

# **Information Collection Request, Review and Approval System**



**Environmental Protection Agency (EPA)**

## **Release Guide ICRAS 4.3**

*For System Upgrade*

*Release Date: November 5, 2008*

## *Table of Contents*

<b>I. Overview .....</b>	<b>3</b>
<b>II. Released 4.3 Changes.....</b>	<b>3</b>
<i>A. Violation Edit Check.....</i>	<i>3</i>
<i>B. Workflow and Reminder Emails .....</i>	<i>3</i>
<i>C. 30 Day FR Citation date .....</i>	<i>3</i>
<i>D. 60 Day FR Citation date .....</i>	<i>3</i>
<i>E. Add 3rd FR Notice fields and functionality.....</i>	<i>3</i>
<i>F. Calculation error on Part 2 form.....</i>	<i>3</i>
<i>G. Uploading Public Comments Attachment .....</i>	<i>4</i>
<i>H. Uploading ICRAS Jr. ....</i>	<i>4</i>
<i>I. NOA Notification for Forms .....</i>	<i>4</i>
<i>J. EPA Reminder Email Template .....</i>	<i>4</i>

## I. Overview

ICRAS was updated with Release 4.3 on November 5, 2008. This release introduces new functionality and discrepancy fixes as described below. Updates to the User Manual will be posted to [www.paperworkreduction.gov](http://www.paperworkreduction.gov) as applicable; users experiencing issues regarding these changes should contact the ICRAS Support Team at [help@paperworkreduction.gov](mailto:help@paperworkreduction.gov).

## II. Released 4.3 Changes

### A. Violation Edit Check

When submitting a reinstatement collection for an expired OMB number, there is now an edit check that makes sure the user enter the previously approved numbers into the violation column.

### B. Workflow and Reminder Emails

Secondary contact has been added to the workflow and reminders email notifications.

### C. 30 Day FR Citation date

A validation check has been added to make sure that the 30 Day FR Citation publication date is in the past.

### D. 60 Day FR Citation date

A validation check has been added to make sure that the 60 Day FR Citation publication date is in the past.

### E. Add 3rd FR Notice fields and functionality

[?] 10. Federal Register Notices & Comments

Federal Register Citation

60 Day Notice:

Volume  Page number  Publication date  (mm/dd/yyyy)

30 Day Notice:

Volume  Page number  Publication date  (mm/dd/yyyy)

3rd Notice:

Volume  Page number  Publication date  (mm/dd/yyyy)

[?] Did the Agency receive public comments on this ICR?  Yes  No  N/A

*Unless submitted as an Emergency or Associated with Rulemaking, OMB will not consider an ICR complete until the 30-day notice has been published.*

3<sup>rd</sup> FR Notice field has been added on Part1 Form. The 3<sup>rd</sup> FR Notice information is automatically populated by ICRAS process that pulls FR Notices from regulation.gov. This only applies if the Stage of Rulemaking is either a “Proposed Rule” or “Interim Final or Final Rule”. Users can also manually update this field.

### F. Calculation error on Part 2 form

Previously if you changed the requested responses to zero when there was a number in the requested hours, then it would back calculate the reporting time per response to "Infinity".

If you change both the requested responses and the requested hours to zero, then it back calculates the reporting time per response to "NaN".

This has been fixed and there will no longer be an error message.

### **G. Uploading Public Comments Attachment**

When uploading the Public Comments attachment an error message was sent stating, "Attachment can't be blank," this will no longer happen.

### **H. Uploading ICRAS Jr.**

The error uploading ICRAS Jr. XML has been fixed.

### **I. NOA Notification for Forms**

Fixes the problem where ICRAS would send out an NOA Form Notification when a package has Part 2 Instruments regardless of the instrument types. Now it will only send if the Instruments are classified as "Form" "Form and Instruction", "Instruction" and not "Other".

### **J. EPA Reminder Email Template**

The column under 'Link' for EPA reminder is now wider to accommodate the URL.