

SUPPORTING STATEMENT
U.S. Department of Commerce
U.S. Census Bureau

Commodity Flow Survey Advance Questionnaire; a Component of the 2017 Economic Census
OMB Control Number 0607-0921

B. Collections of Information Employing Statistical Methods

1. Target Universe and Sampling

The approximately 150,000 establishments selected for the 2017 CFS Advance Questionnaire will be taken from the U.S. Census Bureau's Business Register. The Business Register is a comprehensive centralized database of business establishments throughout the United States. It is based upon information from the Economic Census and is updated using Company Organization Survey results and administrative data from other government agencies such as the Internal Revenue Service.

The Census Bureau will select all auxiliary establishments, approximately 53,000, in NAICS 484, 4931 and 551114. In addition, the Census Bureau will select approximately 38,500 establishments in all other NAICS codes (listed in Supporting Statement A, Question 19) which are sufficiently large, or important enough by industry and/or geography, that the establishment is likely to be selected with certainty in the 2017 CFS. The Census Bureau will include approximately 6,000 mining establishments from NAICS 212; approximately 30,000 establishments from NAICS 45411; approximately 20,000 establishments from NAICS 5111 and 51223; and approximately 2,500 establishments in NAICS 323120. These industries have a high occurrence of non-shipping establishments, which the 2017 CFS Advance Questionnaire will identify and eliminate from the 2017 CFS universe.

2. Procedures for Collecting Data

Each establishment selected for the 2017 CFS Advance Questionnaire will be mailed a letter with an accompanying flyer January 25, 2016 (see Attachments A-2 and A-5). The letter will include the establishment's userid and password to log on to the on-line questionnaire (see Attachment A-1). Responses will be reported electronically.

The reminder notice letters will be mailed on February 24, 2016 (see Attachment A-3).

Follow-up letters will be mailed on March 28, 2016 (see Attachment A-4).

Targeted telephone follow-up will occur on or about April 20, 2016 – May 6, 2016.

3. Methods for Maximizing Response Rates

This information collection will maximize response through the following actions:

- Emphasize the mandatory and confidential nature of the report, as provided by Title 13, U.S.C.
- Use yes/no check box style questions where possible to promote ease of reporting.
- Provide toll-free telephone assistance for any business that has questions about completing its 2017 CFS Advance Questionnaire.
- Mail follow-up letters for all non-response establishments, supplemented by telephone follow-up for selected establishments.

Based on data from the 2012 CFS Advance Questionnaire, the expected rate of return is 77%.

4. Testing of Procedures

The Census Bureau will use procedures based on the results and experiences gained in the conduct and review of the previous Commodity Flow Surveys, as well as the considerable body of experience with related economic censuses and surveys. No tests were undertaken for the collection instrument, as there were no significant changes to the questionnaire from the 2012 cycle.

5. Contacts for Planning, Implementation and Statistical Aspects

Planning and implementation of the CFS is conducted under the direction of:

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Statistical methodology is developed under the direction of:

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Attachments

A. Proposed Survey Materials

- (1) On-Line 2017 CFS Advance Questionnaire
- (2) Cover Letter: CFSP-L1
- (3) Reminder Notice Letter: CFS-L1R (Will have the Chief of Economic Management Division's signature at time of mail-out)
- (4) Follow-Up Letter: CFSP-L2 (Will have the Chief of Economic Management Division's signature at time of mail-out)
- (5) CFS Flyer

B. Summary of Changes to the 2017 Commodity Flow Survey Advance Questionnaire