



Department of Energy

Washington, DC 20585

Fall 2018

The U.S. Energy Information Administration (EIA) is the official statistical agency of the Department of Energy and has contracted with Westat, a survey research firm located in Rockville, Maryland, for conducting the Commercial Buildings Energy Consumption Survey (CBECS).

The person with whom you are speaking is a Westat “field interviewer,” an employee who has been professionally trained to contact potential respondents and is an authorized agent of EIA to collect data for this federal study. He or she has an official Westat photo ID badge displaying his or her printed name.

Westat has conducted CBECS for EIA many times since the survey began in 1979. CBECS provides the only national source of statistical information about the energy-related characteristics of commercial buildings, along with the quantity of energy used and the costs associated with that energy consumption.

The next CBECS study will be conducted in the spring of 2019. We are currently developing new study procedures and testing them to determine if we need to make any changes before the next study.

We appreciate your help in assisting our field interviewer with the completion of the assignment. The information you provide will be used for statistical purposes only and is confidential by law.

Should you have any questions or concerns, please do not hesitate to contact Ms. Joelle Michaels, CBECS Survey Manager at the Department of Energy, at [202-586-8952](tel:202-586-8952), or Ms. Cindy Good, CBECS Director of Survey Operations at Westat, at [1-800-937-8281](tel:1-800-937-8281). You may also check the CBECS website at www.eia.gov/consumption/commercial or Westat’s website at www.Westat.com, which provides specific details about Westat.

Sincerely,

A handwritten signature in black ink that reads "Th. J. Leckey".

Thomas J. Leckey, Director
Office of Energy Consumption and Efficiency Statistics
Energy Information Administration
U.S. Department of Energy