

Attachment 1. Telephone Solicitation Protocol

1. Call person completing the SOII survey for the reference year.

2. Suggested Script

Hello, my name is (NAME). I am calling for the Bureau of Labor Statistics and (State agency). Is (INITIAL CONTACT NAME) there? Our records show that you are the person that completed the 2010 Survey of Occupational Injuries and Illnesses. Are you the person who prepares this report?

- ☐ YES
- ☐ NO

We need your help to make our data better. We are interested in talking to you about your experiences with the BLS survey, OSHA recordkeeping, and your thoughts on differences between the BLS, OSHA, and Worker's Compensation reporting and recordkeeping. This study is not part of any type of enforcement action and we are not conducting an OSHA inspection. Per federal law, we will not and cannot share any information with OSHA.

The BLS, its employees, agents and partner statistical agencies will use the information you provide for statistical purposes only and will hold the information in confidence to the full extent permitted by law. In accordance with the Confidential Information Protection and Statistical Efficiency Act of 2002 (Title 5 of Public Law 107-347) and other applicable Federal laws, your responses will not be disclosed in identifiable form without your informed consent.

We estimate it will take you an average of 30 minutes to participate in this research.

Your participation in this research project is voluntary, and you can decline to answer any questions. This survey is being conducted under OMB Control Number 1220-0141. This control number expires on February 28, 2015. Without OMB approval and this number, we would not be able to conduct this study.

I realize you are probably very busy, but would you have a little time to assist us with this study? There is nothing you need to do to prepare.

3. IF RESPONDENT AGREES:

- Begin with telephone questionnaire, if possible.
- Otherwise schedule an appointment.
- Which day between [DATE] and [DATE] would be best for you?

APPT DAY: _____

- What might be the best time of day?

APPT TIME: _____ (ABOUT 30 MINUTES)

- I called [PHONE NUMBER]. Is this the best phone number to use to reach you?

- ☐ YES
- ☐ NO → CORRECT THE INFORMATION HERE: _____

- We'll give you a reminder call or email about our appointment a day or two before the interview.
- Confirm mailing address. Also get, email for possible reminder.

Email: _____

- If you need to reach me for any reason, you can call me at [NUMBER]. Again, my name is [NAME]. Do you have any questions for me? Thank you very much for your time. We look forward to talking with you.