

**SUPPORTING STATEMENT B**  
**U.S. Department of Commerce**  
**U.S. Census Bureau**  
**Certification of Identity (Form BC-300)**  
**OMB Control No. 0607-1018**

**B. Collections of Information Employing Statistical Methods**

- 1. Describe (including a numerical estimate) the potential respondent universe and any sampling or other respondent selection method to be used. Data on the number of entities (e.g., establishments, State and local government units, households, or persons) in the universe covered by the collection and in the corresponding sample are to be provided in tabular form for the universe as a whole and for each of the strata in the proposed sample. Indicate expected response rates for the collection as a whole. If the collection had been conducted previously, include the actual response rate achieved during the last collection.**

Sampling methods are not employed for the Certification of Identify (Form BC-300) collection.

- 2. Describe the procedures for the collection of information including:**
  - **Statistical methodology for stratification and sample selection,**
  - **Estimation procedure,**
  - **Degree of accuracy needed for the purpose described in the justification,**
  - **Unusual problems requiring specialized sampling procedures, and**
  - **Any use of periodic (less frequent than annual) data collection cycles to reduce burden.**

To safeguard individual privacy and ensure compliance with applicable regulations, the Census Bureau's FOIA Office developed the Certification of Identity (Form BC-300). This form enables accurate identification of requesters, thereby minimizing the risk of inadvertently disclosing another individual's personal information. Form BC-300 is submitted on an as-needed basis and requires requesters to provide basic identifying information, including name, address, date of birth, a description of the records requested, and other relevant details.

- 3. Describe methods to maximize response rates and to deal with issues of non-response. The accuracy and reliability of information collected must be shown to be adequate for intended uses. For collections based on sampling, a special justification must be provided for any collection that will not yield "reliable" data that can be generalized to the universe studied.**

Not applicable

- 4. Describe any tests of procedures or methods to be undertaken. Testing is encouraged as an effective means of refining collections of information to minimize burden and improve utility. Tests must be approved if they call for answers to identical questions from 10 or more respondents. A proposed test or set of tests may be submitted for approval separately or in combination with the main collection of information.**

Instructions for filling out the Form BC-300 are included on the first page of the form.

- 5. Provide the name and telephone number of individuals consulted on statistical aspects of the design and the name of the agency unit, contractor(s), grantee(s), or other person(s) who will actually collect and/or analyze the information for the agency.**

For information regarding the statistical aspects and/or data collection of the Certification of Identity (Form BC-300) collection, contact Chauvez Bennett, FOIA Public Liaison, 301-763-7206, and [shauvez.bennett@census.gov](mailto:shauvez.bennett@census.gov).