

Dear Public Official:

The U.S. Census Bureau is currently conducting the 2015 Annual Survey of Public Employment & Payroll. We have selected your government for the annual survey. This survey is the only comprehensive source of information on the employment and payroll for state and local governments in the United States. The information collected serves as an integral part of the foundation for developing national economic and public policy by measuring public activity. This survey collects information on the number of employees and their payroll for state and local governments **for the pay periods that include March 12, 2015.**

The Census Bureau conducts the survey and requests your voluntary assistance under the authority of Title 13, United States Code, Sections 161 and 182. We estimate this survey to take between 10 minutes and 1 hour and 30 minutes to complete. On the back of this letter you will find disclosure descriptions regarding Office of Management and Budget number; authority and confidentiality; and burden estimate statement. Information provided on this questionnaire compiled from or customarily provided in public records are exempt from confidential treatment as cited in Title 13, United States Code, Section 9(b).

Enclosed are the separate questionnaires for specific activities performed by this agency. Each questionnaire should be completed for the employees engaged in the activities described in the address label.

Please read the instructions and respond by the due date. You can complete the form(s) online at respond.census.gov/aspep using the User ID and Password provided below.

User ID:

Password:

If you prefer to respond by mail, answer the questions on the questionnaire and return the questionnaire in the enclosed envelope. Respond either by mail or online -- but not both.

Please utilize your expertise and judgment in completing this survey. If actual data are not available, carefully prepared estimates are acceptable.

Thank you in advance for your cooperation. If you have additional questions, please call my staff on 1-800-832-2839 or email ewd.employment.survey@census.gov

Sincerely,

Kevin E. Deardorff
Chief, Economy-Wide Statistics Division
U.S. Census Bureau

Enclosures

OMB Number

You are not required to respond to this collection of information if it does not display a valid approval number from the Office of Management and Budget (OMB). The eight-digit OMB number is 0607-0452 and appears in the upper right corner of the report form/login screen.

Authority and Confidentiality

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Burden Estimate Statement

Please note that this is a national form that applies to governments with wide differences in the size of their service areas, the amount of population served, and the extent and complexity of their activities. Public reporting burden for this collection of information is estimated to vary from 10 minutes to 1 ½ hours per response, with an average of 20 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to: ECON Survey Comments 0607-0452, U.S. Census Bureau, 4600 Silver Hill Road, Room EMD-8K122, Washington, DC 20233. You may e-mail comments to ECON.Survey.Comments@census.gov. Be sure to use ECON Survey Comments 0607-0452 as the subject.