

May 28, 2013

MEMORANDUM FOR : Reviewer of 1220-0008

FROM : David Friedman, Assistant Commissioner
Division of Industrial Prices and Price Indexes
Bureau of Labor Statistics

SUBJECT : Introduction of New Form for Producer Price Index Survey

This memorandum requests a non-substantive change to the Producer Price Index (PPI) forms. The Bureau of Labor Statistics (BLS) has completed testing of a new collection form (473-P) for the PPI survey. The form does not ask for any new data and is intended to provide improved usability for respondents and increased data reliability. The new form was designed by a team chartered to develop a prototype form and, with the assistance of the Office of Survey Methods and Research (OSMR), to conduct cognitive evaluations of the form both internally and externally. The tests were conducted at the BLS national office, as well as at offsite respondent locations.

A copy of the new form is attached to this memorandum. This form was designed to replace forms currently mailed or faxed to reporters.

The team responsible for developing the new PPI form provided a detailed report describing each step taken, from the review of previous prototypes through the initial mock-ups, internal review, testing, and finalization of the new form. During testing, form completion times were taken and documented. The time estimate for each form to be completed dropped from 18 minutes to 5 minutes. This drop can be contributed to a more user friendly form, as well as technological advances that would allow users to research and provide pricing data more efficiently. The final report is attached.

Due to the decrease in response time the burden has decreased by 273,000 hours.

The program plans to begin using the new form in production for the September 2013 pricing date.

If you have any questions about this request, please contact David Friedman by telephone at 202-691-7700 or by e-mail at Friedman.David@bls.gov.