

The Quarterly Plant Capacity Survey (0607-0175) will be converting to an all electronic survey effective Quarter 4 2015 (mailed in December 2015). This change entails eliminating paper forms in the initial and follow-up mailings. The letter directs respondents to go online to the Census Bureau's Business Help Site at econhelp.census.gov/pcu to complete the questions using the User ID and password provided on the letter. Once online, the respondent can log in to report. Once logged in, the respondent can access help functionality such as printing their data that was submitted, requesting an extension, checking the filing status of their report, or viewing frequently asked questions. The help site contains contact information for any additional assistance the respondent may need.

We will be including a new flyer with the mail out of the cover letter and follow up letter which will include instructions for submitting their survey online and will highlight the benefits of electronic reporting.

We currently offer online reporting as an option and approximately 70% of respondents already report in this manner. We do not expect this transition to be problematic for respondents. However, if respondents have difficulty reporting online, we will make arrangements such as taking their information over the phone or will make other special reporting arrangements as needed.

If you have any questions about this request, please contact M. Susan Bucci, Branch Chief of Special Reimbursable Surveys Branch, Economic Reimbursable Surveys Division, at 301-763-4639 or Maryellen Johnson, Section Chief of Special Reimbursable Surveys Branch, Economic Reimbursable Surveys Division, at 301-763-4701.