

**Agency Retrospective Review Plan Report—January 2013—USDA**

**E.O 13563 - Improving Regulation and Regulatory Review**

Agency/ Sub-agency	RIN/OMB Control No.	Title of Initiative/Rule/ICR	Brief Description	Actual or Target Completion Date	Anticipated savings in costs and /or information collection burdens	Progress updates and anticipated accomplishments
<b>USDA – Food Safety</b>						
Food Safety & Inspection Service (FSIS)	0583- AD39	Electronic Import Inspection and Certification of Imported Products and Foreign Establishments	This rule will amend import inspection regulations to provide for the electronic transmittal of foreign establishment certificates and foreign inspection certificates. FSIS will also propose to amend its regulations to give importers the option of submitting electronic import inspection applications.	Final rule to publish by 7/2013.	<p>The final rule, in conjunction with the Public Health Information System, will reduce the information collection burden on importers by approximately 10,000 hours.</p> <p>The electronic import system will also facilitate the import product foreign inspection and annual foreign establishment certifications by providing immediate and direct electronic government-to-government exchange of information; as well as exchange of information with to the CBP system.</p> <p>The new business practice may be operational as early as March or April 2012, and the regulations will codify the changes.</p>	Proposed rule published on November 27, 2012.
FSIS	0583- AD41	Electronic Export Application and Certification Fee	The electronic export application and certification system will be a component of the Agency's Public Health Information System (PHIS). The export component of PHIS will be available as an alternative to the paper-based application and certification process.	Final rule to publish by 6/2013.	<p>The final rule is expected to reduce the information collection burden. Actual amount TBD.</p> <p>When an electronic government-to-government system interface or data exchange is used, fraudulent transactions', such as false alterations and reproductions will be significantly reduced, if not eliminated. Moreover, the workload of the inspection personal is reduced through the elimination of physical handling and processing of applications and certificates, reducing a two step process to one step.</p>	Proposed rule published on January 23, 2012.

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FSIS	0583- AC59	Prior Labeling Approval System: Generic Label Approval	This rulemaking will continue an effort initiated several years ago by amending FSIS' regulations to expand the types of labeling that are generically approved.	Final Rule expected to publish by 5/2013 with a 60-day implementation date.	<p>The final rule is expected to reduce the information collection burden hours on industry by 31,091.</p> <p>The proposed rule would be beneficial because it would streamline the generic labeling process, while imposing no additional cost burden on establishments. Consumers would benefit because industry would have the ability to introduce products to the marketplace more quickly.</p> <p>Moreover, the change would make better use of FSIS resources because it would reduce the number of labels required to be reviewed by the Agency.</p>	Proposed rule published on December 5, 2011. The electronic system for label submission was established in early 2012.
FSIS	0583- AD32	Modernization of Poultry Slaughter inspection	This rule will modernize young chicken and turkey slaughter inspection in the United States by focusing FSIS inspection resources on the areas of the poultry production system that pose the greatest risk to food safety. The new inspection system will shift the responsibility for detecting visible carcass defects from FSIS inspectors to plant employees. FSIS will continue to conduct an on-line carcass-by-carcass inspection, but FSIS inspectors will be located further down the production line, where they will be presented with carcasses that have fewer defects to inspect.	Final rule to publish by 4/2013 with a 90-day implementation period. Plants will be allowed to opt in earlier.	The final rule will reduce costs by making better use of the Agency's inspection resources and improving the effectiveness of inspection systems. It is also expected to reduce the risk of foodborne illness in the United States and remove unnecessary barriers to innovation. The final rule will provide the framework for action to provide public health-based inspection in all establishments that slaughter amenable poultry species.	The final rule is in departmental clearance.

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<b>USDA – National Resources and Environment</b>						
Forest Service(FS)	0596-AD01	National Environmental Policy Act Efficiencies	The Forest Service is proposing to develop and provide notice and comment on the addition of new categorical exclusions (CEs) to its NEPA Regulations. These CEs, designed to expedite landscape restoration activities on National Forests, Grasslands, and Prairies, will supplement existing Agency categorical exclusions found in 36 CFR part 220.6.	Final Rule to publish by 3/2013.	Categorical exclusions will reduce cost and time commitment burden on the Agency without reducing environmental protection.	The proposed rule published June 2012. The final rule is under development.
<b>USDA – Rural Development</b>						
Rural Business Services (RBS)	0570-AA76 0570-0050 0570-0061 0570-0059	Rural Energy America Program	The rule proposes to change the RES and EEI grant application requirements to reduce burden and streamline the application process by requesting documentation for a complete application based on total project costs.	Final Rule to publish by 9/2013.	The final rule is expected to reduce the information collection burden. Notably, an estimated 20 percent reduction in the number of hours it takes to complete a technical report for those applications for projects with total project costs (TPC) of more than \$80,000 to \$200,000; the elimination of a technical report for those applications for projects with TPC of \$80,000 or less; and a 50 percent reduction in the number of hours it takes to complete the narrative portion of an application.	Proposed rule is currently under OMB review. The rule is expected to publish by February 2013.
RBS	0570-AA85	Business and Industry Loan Guaranteed Program	The proposed rule will alter the way RBS services the loan guarantees making the program operate at a lower cost.	Final rule to be published by 12/2013.	Estimated reduction in Burden up to 2,000 hours.	Proposed rule is expected to publish May 2013.
Rural Housing Service	0575-AC91	Community Facilities Loan and Grants	Update program operation in an effort to consolidate, streamline, and	Final Rule to publish in 9/2013.	The agency is aligning its application requirements with the lending industry. As such, approximately	Proposed rule is expected to publish May 2013.

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			simplify existing processes.		90 applicants each year would not be required to provide an examination opinion, which averages about \$45,000 each. Hence, this change will save the public approximately \$4 million a year.	
<b>USDA – Farm and Foreign Agricultural Services</b>						
Farm Service Agency and Risk Management Agency	0563-0084	Acreage and Crop Reporting Streamlining Initiative	To improve and streamline the existing information collection activities currently approved by OMB by eliminating or minimizing the duplication of information collected by each of the agencies	Implementation is to be conducted in phases with the first phase occurring in selected counties in Kansas.	The final rule is expected to reduce the information collection burden. Actual amount TBD.	OMB cleared the information collection on March 23, 2012.  FSA & RMA are gearing up to start the first phase.
<b>USDA – Marketing and Regulatory Programs</b>						
Animal Plant Health & Inspection Service (APHIS)	0579-0007, 0579-0047, 0579-0070/0137, 0579-0101, 0579-0127, 0579-0137, 0579-0146, 0579-	Certification, Accreditation, Registration, Permits, and other Licenses (CARPOL)	APHIS is creating a new electronic system to replace its ePermits system that will integrate programs/processes that are currently not electronic and/or part of a consolidated system. The CARPOL system will streamline all certification, accreditation, registration, permitting, and other license processes across APHIS and will communicate with other systems.	The Target Completion Date is 12/2014; however, this will be an ongoing initiative.	APHIS anticipates both savings in cost and information collection burdens for APHIS and the public. The affected publics would be State, Local, and Tribal Governments; Businesses and Other For-Profits (small entities included); Not-for-Profits; Farms; Individuals and Households; and Foreign Federal Governments.	The Assessment of business practices will be an ongoing initiative to incorporate certifications, accreditations and other license processes. The Target Completion Date for completion of the permitting phase of the Assessment of business practices is 12/2014.

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	0148, 0579- 0185, 0579- 0189, 0579- 0192, 0579- 0324, 0579- 0338, 0579- 0367					

**EO 13610: Paperwork and Reporting Burden Initiatives**

<b>Agency</b>	<b>Sub-Agency</b>	<b>Title</b>	<b>Description of the Initiative</b>	<b>Hours of paperwork/reporting eliminated</b>	<b>Notes</b>	<b>Estimated effective date of the change</b>
USDA	FSIS	Generic Label Approval	This initiative would streamline the generic labeling process for meat and poultry by expanding the types of labeling that are generically approved.	31,091	Cost savings of \$8.7 million over 10 years	7/2013* * Subject to change
USDA	FNS	Direct Certification for School Meals	Under the direct certification process, a local educational agency obtains documentation of a child's receipt of SNAP benefits from the State or local program office. By eliminating the need for paper applications for many low-income families, direct certification helps to substantially reduce paperwork burden and simplify program access for participants.	113,000	Not identified	Already in effect.

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Agency	Sub-Agency	Title	Description of the Initiative	Hours of paperwork/reporting eliminated	Notes	Estimated effective date of the change
USDA	APHIS	Forms for Declaration Mandated by 2008 Farm Bill	The Lacey Act amendments included in the 2008 Farm Bill require the declaration of imported plant and plant material. APHIS, in cooperation with other Federal entities, has implemented a number of initiatives to reduce the burden on importers. APHIS has been developing an electronic entry system and solicited public comment on a de minimis exemption for the declaration requirement.	Electronic entry system (known as Lacey Act Web Governance System or LAWGS): Some time would be saved due to importers using templates of forms saved from previously submitted electronic entries, although data on this will not be available until after the pilot phase is completed; postage and filing fees would also be saved. De minimis exemption: The de minimis exemption would provide saving after phase-in implementation is complete. The solicitation for comment indicated 2 percent, 5 percent, and 10 percent of volume, weight, or value. If it is assumed that at least 2 percent of all declarations currently received would not be received under de minimis, the savings would be 120,000 hours (12 million anticipated under full implementation *0.02*0.5 hours per declarations)	Electronic entry system: \$1.7 million - \$5.7 million [57,600 entries (those currently received in paper format) * \$30 to \$100 broker's fees]. The Government will incur cost of \$750,000 to develop and implement the entry system.  De minimis exemption: The ANPRM proposed thresholds of 2 percent, 5 percent, or 10 percent. Assuming that at least 2 percent of the number of declarations that would otherwise be filed under full implementation are exempt, the cost savings would be \$7.2 million (240,000 declarations * \$30 in broker's fees)	Electronic entry system: February 2013 to May 2013 to initiate a pilot program. De minimis exemption: As rulemaking is required, the initiative could not be implemented before 2014. The de minimis exemption would not likely be implemented if the phase-in implementation did not progress.

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USDA	FSA/FLP	Streamlined Farm Loan Programs Direct Loan Making (OMB Control # 0560-0237)	FSA's Farm Loan Programs provide loans to family farmers to buy real estate and equipment, and finance agricultural production. FSA is adding a streamlined version of a current form (proposed FSA-2314) that will be used by some respondents. Repeat customers (borrowers) whose information has not changed will be able to use the new form, which will be streamlined and require less information and therefore less burden. The burden hours have decreased due to lower number of responses by the current participants.	Eliminated 17,898 responses and 6,271 annual burden hours	\$162,607 cost savings for the respondents and \$647,728, federal cost savings for processing by the Federal Government employees	January 2013
USDA	NRCS	Conservation Delivery Streamlining Initiative (CDSI) – Client Gateway	<p>Although NRCS' Conservation Delivery Streamlining Initiative (CDSI) is not an effort focused on paperwork reduction, the new processes and technologies being implemented will result in some paperwork reduction for NRCS' clientele.</p> <p>Most of the efficiency gains for clients will result from the Client Gateway, which will provide an online portal that will allow customers to:</p> <ul style="list-style-type: none"> <li>- work with NRCS 24/7 at their convenience, reducing or eliminating the needs for trips to the NRCS office;</li> <li>- view, finalize, and electronically sign documents using remote electronic signature, eliminating the generation, processing, and management of some paper documents; and</li> </ul>	When CDSI is fully implemented, NRCS estimates the Initiative has the potential to substantially reduce other (non-PRA) administrative time for clients when participating in NRCS' conservation programs. While not within the scope of PRA, examples of such time savings include: 110,000 hours result from reduced travel time by clients to NRCS offices, or 40,000 hours result from reduced time interpreting and applying the simplified and consolidated documents (conservation plan, practice designs, etc.) being implemented through CDSI. Since the use of the Client Gateway is optional, there is an	Cost savings is not a primary objective of CDSI, so little or no initial cost savings will be realized. In the long term, there are information technology cost savings to NRCS associated with reducing: (1) the number of information technology legacy systems that must be maintained, (2) costs for data storage and management, and (3) costs of managing multiple duplicative	<p>The Client Gateway online portal is scheduled for nationwide implementation in 2014. The Client Gateway will provide benefits for both NRCS and its clients.</p> <p>Other CDSI systems and streamlined processes that will enhance the paperwork reduction are scheduled for implementation by 2016; however</p>



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			<p>- request assistance, describe problems, obtain resource information, and check on payments in less time and with fewer steps.</p> <p>Other paperwork reductions will result from NRCS' implementation of mobile planning tools and other process streamlining.</p>	<p>expectation that initial use will be small, with increasing participation each year thereafter. NRCS projects participation will be 10-20% in 2015, and grow to 75-100% by 2020.</p>	<p>physical document management systems.</p> <p>The estimated costs to NRCS for the development of the Client Gateway are \$200,000. The lifecycle cost (2012-2021) is \$10,022,385.</p> <p>The Client Gateway results in a cost-savings for NRCS customers by reducing the number of trips customers must make to the NRCS office to participate in the Agency's programs.</p>	