

SUPPORTING STATEMENT
U.S. Department of Commerce
U.S. Census Bureau
2020- 2022 Report of Organization
OMB Control No. 0607-0444

B. Collection of Information Employing Statistical Methods

1. Universe and Respondent Selection

The mailing list for the Report of Organization is derived from the Business Register. The Report of Organization sample will be drawn from this list which consists of all known multi- and single-establishment companies.

2020 - 2021 Report of Organization Collection

Estimated Universe and Sample		
	Universe	Sample Size
Multi-establishment enterprises		
Companies	200,000	42,000
Establishments	1,900,000	1,460,000 ¹
Single establishment enterprises	5,800,000	5,000
Nonemployer enterprises	24,000,000	0

2022 Report of Organization/Economic Census Collection

Estimated Universe and Sample		
	Universe	Sample Size
Multi-establishment enterprises		
Companies	200,000	200,000
Establishments	1,900,000	15,000 ²
Single establishment enterprises	5,800,000	0
Nonemployer enterprises	24,000,000	0

¹ The sample size of 1,460,000 is the total number of questionnaires for the 42,000 companies. Establishments are the number of locations that a company operates. However, not all establishments are selected to receive the Report of Organization questionnaire. Some companies receive the Annual Survey of Manufactures questionnaire in addition to the Report of Organization questionnaire.

² The sample size of 15,000 is the total number of questionnaires for the 200,000 companies. Establishments are the number of locations that a company operates. However, not all establishments are selected to receive the Report of Organization questionnaire.

2. Sampling Procedures

The mailing list for the Report of Organization in non-census years consists of a certainty component including large multi-establishment companies. In addition, a noncertainty sample of smaller multi-establishment companies with administrative data suggesting an organizational change is included. We expect these companies to have organizational changes such as new establishments, closed/sold establishments, change to industry classification, or changes to Federal Employer Identification Number. Finally, a sample of single-establishment companies with data suggesting it is part of a multi-establishment company is also included.

The Economic Census sample is used in place of the Report of Organization sample to determine the mailing list for census years.

3. Maximize response rate and non-response

There will be four mail follow-ups plus selected telephone calls to large companies. This has provided an adequate response rate for past surveys. The response rates for previous years were 81 percent in 2015, 77 percent in 2016, 74 percent for 2017 and 73 percent in 2018. The response rates have continually declined since the implementation of the all-electronic collection for the 2016 Report of Organization and subsequent collections. Later-than-usual mailout and due dates for 2016-2018 were also significant factors in the declining rates and lead to reduced follow-up activities. We expect that returning to a normal collection schedule will help stabilize the decline.

4. Testing Procedures

Instrument Development and Design

The combined 2022 Economic Census/Report of Organization will be collected completely online, using the Census Bureau's current corporate Web reporting software called Centurion.

The annual Report of Organization/ASM is a testing and proving ground for many new techniques planned for the Economic Census, as these two surveys collect data at the establishment level like the Economic Census. This began by conducting debriefing interviews with 2017 Economic Census and 2018-2019 Report of Organization/ASM respondents to identify strengths and weaknesses of the existing software used for electronic reporting to aid with development changes for the online

Centurion instrument. Web paradata analysis will be conducted to further evaluate the instrument prior to conducting the 2022 Economic Census.

Results and recommendations from each component and testing activity will be provided to subject matter specialists, managers and developers of data collection procedures, and software developers and programmers. Recommendations will be prioritized, negotiated, and revised, as necessary, to facilitate implementation. Nevertheless, some recommendations will not be fully adopted due to resource and technical limitations.

All studies will be documented in internal Census Bureau reports.

Components of the research and testing, along with selected highlights are summarized in Attachment F.

Testing of Contact Strategies

To aid evidence-based decisions for data collection and response improvement contact strategies, several techniques were field-tested using statistical experimental designs embedded in the 2012 Economic Census and in several of the Census Bureau's annual or quarterly economic surveys during the three years prior to the 2017 Economic Census. Another strategy evaluating alternative due dates was applied to selected units during a production survey. Evaluation of the strategies considered the effect on response rates or check-in rates, improved timeliness of value of shipments/receipts/revenue/sales, and/or potential for cost savings.

All studies are documented in internal Census Bureau reports; a few of the studies are also reported publicly in conference papers or presentations, as noted.

These field-tests and/or experiments, their outcomes, and implementation decisions are summarized in Attachment G.

5. Contact for Statistical Aspects and Data Collection

Contact Carrie A. Hill by phone at (301) 763-2536 or by email at Carrie.Anne.Hill@census.gov for questions on both statistical aspects and data collection.

Attachments:

A -- Form NC-99001(L)

B -- Form NC-99007
C -- Form NC-99001(L) Information Sheet
D -- Form NC-99007 Information Sheet
E -- Cover Letter for Report of Organization
F -- Instrument Development and Design Research and Testing Highlights
G -- Contact Strategies Testing
H -- Relevant Sections of Title 13 United States Code
I -- BEA Letter of Support
J -- Form NC-99001(S)
K -- Form NC-99001(S) Information Sheet
L -- Cover Letter for Report of Organization and Annual Survey of Manufactures