

BURDEN ANALYSIS
1205-0219
(2005)

Information Collection Requirement	Annual Responses	Frequency	Average Response Time (Hours)	Annual Burden Hours
Request for Proposals (RFP)				
RFP - Experience Contractor	27	Annually	300.00	8,100
RFP - Inexperience Contractor	9	Annually	800.00	7,200
Sub-total:	36			15,300
Automated Forms				
Center Financial Report -- ETA-2110	1,240	94 @ 12x/year 28 @ 4x/year	1.00	1,240
Center Operations Budget -- ETA-2181/2181A	282	3x/year	1.00	282
Sub-total:	1,522			1,522
Center Information Data Collection				
Job Corps Utilization Summary -- ETA-6-127	1,464	Monthly	0.02	24
Disciplinary Discharge -- ETA-6-131A	1,500	Annually	0.02	25
Review Board Hearings -- ETA-6-131B	1,500	Annually	0.02	25
Rights to Appeal -- 6-131C	1,500	Annually	0.02	25
Student Profile -- ETA-6-40	1,500	Annually	0.02	25
Notice of Termination -- ETA-6-61	1,500	Annually	0.02	25
Property Inventory Transcription -- ETA3-28	6,552	Weekly	0.05	328
Sub-total:	15,516			477
Non-automated Forms				
Job Corps Health Staff Activity -- ETA-6-125	122	Annually	0.42	51
Job Corps Health Annual Service Cost -- ETA-6-128	122	Annually	0.42	51
Immunization Record -- ETA-6-112	71,000	Annually	0.08	5,917
CM Health Record Envelope -- ETA-6-135	71,000	Annually	0.22	15,383
CM Health Record Folder -- ETA-6-136	71,000	Annually	0.22	15,383
Inspection Residential and Education Facilities -- ETA-6-37	488	Quarterly	0.08	41
Inspection Waste Treatment Facilities Cost -- ETA-6-39	92	Quarterly	1.40	130
Inspection Water Supply Facilities -- ETA-6-38	488	Quarterly	1.42	692
Sub-total:	214,312			37,648
Other Plans				
Center Operations Plan	94	Annually	30.00	2,820
Maintenance	122	Annually	5.00	610
C/M Welfare	122	Annually	2.00	244
Annual Vocational Skills Training (VST)	122	Annually	24.00	2,928
Annual Staff Training	122	Annually	1.00	122
Energy Conservation	122	Annually	5.00	610
Outreach	122	Annually	2.00	244
Sub-total:	826			7,578
Grand Total:	232,212			62,525

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