

Clearance & Approval Record for Federal Register Documents

U.S. Department of Housing
and Urban Development
Office of the General Counsel

Note to Clearing Offices: Unless your response has been received by the Deadline Date, the originating Office may proceed without it.

1. Job Control Number(s):	2. Classification No:	3. Type of Action: <input type="checkbox"/> Clearance <input type="checkbox"/> Final Clearance <input type="checkbox"/> Reclearance <input type="checkbox"/> Approval	4. Deadline Date:
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5. Complete Title:

7. Person Most Familiar with the Document:	7a. Organization Code / Office:	7b. Telephone No:	7c. Room No:
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8. Front-End Risk Analysis: <input type="checkbox"/> Completed <input type="checkbox"/> In Process <input type="checkbox"/> Not Needed	9. Unfunded Mandate? <input type="checkbox"/> Yes, Intergovernmental consultation in process. <input type="checkbox"/> No	10. Information Collection Requirements (Paperwork reduction Act) <input type="checkbox"/> Completed <input type="checkbox"/> In Process <input type="checkbox"/> Not Needed	11. Impact on Small Entities: (Regulatory Flexibility Act) <input type="checkbox"/> Completed <input type="checkbox"/> In Process <input type="checkbox"/> Not Needed	12. Finding of No Significant Impact (FONSI) Environmental Impact Statement (EIS) (National Environmental Policy Act) <input type="checkbox"/> EIS Required <input type="checkbox"/> FONSI Required <input type="checkbox"/> FONSI Not Needed
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13. Organization	Signature & Title of Clearing/Approving Official	Date	Concur no comments	Concur comments attached	Non-Concur comments attached

14. Comments:

15. Return this Record to:	15a. Telephone No:	15b. Room No:
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Instructions

1. Assigned by the originating offices's Directives Management Officer (DMO) -- use the last two digits of the calendar year plus a sequential number plus the office acronym (e.g., 88-01ADM).
2. For a directive, the proposed three- or four-digit subject classification number which may include a sequential number, revision number, and change number.
3. Self-explanatory.
4. Requests for extensions must be made before the deadline date.
5. The complete title as it will appear on the document.
7. The person primarily responsible for the document who can discuss proposed modifications.
8. See Handbook 1840.1, Departmental Management Control Program (formerly Fraud Vulnerability Assessment).
10. See Handbook 2400.3, Reports Analysis and Clearance Process.
11. See Public Law 96-354, regulatory Flexibility Act.
12. See 24 CFR 50 on compliance with the National Environmental Policy Act.
13. Use these blocks for Primary Organization Head (POH) approvals in Departmental clearance. Also used for the POH sign-off or reviewing offices.