

DEPARTMENT OF COMMERCE**Submission for OMB Review;
Comment Request**

The Department of Commerce (DOC) has submitted to the Office of Management and Budget (OMB) for clearance the following proposal for collection of information under the provisions of the Paperwork Reduction Act (44 U.S.C. Chapter 35).

Agency: Minority Business Development Agency (MBDA).

Title: Narrative Reporting Requirements.

Agency Form Number: None.

OMB Approval Number: Previously approved under 0640-0007.

Type of Request: Reinstatement of a previously approved collection.

Burden: 2,208 hours.

Number of Respondents: 69 (multiple responses).

Avg. Hours Per Response: 8 hours.

Needs and Uses: MBDA's primary mission is to increase the opportunity for minority entrepreneurs to participate in our national economy through the formation and development of competitive minority-owned firms. To do this MBDA awards grants and cooperative agreements for the delivery of services to help minority firms and individuals. Effective management requires MBDA to evaluate the effectiveness of the services delivered. Thus, the performance reports are needed to evaluate individual projects and overall program performance by comparing accomplishments against planned performance. The information is used to evaluate the overall results of MBDA's funded programs.

Affected Public: Not-for-profit institutions, businesses or other for-profit organizations, individuals, state, local or tribal government.

Frequency: Quarterly.

Respondent's Obligation: Required to obtain or retain a benefit.

OMB Desk Officer: David Rostker (202) 395-3897.

Copies of the above information collection proposal can be obtained by calling or writing Linda Engelmeier, Departmental Forms Clearance Officer, Office of the Chief Information Officer, (202) 482-3272, Department of Commerce, Room 5033, 14th and Constitution Avenue, NW, Washington, DC 20230 (or via the Internet at LEngelme@doc.gov).

Written comments and recommendations for the proposed information collection should be sent within 30 days of publication to David Rostker, OMB Desk Officer, Room 10202, New Executive Office Building,

725 17th Street, NW, Washington, DC 20503.

Dated: September 2, 1999.

Linda Engelmeier,

Departmental Forms Clearance Officer, Office of the Chief Information Officer.

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DEPARTMENT OF COMMERCE**Census Bureau****Manufacturers' Shipments, Inventories and Orders (M3) Supplement: Unfilled Orders Benchmark 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, Pub. L. 104-13 (44 U.S.C. 3506(c)(2)(A)).

DATES: Written comments must be submitted on or before November 9, 1999.

ADDRESSES: Direct all written comments to Linda Engelmeier, Departmental Forms Clearance Officer, Department of Commerce, Room 5033, 14th and Constitution Avenue, NW, Washington, DC 20230 (or via the Internet at LEngelme@doc.gov).

FOR FURTHER INFORMATION CONTACT: Requests for additional information or copies of the information collection instrument and instructions should be directed to Lee Wentela, U.S. Census Bureau, Room 2232 FB-4, Washington, DC 20233, on (301) 457-4832.

SUPPLEMENTARY INFORMATION:**I. Abstract**

The Census Bureau presently conducts the Manufacturers' Shipments, Inventories, and Orders (M3) survey under Office of Management and Budget (OMB) control number 0607-0008. The M3 survey collects monthly data on shipments, inventories, and new and unfilled orders from manufacturing companies. The orders, as well as the shipments and inventory data, are used widely and are valuable tools for analysts of business cycle conditions, including members of the Council of Economic Advisers, the Treasury Department, and the business community. The proposed supplement for unfilled orders will collect value of unfilled orders at the end of 1999.

Estimates of unfilled orders will be made for industries classified according to the new North American Industry Classification System (NAICS). These estimates will provide benchmark levels of unfilled orders by NAICS industries for the monthly M3 indicator series.

The monthly M3 estimates are based on a relatively small sample and reflect primarily the month-to-month changes of large companies. There is a clear need for periodic benchmarking of the M3 estimates to reflect the entire manufacturing universe. The Annual Survey of Manufactures (OMB control number 0607-0449) provides annual benchmarks for the shipments and inventory data collected in this monthly survey. However, there is no annual benchmark for new and unfilled orders estimates. Because of the methodology used for the monthly indicator, any discrepancy between the indicator series and statistically derived measures can become exaggerated over time and the results can be misleading to policy makers. The last benchmark survey for unfilled orders estimates was for the year 1986. In addition to the long period between benchmark estimates, the conversion from the Standard Industrial Classification system to NAICS further exacerbates any discrepancy and makes the need for the benchmark survey more critical.

II. Method of Collection

The Census Bureau will use mail out/mail back survey forms to collect the data. Companies will be asked to respond to the survey within 45 days of receipt. Letters encouraging participation will be mailed to companies that have not responded by the designated time.

III. Data

OMB Number: 0607-0561 (to be reinstated).

Form Number: MA-300.

Type of Review: Regular.

Affected Public: Businesses, large and small, or other for profit organizations.

Estimated Number of Respondents: 10,000.

Estimated Time Per Response: .5 hours.

Estimated Total Annual Burden Hours: 5,000.

Estimated Total Annual Cost: \$66,200.

Respondent's Obligation: Mandatory.

Legal Authority: Title 13 U.S.C., Section 182.

IV. Request for Comments

Comments are invited on: (a) Whether the proposed collection of information is necessary for the proper performance