

DRAFT OMB SUPPORTING STATEMENT FOR  
NRC FORM 450, "GENERAL ASSIGNMENT"  
(3150-0114)  
REVISION REQUEST

Description of the Information Collection

As a part of the contract closeout process for cost-reimbursement and time-and-materials-type contracts, the contractor is required to assign to the Government all rights, title and interest to refunds, rebates, credits or other amounts (including interest, if any) arising out of contract performance and certify that a corporate official is empowered to make the assignment. The contractor utilizes NRC Form 450, General Assignment, to make such assignments. This extension package has a reduction in burden for this clearance period.

A. JUSTIFICATION

1. Need for and Practical Utility of the Collection of Information.  
Contract clauses 52.216-7(h)(2) , Allowable Cost and Payment (MAR 2000) and 52.232-7(f), Payments under Time and Materials and Labor Hour Contracts (MAR 2000) prescribed by the Federal Acquisition Regulation (FAR) for inclusion in cost-reimbursement and time-and-materials contracts require execution and delivery of the assignment, in form and substance satisfactory to the Contracting Officer as a condition precedent to the final payment.
2. Agency Use of Information.  
General Assignment forms are reviewed upon receipt to assure proper execution and certification. The form then becomes an integral part of the official contract file and serves as the legal basis for the contractor to collect all refunds, rebates, credits or other amounts properly allocable to costs for which the contractor has been reimbursed by the Government under the contract
3. Reduction of Burden Through Information Technology.  
There are no legal obstacles to reducing the burden associated with this information collection. Moreover, the NRC encourages its use. However, because the types of information and the infrequency of submission, the General Assignment does not readily lend itself to the use of technological collection techniques for submission.
4. Effort to Identify Duplication and Use Similar Information.  
The Information Requirements Control Automated System (IRCAS) was searched to determine duplication and none was found. The information is contract specific, thus similar information does not exist which could satisfy the specific contractual requirement. NRC in its contract closeout process, forwards the General Assignment for execution as soon as practicable after reconciliation of the final cost information. At the same time, the contractor's "release" is forwarded for execution, as an effort to reduce the overall burden to the contractor.

5. Effort to Reduce Small Business Burden.  
The information collection is prescribed by the FAR 52.216-7(h)(2) and 52.232-7(f). The collection represents the minimum required for proper execution of the General Assignment and cannot be reduced.
6. Consequences to Federal Program or Policy Activities if the Collection Is Not Conducted or is Conducted Less Frequently.  
The information collection is required only once, at the time of contract closeout. The FAR 52.216-7(h)(2) and 52.232-7(f) requires execution and delivery of the assignment as a condition precedent to the final payment; therefore, the collection cannot be eliminated.
7. Circumstances Which Justify Verification from OMB Guidelines.  
The collection is within all OMB prescribed guidelines.
8. Consultations Outside NRC.  
The opportunity for public comment has been published in the Federal Register.
9. Payment of Gift to Respondents.  
Not applicable.
10. Confidentiality of the Information.  
Execution and certification of the General Assignment does not require use of confidential information. Any subsequent submission of proprietary or business confidential would be protected against improper disclosure as required by the Federal Acquisition Regulation, the Freedom of Information Act and NRC Management Directive, Volume 12, "Security."
11. Justification for Sensitive Questions.  
No sensitive information normally considered private or personal information is required or requested.
12. Estimate of Burden and Burden Hour Cost.  
The annual contractor burden for the NRC Form 450 is estimated to be 200 hours (100 responses X 2 hr/response (1.5 hr clerical) + (.5 hr professional)). The annual burden cost is \$13,950 (100 responses X (1.5 hr x \$45/hr clerical) + (.5 hr x \$144 professional)). The burden estimate was derived from experience concerning the approximate number of contractors affected by the General Assignment form and the approximate number of hours each Contractor would have to expend to comply with the requirements of the form.

The estimate of 2 hrs, per response is based on the following steps being taken to complete the General Assignment Form:

- \* The search and review of contract records and verification by an accounting department may involve data which must be retrieved from storage.
- This form must be notarized.

- Clerical support is required to complete the form.
- The burden estimate also takes into account whether a contractor maintains a manual or automated accounting system.

13. Estimate of Other Additional Costs.

There are no additional costs.

14. Estimated Annualized Cost to the Federal Government.

The cost to the Government was derived from experience as to the approximate number of hours Contract Specialists expend in assuring that the NRC Form 450 is properly executed and that the contractors comply with the form and review of the information therein. Annual cost to the Government is estimated at \$7,200 (.5 hr per form x 100 forms x \$144/hr).

15. Reasons for Changes in Burden or Cost.

The burden in this clearance period is reduced from 300 to 200 hours because the respondent universe (contracts in closeout) has decreased by 33 1/3% from 150 to 100 with a corresponding burden reduction.

16. Publication for Statistical Use.

Results will not be tabulated or published.

17. Reason for Not Displaying the Expiration Date.

Not applicable.

18. Exceptions to the Certification Statement.

Not applicable.

B. COLLECTIONS OF INFORMATION EMPLOYING STATISTICAL METHODS.

Not applicable.