

February 12, 2015

MEMORANDUM FOR: Reviewer of 1220-0025

CC: Nora Kincaid, Program Analyst
Division of Management Systems

FROM: Courtney Lam, Economist
Division of International Prices, Branch of Index Methods,
Analysis, and Evaluations

SUBJECT: Non-substantive Changes for the International Price Program
(IPP) survey

This memorandum requests non-substantive changes to one of IPP's collection materials.

In an effort to streamline the IPP & PPI initiation processes, the two programs recently designed one disaggregation worksheet to be used (by Field Economists) for the collection of both IPP data and PPI data. The current disaggregation sheets are already very similar and were essentially "combined," with the programs deciding on common terminology and layout. As such, the new form displays terms and headings adopted by both programs and includes minor layout changes.

Note that implementation does not necessitate changes to the initiation process itself. Field Economists will continue to collect the same type of information, using the same process, and will not request any new information from respondents. Consequently, respondent burden during the initiation process (or otherwise) will not change.

The form number for IPP's disaggregation worksheet is 3008.

The program plans to begin using the new form in March 2015.

If you have any questions about this request, please contact Courtney Lam by telephone at 202.691.7113 or by e-mail at lam.courtney@bls.gov.