

SUPPORTING STATEMENT

Visa Processing Fee Payment

(File No. OMB-63)

A. Justification:

1. Immigrant visas are issued by the Department of State (DOS) in overseas consulates to foreign nationals seeking to reside permanently in the United States. Although DOS issues the visas, USCIS must complete several visa application-related activities prior to issuance of a permanent resident card. USCIS must create a file, review the application, correspond with the applicant, and produce and issue a secure card upon approval.

The regulations at 8 CFR 103.7(b)(1)(i)(D) established a fee for immigrant visas to recover the costs that USCIS incurs for these related activities.

In order to collect the fee USCIS has developed a new electronic “Visa Processing Fee Payment” form.

2. The new Visa Processing Fee Payment form resides on the U.S. Department of Treasury’s (DOT) Web site at www.pay.gov. An applicant can electronically submit the fee by answering the questions on the form, including his or her credit card information and pressing submit. The information collected on the form is necessary for USCIS to track payment of the fee and reconcile the payment received in the Federal Financial Management System (FFMS), and the applicant’s file.
3. The use of this form currently provides the most efficient means for collecting and processing the required data. In this case the U.S. Citizenship and

Immigration Services (USCIS) will employ the use of information technology in collecting and processing information. The information captured on this form can be completed and submitted electronically at www.pay.gov.

4. A review of USCIS Forms Inventory Report revealed no duplication of effort, and there is no other similar information currently available which can be used for this purpose.
5. This collection of information does not have an impact on small businesses or other small entities.
6. If the information is not collected, USCIS will not be able to properly reconcile the payments against the applicants' files which would delay the processing of the benefit requested. It would also be difficult for USCIS to identify payment inaccuracies in a timely manner.
7. The special circumstances are not applicable to this information collection.
8. USCIS will address comments prior to publishing the 30-day notice in the Federal Register.
9. USCIS does not provide payments or gifts to respondents in exchange for a benefit sought.
10. The Privacy Act of 1974 (Pub. L. 93-589) mandates that personal information solicited from individuals completing Federal records and forms must be kept confidential. The applicant is informed that the response is mandatory, and that the information provided is used to determine the payment of the required fee and to record it to his or her immigration file.
11. There are no questions of a sensitive nature.

12. **Annual Reporting Burden:**

a.	Number of Respondents	500,000
b.	Number of Responses per each Respondent	1
c.	Total Annual Responses	500,000
d.	Hours per Response	.166
e.	Total Annual Reporting Burden	83,000

Total annual reporting burden hours is 83,000. This figure is calculated by multiplying number of respondents (500,000) x (1) frequency of response x .166 (10 minutes) per response.

The projected hours per response for this collection of information were derived by breaking the process into two basic components:

Learning about the Law and the Form:	3 Minutes
Completing and submitting the Form:	<u>7 Minutes</u>
Total Hours per Response	10 Minutes(.166 hours)

13. There are no capital or start-up costs associated with this information collection.

The Department of Treasury is providing this service for free. Any cost burdens to respondents as a result of this collection are identified in question 14.

14. **Annualized Cost Analysis.**

a.	Printing Cost	\$ 0
b.	Collecting and Processing	\$ 82,500,000
c.	Total Cost to Program	\$ 82,500,000
d.	Fee Charge, if any	\$ 82,500,000
e.	Total Annual Cost to Government	\$ 0

Government Cost

The estimated cost of the program to the Government is calculated by multiplying the number of respondents 500,000 x \$165 fee charge, (which includes the suggested average hourly rate for clerical, officer, and supervisory time with benefits).

Public Cost

The estimated annual public cost is \$2,480,870. This estimate is based upon the number of respondents 500,000 x (1) number of responses x .166 (10 minutes) x \$29.89 (average hourly rate).

The estimated annual public fee cost is \$82,500,000. This estimate is based upon the number of respondents 500,000 x (1) number of responses x \$165 (suggested fee).

15. Since this is a new information collection there is an increase of 83,000 annual burden hours to the OMB inventory. There is also an increase of \$82,500,000 in the annual cost burden.
16. USCIS does not intend to employ the use of statistics or the publication thereof for this collection of information.
17. Based on 5 CFR 1320.5(a)(1)(iii)(C), USCIS is seeking an exception from OMB to display the expiration date for this information collection. Since this electronic form will reside on the Department of Treasury's Web site at www.pay.gov it will be cumbersome to have to coordinate the changing of the expiration date whenever USCIS seeks an extension for this information collection.

18. USCIS does not request an exception to the certification of this information collection.

B. Collection of Information Employing Statistical Methods.

Not Applicable.

C. Certification and Signatures

PAPERWORK CERTIFICATIONS

In submitting this request for OMB approval, I certify that the requirements of the Privacy Act and OMB directives have been complied with including paperwork regulations, statistical standards or directives, and any other information policy directives promulgated under 5 CFR 1320.

Sunday Aigbe,

Date

Chief,

Regulatory Products Division

Office of the Executive Secretariat

U.S. Citizenship and Immigration Services.

Department of Homeland Security.