

## Attachment D – Field Representative Privacy and Confidentiality Letter



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

A message from the Director, U.S. Census Bureau:

The U.S. Census Bureau is conducting the 2013 Census Test. A Census Bureau representative may contact you to help you complete the survey. The survey will ask you questions about the people who live at this address, such as how many people live here and the ages, races, and origins of those people. I would appreciate your help because the success of this survey depends on you.

Data from the 2013 Census Test will be used to make the next census easier, more convenient, and less costly for taxpayers.

The Census Bureau chose your address, not you personally, as part of a randomly selected sample. You are required by U.S. law to respond to this survey (Title 13, United States Code, Sections 141, 193, and 221). We estimate this survey will take about 10 minutes of your time.

I want to emphasize that any information you give our representative will be kept confidential. By law, the Census Bureau cannot publish or release to anyone any information that would identify you or your household (Title 13, Section 9). The information you provide can be used only for statistical purposes.

If you have access to the internet and want to learn more about the Census Bureau, please visit our website at [census.gov](http://census.gov).

Thank you for your help.

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### **FREQUENTLY ASKED QUESTIONS**

#### **What is the purpose of the 2013 Census Test?**

The purpose of the 2013 Census Test is to explore alternative ways to contact households and collect data in an effort to increase efficiency and reduce costs. Your answers will only be used for statistical purposes and for no other purpose.

#### **Why was I selected?**

Your address, not you personally, was chosen as part of a randomly selected sample. Your address represents thousands of other households like yours.

#### **How will I know that the phone call is from a legitimate Census Bureau employee?**

This survey has been approved by the Office of Management and Budget (OMB). For this survey, the OMB approval number is 0607-####. Anybody that contacts you should be able to provide this same OMB number. For more information about determining if you are part of a legitimate Census Bureau survey, visit [www.census.gov/survey\\_participants](http://www.census.gov/survey_participants) and click the “Household Surveys” tab.

#### **What confidentiality protection do I have?**

Federal law protects your privacy and keeps your answers confidential (Title 13, United States Code, Sections 9 and 214). The answers you provide cannot be obtained by law enforcement, tax collection agencies, or marketers. Your answers cannot be used in court. They cannot be obtained with a Freedom of Information Act (FOIA) request. Please visit [www.census.gov/privacy](http://www.census.gov/privacy) to learn more about our privacy policy and data protection.

#### **What laws authorize you to conduct this survey?**

The Census Bureau is conducting this survey under the authority of Title 13, United States Code, Sections 141 and 193. You are required by U.S. law to respond to this survey.

#### **How long does this survey take?**

The U.S. Census Bureau estimates that, for the average household, this survey will take about 10 minutes to complete, including the time for reviewing the instructions and answers. Send comments regarding this burden estimate or any other aspect of this burden to: Paperwork Reduction Project 0607-####, U.S. Census Bureau, AMSD-3K138, 4600 Silver Hill Road, Washington, DC 20233. You may e-mail comments to [Paperwork@census.gov](mailto:Paperwork@census.gov); use "Paperwork Project 0607-####" as the subject. Respondents are not required to respond to any information collection unless it displays a valid approval number from the Office of Management and Budget.