

**M3-1-L1
(1-2015)**



**UNITED STATES DEPARTMENT OF COMMERCE
Economics and Statistics Administration
U.S. Census Bureau**

Washington, DC 20233-0001

FROM THE CHIEF
ECONOMIC INDICATORS DIVISION (EID)

I thank you for your continued participation in the monthly Manufacturers' Shipments, Inventories, and Orders (M3) survey. This voluntary survey provides some of the Nation's most widely used, timely information on the manufacturing sector of the economy. Your continued participation is essential to the success of our survey.

"The Census Bureau's economic surveys are indispensable to understanding America's economy. They ensure the accuracy of the statistics we rely on for economic policy and for successful business planning. Participating in the monthly survey helps us all."

– Ben S. Bernanke, Chairman,
Board of Governors of the
Federal Reserve System

As many of you have experienced budgetary cuts and have needed to make difficult decisions concerning your business, the M3 survey is faced with a difficult decision as well, concerning modes of reporting for the survey. In order to reduce the cost of reporting the survey to the Census Bureau, we are asking all companies currently faxing data by way of the 800 number to transition to the new and improved internet data collection instrument. Internet reporting is fast, easy, and a convenient way to report your data. This enhanced system provides more user friendly options, including the ability to submit and/or view up to 12 months of data. To begin reporting, please go to <http://respond.census.gov/m3> and enter your user id and original password as imprinted on the enclosed form(s). If you have any problems, please call your Census Bureau contact located on the form(s) or go to <http://bhs.econ.census.gov/bhs/m3/contactus.html> to email your request via our Secure Messaging Center.

The M3 survey is authorized by law (Title 13, United States Code, Sections 131, 182, and 193). By Section 9 of the same law, your report to the Census Bureau is confidential. It may be seen only by persons sworn to uphold the confidentiality of Census Bureau information and may be used only for statistical purposes. The law also provides that copies retained in your files are immune from legal process. Public reporting burden for this collection of voluntary information is estimated to average 20 minutes per response.

As in previous years, the M3 instruction manual is available on the Internet. Go to the M3 web page, www.census.gov/m3 and click on the "Get Forms" tab. The "M3 Instruction Manual" has the most recent information to assist you with reporting. From this web address, you also will be able to access the published M3 data.

If you have any questions about this voluntary survey or our electronic reporting methods, please call the M3 office on (301) 763-4832 or go to <http://bhs.econ.census.gov/bhs/m3/contactus.html> to email your request via our Secure Messaging Center.

Sincerely,

Nick Orsini

Enclosure(s)