

NOTICE OF OFFICE OF MANAGEMENT AND BUDGET ACTION

Date 07/06/2012

Department of Commerce
National Oceanic and Atmospheric Administration
FOR CERTIFYING OFFICIAL: Simon Szykman
FOR CLEARANCE OFFICER: Diana Hynek

In accordance with the Paperwork Reduction Act, OMB has taken action on your request received 03/15/2012

ACTION REQUESTED: Revision of a currently approved collection
TYPE OF REVIEW REQUESTED: Regular
ICR REFERENCE NUMBER: 201202-0648-009
AGENCY ICR TRACKING NUMBER:
TITLE: Application Form for Membership on a National Marine Sanctuary Advisory Council
LIST OF INFORMATION COLLECTIONS: See next page

OMB ACTION: Approved with change
OMB CONTROL NUMBER: 0648-0397

The agency is required to display the OMB Control Number and inform respondents of its legal significance in accordance with 5 CFR 1320.5(b).

EXPIRATION DATE: 07/31/2015

DISCONTINUE DATE:

BURDEN:	RESPONSES	HOURS	COSTS
Previous	520	520	1,040
New	520	520	1,040
Difference			
Change due to New Statute	0	0	0
Change due to Agency Discretion	0	0	0
Change due to Agency Adjustment	0	0	0
Change Due to Potential Violation of the PRA	0	0	0

TERMS OF CLEARANCE:

OMB Authorizing Official: Kevin F. Neyland
Deputy Administrator,
Office Of Information And Regulatory Affairs

List of ICs

IC Title	Form No.	Form Name	CFR Citation
Application Form for Membership on a National Marine Sanctuary Advisory Council	NA, NA	General Council Application - changes highlighted, General Council Application	
Application for youth seat on Council	NA, NA	General Council Youth Application, Youth Seat Applicatio - changes highlighted	

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 b. <input type="checkbox"/> None 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
APPLICATION FORM FOR MEMBERSHIP ON A NATIONAL MARINE
SANCTUARY COUNCIL
OMB CONTROL NO. 0648-0397**

A. JUSTIFICATION

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

This request is for revision and extension of this information collection.

Section 315 of the [National Marine Sanctuaries Act](#) (16 U.S.C. 1445a) allows the Secretary of Commerce to establish one or more advisory councils to provide advice to the Secretary regarding the designation and management of national marine sanctuaries. Councils are individually chartered for each sanctuary to meet the needs of that specific site; fourteen councils are currently in existence. Once a council has been chartered, the sanctuary superintendent starts a process to recruit members for that council by providing a notice to the public and asking interested parties to apply for the available seats. An application form has been developed to help ease the application process for the public and facilitate the review process for the sanctuary superintendent.

Revision: the applications have been revised to ensure consistency between the adult and youth forms, and to clarify instructions and question.

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 availability of seats on a council is announced by the appropriate sanctuary through various public channels, including a [Federal Register](#) Notice, local press releases, announcements at local meetings, and posting on the sanctuary's web page. Interested persons can request the application kit (containing the application form, a copy of the council's charter, the council handbook and some information about the sanctuary itself) by phone, fax or email. The applicant then completes and returns the form to the sanctuary office, by mail, fax or electronically. Several sanctuaries per year will have to fill some vacancies on existing councils; new councils may be created if new sites are proposed for designation.

In 2009, a non-voting youth seat application, for interested youth from 14-17, was added.

The specific information requested by the application will be used in the following ways:

- Seat applying for (applicants are asked to check a box for the seat for which they are applying): This information is used to determine which seat on the council the applicant is interested in holding.

- Name, addresses and phone numbers: This is basic contact information that is necessary in order to notify the applicant about whether he or she will serve on the council; if the applicant becomes a member of the council, this information is used to keep them informed of meeting dates, upcoming events, etc.
- Question 1: Reasons for interest in serving on the council: This information is used to help the sanctuary superintendent determine the nature of the applicant's views on the protection and management of marine and/or Great Lakes resources.
- Questions 2 – 9 (Questions 2-8 youth application): This information is used to determine the qualifications of the applicant for the seat for which he or she is applying, relative to those of other applicants for the same seat.

As explained in the preceding paragraphs, the information gathered has utility. The Office of National Marine Sanctuaries (ONMS) 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 to Question 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. Should NOAA decide to disseminate information other than members' names and addresses, it will be subject to the quality control measures and 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.

The ONMS provides a broad opportunity for the public to apply for membership on councils. Application kits are available by mail or electronically on the individual sanctuary's web page or in the Council Handbook, at <http://sanctuaries.noaa.gov/management/ac/acref.html>, and can be submitted through the mail, by fax or email.

4. Describe efforts to identify duplication.

Sanctuary advisory councils are bodies unique to the ONMS; no other collection of information meets the needs of the ONMS for the purpose of selecting members of councils.

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

N/A.

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

Councils serve an important function in the management of sanctuaries, by providing advice to the sanctuary superintendent (from a variety of different perspectives and interests) and helping link the sanctuary to the community. Congress understood this importance and deliberately

provided the ONMS with its own authority to have councils, making the councils exempt from the [Federal Advisory Committee Act](#). Being able to collect this information allows the ONMS to choose the best applicants to serve as members of the council. Without this information collection, council work would not be done effectively.

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

The collection is consistent with OMB guidelines.

8. Provide information on 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 recordkeeping, disclosure, or reporting format (if any), and on the data elements to be recorded, disclosed, or reported.

A [Federal Register](#) Notice published on January 9, 2012 (77 FR 1061) solicited public comment. No comments were received.

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

Applicants are not given payments or gifts. When selected to serve on a council, members are eligible for travel expenses (e.g., per diem) for costs associated with official meetings (per the National Marine Sanctuaries Act).

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

If chosen to serve on a council, members are informed that their names and business contact information (or other contact information as the member prefers) are made available so that constituents from the segment of the community the member represents can contact him or her. Applicants are also informed on the application that other parts of the application may be subject to release under a request from the [Freedom of Information Act](#), through a court order, or in response to a Congressional inquiry.

Protection of applications (for both selected and non-selected applicants) is as follows:

- Council Applications for Selected Applicants: These are retained and filed in a secure location inaccessible to non-staff. When no longer needed, they are shredded. For record-keeping purposes, applications are retained for 5 years beyond the expiration of their seat term.
- Council Applications for Non-Selected Applicants: These applications are retained and filed in a secure location as described above. Applications are filed according to the seat applied for. It is useful to have this information to solicit qualified non-selected applicants to apply

again when council seats are vacated. When no longer needed, they are shredded. For record-keeping purposes, these applications are retained for 5 years beyond their application date.

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.

No questions of a sensitive nature are asked.

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

The ONMS expects to have an average of 520 applicants per year, with an estimated time per applicant of one hour for obtaining, completing and returning the application, for a total annual response time of 520 hours.

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 Question 12 above).

There are no capital or start-up costs. No special equipment will need to be obtained for this information collection. The ONMS expects applications to cost about \$2 per person for the cost of a phone call or email request for the application and the cost of electronically returning or mailing the completed application, for a total annual cost to the public of \$1,040.

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

The estimated annual costs to the federal government would include:

- Copying = \$200 (5,000 pages at \$.04 a page for copying applications, council charters, and other information for application packages)
- Mailing = \$700 (mailing 700 applications at \$1 each)
- Labor = \$28,000 (2 hours per application requested to cover responding to request for application, mailing, copying for review, conducting the review, and responding to applicant; estimate 2 hours/application x 700 applications x \$20/hour).

Total = \$28,900.

15. Explain the reasons for any program changes or adjustments.

There are no program changes or adjustments.

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

Only the name and contact information for each successful applicant would be published. Such information would likely appear in the individual sanctuary's web page, newsletters, and other usual information outlets for that sanctuary. New council members are usually announced about a month after the deadline for accepting applications has passed. Annually the ONMS also prints a directory of all council members across the program and their contact information.

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.

No exemptions are being sought.

18. Explain each exception to the certification statement.

N/A.

B. COLLECTIONS OF INFORMATION EMPLOYING STATISTICAL METHODS

This collection does not employ statistical methods.

National Marine Sanctuary Advisory Council Application Form

Before applying for sanctuary advisory council membership, please review:

- (1) the sanctuary advisory council charter provided in your application kit, and;
- (2) the Office of National Marine Sanctuaries (ONMS) Sanctuary Advisory Council Implementation Handbook available online at <http://www.sanctuaries.noaa.gov/management/ac/acref.html> (or you may obtain a copy from your local sanctuary – see contact information below).

The charter outlines the purposes and governs the operation of the sanctuary advisory council. The handbook provides broader operational requirements for sanctuary advisory councils. In applying for sanctuary advisory council membership, you are agreeing to abide by the terms of the charter and the handbook if you are selected as a council member or alternate.

As a part of the selection process, please note the Office of National Marine Sanctuaries will conduct a LEXIS/NEXIS check and a departmental bureau check for potential conflict of interest and other issues in your background.

Additionally, as per guidance from the White House Office of Management and Budget on May 7, 2009, the Office of National Marine Sanctuaries will conduct a database search (via the Senate's Lobbying Disclosure Act Database) to determine if you have been a federally registered lobbyist. Individuals, who have been a federally registered lobbyist in the two year period before the proposed appointment date for the advertised council seat(s), may not be selected as an advisory council member or alternate.

Additional information and guidance regarding the use of the information you submit on this form and its availability under federal law can be found at the end of this form. Please review this information.

Sanctuary advisory council members and alternates must be 18 years of age or older, with the exception of individuals filling youth seats.

Please note that federal government employees are not allowed to sit on sanctuary advisory councils in a personal capacity. State employees and members of a state legislature are allowed to apply to sit on sanctuary advisory councils in a personal capacity. State agency employees must provide a letter of support on official agency letterhead from their state supervisor at the time they submit their applications. Members of state legislatures are not required to provide such letters of support.

Please indicate which advertised seat(s) (e.g., Research, Education) and position(s) (i.e., council member or alternate) you are applying for, provide your contact information, and respond to the questions below. The Office of National Marine Sanctuaries may consider applicants for seats and positions for which they have not applied if the Office of National Marine Sanctuaries believes they are qualified for that seat and are willing to serve in it.

The application deadline is *[insert date]*. Please return all pages of your completed sanctuary advisory council application form, and any attached statements or documents, to *[insert local contact information]*.

Date: _____

First Name*: _____ **Middle** _____ **Last** _____

* Please include full first, middle and last names.

Position(s)/Seat(s) applying for: _____ *[insert advertised seat and position]*
_____ *[insert advertised seat and position]* _____ *[insert advertised seat and position]*
_____ *[insert advertised seat and position]* _____ *[insert advertised seat and position]*

Home Address

Address 1: _____

Address 2: _____

City: _____ **State:** _____ **Zip Code:** _____

Home Phone: _____ **Cell Phone:** _____

Home Fax: _____ **Home E-mail:** _____

Work Address

Company/Organization: _____

Position/Job Title: _____

Address 1: _____

Address 2: _____

City: _____ **State:** _____ **Zip Code:** _____

Work Phone: _____ **Work Cell:** _____

Work Fax: _____ **Work E-mail:** _____

Please thoroughly address each of the following in an attached statement, by number, in the same order as below:

1. Why are you interested in serving on the sanctuary advisory council?
2. Explain your views regarding the protection and management of marine or Great Lake resources, including natural (fish, coral reefs, etc.), historic or cultural resources.
3. Describe your particular expertise and experience as it relates to the goals and uses of the sanctuary and, in particular, the seat(s) for which you are applying. Be sure to include qualifications that you have or other information that you think would be relevant and beneficial to the sanctuary advisory council.
4. Describe what you think is the role of the council, and how you will work to best support the sanctuary as a sanctuary advisory council member or alternate.
5. Describe your formal community and professional affiliations and employment.
6. Explain how you will coordinate with, consult with, and inform the members of the constituency you will represent, if appointed.
7. How much time do you have and are you willing to give to participate in sanctuary advisory council activities (e.g., meetings, constituent outreach, retreats, chairing or participating on a subcommittee or working group, and reviewing written materials)?
8. How long have you lived in the community or area affected by the sanctuary? Please address whether you are a year-round or seasonal resident of the area.
9. Have you attended previous sanctuary advisory council meetings or sanctuary advisory council working group meetings? If so, please describe your past attendance and participation.

Information obtained through this application process will be used to determine the qualifications of the applicant for membership on the sanctuary advisory council. The Office of National

Marine Sanctuaries intends affirmatively to disclose the applications only to DOC/NOAA staff and other members of the applicant review panel. However, the Office of National Marine Sanctuaries may be required to disclose the applications in response to a court order, a congressional request, or a request from the public under the Freedom of Information Act (FOIA).

If disclosure is requested under the FOIA, the Office of National Marine Sanctuaries will endeavor to protect the privacy of applicants by withholding personal information, such as home addresses and telephone numbers. In contrast, statements of philosophy or opinions contained in the application would likely be released. Applying for membership on the sanctuary advisory council is voluntary.

Public reporting burden for this collection of information is estimated to average one hour per response, including the time for reviewing instructions, searching existing data sources, gathering 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 Office of National Marine Sanctuaries, 1305 East West Highway, N/NMS, Silver Spring, Maryland 20910.

Notwithstanding any other provision of 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.

OMB Control #0648-0397

Expires TBD

National Marine Sanctuary Advisory Council Youth Seat Application Form

Before applying for sanctuary advisory council membership, please review:

- (1) the sanctuary advisory council charter provided in your application kit, and;
- (2) the Office of National Marine Sanctuaries (ONMS) Sanctuary Advisory Council Implementation Handbook available online at <http://www.sanctuaries.noaa.gov/management/ac/acref.html> (or you may obtain a copy from your local sanctuary – see contact information below).

The charter outlines the purposes and governs the operation of the sanctuary advisory council. The handbook provides broader operational requirements for sanctuary advisory councils. In applying for sanctuary advisory council membership, you are agreeing to abide by the terms of the charter and the handbook if you are selected as a youth council member or alternate. Also, please note that youth seats are intended to engage high school students and, therefore, term limits for youth seats may be further limited once a youth reaches his or her 18th birthday or graduates high school.

As a part of the selection process, please note that the Office of National Marine Sanctuaries will conduct a LEXIS/NEXIS check and a departmental bureau check for potential conflict of interest and other issues in your background.

Additional information and guidance regarding the use of the information you submit on this form and its availability under federal law can be found at the end of this form. Please review this information. Also, please note that the terms “youth” and “student” are interchangeable in this application form.

Students filling the youth seat must:

- ❖ Be between the ages of 14 and 17 when they apply;
- ❖ Attend a school, including home schools (or other alternative high school option), in the area affected by the sanctuary;
- ❖ Have proven ability to communicate and network with other students within their school, in other schools within his/her community, or with home schooled students and with adults;

- ❖ Possess an interest in sanctuary resource protection and management;
- ❖ Have experience or knowledge regarding public uses and activities in the sanctuary;
- ❖ Be able to travel to and attend council meetings and retreats (parent/guardian or student provides transportation); and
- ❖ Provide written recommendation from one or more teachers.

Once selected, *[insert site]* National Marine Sanctuary staff will contact students who will be required to provide:

- ❖ Parent/guardian permission*; and
- ❖ School permission*.

* Note: This will grant blanket permission for all council meetings and retreats.

Procedure for Application:

Step 1: Please provide your contact information and respond to the questions below.

Step 2: Have parent/guardian sign to acknowledge he/she is aware of and in support of your application.

Step 3: The application deadline is *[insert date]*. Please return all pages of your completed sanctuary advisory council youth seat application form, and any attached statements or documents, to *[insert local contact information]*.

Date: _____

First Name*: _____ **Middle** _____ **Last** _____

* Please include full first, middle and last names.

Position(s)/Seat(s) applying for: _____ [*insert Youth Seat (non-voting)*]

_____ [*insert Youth Seat Alternate (non-voting)*]

Home Address

Address 1: _____

Address 2: _____

City: _____ **State:** _____ **Zip Code:** _____

Home Phone: _____ **Home Fax:** _____

Student Cell Phone: _____

Student E-mail: _____

Parent/Guardian Cell Phone: _____

Parent/Guardian E-mail: _____

Parent/Guardian Acknowledgement:

I acknowledge that I am aware of and support my son/daughter or ward applying for and potentially serving on the [*insert site*] National Marine Sanctuary Advisory Council.

Parent/Guardian Printed Name: _____

Parent/Guardian Signature: _____

Date: _____

Please thoroughly address each of the following in an attached statement, by number, in the same order as below:

1. Why are you interested in serving on the sanctuary advisory council?
2. Explain your views regarding the protection and management of marine or Great Lake resources, including natural (fish, coral reefs, etc.), historic and/or cultural resources.
3. Describe what you think is the role of the council, and how you will work to best support the sanctuary as a sanctuary advisory council member or alternate.
4. How much time do you have and are you willing to give to sanctuary advisory council activities (e.g., meetings, constituent outreach, retreats and reviewing written materials)? Please address whether it is possible for you to miss a portion of or all of your classes and club or team activities to attend a sanctuary advisory council meeting or retreat?
5. Explain how you will share information with your peers in the community, take action on council-related issues, etc.
6. Describe what knowledge and experience you can bring to the sanctuary advisory council. Be sure to include qualifications that you have or relevant information that you think would be beneficial to the council.
7. List other groups you belong to or affiliations you have (e.g., student council, science club, soccer team, hiking club, scouts, employment).
8. How long have you lived in the community or area affected by the sanctuary? Please address whether you are a year-round or seasonal resident of the area.

Individuals 18 years of age and older are not eligible to apply for the sanctuary advisory council's youth seat, but may apply for other council seats as they become open and are advertised.

Information obtained through this application process will be used to determine the qualifications of the applicant for membership on the sanctuary advisory council. The Office of National Marine Sanctuaries intends affirmatively to disclose the applications only to DOC/NOAA staff and other members of the applicant review panel. However, the Office of National Marine Sanctuaries may be required to disclose the applications in response to a court order, a congressional request, or a request from the public under the Freedom of Information Act (FOIA).

If disclosure is requested under the FOIA, the Office of National Marine Sanctuaries will endeavor to protect the privacy of applicants by withholding personal information, such as home addresses and telephone numbers. In contrast, statements of philosophy or opinions contained in the application would likely be released. Applying for membership on the sanctuary advisory council is voluntary.

Public reporting burden for this collection of information is estimated to average one hour per response, including the time for reviewing instructions, searching existing data sources, gathering 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 Office of National Marine Sanctuaries, 1305 East West Highway, N/NMS, Silver Spring, Maryland 20910.

Notwithstanding any other provision of 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.

OMB Control #0648-0397

Expires TBD

Summary of Revisions to General Council Member and Youth Seat Applications

Drafted December 8, 2011

- Includes two applications:
 - General council member or alternate application for adults (18 years of age or older); and
 - Youth council member or alternate application for youth/students (14 to 17 years of age when apply).
- Revised the instructions to ensure consistency between the general council member and youth seat applications.
- Clarified the age range (when apply) of youth seat applicants.
- Replaced *council* with *sanctuary advisory council*.
- Noted requirement for the Office of National Marine Sanctuaries to conduct a database search to determine whether an applicant has been a federally registered lobbyist in the two year period before the proposed appointment date.
- Clarified the need for a letter of support from a state agency employee's supervisor (at the time he/she submits an application) if the state agency employee is applying for a non-governmental seat (i.e., seeking to serve in a personal capacity).
 - Stated that members of state legislature are not required to supply such letters of support.
- Clarified the intent (or potential) to recruit for a particular seat (e.g., Research) and position (i.e., council member or alternate), if applicable.
- Edited the application to allow individual councils to specify advertised (i.e., available) seat(s) and position(s) since not all seats/positions will be available during a recruitment process or on all councils.
- Clarified the necessary contact information for the application and parent/guardian, if applicable.
- Reordered, reworded and, at times, condensed the questions.
- Requested that the questions be addressed in an attached statement, by number, in the same order as presented in the application.
 - Intended to simplify responses (i.e., don't provide statements of intent or CV), as well as the applicant review process.
- Addressed the potential need for youth to miss a portion of or all of their classes and club or team activities to attend sanctuary advisory council meetings or retreats.

Estimated Time per Response: 30 minutes.

Estimated Total Annual Burden Hours: 60.

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: January 4, 2012.

Gwellnar Banks,

Management Analyst, Office of the Chief Information Officer.

[FR Doc. 2012-115 Filed 1-6-12; 8:45 am]

BILLING CODE 3510-13-P

DEPARTMENT OF COMMERCE

National Oceanic and Atmospheric Administration

Proposed Information Collection; Comment Request; Application Forms for Membership on a National Marine Sanctuary Advisory Council

AGENCY: National Oceanic and Atmospheric Administration (NOAA), Commerce.

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.

DATES: Written comments must be submitted on or before March 9, 2012.

ADDRESSES: Direct all written comments to Jennifer Jessup, Departmental Paperwork Clearance Officer, Department of Commerce, Room 6616,

14th and Constitution Avenue NW., Washington, DC 20230 (or via the Internet at Jjessup@doc.gov).

FOR FURTHER INFORMATION CONTACT: Requests for additional information or copies of the information collection instrument and instructions should be directed to Becky Shortland, (912) 598-2381 or Becky.Shortland@noaa.gov.

SUPPLEMENTARY INFORMATION:

I. Abstract

This request is for a revision and extension of a currently approved information collection.

Section 315 of the National Marine Sanctuaries Act (16 U.S.C. 1445a) allows the Secretary of Commerce to establish one or more advisory councils to provide advice to the Secretary regarding the designation and management of national marine sanctuaries. Advisory councils are individually chartered for each sanctuary to meet the needs of that sanctuary. Once an advisory council has been chartered, the sanctuary superintendent starts a process to recruit members for that council by providing notice to the public and requesting interested parties to apply for the available seat(s) (e.g., Research, Education) and position(s) (i.e., council member or alternate). The information obtained through this application process will be used to determine the qualifications of the applicant for membership on the sanctuary advisory council.

Two application forms are currently associated with this information collection: (a) National Marine Sanctuary Advisory Council Application form; and (b) National Marine Sanctuary Advisory Council Youth Seat Application form. These application forms are currently being revised to ensure consistency between the forms, as well as clarify the information and supplemental materials to be submitted by applicants. Application form instructions will specify requirements imposed upon the agency when reviewing applicants as potential council members or alternates, including the need to assess potential conflicts of interest (or other issues) and the applicant's status as a federally-registered lobbyist. Specific questions posed to applicants will be reordered, reworded and, at times, condensed to improve the organization of applicant responses and, thereby, simplify the applicant review process.

II. Method of Collection

Complete applications may be submitted electronically via email (with

attachments), by mail, or by facsimile transmission.

III. Data

OMB Control Number: 0648-0397.

Form Number: None.

Type of Review: Regular submission (revision and extension of a currently approved collection).

Affected Public: Individuals or households; business or other for-profit organizations; not-for-profit institutions.

Estimated Number of Respondents: 520.

Estimated Time per Response: 1 hour.

Estimated Total Annual Burden Hours: 520.

Estimated Total Annual Cost to Public: \$1,040.

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: January 3, 2012.

Gwellnar Banks,

Management Analyst, Office of the Chief Information Officer.

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BILLING CODE 3510-NK-P

DEPARTMENT OF COMMERCE

National Oceanic and Atmospheric Administration

RIN 0648-XA881

Endangered Species; File Nos. 16229 and 16548

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

ACTION: Issuance of permits.

SUMMARY: Notice is hereby given that the North Carolina Zoo, 4401 Zoo