

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.

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: December 20, 2001.

**Madeleine Clayton,**

*Departmental Paperwork Clearance Officer,  
Office of the Chief Information Officer.*

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## DEPARTMENT OF COMMERCE

### Census Bureau

#### Special Census Program

**ACTION:** Proposed collection; comment request.

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

**DATES:** Written comments must be submitted on or before February 26, 2002.

**ADDRESSES:** Direct all written comments to Madeleine Clayton, Departmental Paperwork Clearance Officer, Department of Commerce, Room 6086, 14th and Constitution Avenue, NW., Washington, DC, 20230 (or via the Internet at [mclayton@doc.gov](mailto:mclayton@doc.gov)).

**FOR FURTHER INFORMATION CONTACT:** Requests for additional information or copies of the information collection instrument(s) and instructions should be directed to J. Michael Stump or Josephine Ruffin, Bureau of the Census, Room Number 1314, Building #2, Washington, DC, 20746 and 301-457-1429.

#### SUPPLEMENTARY INFORMATION:

##### I. Abstract

The Special Census Program is a reimbursable service offered and performed by the Census Bureau for the government of any state; county, city, or

other political subdivision within a state; for the government of the District of Columbia; and for the government of any possession or area over which the U.S. exercises jurisdiction, control, or sovereignty, and other governmental units which require current population data between decennial censuses.

Many states distribute funds based on current population statistics. In addition, special census data are used by the local jurisdictions to plan new schools, transportation systems, housing programs, and water treatment facilities.

The Census Bureau will use the following forms to update addresses listed on the Census Bureau's Master Address File and to enumerate populations in special censuses:

- **Special Census Enumerator Questionnaire**—This interview form will be used to collect special census data at regular housing units (Hus).
- **Special Census Special Place Questionnaire**—This interview form will be used to collect special census data at group quarters in special places such as hospitals, prisons, boarding and rooming houses, campgrounds, hotels, college dormitories, military facilities, and convents.
- **Address Listing Page**—This page will include existing addresses from the Census Bureau Master Address File (MAF). Special Census enumerators will update these addresses, if needed, at the time of enumeration.
- **Group Quarters Enumeration Control Sheet**—This page will be used by Special Census enumerators to list residents/clients at group quarters.
- **Housing Unit Add Page**—This page will be used by enumerators to add HUs that are observed to exist on the ground and that are not contained on the address listing page.
- **Special Place/Group Quarter (SP/GQ) Add Page**—This page will be used by enumerators to add special places/group quarters that are observed to exist on the ground and that are not reflected in the address listing page.

The Special Census Program developmental process is in its early stages. Meetings and other planning discussions may require minor changes to the design and content of the forms.

The Special Census Program will operate as a generic OMB clearance including a library of forms and the operational procedures that will be used for the many special censuses we anticipate conducting this decade. The Census Bureau will establish a reimbursable agreement with a variety of potential special census customers that are unknown at this time. Prior to conducting any special census, the Census Bureau will submit

documentation to OMB providing the details of the Special Census under consideration. We will also submit for OMB's review and approval, under cover of a change worksheet, any special-purpose questions requested by customers to be added to special census questionnaires.

##### II. Method of Collection

The Special Census Program will use the Census 2000 Update/Enumerate (U/E) methodology. Enumerators will canvass their assigned areas with an address register that contains addresses obtained from the Census Bureau's Master Address File. Special Census enumerators will update the address information, as needed, based on their observation of HUs and/or SPs/GQs that exist on the ground. Additionally, enumerators will interview households at regular HUs and residents at GQs using the appropriate Special Census questionnaire.

##### III. Data

- OMB Number:* None.
- Form Number:* Not available yet.
- Type of Review:* Regular.
- Affected Public:* Individuals or households, business or other for profit entities, not-for-profit institutions.
- Estimated Number of Respondents:* (September 2002 through early 2008). Enumerator Questionnaire—848,000 respondents.
- Special Place Questionnaire—2000 respondents.
- Address Listing Page—848,000 respondents.
- Group Quarters Enumeration Control Sheet—375 respondents.
- Housing Unit Add Page—1,000 respondents
- Special Place/Group Quarters Add Page—150 respondents
- Estimated Time Per Response:*
- Enumerator Questionnaire—about 7 minutes
- Special Place Questionnaire—about 5 minutes
- Address Listing Page—about one minute
- Group Quarters Enumeration Control Sheet—10 minutes
- Housing Unit Add Page—about one minute
- Special Place/Group Quarters Add Page—about one minute
- Estimated Total Annual Burden Hours:* Estimated total annual burden hours are 113,527.
- Estimated Total Annual Cost:* There are no costs to respondents other than that of their time to respond.
- Respondent's Obligation:* Voluntary.
- Legal Authority:* Title 13, United States Code, Section 196.

#### 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: December 20, 2001.

**Madeleine Clayton,**

*Departmental Paperwork Clearance Officer,  
Office of the Chief Information Officer.*

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### DEPARTMENT OF COMMERCE

#### Census Bureau

#### E-Government Survey

**ACTION:** Proposed collection; comment request.

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

**DATES:** Written comments must be submitted on or before February 26, 2002.

**ADDRESSES:** Direct all written comments to Madeleine Clayton, Departmental Paperwork Clearance Officer, Department of Commerce, Room 6086, 14th and Constitution Avenue, NW., Washington, DC 20230 (or via the Internet at [MClayton@doc.gov](mailto:MClayton@doc.gov)).

**FOR FURTHER INFORMATION CONTACT:** Requests for additional information or copies of the information collection instrument(s) and instructions should be directed to Stephen Poyta, Chief, Census Management Staff, Governments

Division, U.S. Census Bureau, Washington, DC 20233-6800 (301-457-1580).

#### SUPPLEMENTARY INFORMATION:

##### I. Abstract

Title 13, section 182, of the United States Code authorizes the Secretary of Commerce to conduct surveys deemed necessary to furnish annual and other interim current data on the subjects covered by the Census of Governments.

The recent development of public services dubbed "Electronic Government," or "E-Government," is a result of the rapid growth of computer access and the Internet. The emergence of electronic technologies has fueled a significant change in the public sector's manner in conducting its business. Current measures of public activity—established in a period before computers—do not provide gauges of this new and important change. The public sector is a major component of the economy, as both a purchaser and deliverer of goods and services. It is important that our Nation measure this development because the potential effects of this new technology include the promise of greater efficiencies in the delivery of public services, more effective communications between the public and its government, and a wider scope of public services available to more people.

The Census Bureau plans to conduct a survey of state governments in order to begin measuring the scope and effects of this new activity. The survey's broad definition of E-Government includes any government process conducted online, employing computer enabled electronic devices. Title 13, section 182, of the United States Code authorizes the Secretary of Commerce to conduct surveys deemed necessary to furnish annual and other interim current data on the subjects covered by the Census of Governments. This survey concentrates on three different measurable parts of total Information Technology (IT) and E-Government:

- (1) Infrastructure—the costs to governments of providing electronic hardware and software that form the backbone of E-Government, and the personnel and organizational supports for total IT and E-Government;
- (2) Processes—the E-Government interactions of citizens, businesses, and other governments with their governments; and
- (3) Transactions—measurements for these E-Government processes.

The Census Bureau, as the premier national data collection agency, is uniquely situated to measure E-Government. The current Census

Bureau measures of public sector economic activity—used by Federal data analysis agencies such as the Bureau of Economic Analysis and the Federal Reserve Board—provide an important basis for making informed policy decisions. The addition of E-Government information will help governmental leaders at all levels formulate policies that will improve our entire governmental system. Other users of these data will be the State and local governments and related organizations, public interest groups, the academic community, and many business, market and private research organizations.

##### II. Method of Collection

Basic questionnaires will be sent to the primary technology offices within each state, with additional forms, designed for specific types of departments, agencies, and offices, etc., also incorporated. Information from state governments and the District of Columbia will be compiled by office staff from questionnaire responses collected via standard mail and the Internet.

The Census Bureau will also research the feasibility of developing cooperative data sharing and central collection arrangements with the state governments to minimize respondent burden.

Electronic data collection and dissemination will be developed and incorporated.

*OMB Number:* None.

*Form Number:* None.

*Type of Review:* Regular.

*Affected Public:* State governments.

*Estimated Number of Respondents:* 765 (15 agencies per State government).

*Estimated Time Per Response:* 6 hours.

*Estimated Total Annual Burden Hours:* 4,590 hours.

*Estimated Total Annual Cost:*

\$82,436.40 (\$17.96 per hour\*).

\* Based upon the 2000 Annual Employment Survey—Average hourly rate for state full-time equivalent employees in financial administration.

*Respondent's Obligation:* Voluntary.

*Legal Authority:* Title 13 United States Code, Section 182.

##### III. 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