

# NOTICE OF OFFICE OF MANAGEMENT AND BUDGET ACTION

Date 11/30/2017

Department of Commerce  
National Oceanic and Atmospheric Administration

FOR CERTIFYING OFFICIAL: Rod Turk  
FOR CLEARANCE OFFICER: Jennifer Jessup

In accordance with the Paperwork Reduction Act, OMB has taken action on your request received 09/14/2017

ACTION REQUESTED: Revision of a currently approved collection

TYPE OF REVIEW REQUESTED: Regular

ICR REFERENCE NUMBER: 201709-0648-008

AGENCY ICR TRACKING NUMBER:

TITLE: Processed Products Family of Forms

LIST OF INFORMATION COLLECTIONS: See next page

OMB ACTION: Approved without change

OMB CONTROL NUMBER: 0648-0018

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: 11/30/2020

DISCONTINUE DATE:

| BURDEN:                         | RESPONSES | HOURS | COSTS |
|---------------------------------|-----------|-------|-------|
| Previous                        | 1,354     | 651   | 0     |
| New                             | 831       | 395   | 0     |
| Difference                      |           |       |       |
| Change due to New Statute       | 0         | 0     | 0     |
| Change due to Agency Discretion | -391      | -196  | 0     |
| Change due to Agency Adjustment | -132      | -60   | 0     |
| Change due to PRA Violation     | 0         | 0     | 0     |

TERMS OF CLEARANCE:

OMB Authorizing Official: Dominic J. Mancini  
Deputy and Acting Administrator,  
Office Of Information And Regulatory Affairs

## List of ICs

| IC Title                         | Form No.   | Form Name   | CFR Citation |
|----------------------------------|------------|---|--------------|
| Annual Processed Products Report | NOAA 88-13 | Fishery Product Report: US Processors Annual        |              |
| Monthly fishery products report  | 88-13c     | Fishery Products Report: Fish meal and oil, monthly |              |

# 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><br>a. _____ - _____   |
| 3. Type of information collection ( <i>check one</i> )<br>a. <input type="checkbox"/> New Collection<br>b. <input type="checkbox"/> Revision of a currently approved collection<br>c. <input type="checkbox"/> Extension of a currently approved collection<br>d. <input type="checkbox"/> Reinstatement, without change, of a previously approved collection for which approval has expired<br>e. <input type="checkbox"/> Reinstatement, with change, of a previously approved collection for which approval has expired<br>f. <input type="checkbox"/> Existing collection in use without an OMB control number<br>For b-f, note Item A2 of Supporting Statement instructions | 4. Type of review requested ( <i>check one</i> )<br>a. <input type="checkbox"/> Regular submission<br>b. <input type="checkbox"/> Emergency - Approval requested by _____ / _____ / _____<br>c. <input type="checkbox"/> Delegated  |
| 7. Title   | 5. Small entities<br>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<br>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> )<br>a. ___ Individuals or households d. ___ Farms<br>b. ___ Business or other for-profit e. ___ Federal Government<br>c. ___ Not-for-profit institutions f. ___ State, Local or Tribal Government   | 12. Obligation to respond ( <i>check one</i> )<br>a. <input type="checkbox"/> Voluntary<br>b. <input type="checkbox"/> Required to obtain or retain benefits<br>c. <input type="checkbox"/> Mandatory   |
| 13. Annual recordkeeping and reporting burden<br>a. Number of respondents _____<br>b. Total annual responses _____<br>1. Percentage of these responses collected electronically _____ %<br>c. Total annual hours requested _____<br>d. Current OMB inventory _____<br>e. Difference _____<br>f. Explanation of difference<br>1. Program change _____<br>2. Adjustment _____  | 14. Annual reporting and recordkeeping cost burden ( <i>in thousands of dollars</i> )<br>a. Total annualized capital/startup costs _____<br>b. Total annual costs (O&M) _____<br>c. Total annualized cost requested _____<br>d. Current OMB inventory _____<br>e. Difference _____<br>f. Explanation of difference<br>1. Program change _____<br>2. Adjustment _____  |
| 15. Purpose of information collection ( <i>Mark primary with "P" and all others that apply with "X"</i> )<br>a. ___ Application for benefits e. ___ Program planning or management<br>b. ___ Program evaluation f. ___ Research<br>c. ___ General purpose statistics g. ___ Regulatory or compliance<br>d. ___ Audit   | 16. Frequency of recordkeeping or reporting ( <i>check all that apply</i> )<br>a. <input type="checkbox"/> Recordkeeping b. <input type="checkbox"/> Third party disclosure<br>c. <input type="checkbox"/> Reporting<br>1. <input type="checkbox"/> On occasion 2. <input type="checkbox"/> Weekly 3. <input type="checkbox"/> Monthly<br>4. <input type="checkbox"/> Quarterly 5. <input type="checkbox"/> Semi-annually 6. <input type="checkbox"/> Annually<br>7. <input type="checkbox"/> Biennially 8. <input type="checkbox"/> Other (describe) _____ |
| 17. Statistical methods<br>Does this information collection employ statistical methods<br><input type="checkbox"/> Yes <input type="checkbox"/> No   | 18. Agency Contact (person who can best answer questions regarding the content of this submission)<br><br>Name: _____<br>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 PRODUCT FAMILY OF FORMS  
OMB CONTROL NO. 0648-0018**

**A. JUSTIFICATION**

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

NOAA Forms 88-13 and 88-13c are used to collect annual (in the case of 88-13) and monthly (in the case of 88-13c) 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 (FMP) established under the Act must determine the estimated capacity by United States (U.S.) seafood processors for the managed fishery. Data from these surveys are used in economic analyses to estimate the capacity and extent to 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 analyses 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 hagfish, Atlantic deep-sea red crab, tilefish, skate, surf clam or ocean quahog in the National Marine Fisheries Service's (NOAA Fisheries) 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, lubricants, and fertilizers (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.**

NOAA Fisheries and Regional Council economists use the collected information to estimate processing capacity and to forecast and subsequently measure the economic impact of fishery management regulations on fish and shellfish supplies using the data on volume and value. 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 (NOAA Fisheries), Statistical Abstract of the United States (Census Bureau) and Agricultural Statistics (U.S. Department of Agriculture (USDA)). As a member of the United Nations Food and Agriculture

Organization and the Organization for Economic Cooperation and Development, NOAA Fisheries supplies aggregate data to these organizations.

In addition to the aforementioned publications, the information collected through the 88-13 family of forms supports activities of other federal agencies. NOAA Fisheries supports the International Trade Commission (ITC) 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 (DHS), 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. NOAA Fisheries 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. 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 annual? Survey of Fishery Processors, NOAA Fisheries 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. Only processors who produce fish meal and fish oil receive and complete the monthly 88-13c form. We are currently exploring the development of an electronic-based reporting tool and fillable .pdf form

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

NOAA Fisheries 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 NOAA Fisheries data and represents a survey of capital investment and value-added. These data are not part of NOAA Fisheries effort.

The Bureau of Labor Statistics (BLS) collects monthly employment data at the six digit North American Industry Classification System (NAICS) code level. Although these data are used to verify NOAA Fisheries-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 Fishery Management Plan (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, NOAA Fisheries is confident that it is aware of similar collections if they exist.

With the onset of Catch Share Programs, the Office of Science and Technology has been working with port agents in the regional offices to ensure that overlap and duplication of surveys is kept at a minimum. In the case of Catch Share monitoring programs, the data collected are not in the same scope as the data collected in the 88-13 and very little, if any, overlap occurs.

**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, NOAA Fisheries would lack key economic data for making fishery decisions. The frequency cannot be reduced from the annual submission, which is currently required for dealers, with the 88-13 form. Since dealer entry into and exit from a fishery is common, an annual collection allows NOAA Fisheries to use the most accurate information available to compile employment and processing data.

Various federal and state government, industry and academic entities use the quarterly meal and oil reports made available on the NOAA Fisheries Office of Science and Technology Commercial Fisheries Market News website. Quarterly reports would not be possible without the monthly reporting requirement of the 88-13c.

**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, oil and solubles for reporting in the Fishery Market News series. NOAA Fisheries, USDA, state fishery agencies and industry in forecasting market needs utilize these data. 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 was reduced to quarterly submission, a loss of data for the season would jeopardize the statistics.

**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 May 26, 2017 (Vol. 82 No. 101 p. 24306) solicited public comments on this information collection. No comments were received.

Direct feedback from respondents is the primary source for changes in the forms. Input from regional port agents is also considered.

We engage extensively with the processors who are in our survey. Our port agents are usually known by the processors and they often interact in various ways, including dropping off duplicate forms to the processor, making calls requesting submission of data, and, in many cases, actually filling in the form at the side of the processor. These port agents report to our office any complaints received about the survey. We seldom get any comments regarding the reporting burden. We do occasionally receive comments from new companies who have not implemented sufficient record keeping procedures necessary to provide the requested information. In these cases we ask the company to provide their best estimate of the fishery products that they process with the hope that they will improve their record keeping for subsequent reporting years. Finally, in the cover letter accompanying the survey form, processors are directed to contact the Office of Science of Technology with any questions or comments about the form and the survey. A great majority of the questions we receive involve the definition of a processor – i.e. companies want to know if they should be completing the survey at all due to the wide variety of processing practices in the industry.

In order to make the instructions for completing the form more straightforward, we have introduced and distributed an example data sheet (attached as Instruction Diagram 2016.docx) that demonstrates how to complete the form.

We have also reached out to our regional contacts and port agents for their assistance in collecting comments from respondents. In addition to a general comment collected by a Northeastern port agent regarding a desire for an electronic form we have received the following specific comments:

- Raven S. Benamor at North Star Seafood, LLC.: I found the survey to be laid out in an easily understandable format and did not take much time to complete it. It posed no burden due to its simplicity. It is easier to fill out surveys like these when the questioning is direct. As busy as North Star can be, we really appreciate that this survey and others formatted like it do not require a large span of time to complete.
- Sarah Nayani at Arctic Storm (Arctic Fjord): I would say it probably took me 15 minutes to complete, and about 15-30 minutes for our accounting staff to research the employees/month & value of surimi & hake block. We had all of the data available, but had to pull it from our various databases (one HR-related database with crew information

and one accounting database). Frequency of collection is fine. Instructions are clear – the only thing I was a bit confused about is whether this was just for hake processing or also for pollock. But I called and got that cleared up. Disclosure is fine – format was fine. Data elements are fine.

- Allison Deasy from Starkist Co. reports the following comments from processing staff in American Samoa: They thought it was a fairly straight forward process. Annually seemed a good length of time for this request and they do like the new format.
- Chang Lee at Great Ocean/Da Yang Seafood Inc.: I feel like we are filling out the same information as NOAA EDC form.
- Sharon Snow at Pacific Seafood/Pacific Surimi-Newport: Your survey is not too bad – took me a couple of hours. The most time consuming part is the payroll data. For the 2017 Survey, you’ll need to send it to Trident. They sold us in April 2017 so I no longer have access to the data for January thru April 2017. I wish the EDC survey was as simple as yours.

Although the NMFS Northwest Fisheries Science Center Economic Data Collection (the EDC referenced above by Chang Lee) collects similar information, the processed products annual survey is unique in that it asks for production of all species whereas the EDC focuses primarily on the West Coast groundfish trawl fishery. The EDC is also limited to businesses that have permits tied to the limited entry fishery for groundfish and does not ask the level of product detail that is collected in the processor survey.

The processed products annual form should take, on average, approximately 30 minutes to complete. However, this estimate is based on the assumption that company records have been organized throughout the year. Good record keeping is necessary for the reporting. The information we ask is very basic business information, which should reasonably be expected to be part of what the companies keep track of to assess their own business costs, profitability, hiring records, and tax burden. It would also be expected that companies with a large range of products will take longer to report total production information. In these cases, we allow companies to submit inventory style data and we summarize and process the information in-house.

We have begun working with our computing and technology office to construct an electronic survey tool. In the interim, we are also working to prepare a fillable PDF form for companies to use while an online survey is developed. We are hoping to offer a fillable PDF form for submissions in the FY18 survey cycle. There is a timeline of approximately two years to develop an online survey tool.

**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.**

As stated on the forms, the data contained in the Processed Products Report, Form 88-13 and Form 88-13c, will be kept confidential as required by section 402(b) of the Magnuson-Stevens Act 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. Any NOAA Fisheries employee or contractor is required to sign and abide by the NOAA Administrative Order 216-100 Non-Disclosure Form before being able to work with, or access, non-aggregated data:

[http://www.corporateservices.noaa.gov/ames/administrative\\_orders/chapter\\_216/216-100-appendix-C.html](http://www.corporateservices.noaa.gov/ames/administrative_orders/chapter_216/216-100-appendix-C.html)

**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    | 747                | 1             | 747                   | 30 minutes            | 374                  | 0                   |
| NOAA Form 88-13c   | 7                  | 12            | 84                    | 15 minutes            | 21                   | 0                   |
| Totals             | 747*               |               | 831                   |                       | 395                  | 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 Question 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-paid envelopes.

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

The estimated Cost to Government is \$5,120.30

Estimated Cost of Printing: 747 forms at 5 cents per copy = \$37.35

Estimated Cost of Mailing: 963 forms at 85 cents total = \$634.95

Estimated Staff Support: 220 hours at GS 7/1 salary (\$20.22/hour) = \$4,448

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

Program Change: 196 hours from a one-time survey were removed.

Adjustment: The number of burden hours is reduced by 60 from the previous submission due to consolidation in the seafood processing industry and identification of companies that have gone out of business or no longer process fisheries items (i.e. there are fewer companies processing). This calculation of burden was based on the number of forms sent for the 2015 data year as shown above.

**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 NOAA Fisheries 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.**

Not Applicable.

**18. Explain each exception to the certification statement.**

There are no exceptions.

## B. COLLECTIONS OF INFORMATION EMPLOYING STATISTICAL METHODS

**1. Describe (including a numerical estimate) the potential respondent universe and any sampling or other respondent selection method used. Provide data on the number of entities (e.g., establishments, State and local governmental units, households, or persons) in the universe and the corresponding sample in tabular form. The tabulation must also include expected response rates for the collection as a whole. If the collection has been conducted before, provide the actual response rate achieved.**

The census of seafood processors is based on known firms that responded in previous years with the addition of newly established firms identified by local port agents, research in industry publications, and outreach. Agency personnel review local trade directories and state licensing agencies to develop potential new contacts. New firms are provided a NOAA Form 88-13 survey form and instructions for completing the survey. Lists of firms that are reported to have ceased operation are reviewed to establish certainty that a new company has not opened up in the same location. There have been cases in which a firm ceased operation for a year due to raw supply sourcing only to reopen in a subsequent year. In recent years, no new firms have entered into the fish meal and oil processing sectors, so no additional 88-13c Forms have been required.

For the 2015 sampling year, the response rate to mailed annual survey forms was approximately 56%. However, this estimate only includes companies that supplied figures for quantity and value and does not reflect businesses that did not process that year, went out of business, changed business type or did not fulfill the definition of processor for the purposes of this survey. In 2010, before the addition of 200 new businesses, the response rate was 69% (not including businesses that went out of business or did not process that year). The response rate can be affected by high turnover in the processing sector. We rely on the local port agents to keep us current on what businesses are closed and when new businesses start up. For large-scale operations our response rate should be quite high (80-90 percent). For the very small mom and pop operations it is probably less.

There is complete compliance with the 88-13c form since all entities within the meal and oil processing group are known.

**2. Describe the procedures for the collection, including: the statistical methodology for stratification and sample selection; the estimation procedure; the degree of accuracy needed for the purpose described in the justification; any unusual problems requiring specialized sampling procedures; and any use of periodic (less frequent than annual) data collection cycles to reduce burden.**

No statistical stratification is employed in the census.

The seasonality (four-five months) of the fisheries supporting the processing of meal and oil (NOAA Form 88-13c) 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 was reduced to an annual submission, a loss of data for the season would jeopardize the statistics and the ability to publish quarterly meal and oil reports.

**3. Describe the methods used to maximize response rates and to deal with nonresponse. The accuracy and reliability of the information collected must be shown to be adequate for the intended uses. For collections based on sampling, a special justification must be provided if they will not yield "reliable" data that can be generalized to the universe studied.**

Approximately 50 percent of the survey forms are returned within the first three months of the initial mailing conducted in early December. A second mailing to non-respondents is conducted in late February with follow-up calls initiated within two weeks to provide plant managers the option of providing the information over the phone or to ascertain if there is a problem. In many cases the plant may not have been operational due to the seasonality of a fishery.

Federally permitted dealers within certain sectors in the Greater Atlantic Region are required to submit a completed survey. See response to Part A, Question 1 of this Supporting Statement for more information on reporting requirements. The regional permit office notifies a firm that fails to respond that their permit renewal will be held in abeyance or, if necessary, an existing permit may be revoked until a form 88-13 is completed.

Many of the processing facilities have a long-standing relationship with local NOAA Fisheries port agents conducting the survey. When necessary, local NOAA Fisheries port agents may visit the plant to review a respondents' completed survey or to assist in completing the survey.

NOAA Fisheries port agents work closely with national, regional, and state industry trade associations. Periodically, port agents hold discussions with industry leaders to describe the necessity of their members to provide the information. Port agents also meet with industry members at both local and national trade shows to review new types of products that are being developed for inclusion in the survey.

In cases where we still receive no response, we ask our port agents to confirm whether or not the business is still in operation. If the business is in operation and we have no information provided, we impute/estimate the production for that business using the data from the previous year.

**4. Describe any tests of procedures or methods to be undertaken. Tests are encouraged as effective means to refine collections, but if ten or more test respondents are involved OMB must give prior approval.**

The census has been conducted in the same manner for the past twenty years. No test has been conducted recently.

**5. Provide the name and telephone number of individuals consulted on the statistical aspects of the design, and the name of the agency unit, contractor(s), grantee(s), or other person(s) who will actually collect and/or analyze the information for the agency.**

Regional agency personnel and port agents conduct the census.

The main NOAA Fisheries regional contacts are below:

|   |                     |
|---|---------------------|
| Greater Atlantic Region – Pam Thames    | (207) 780-3322      |
| Southeast Region – Lawrence Beerkircher | (305) 361-4290 x290 |

Gulf area of Southeast Region– Pamela Brown-Eyo (305) 361-4565 x565  
Large Tuna Processors – Craig D’ Angelo (562) 980-4024  
West Coast Region – Carol Barstow (Pacific States Marine Fisheries Commission) (503) 595-3455  
Pacific Islands Region – Walter Ikehara (808) 725-5175

Personnel at headquarters conduct tabulations of the data:  
Office of Science and Technology – Melissa Yencho (301) 427-8193  
Office of Science and Technology - Alan Lowther (301) 427-8154

Thank you very much for your participation. We greatly appreciate your cooperation and time. This form summarizes some key points to help you complete the survey.

Your company name, mailing address, plant address and phone/fax number will be pre-printed on your form. Please check to make sure the information is correct and write in any changes as needed.

Pre-printed items are products that were reported last year. Simply fill in the quantity and value. Please cross out a product if you do not process it anymore.

❖ **If you are new to the survey or do not have products on record for the survey, your form will only have a section for New Products. Please report every product you produce.**

If you produce any canned products, please list them under "Canned Seafood" and include the can size, number of cans in a case and how many cases.

Your cooperation is needed to make the results of this survey comprehensive, accurate, and timely and may increase the profitability of your business. Individual reports are confidential and only summary totals are published. This report is authorized by law, 16 U.S.C. 1854(e).

Form Approved OMB No. 0648-0018 Expires 05-31-09

NOAA FORM 88-13 (REV 10/95) U.S. DEPARTMENT OF COMMERCE NOAA-NMFS

**FISHERY PRODUCTS REPORT U. S. PROCESSORS, ANNUAL**

ARE YOU A:  
 PROCESSOR  
 WHOLESALER (Does Not Process)  
 COLD STORAGE  
 OTHER

COMPANY PHONE COMPANY FAX  
 Space for company phone and fax number

MAIL ADDRESS \_\_\_\_\_  
 Your Company's Name  
 Your Company's Mailing Address \_\_\_\_\_  
 PLANT ADDRESS \_\_\_\_\_  
 Plant's Physical 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     | CHECK      |           |
|--|--------------|------|----------|-----------|------------|-----------|
| FRESH SEAFOOD  |              |      |          | FOB PLANT | //////     |           |
| FROZEN SEAFOOD   |              |      |          |           | //////     |           |
| <b>NEW PRODUCTS (1)</b>  |              |      |          |           |            |           |
| 1) _____   |              |      |          |           |            |           |
| F 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     |
| CANNED SEAFOOD (1)   |              |      |          |           |            | FOB PLANT |
| 1) _____   |              |      |          |           |            |           |
|  |              | CS   |          |           |            |           |
|  |              | CS   |          |           |            |           |
|  |              | CS   |          |           |            |           |
|  |              | CS   |          |           |            |           |

Please enter monthly employment information here (including administrative staff and yourself) and write your name.

Please provide a telephone number or e-mail address as

Under quantity please provide the weight of the processed product. Value is the amount of money obtained for the product only, without shipping, retail, etc.

Please report any **new** or **re-introduced** products in this section. Please provide as much detail as possible, especially in terms of units (lbs., oz., gallons, etc.).

If a product you normally process was not processed in the previous year, it is not included in the pre-printed list. If you started processing it again, please report it here in the new products section.

- **If you are new to the survey and there are no products listed already, please list all products you currently process**

## **Survey of Fishery Processed Products (Fishery Products Reports)**

Dear Processor:

Every year, NOAA Fisheries conducts a survey of seafood processors operating in the United States. Your firm has been identified as participating in this industry. Please take a moment to fill out and return the enclosed form. If you do not process seafood products, please note that on the form and return it. The survey defines processing as any alteration to the original product form. Additional details are located on the second page.

This survey is the only comprehensive survey of the U.S. seafood processing industry and is the source of all regional and national statistics. Reports generated from these statistics include Fisheries of the United States and the United Nations Food and Agriculture Organization's yearbook, Fishery Statistics-Commodities. Your information is an integral part in keeping these publications current and representative of your industry.

These data have many uses that benefit the seafood processing industry. They have been used to calculate assistance to businesses affected by natural disasters, such as Hurricane Katrina in 2005. The data you provide are used for calculating annual United States seafood consumption and for determining the consumer expenditures related to commercial fisheries. NOAA Fisheries and the U.S. 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. Your participation in this survey makes these numbers more representative of industry trends.

NOAA Fisheries upholds a strict confidentiality policy. All information regarding quantity, value, and employment of individual firms is kept **STRICTLY CONFIDENTIAL**. Only aggregated data is reported so that no individual person or business can be identified.

The instructions on the reverse side of this letter are provided to assist you in preparing the forms. If you have any questions or comments, please contact me, Melissa Yencho, at NOAA Fisheries, Fisheries Statistics Division F/ST1, SSMC-3, Room 12626, 1315 East-West Hwy, Silver Spring, MD 20910 or call (301) 427-8193.

Thank you for your time and assistance and have a good day.

Sincerely,

Melissa Yencho  
Fisheries Statistics Division

### INSTRUCTIONS FOR COMPLETING THE FORM

1. Check your company name, mailing address, and phone/fax numbers. If your plant address differs from your mailing address please fill in the appropriate information and make any necessary corrections. If your plant address is blank, please fill in the address or simply indicate 'Same' if it matches your mailing address.
2. In the box to the right of your address is the employment section. Enter the number of people that worked at the establishment during the payroll period that included the 12th of the month. Do not forget to include yourself.
3. Please include the name and contact information of the person who prepared the report directly beneath the employment section. This lets us reach out to the person that completed the form in case we have questions. You can provide telephone number and/or e-mail. It is not necessary to sign the form.
4. In the upper right hand corner, indicate the type of business you operate. If your business is in the "other" category, please note what type of business you have somewhere on the form.
5. The next several sections relate to the products processed by your company. "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 wholesale values (the form states FOB value). 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. If you receive a form that only states "New Products", please list **all** the products you currently process in addition to any new products you have introduced during the last year.
7. For processors of canned products, please be sure to include the ounces per can, cans per case, and number of cases. If the information is already included on the form, please check it for accuracy.
8. List any **NEW** products in the appropriate section with volume and values. If a product listed on the pre-printed section of products no longer applies, just draw a line through it. Please record any re-introduced products in the New Products section as well.
9. 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.
10. If you have questions, please call Melissa Yencho or Alan Lowther in the NMFS Fisheries Statistics Division at: (301) 427-8193 or (301) 427-8154. We are more than happy to answer any questions or address your concerns.

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:

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

Your cooperation is needed to make the results of the survey comprehensive. Individual reports are confidential and only summary totals are published. This report is authorized by law, 16 U.S.C. 1854(e).

Form Approved by OMB No. 0648-0018  
Expires 11-30-2017

|          |      |   |  |                               |
|----------|------|---|--|-------------------------------|
| YEAR     | 2016 | NOAA FORM 88-13<br>(REV 10/95)                              | U.S. DEPARTMENT OF COMMERCE<br>NOAA-NMFS | ARE YOU A:                    |
| REGION   |      | <b>FISHERY PRODUCTS REPORT<br/>U. S. PROCESSORS, ANNUAL</b> |  | PROCESSOR                     |
| STATE    |      |   |  | WHOLESALER (Does Not Process) |
| PLANT NO |      |   |  | COLD STORAGE                  |
| COUNTY   |      |   |  | OTHER                         |

|                           |             |  |     |
|---------------------------|-------------|--|-----|
| COMPANY PHONE             | COMPANY FAX | <b>EMPLOYMENT DATA<br/>TO BE COMPLETED BY ALL FIRMS OR PLANTS</b>  |     |
| _____ MAIL ADDRESS _____  |             | NOTE: LIST BY MONTH THE NUMBER OF PERSONS WORKING<br>AT THIS ESTABLISHMENT DURING THE PAYROLL PERIOD THAT<br>INCLUDED THE 12TH OF THE MONTH. |     |
| _____ PLANT ADDRESS _____ |             | JAN  | FEB |
|                           |             | APR  | MAY |
|                           |             | JUL  | AUG |
|                           |             | OCT  | NOV |
|                           |             | REPORT PREPARED BY (Print or type Name)  |     |
|                           |             | Phone or E-mail  |     |

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

| *****<br>NEW CANNED (1) | FOR NMFS USE | UNIT | OUNCES | PACK | # OF CASES | VALUE<br>FOB PLANT |
|-------------------------|--------------|------|--------|------|------------|--------------------|
|                         |              | CS   |        |      |            |                    |
|                         |              | CS   |        |      |            |                    |
|                         |              | CS   |        |      |            |                    |
|                         |              | CS   |        |      |            |                    |
|                         |              | CS   |        |      |            |                    |

Your cooperation is needed to make the results of the survey comprehensive. Individual reports are confidential and only summary totals are published. This report is authorized by law, 16 U.S.C. 1854(e).

Form Approved by OMB No. 0648-0018  
Expires 11-30-2017

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

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

| *****<br>NEW CANNED (1) | FOR NMFS USE | UNIT | OUNCES | PACK | # OF CASES | VALUE<br>FOB PLANT |
|-------------------------|--------------|------|--------|------|------------|--------------------|
|                         |              | CS   |        |      |            |                    |
|                         |              | CS   |        |      |            |                    |
|                         |              | CS   |        |      |            |                    |
|                         |              | CS   |        |      |            |                    |
|                         |              | CS   |        |      |            |                    |

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.

OMB Control No.: 0648-0018  
Expires 10/31/2016

|           |  |                                   |  |
|-----------|--|-----------------------------------|--|
| MONTH     |  | NOAA Form 88-13c<br>(11-98)       | U.S. DEPARTMENT OF COMMERCE<br>NOAA-NMFS |
| REGION    |  | <b>FISHERY PRODUCTS REPORT</b>    |  |
| STATE     |  | <b>FISH MEAL AND OIL, MONTHLY</b> |  |
| PLANT NO. |  |                                   |  |

**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<br><i>Short Tons</i> | FISH OIL<br><i>Gallons</i> | FISH SOLUBLE<br><i>Gallons</i> |
|---------|--|----------------------------|--------------------------------|
|         |  |                            |                                |
|         |  |                            |                                |
|         |  |                            |                                |
|         |  |                            |                                |
|         |  |                            |                                |
|         |  |                            |                                |
|         |  |                            |                                |
|         |  |                            |                                |
|         |  |                            |                                |

MENHADEN UTILIZED DURING MONTH (*MILLION FISH*)

REMARKS

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

riparian habitat assessment and a morphological survey. The purpose of the research is to establish an ecological observatory with the goal of monitoring climate change, land use changes, and invasive species for the next 30 years.

The researchers would use backpack electrofishing equipment to capture fish. The fish would then be anesthetized, identified, photographed, measured, allowed to recover, and released back to the stream. Some tissue samples may be taken as well. The research would benefit listed fish by generating long-term data sets on the animals' health, abundance, and status in general. Those data, in turn, would be used to inform management decisions on the Gifford-Pinchot National Forest and the lower Columbia River ecosystem. The researchers do not intend to kill any of the fish being captured, but a small percentage may be killed as an inadvertent result of the activities.

This notice is provided pursuant to section 10(c) of the ESA. NMFS will evaluate the applications, associated documents, and comments submitted to determine whether the applications meet the requirements of section 10(a) of the ESA and Federal regulations. The final permit decisions will not be made until after the end of the 30-day comment period. NMFS will publish notice of its final action in the **Federal Register**.

Dated: May 22, 2017.

**Angela Somma,**

*Chief, Endangered Species Division, Office of Protected Resources, National Marine Fisheries Service.*

[FR Doc. 2017-10827 Filed 5-25-17; 8:45 am]

**BILLING CODE 3510-22-P**

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## DEPARTMENT OF COMMERCE

### National Oceanic and Atmospheric Administration

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

**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 July 25, 2017.

**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 [pracomments@doc.gov](mailto:pracomments@doc.gov)).

**FOR FURTHER INFORMATION CONTACT:** Requests for additional information or copies of the information collection instrument and instructions should be directed to Melissa Yenko, (301) 427-8193 or [melissa.yenko@noaa.gov](mailto:melissa.yenko@noaa.gov).

#### SUPPLEMENTARY INFORMATION:

##### I. Abstract

This request is for extension of a current information collection.

National Oceanic and Atmospheric Administration (NOAA) annually collects information from seafood and industrial fishing processing plants on the volume and value of their processed fishery products and their monthly employment figures. NOAA also collects monthly production volume of fish meal, oil, and solubles. The information gathered is used by NOAA in the economic and social analyses developed when proposing and evaluating fishery management actions.

##### II. Method of Collection

In the current survey, NOAA Fisheries provides each processor with a pre-printed survey form that includes the products produced by that processor in the previous year. The processor only needs to fill in the quantity of product, value of product, monthly employment, and add any new products. New firms to the survey are provided blank forms. Responses are submitted by mail, via postage-paid envelopes provided by NOAA Fisheries.

##### III. Data

*OMB Control Number:* 0648-0018.

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

*Type of Review:* Regular submission (extension of a current information collection).

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

*Estimated Number of Respondents:* 747.

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

*Estimated Total Annual Burden Hours:* 392.

*Estimated Total Annual Cost to Public:* \$0 in recordkeeping/reporting costs.

## 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: May 22, 2017.

**Sarah Brabson,**

*NOAA PRA Clearance Officer.*

[FR Doc. 2017-10787 Filed 5-25-17; 8:45 am]

**BILLING CODE 3510-22-P**

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## DEPARTMENT OF COMMERCE

### National Oceanic and Atmospheric Administration

**RIN 0648-XF452**

#### New England Fishery Management Council; Public Meeting

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

**ACTION:** Notice; public meeting.

**SUMMARY:** The New England Fishery Management Council (Council) is scheduling a public meeting of its Skate Committee to consider actions affecting New England fisheries in the exclusive economic zone (EEZ).

Recommendations from this group will be brought to the full Council for formal consideration and action, if appropriate.

**DATES:** This meeting will be held on Tuesday, June 13, 2017 at 9:30 a.m.

#### ADDRESSES:

*Meeting address:* The meeting will be held at the Holiday Inn, 31 Hampshire Street, Mansfield, MA 02048; telephone: (508) 339-2200.

*Council address:* New England Fishery Management Council, 50 Water Street, Mill 2, Newburyport, MA 01950.

**FOR FURTHER INFORMATION CONTACT:** Thomas A. Nies, Executive Director,