



**UNITED STATES DEPARTMENT OF COMMERCE**  
**Economics and Statistics Administration**  
**U.S. Census Bureau**  
Washington, DC 20233-0001  
OFFICE OF THE DIRECTOR

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FROM THE DIRECTOR  
U. S. CENSUS BUREAU

The U.S. Census Bureau is conducting the 2012 Quarterly Survey of Plant Capacity Utilization (Form MQ-C2) in cooperation with the Federal Reserve Board (FRB) and the Defense Logistic Agency (DLA). This survey measures changes in the use of production facilities. Government analysts use the estimates to develop monetary and fiscal policies and investment demands. In particular, the FRB will use these data to estimate monthly industrial production and assess change in industrial production and capacity and the DLA will use these data to assess readiness to meet demand for goods under selected national emergency scenarios.

We have selected your plant(s) for the quarterly survey and have enclosed the materials you need to participate. **Please read the instructions, complete the form, and return it by the due date printed on the form. You can complete your form on-line by following the instructions provided.**

Title 13, Section 182, United States Code, authorizes this survey. Title 13 also requires that we keep your answers strictly confidential. The information you provide may be seen only by persons sworn to uphold the confidentiality of Census Bureau information and may be used only for statistical purposes. Further, copies retained in your files are immune from legal process.

Please utilize your business expertise and judgment in completing the survey. If actual data are not available, carefully prepared estimates are acceptable. Due to the nature of the questions asked, you may need to enlist the assistance of your plant manager. Use the 'Remarks' section to provide any needed explanations.

Thank you in advance for your cooperation. If you have additional questions, please call my staff on 1-800-201-4647 and choose option 5 or visit our help site at <[www.census.gov/econhelp/pcu](http://www.census.gov/econhelp/pcu)>.

Sincerely,

Robert M. Groves

Enclosure

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