

of automated, electronic, mechanical, and other collection technologies, *e.g.*, permitting electronic submission of responses.

*Estimate of burden:* The public reporting burden for this collection of information is estimated to average 0.162037 hours per response.

*Respondents:* Foreign air carriers transporting animals covered under the Animal Welfare Act.

*Estimated annual number of respondents:* 20.

*Estimated annual number of responses per respondent:* 54.

*Estimated annual number of responses:* 1,080.

*Estimated total annual burden on respondents:* 175 hours. (Due to averaging, the total annual burden hours may not equal the product of the annual number of responses multiplied by the reporting burden per response.)

All responses to this notice will be summarized and included in the request for OMB approval. All comments will also become a matter of public record.

Done in Washington, DC, this 1st day of July 2004.

**Kevin Shea,**

*Acting Administrator, Animal and Plant Health Inspection Service.*

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**BILLING CODE 3410-34-P**

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## DEPARTMENT OF COMMERCE

### Office of the Secretary

#### Proposed Information Collection; Comment Request; Commerce Automated Job Application System

**ACTION:** Notice.

**SUMMARY:** The Department of Commerce (DOC), as part of its continuing effort to reduce paperwork and respondent burden, invites the general public and other Federal agencies to comment on the continuing and proposed information collection, 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 September 7, 2004.

**ADDRESSES:** Direct all written comments to Diana Hynek, Departmental Paperwork Clearance Officer, Department of Commerce, Room 6625, 14th and Constitution Avenue, NW., Washington, DC 20230 (or via the Internet at [dHynek@doc.gov](mailto:dHynek@doc.gov)).

**FOR FURTHER INFORMATION CONTACT:** Requests for additional information

should be directed to the attention of Thomas R. Krieder, Computer Specialist, (202) 482-0537, U.S. Department of Commerce, Office of Human Resources Management, IT Group, 14th & Constitution Ave, NW., Room 5004, Washington, DC 20230, or via e-mail to [tkreider@doc.gov](mailto:tkreider@doc.gov).

#### **SUPPLEMENTARY INFORMATION:**

##### **I. Abstract**

The Commerce automated job application system is a web-based software system that automates the vacancy announcement, application intake, application evaluation, and application referral processes, for positions in the Department of Commerce (DOC).

In the current employment environment qualified job applicants for federal positions are in great demand. The DOC is in direct competition with private industry for the same caliber of candidates with the requisite knowledge and skills to fulfill the mission of the DOC. Consequently, it is imperative that every available technology be employed if the DOC is to remain competitive and meet hiring goals. The information provided by a job applicant will assist the Human Resources Specialists and hiring managers in determining whether an applicant meets the basic qualifications requirements and is best qualified for the position being filled. The job applicant may also voluntarily respond to two surveys. One survey is designed to identify how applicants learned about the job to which they applied. The second survey is to identify their user satisfaction and identify problems/improvements which will make the system more user friendly. The information from both surveys provide data to improve the Commerce recruitment and outreach strategy to attract the best qualified job applicants. In addition, the electronic transmission will expedite the hiring process by reducing the time used in application evaluation, candidate referral and selection, and in the recruitment paperwork distribution/workflow process.

The Commerce automated job application system will provide the DOC with a more user-friendly on-line employment application process and will enable the DOC to process hiring actions in a more efficient and timely manner. The on-line application will provide an electronic real time candidate list that will allow the DOC to review applications from applicants almost instantaneously. Given the immediate hiring needs of the DOC, time consumed in the mail distribution system or paper review of applications

delays the decision-making process by several weeks. The continued use of the electronic application will maintain or increase the speed and accuracy in the employment process. It also streamlines labor and reduces costs.

The use of the Commerce automated job application system fully meets the intent of 5 U.S.C. 2301, which requires that Federal personnel management be implemented consistent with merit system principles.

Since the Commerce automated job application system will be used as an alternative form of employment application, the collection and use of the information requires Office of Management and Budget (OMB) approval as outlined in Chapter 4, section A of the Delegated Examining Operations Handbook. The Handbook provides guidance to agencies under a delegated examining authority by the Office of Personnel Management (OPM), under the provisions of 5 U.S.C. 1104.

##### **II. Method of Collection**

Application information is collected electronically from the applicant through the Commerce automated job application system. Applicants may contact the DOC Web site on the Internet where they will find the on-line application and can fill out and submit the form electronically while connected to the Web site. Applicants who do not have access to a personal computer are directed to the servicing Human Resources Office for a paper version of the on-line announcement and application.

##### **III. Data**

*OMB Number:* 0690-0019.

*Form Numbers:* None.

*Type of Review:* Regular submission.

*Affected Public:* Individuals or households, and the Federal Government.

*Estimated Number of Respondents:* 30,000.

*Estimated Time Per Response:* On average, the time to complete the on-line application is estimated to be 1 hour. But, depending on the situation, it could take as little as 10 minutes or as long as two hours to complete the on-line application. This is determined by the position for which the applicant is applying, and whether this is the applicant's first application in Commerce automated job application system, or if he or she already has a resume completed in Commerce automated job application system, which automatically fills in approximately 75% of the application's fields.

*Estimated Total Annual Respondent Burden Hours: 30,000.*  
*Estimated Total Annual Respondent Cost Burden: \$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 will 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, *e.g.*, the use of automated collection techniques or other forms of information technology.

Comments submitted in response to this notice will be summarized or included in the request for OMB approval of this information collection; they also will become a matter of public record.

Dated: June 30, 2004.

#### Gwellnar Banks,

*Management Analyst, Office of the Chief Information Officer.*

[FR Doc. 04-15457 Filed 7-7-04; 8:45 am]

BILLING CODE 3510-17-P

### DEPARTMENT OF COMMERCE

#### Census Bureau

#### Survey of Income and Program Participation (SIPP) Wave 4 of the 2004 Panel

**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 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 September 7, 2004.

**ADDRESSES:** Direct all written comments to Diana Hynek, Departmental Paperwork Clearance Officer, Department of Commerce, Room 6625, 14th and Constitution Avenue, NW., Washington, DC 20230 (or via the Internet at [DHynek@doc.gov](mailto:DHynek@doc.gov)).

#### FOR FURTHER INFORMATION CONTACT:

Requests for additional information or copies of the information collection instrument(s) and instructions should be directed to Judith H. Eargle, Census Bureau, FOB 3, Room 3387, Washington, DC 20233-8400, (301) 763-3819.

#### SUPPLEMENTARY INFORMATION

##### I. Abstract

The Census Bureau conducts the SIPP which is a household-based survey designed as a continuous series of national panels. New panels are introduced every few years with each panel usually having durations of one to four years. Respondents are interviewed at 4-month intervals or "waves" over the life of the panel. The survey is molded around a central "core" of labor force and income questions that remain fixed throughout the life of the panel. The core is supplemented with questions designed to address specific needs, such as obtaining information on work schedule, child care, annual income and retirement accounts, and taxes. These supplemental questions are included with the core and are referred to as "topical modules."

The SIPP represents a source of information for a wide variety of topics and allows information for separate topics to be integrated to form a single, unified database so that the interaction between tax, transfer, and other government and private policies can be examined. Government domestic-policy formulators depend heavily upon the SIPP information concerning the distribution of income received directly as money or indirectly as in-kind benefits and the effect of tax and transfer programs on this distribution. They also need improved and expanded data on the income and general economic and financial situation of the U.S. population. The SIPP has provided these kinds of data on a continuing basis since 1983 permitting levels of economic well-being and changes in these levels to be measured over time.

The 2004 Panel is currently scheduled for 4 years and will include 12 waves of interviewing, which began in February 2004. Approximately 62,000 households were selected for the 2004 Panel, of which, 46,500 are expected to be interviewed. We estimate that each household will contain 2.1 people, yielding 97,650 interviews in Wave 1 and subsequent waves. Interviews take 30 minutes on average. Three waves of interviewing will occur in the 2004 SIPP Panel during FY 2005. The total annual burden for 2004 Panel SIPP interviews will be 146,475 hours in FY 2005.

The topical modules for the 2004 Panel Wave 4 collect information about:

- Work Schedule
- Child Care
- Annual Income and Retirement Accounts
- Taxes

Wave 4 interviews will be conducted from February 2005 through May 2005. A 10-minute reinterview of 3,100 people is conducted at each wave to ensure accuracy of responses. Reinterviews will require an additional 1,553 burden hours in FY 2005.

##### II. Method of Collection

The SIPP is designed as a continuing series of national panels of interviewed households that are introduced every few years with each panel having durations of 1 to 4 years. All household members 15 years old or over are interviewed using regular proxy-respondent rules. During the 2004 Panel, respondents are interviewed a total of 12 times (12 waves) at 4-month intervals making the SIPP a longitudinal survey. Sample people (all household members present at the time of the first interview) who move within the country and reasonably close to a SIPP primary sampling unit will be followed and interviewed at their new address. Individuals 15 years old or over who enter the household after Wave 1 will be interviewed; however, if these individuals move, they are not followed unless they happen to move along with a Wave 1 sample individual.

##### III. Data

*OMB Number:* 0607-0905.  
*Form Number:* SIPP/CAPI Automated Instrument.

*Type of Review:* Regular.  
*Affected Public:* Individuals or households.

*Estimated Number of Respondents:* 97,650 people per wave.

*Estimated Time Per Response:* 30 minutes per person on average.

*Estimated Total Annual Burden Hours:* 148,028.

*Estimated Total Annual Cost:* The only cost to respondents is their time.

*Respondent's Obligation:* Voluntary.

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

##### 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)