of fish caught and released alive during recreational fishing under catch and release fishery management programs and the mortality of such fish, and include conservation and management measures that, to the extent practicable, minimize mortality and ensure the extended survival of such fish;

(13) include a description of the commercial, recreational, and charter fishing sectors which participate in the fishery and, to the extent practicable, quantify trends in landings of the managed fishery resource by the commercial, recreational, and charter fishing sectors; and

(14) to the extent that rebuilding plans or other conservation and management measures which reduce the overall harvest in a

fishery are necessary, allocate any harvest restrictions or recovery benefits fairly and equitably among the commercial, recreational, and charter fishing sectors in the fishery.

(b) Discretionary provisions

Any fishery management plan which is prepared by any Council, or by the Secretary, with respect to any fishery, may--

(1) require a permit to be obtained from, and fees to be paid to, the Secretary, with respect to--

(A) any fishing vessel of the United States fishing, or wishing to fish, in the exclusive economic zone or for anadromous species or Continental Shelf fishery resources beyond such zone;

(B) the operator of any such vessel; or

(C) any United States fish processor who first receives fish that are subject to the plan;

(2) designate zones where, and periods when, fishing shall be limited, or shall not be permitted, or shall be permitted only by specified types of fishing vessels or with specified types and quantities of fishing gear;

(3) establish specified limitations which are necessary and appropriate for the conservation and management of the fishery on the--

(A) catch of fish (based on area, species, size, number, weight, sex, bycatch, total biomass, or other factors);

(B) sale of fish caught during commercial, recreational, or charter fishing, consistent with any applicable Federal and State safety and quality requirements; and

(C) transshipment or transportation of fish or fish products under permits issued pursuant to section 1824 of this title;

(4) prohibit, limit, condition, or require the use of specified types and quantities of fishing gear, fishing vessels, or equipment for such vessels,, including devices which may be required to facilitate enforcement of the provisions of this chapter;

(5) incorporate (consistent with the national standards, the other provisions of this chapter, and any other applicable law) the relevant fishery conservation and management measures of the coastal States nearest to the fishery;

(6) establish a limited access system for the fishery in order to achieve optimum yield if, in developing such system, the Council and the Secretary take into account--

(A) present participation in the fishery,

(B) historical fishing practices in, and dependence on, the fishery,

(C) the economics of the fishery,

(D) the capability of fishing vessels used in the fishery to engage in other fisheries,

(E) the cultural and social framework relevant to the fishery and any affected fishing communities, and

(F) any other relevant considerations;

(7) require fish processors who first receive fish that are subject to the plan to submit data (other than economic data) which are necessary for the conservation and management of the fishery;

(8) require that one or more observers be carried on board a vessel of the United States engaged in fishing for species that are subject to the plan, for the purpose of collecting data necessary

for the conservation and management of the fishery; except that such a vessel shall not be required to carry an observer on board if the facilities of the vessel for the quartering of an observer, or for carrying out observer functions, are so inadequate or unsafe that the health or safety of the observer or the safe operation of the vessel would be jeopardized;

(9) assess and specify the effect which the conservation and management measures of the plan will have on the stocks of naturally spawning anadromous fish in the region;

(10) include, consistent with the other provisions of this chapter, conservation and management measures that provide harvest incentives for participants within each gear group to employ fishing practices that result in lower levels of bycatch or in lower levels of the mortality of bycatch;

(11) reserve a portion of the allowable biological catch of the fishery for use in scientific research; and

(12) prescribe such other measures, requirements, or conditions and restrictions as are determined to be necessary and appropriate for the conservation and management of the fishery.

50 CFR § 648.7 Recordkeeping And Reporting Requirements.

(a) Dealers—(1) Detailed report. Federally permitted dealers must submit to the Regional Administrator or to the official designee a detailed report of all fish purchased or received for commercial purposes, other than solely for transport on land, within the time periods specified in paragraph (f) of this section, by one of the available electronic reporting mechanisms approved by NMFS, unless otherwise directed by the Regional Administrator. The following information, and any other information required by the Regional Administrator, must be provided in each report:

(i) All dealers issued a dealer permit under this part must provide: Dealer name; dealer permit number; name and permit number or name and hull number (USCG documentation number or state registration number, whichever is applicable) of vessel(s) from which fish are purchased or received; trip identifier for each trip from which fish are purchased or received from a commercial fishing vessel permitted under this part; date(s) of purchases and receipts; pounds by species (by market category, if applicable, or, if a surfclam or ocean quahog processor or dealer, the number of bushels by species); price per pound by species (by market category, if applicable, or, if a surfclam or ocean quahog processor or dealer, the price per bushel by species) or total value by species (by market category, if applicable); port landed; cage tag numbers (if a surfclam or ocean quahog processor or dealer); disposition of the seafood product; and any other information deemed necessary by the Regional Administrator. If no fish are purchased or received during a day, no report is required to be submitted. If no fish are purchased or received during an entire reporting week, a report so stating must be submitted.

(ii) [Reserved]

(iii) Dealer reporting requirements for skates. In addition to the requirements under paragraph (a)(1)(i) of this section, dealers shall report the species of skates received. Species of skates shall be identified according to the following categories: Winter skate, little skate, little/winter skate, barndoor skate, smooth skate, thorny skate, clearnose skate, rosette skate, and unclassified skate. NMFS will provide dealers with a skate species identification guide.

(2) System requirements. All persons required to submit reports under paragraph (a)(1) of this section are required to have the capability to transmit data over a telephone line or a cable using a computer modem. To ensure compatibility with the reporting system and database, dealers are required to obtain and utilize a personal computer, in working condition, that meets the minimum specifications identified by NMFS. The affected public will be notified of the minimum specifications via a letter to all Federal dealer permit holders.

(3) Annual report. All persons required to submit reports under paragraph (a)(1) of this section are required to submit the following information on an annual basis, on forms supplied by the Regional Administrator:

(i) All dealers issued a dealer permit under this part must complete all sections of the Annual Processed Products Report for all species of fish that were processed during the previous year. Reports must be submitted to the address supplied by the Regional Administrator.

(ii) Surfclam and ocean quahog processors and dealers whose plant processing capacities change more than 10 percent during any year shall notify the Regional Administrator in writing within 10 days after the change.

(iii) Atlantic herring processors, including processing vessels, must complete and submit all sections of the Annual Processed Products Report.

**SUPPLEMENTARY INFORMATION:****I. Abstract**

In order to address the National Environmental Policy Act (NEPA) and Magnuson-Stevens Fishery Conservation and Management Act (MSA) requirements, NOAA Fisheries social scientists must collect a broad range of social, cultural and economic information currently unavailable. NOAA Fisheries social scientists conduct social science research and apply research findings to fishery management needs. This research is designed to improve social science data related to the human dimensions of fisheries management by: (1) investigating social, cultural and economic issues/processes related to marine fishery stakeholders including but not limited to commercial and recreational fishermen, subsistence fishermen, fishing vessel owners, fishermen's families, fish processors and processing workers, related fishery support businesses, and fishing communities as defined in MSA section 3(16); (2) improving the current knowledge of baseline information related to marine fishery stakeholders, as described in (1) above; and (3) monitoring and measuring trends among marine fishery stakeholders, as described in (1) above, affected by fishery management decisions.

**II. Method of Collection**

Qualitative and quantitative research methods will be used to collect social, cultural and economic data. Examples of qualitative methods that will be employed are ethnographic research including participant observation, focus groups, and informal unstructured and formal structured interviews. Examples of quantitative methods that will be used include in-person, mail and phone surveys and questionnaires.

**III. Data**

*OMB Number:* 0648-0488.

*Form Number:* None.

*Type of Review:* Regular submission.

*Affected Public:* Individuals and households; business or other for-profit organizations; Not-for-profit institutions; Federal Government; and State, Local or Tribal Government.

*Estimated Number of Respondents:* 6,000.

*Estimated Time Per Response:* 60 minutes (Burden hours are directly related to the type of data collection tool used. Small surveys and participant observation may require minimal burden to participants and respondents. For example a small survey could take five minutes to administer. Other

methods such as detailed surveys and informal and formal interview discussions can take much longer).

*Estimated Total Annual Burden Hours:* 6,000.

*Estimated Total Annual Cost to Public:* \$0.

**IV. Request for Comments**

Comments are invited on: (a) Whether the proposed collection of information is necessary for the proper performance of the functions of the agency, including whether the information shall have practical utility; (b) the accuracy of the agency's estimate of the burden (including hours and cost) of the proposed collection of information; (c) ways to enhance the quality, utility, and clarity of the information to be collected; and (d) ways to minimize the burden of the collection of information on respondents, including through the use of automated collection techniques or other forms of information technology.

Comments submitted in response to this notice will be summarized and/or included in the request for OMB approval of this information collection; they also will become a matter of public record.

Dated: July 2, 2004.

**Gwellnar Banks,**

*Management Analyst, Office of the Chief Information Officer.*

[FR Doc. 04-15742 Filed 7-9-04; 8:45 am]

**BILLING CODE 3510-22-S**

**DEPARTMENT OF COMMERCE****National Oceanic and Atmospheric Administration**

[I.D. 070704D]

**Proposed Information Collection; Comment Request; Processed Products Family of Forms**

**AGENCY:** National Oceanic and Atmospheric Administration (NOAA).

**ACTION:** Notice.

**SUMMARY:** The Department of Commerce, as part of its continuing effort to reduce paperwork and respondent burden, invites the general public and other Federal agencies to take this opportunity to comment on proposed and/or continuing information collections, as required by the Paperwork Reduction Act of 1995, Public Law 104-13 (44 U.S.C. 3506(c)(2)(A)).

**DATES:** Written comments must be submitted on or before September 10, 2004.

**ADDRESSES:** Direct all written comments to Diana Hynek, Departmental Paperwork Clearance Officer, Department of Commerce, Room 6625, 14th and Constitution Avenue, NW, Washington, DC 20230 (or via the Internet at [dHynek@doc.gov](mailto:dHynek@doc.gov)).

**FOR FURTHER INFORMATION CONTACT:**

Requests for additional information or copies of the information collection instrument and instructions should be directed to Steven J. Koplin, F/ST1, #12456, 1315 East West Highway, Silver Spring, MD 20910-3282 (301-713-2328).

**SUPPLEMENTARY INFORMATION:****I. Abstract**

NOAA, on an annual basis, collects information from seafood and industrial fishing processing plants on the volume and value of their processed fishery products and their monthly employment figures. Monthly, NOAA collects information on the production of fishmeal and oil. The information gathered is used by NOAA in the economic and social analyses used when proposing and evaluating fishery management actions.

**II. Method of Collection**

In the current survey, NOAA Fisheries provides each processor a pre-printed form that includes the products produced by the dealer in the previous year. The dealer only needs to fill in the quantities, and add any new products, before returning the form every year. Processors have the option to use a web-based application that allows them to submit the data electronically.

**III. Data**

*OMB Number:* 0648-0018.

*Form Number:* NOAA Forms 88-13, 88-13C.

*Type of Review:* Regular submission.

*Affected Public:* Business or other for-profit organizations.

*Estimated Number of Respondents:* 1,320.

*Estimated Time Per Response:* 30 minutes for an Annual Processed Products Report; and 15 minutes for a Fishery Products Report Fish Meal and Oil, monthly.

*Estimated Total Annual Burden Hours:* 680.

*Estimated Total Annual Cost to Public:* \$0.

**IV. Request for Comments**

Comments are invited on: (a) whether the proposed collection of information is necessary for the proper performance of the functions of the agency, including whether the information shall have

practical utility; (b) the accuracy of the agency's estimate of the burden (including hours and cost) of the proposed collection of information; (c) ways to enhance the quality, utility, and clarity of the information to be collected; and (d) ways to minimize the burden of the collection of information on respondents, including through the use of automated collection techniques or other forms of information technology.

Comments submitted in response to this notice will be summarized and/or included in the request for OMB approval of this information collection; they also will become a matter of public record.

Dated: July 2, 2004.

**Gwellnar Banks,**

*Management Analyst, Office of the Chief Information Officer.*

[FR Doc. 04-15743 Filed 7-9-04; 8:45 am]

BILLING CODE 3510-22-S

**DEPARTMENT OF COMMERCE**

**National Oceanic and Atmospheric Administration**

[I.D. 070704E]

**Proposed Information Collection; Comment Request; Northeast Region Vessel Identification Collection**

**AGENCY:** National Oceanic and Atmospheric Administration (NOAA).

**ACTION:** Notice.

**SUMMARY:** The Department of Commerce, as part of its continuing effort to reduce paperwork and respondent burden, invites the general public and other Federal agencies to take this opportunity to comment on proposed and/or continuing information collections, as required by the Paperwork Reduction Act of 1995, Public Law 104-13 (44 U.S.C. 3506(c)(2)(A)).

**DATES:** Written comments must be submitted on or before September 10, 2004.

**ADDRESSES:** Direct all written comments to Diana Hynek, Departmental Paperwork Clearance Officer, Department of Commerce, Room 6625, 14th and Constitution Avenue, NW, Washington, DC 20230 (or via the Internet at [dHynek@doc.gov](mailto:dHynek@doc.gov)).

**FOR FURTHER INFORMATION CONTACT:** Requests for additional information or copies of the information collection instrument and instructions should be directed to Brian Hooker, National Marine Fisheries Service, 1 Blackburn Drive, Gloucester, MA 01930.

**SUPPLEMENTARY INFORMATION:**

**I. Abstract**

Regulations at 50 CFR 648.8 and 697.8 require that vessels, over 25 ft (7.6 m) in registered length with Federal permits to fish in the Northeast, display the vessel's name and official number. The name and number must be of a specific size at specified locations. The vessel's name must be affixed to the port and starboard sides of the bow and, if possible, on its stern. The official number must be displayed on the port and starboard sides of the deckhouse or hull, and on an appropriate weather deck so as to be clearly visible from enforcement vessels and aircraft that aids in fishery law enforcement.

**II. Method of Collection**

No information is submitted to NOAA Fisheries as a result of this collection.

**III. Data**

*OMB Number:* 0648-0350.

*Form Number:* None.

*Type of Review:* Regular submission.

*Affected Public:* Individuals or households, business or other for-profit organizations.

*Estimated Number of Respondents:* 6,000.

*Estimated Time Per Response:* 0.75 hours.

*Estimated Total Annual Burden Hours:* 4,500 hours.

*Estimated Total Annual Cost to Public:* \$60,000.

**IV. Request for Comments**

Comments are invited on: (a) Whether the proposed collection of information is necessary for the proper performance of the functions of the agency, including whether the information shall have practical utility; (b) the accuracy of the agency's estimate of the burden (including hours and cost) of the proposed collection of information; (c) ways to enhance the quality, utility, and clarity of the information to be collected; and (d) ways to minimize the burden of the collection of information on respondents, including through the use of automated collection techniques or other forms of information technology.

Comments submitted in response to this notice will be summarized and/or included in the request for OMB approval of this information collection; they also will become a matter of public record.

Dated: July 2, 2004.

**Gwellnar Banks,**

*Management Analyst, Office of the Chief Information Officer.*

[FR Doc. 04-15744 Filed 7-9-04; 8:45 am]

BILLING CODE 3510-22-S

**DEPARTMENT OF COMMERCE**

**National Oceanic and Atmospheric Administration**

[I.D. 070604A]

**Endangered Species; File No. 1489**

**AGENCY:** National Marine Fisheries Service (NMFS), National Oceanic and Atmospheric Administration (NOAA), Commerce.

**ACTION:** Receipt of application.

**SUMMARY:** Notice is hereby given that Dr. James P. Kirk, U.S. Army, Engineer Research and Development Center, 3903 Halls Ferry Road, Vicksburg, MS 39180, has applied in due form for a permit to take shortnose sturgeon (*Acipenser brevirostrum*) for purposes of scientific research.

**DATES:** Written, telefaxed, or e-mail comments must be received on or before August 11, 2004.

**ADDRESSES:** The application and related documents are available for review upon written request or by appointment in the following office(s):

Permits, Conservation and Education Division, Office of Protected Resources, NMFS, 1315 East-West Highway, Room 13705, Silver Spring, MD 20910; phone (301)713-2289; fax (301)713-0376; and Southeast Region, NMFS, 9721 Executive Center Drive North, St. Petersburg, FL 33702-2432; phone (727)570-5301; fax (727)570-5320.

Written comments or requests for a public hearing on this application should be mailed to the Chief, Permits, Conservation and Education Division, F/PR1, Office of Protected Resources, NMFS, 1315 East-West Highway, Room 13705, Silver Spring, MD 20910. Those individuals requesting a hearing should set forth the specific reasons why a hearing on this particular request would be appropriate.

Comments may also be submitted by facsimile at (301)713-0376, provided the facsimile is confirmed by hard copy submitted by mail and postmarked no later than the closing date of the comment period.

Comments may also be submitted by e-mail. The mailbox address for providing email comments is [NMFS.Pr1Comments@noaa.gov](mailto:NMFS.Pr1Comments@noaa.gov). Include in the subject line of the e-mail