

Information Collection Request, Review and Approval System



Release Guide

ICRAS 4

*For System Upgrade
Release Date: October 5, 2007*

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I. Overview

ICRAS 4 is scheduled for a [Software Upgrade](#) release on October 5, 2007. This release introduces new functionality as well as updating the display of some pages, as specified below. As the changes for this release may impact one or more areas for Display, Functionality or Business Process, they are listed by upgrade.

An update User Manual is posted to www.paperworkreduction.gov, users experiencing issues regarding these changes should contact the ICRAS Support Team at help@paperworkreduction.gov.

A. Federal Register

Fields added for dates leading to FR publication – a number of fields have been added to the “Package Summary” page that are designed to hold dates for when the draft FR publication is sent to the OPDIV/STAFFDIV, and for when the final FR publication is sent to the GPO. There are fields for both the 60- and 30-day citations. These fields along with the accompanying e-mail alerts are designed to provide feedback about how long prior to package expiration the drafts and final publication should be submitted, and to provide a way to track the status of a package in this regard.

B. E-Mail Alerts

E-mail alerts for moving FR publication along – e-mail alerts will be sent as reminders when a package's draft or final publication should be sent. In addition to the date fields on the “Package Summary” screen, there is also a new link on the “OMB# Summary” screen that can be used to indicate that a particular OMB# will be discontinued before it expires. This will disable the FR publication e-mail alerts.

1. Screen Modifications for these changes shown here:

60-day Federal Register

Draft send to OPDIV/STAFFDIV: (mm/dd/yyyy)

Final sent to GPO: (mm/dd/yyyy)

60 day FR notice has not been added. [Add 60-day FR Notice \(1st Notice\)](#)

30-day Federal Register

Draft send to OPDIV/STAFFDIV: (mm/dd/yyyy)

Final sent to GPO: (mm/dd/yyyy)

30 day FR notice has not been added. [Add 30-Day FR Notice \(2nd Notice\)](#)

C. Generic IC Notice of Action

Generic IC NOA processing does not change the expiration date of the ICR.

D. Final Rule

Users will now be able to select “New Collection” for a package after a Final Rule.

E. Abstract Character Conversion

When the package abstract field contains invalid characters pasted from Word, they are now converted automatically (for example, children&s covert's properly to children's).