

Written comments and recommendations for the proposed information collection should be sent to David Rostker, OMB Desk Officer, Room 10202, New Executive Office Building, Washington, DC 20503 within 30 days of the publication of this notice.

Dated: November 12, 1998.

**Linda Engelmeier,**

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

[FR Doc. 98-30780 Filed 11-17-98; 8:45 am]

BILLING CODE 3510-DR-P

## DEPARTMENT OF COMMERCE

### Submission for OMB Review: Comment Request

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 of 1995, Public Law 104-13.

*Bureau:* International Trade Administration.

*Title:* Trade Fair Certification Program: Application.

*Agency Form Number:* ITA-4100P.

*OMB Number:* 0625-0130.

*Type of Request:* Regular Submission.

*Burden:* 700 hours.

*Number of Respondents:* 70.

*Avg. Hours Per Response:* 10 hours.

*Needs and Uses:* Private trade show organizers, trade associations, U.S. agents of foreign fair authorities, and other entities use this form to apply for certification of their ability to organize and manage a U.S. pavilion at a foreign trade show. The Department of Commerce uses information from the form to evaluate if both the show and the organizer meet the Department's high standards in areas such as recruiting, delivering show services, attracting small and medium size firms, booth pricing, and being an appropriate marketing venue for U.S. firms. The form asks organizers to respond to 23 questions ranging from simple name and address to pricing options to outlining their experience and marketing plans. Potential exhibitors look to trade fair certification to ensure they are participating in a viable show with a reliable organizer. The form also includes information on where to apply, procedures, and a commitment by the applicant to abide by the terms set forth for program participation.

*Affected Public:* Businesses or other for profit, not-for-profit institutions.

*Frequency:* On occasion.

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

*OMB Desk Officer:* David Rostker, (202) 395-7340.

Copies of the above information collection can be obtained by calling or writing Linda Engelmeier, Department Forms Clearance Officer, (202) 482-3272, Department of Commerce, Room 5327, 14th and Constitution Avenue, N.W., Washington, D.C. 20230.

Written comments and recommendations for the proposed information collection should be sent to David Rostker, OMB Desk Officer, Room 10202, New Executive Office Building, Washington, D.C. 20503 within 30 days of the publication of this notice.

Dated: November 12, 1998.

**Linda Engelmeier,**

*Department Forms Clearance Officer, Office of the Chief Information Officer.*

[FR Doc. 98-30781 Filed 11-17-98; 8:45 am]

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## DEPARTMENT OF COMMERCE

### Submission for OMB Review: Comment Request

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 of 1995, Public Law 104-13.

*Bureau:* International Trade Administration.

*Title:* Certified Trade Mission: Application for Status.

*Agency Form Number:* ITA-4127P.

*OMB Number:* 0625-0215.

*Type of Request:* Regular Submission.

*Burden:* 60 hours.

*Number of Respondents:* 60.

*Avg. Hours Per Response:* 1 hour.

*Needs and Uses:* Certified Trade Missions are overseas events that are planned, organized and led by both Federal and non-Federal government export promotion agencies such as industry trade associations, agencies of state and local governments, chambers of commerce, regional groups and other export-oriented groups. The Certified Trade Missions-Application for status form is the vehicle by which individual firms apply, and if accepted, agree to participate in the Department of Commerce's (DOC) trade promotion events program, identify the products or services they intend to sell or promote, and record their required participation fees. This submission only renews use of the form; no changes are being made. The form is used to (1) collect information about product/services that a company wishes to export; (2) modify several questions based on comments received from DOC trade event managers and participants.

*Affected Public:* Businesses or other for profit, not-for-profit institutions.

*Frequency:* On occasion.

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

*OMB Desk Officer:* David Rostker, (202) 395-7340.

Copies of the above information collection can be obtained by calling or writing Linda Engelmeier, Department Forms Clearance Officer, (202) 482-3272, Department of Commerce, Room 5327, 14th and Constitution Avenue, N.W., Washington, D.C. 20230. Written comments and recommendations for the proposed information collection should be sent to David Rostker, OMB Desk Officer, Room 10202, New Executive Office Building, Washington, D.C. 20503 within 30 days after the publication of this notice.

Dated: November 12, 1998.

**Linda Engelmeier,**

*Department Forms Clearance Officer, Office of the Chief Information Officer.*

[FR Doc. 98-30782 Filed 11-17-98; 8:45 am]

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## DEPARTMENT OF COMMERCE

### Submission for OMB Review: Comment Request

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 of 1995, Public Law 104-13.

*Bureau:* International Trade Administration.

*Title:* Marketing Data Form.

*Agency Form Number:* ITA-466P.

*OMB Number:* 0625-0047.

*Type of Request:* Regular Submission.

*Burden:* 3,000 hours.

*Number of Respondents:* 4,000.

*Avg. Hours Per Response:* 45 minutes.

*Needs and Uses:* There is a necessity to have proper information about companies participating in U.S. exhibitions, Trade Missions, and Matchmakers and their products to publicize and promote participation in these export promotion events. The Marketing Data Form (MDF) provides information necessary to produce export promotion brochures and directories to arrange appointments and prospect calls on behalf of the participants with key prospective buyers, agents, distributors, or government officials. Specific information is also requested in terms of the participants objectives regarding agents, distributors, joint venture or licensing partners and any special requirements for prospective agents, for example, physical facilities, technical

capabilities, financial strength, staff, representation of complementary lines, etc.

*Affected Public:* Businesses or other for profit, not-for-profit institutions.

*Frequency:* On occasion.

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

*OMB Desk Officer:* David Rostker, (202) 395-7340.

Copies of the above information collection can be obtained by calling or writing Linda Engelmeier, Department Forms Clearance Officer, (202) 482-3272, Department of Commerce, Room 5327, 14th and Constitution Avenue, N.W., Washington, D.C. 20230.

Written comments and recommendations for the proposed information collection should be sent to David Rostker, OMB Desk Officer, Room 10202, New Executive Office Building, Washington, D.C. 20503 within 30 days of the publication of this notice.

Dated: November 12, 1998.

**Linda Engelmeier,**

*Department Forms Clearance Officer, Office of the Chief Information Officer.*

[FR Doc. 98-30783 Filed 11-17-98; 8:45 am]

BILLING CODE 3510-FP-P

## DEPARTMENT OF COMMERCE

### Submission for OMB Review: Comment Request

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 of 1995, Public Law 104-13.

*Bureau:* International Trade Administration.

*Title:* Product Characteristics-Design Check-Off List.

*Agency Form Number:* ITA-426P.

*OMB Number:* 0625-0035.

*Type of Request:* Regular Submission.

*Burden:* 1,000 hours.

*Number of Respondents:* 2,000.

*Avg. Hours Per Response:* 30 minutes.

*Needs and Uses:* The International Trade Administration (ITA) sponsors up to 120 overseas trade fair events each fiscal year. In addition, there is a Matchmaker Program of approximately 20 events annually, which is a combination of multi-stop trade missions and small equipment presentations. Trade fairs involve U.S. firms exhibiting their goods and services at American pavilions at internationally recognized events worldwide. In the case of Matchmakers, ITA organizes U.S. Company missions, traveling to 2 or 3 foreign locations. Matchmakers combine exhibit booth/product

presentation orientation and by-appointment only meetings in facilities capable of accommodating 20-40 U.S. firms.

The Product Characteristics-Design Check off list seeks from participating U.S. firms information on the physical nature, power (utility) and graphic requirements of the products and services to be displayed, and to ensure the availability of utilities active product demonstrations. This form also allows U.S. firms to identify special installation instructions that can be critical to the proper placement and hookup of their equipment and/or graphics. Without the timely and accurate submission of form ITA-426P, Product Characteristics-Design Check Off List, ITA would be unable to provide a pavilion facility that would effectively support the sales/marketing and presentation objectives of U.S. participants. The anticipated result would be diminished program productivity, then declining participation by U.S. firms. A second possible result would be reduced private sector funds and possibly the discontinuation of this type of U.S. international trade event program.

*Affected Public:* Businesses or other for profit, not-for-profit institutions.

*Frequency:* On occasion.

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

*OMB Desk Officer:* David Rostker, (202) 395-7340.

Copies of the above information collection can be obtained by calling or writing Linda Engelmeier, Department Forms Clearance Officer, (202) 482-3272, Department of Commerce, Room 5327, 14th and Constitution Avenue, N.W., Washington D.C. 20230.

Written comments and recommendations for the proposed information collection should be sent to David Rostker, OMB Desk Officer, Room 10202, New Executive Office Building, Washington D.C. 20503 within 30 days of the publication of this notice in the **Federal Register**.

Dated: November 12, 1998.

**Linda Engelmeier,**

*Department Forms Clearance Officer, Office of the Chief Information Officer.*

[FR Doc. 98-30784 Filed 11-17-98; 8:45 am]

BILLING CODE 3510-FP-P

## 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 USC Chapter 35).

*Agency:* National Telecommunications and Information Administration.

*Title:* Telecommunications and Information Infrastructure Assistance Program Structured Reporting System.

*Agency Form Number(s):* None.

*OMB Approval Number:* None.

*Type of Request:* New collection.

*Burden:* 7,498 hours.

*Number of Respondents:* 46 (multiple responses).

*Avg. Hours Per Response:* Ranges between 8 and 40 hours depending on the requirement.

*Needs and Uses:* The purpose of the Telecommunications and Information Infrastructure Assistance Program is to promote the widespread and efficient use of advanced telecommunications in the public and nonprofit sectors to serve communities nationwide. It does this by providing matching funds to public and nonprofit sector organizations to use "information infrastructure" to provide community-wide information, health, life-long learning, public safety and other public services. In order to monitor and assess the impacts of the funded projects, certain reports are required. These reports are used to ensure that grant recipients are effectively promoting the efficient and widespread use of advanced telecommunications services to serve American communities and to comply with the Government Performance and Results Act.

*Affected Public:* Not-for-profit institutions, federal government, state, local or tribal government.

*Frequency:* Quarterly, annually.

*Respondent's Obligation:* Required to obtain or retain benefits.

*OMB Desk Officer:* Tim Fain, (202) 395-3561.

Copies of the above information collection proposal can be obtained by calling or writing Linda Engelmeier, DOC Forms Clearance Officer, (202) 482-3272, Department of Commerce, Room 5327, 14th and Constitution Avenue, NW, Washington, DC 20230.

Written comments and recommendations for the proposed information collection should be sent within 30 days of publication of this notice to Tim Fain, OMB Desk Officer, Room 10236, New Executive Office Building, 725 17th Street, NW, Washington, DC 20503.