

contractor hours will be required to complete the Report to Congress.

(iii) Enhance the quality, utility, and clarity of the information to be collected.

- Recent revisions to the Reporting Form were conducted by representatives from the SBTCPs, who have been reporting on the activities of their programs since 1995 and are familiar with these reporting requirements. They provided extensive review of the proposed Reporting Form and suggested modifications, which then were incorporated into the Reporting Form.

Pretesting of the original collection instrument was accomplished by consolidating all comments received following the states' review of a draft of the Reporting Form and an extensive discussion of the Form at the 1995 National Small Business Ombudsman and Small Business Assistance Program Conference.

(iv) Minimize the burden of the collection of information on those who are to respond, including through the use of appropriate automated electronic, mechanical, or other technological collection techniques or other forms of information technology (e.g., permitting electronic submission of responses).

- Each year, every state will be provided with the Reporting Form on disk and in hard copy along with instructions for gathering the data and completing the Form. States may complete their Report by typing the information on the disk and submitting the disk to the EPA SBO.

As more states gain Internet access, the Reporting Form also may be made available online, downloaded for completion, and returned via Internet to the EPA SBO.

Burden Statement: This annual information collection involves responses from all 50 states, 2 territories (Puerto Rico and the Virgin Islands), and the District of Columbia, for a total of 53 respondents.

The requested information, for the most part, is collected as normal program activity information for the SBTCPs. On an average, the information can be compiled and maintained by the state within 80 hours annually (assuming the state organization continuously maintains their records in a reasonably efficient manner). The 80 hour per state estimate includes 4 hours for record keeping and 76 hours for reporting.

For each respondent, the annual cost burden is estimated to be \$2,102.76. Total capital and start-up cost component annualized over its expected useful life is \$0. Total operations and maintenance is estimated at \$0, and the

cost for purchase of services is estimated at \$0.

Total annual burden for the 53 respondents is estimated at 4,240 hours at a cost of \$111,446.28.

Federal burden is estimated to be 274 hours at an annual labor cost of \$14,085.32. Total capital and start-up costs are \$0. Total operations and maintenance costs are estimated to be \$11,506. The cost to purchase services is \$75,000.

Burden means the total time, effort, or financial resources expended by persons to generate, maintain, retain, or disclose or provide information to or for a federal agency. This includes the time needed to review instructions; develop, acquire, install, and utilize technology and systems for the purposes of collecting, validating, and verifying information, processing and maintaining information, and disclosing and providing information; adjust the existing ways to comply with any previously applicable instructions and requirements; train personnel to be able to respond to a collection of information; search data sources; complete and review the collection of information; and transmit or otherwise disclose the information.

Dated: February 19, 1998.

Thomas E. Kelly,

Director, Office of Regulatory Management and Information, Office of Policy, Planning, and Evaluation.

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ENVIRONMENTAL PROTECTION AGENCY

[FRL-5971-3]

National Advisory Committee to the U.S. Representative to the North American Commission on Environmental Cooperation

AGENCY: Environmental Protection Agency (EPA).

ACTION: Notice.

SUMMARY: Pursuant to the Federal Advisory Committee Act (P.L. 92-463), the U.S. Environmental Protection Agency (EPA) gives notice of a meeting of the National Advisory Committee (NAC) to the U.S. Government Representative to the North American Commission on Environmental Cooperation (CEC).

The Committee is established within the U.S. Environmental Protection Agency (EPA) to advise the Administrator of the EPA in her capacity as the U.S. Representative to

the CEC. The Committee is authorized under Article 17 of the North American Agreement on Environmental Cooperation, North America Free Trade Implementation Act, P.L. 103-182 and is directed by Executive Order 12915, entitled "Federal Implementation of the North American Agreement on Environmental Cooperation." The Committee is responsible for providing advice to the U.S. Representative on implementation and further elaboration of the agreement.

The Committee consists of 12 independent representatives drawn from among environmental groups, business and industry, public policy organizations and educational institutions.

DATES: The Committee will meet on March 5, 1998 from 8:30 a.m. to 5:00 p.m. and March 6, 1998 from 8:00 a.m. to 4:30 p.m.

ADDRESSES: The Horton Grand Hotel, 311 Island Avenue, San Diego, California. The meeting is open to the public, with limited seating on a first-come, first-served basis.

FOR FURTHER INFORMATION CONTACT: Mr. Gregory Kenyon, Designated Federal Officer, U.S. EPA, Office of Cooperative Environmental Management, telephone 202-260-8169.

Dated: February 9, 1998.

Gregory Kenyon,

Acting Designated Federal Officer, National Advisory Committee.

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ENVIRONMENTAL PROTECTION AGENCY

[FRL-5971-2]

Governmental Advisory Committee to the U.S. Representative to the North American Commission on Environmental Cooperation

AGENCY: Environmental Protection Agency (EPA).

ACTION: Notice.

SUMMARY: Pursuant to the Federal Advisory Committee Act (P.L. 92-463), the U.S. Environmental Protection Agency (EPA) gives notice of a meeting of the Governmental Advisory Committee (GAC) to the U.S. Government Representative to the North American Commission on Environmental Cooperation (CEC).

The Committee is established within the U.S. Environmental Protection Agency (EPA) to advise the Administrator of the EPA in her capacity as the U.S. Representative to