



REPUBLIC OF THE PHILIPPINES

PHILIPPINE STATISTICS AUTHORITY

PSA-CTCO-SS-SSD-YYMM-RR

MEMORANDUM

FOR : <Name>
<Designation>
<Office/Division>

SUBJECT : SSRCS Form 3 of <Title of Survey>

DATE :

1. This refers to your request for clearance of the <Title of the Survey>. We acknowledge with thanks, receipt of the following documents which were used as basis for the evaluation:

PSA Ref. No	Title of Document	Format Received	Date Received
SSRCS-YYYY-RR-001	Letter of request	Hard copy/Soft copy	DD-MM-YY
SSRCS-YYYY-RR-002	Accomplished SSRCS Form 1	Hard copy/Soft copy	DD-MM-YY
SSRCS-YYYY-RR-003	Survey Questionnaire	Hard copy/Soft copy	DD-MM-YY
SSRCS-YYYY-RR-004	Accomplished SSRCS Form 4	Hard copy/Soft copy	DD-MM-YY
SSRCS-YYYY-RR-005	Enumerator's Manual	Hard copy/Soft copy	DD-MM-YY
SSRCS-YYYY-RR-006	List of tables to be generated	Hard copy/Soft copy	DD-MM-YY
SSRCS-YYYY-RR-007	Compilation of policy uses of survey results		
SSRCS-YYYY-RR-008	Pre-test/Pilot-test results	Hard copy/Soft copy	DD-MM-YY
SSRCS-YYYY-RR-009	Previous survey results	Hard copy/Soft copy	DD-MM-YY
SSRCS-YYYY-RR-010	Survey Proposal	Hard copy/Soft copy	DD-MM-YY
SSRCS-YYYY-RR-011	Additional submitted documents	Hard copy/Soft copy	DD-MM-YY

2. Please find in the attached SSRCS Form 3 the clearance number and expiration date which should be printed or stamped on the upper right corner of the first page of the final questionnaire.
3. We have also attached PSA Office Circular No. OC-2015-03-SPPD-01 and Internal Guidelines on the SSRCS, for information and guidance of the <Division in-charge>.

JOSIE B. PEREZ
Deputy National Statistician
Censuses and Technical Coordination Office



REPUBLIC OF THE PHILIPPINES

PHILIPPINE STATISTICS AUTHORITY

PSA-CTCO-SS-SSD-1606-05

<Date>

<Name>

<Designation>

<Agency>

<Address>

<Address>

Dear <Surname>:

This refers to your request for the clearance of the <Title of Survey/Census>. We acknowledge with thanks, receipt of the following documents which were used as basis for our evaluation:

PSA Ref. No	Title of Document	Format Received	Date Received
SSRCS-YYYY-RR-001	Letter of request	Hard copy/Soft copy	DD-MM-YY
SSRCS-YYYY-RR-002	Accomplished SSRCS Form 1	Hard copy/Soft copy	DD-MM-YY
SSRCS-YYYY-RR-003	Survey Questionnaire	Hard copy/Soft copy	DD-MM-YY
SSRCS-YYYY-RR-004	Accomplished SSRCS Form 4	Hard copy/Soft copy	DD-MM-YY
SSRCS-YYYY-RR-005	Enumerator's Manual	Hard copy/Soft copy	DD-MM-YY
SSRCS-YYYY-RR-006	List of tables to be generated	Hard copy/Soft copy	DD-MM-YY
SSRCS-YYYY-RR-007	Compilation of policy uses of survey results		
SSRCS-YYYY-RR-008	Pre-test/Pilot-test results	Hard copy/Soft copy	DD-MM-YY
SSRCS-YYYY-RR-009	Previous survey results	Hard copy/Soft copy	DD-MM-YY
SSRCS-YYYY-RR-010	Survey Proposal	Hard copy/Soft copy	DD-MM-YY
SSRCS-YYYY-RR-011	Additional submitted documents	Hard copy/Soft copy	DD-MM-YY

Please find in the attached SSRCS Form 3 the clearance number and expiration date which should be printed or stamped on the upper right corner of the first page of the final questionnaires.

Although we have explicitly noted in our comments the request to include items corresponding to the data needs of the Sustainable Development Goals (SDGs), in general we would like to encourage your agency to consider including items relating to the SDGs in your statistical surveys pursuant to PSA Resolution No. 4 s.2016, "Enjoining Government Agencies to Adopt and Provide Data Support to the Sustainable Development Goals" dated 12 May 2016. The list of SDG indicators can be accessed at: <http://unstats.un.org/unsd/statcom/47th-session/documents/2016-2-IAEG-SDGs-Rev1-E.pdf>, Annex IV.

Thank you for your cooperation and support in our endeavour to improve the quality of surveys conducted by government agencies.

Very truly yours,

JOSIE B. PEREZ

Deputy National Statistician

Censuses and Technical Coordination Office

Title of statistical survey			
Proponent agency	Conducting agency		
<p>1 <input checked="" type="checkbox"/> CLEARANCE GRANTED, subject to the following final action:</p> <p>i) <input checked="" type="checkbox"/> All information enclosed in the box/es below must be printed or stamped on the upper right corner of the first page of the statistical survey form.</p> <p style="margin-left: 20px;">(a) Questionnaire Title:</p> <table border="1" style="margin-left: 40px; width: 80%; border-collapse: collapse;"> <tr> <td style="padding: 2px;">PSA Approval Number: Agency Acronym-YY-RR</td> <td style="padding: 2px;">Expires on</td> </tr> </table> <p>ii) <input checked="" type="checkbox"/> Submit a copy of the Manual of Operations and the printed forms/questionnaires with the clearance number to the Censuses and Technical Coordination Office – Standards Service (CTCO-SS) thru the Regional Statistics Service Office, 30 days upon receipt of this form</p> <p>iii) <input checked="" type="checkbox"/> Others. (Specify)</p> <ul style="list-style-type: none"> • Please furnish the CTCO-SS and RSSO copies of the survey results. • The survey design and instrument shall be subject to review should there be any changes made prior to the expiration of the clearance granted. 		PSA Approval Number: Agency Acronym-YY-RR	Expires on
PSA Approval Number: Agency Acronym-YY-RR	Expires on		
<p>2 <input type="checkbox"/> DISAPPROVED, for the following reasons:</p>			
<p>3 <input checked="" type="checkbox"/> REMARKS</p> <p>A. Objectives</p> <p style="margin-left: 20px;">1.</p> <p style="margin-left: 20px;">2.</p> <p style="margin-left: 20px;">3.</p> <p style="margin-left: 20px;">.</p> <p style="margin-left: 20px;">.</p> <p style="margin-left: 20px;">.</p> <p>B. Coverage</p> <p>C. Sampling Design</p> <p>D. Questionnaire Design/Forms Content</p> <p>E. Tables Generated/Outputs</p> <p>F. Others</p>			
REVIEWING OFFICIAL	RECOMMENDING OFFICIAL		
PATRICIA ANNE R. SAN BUENAVENTURA <i>Officer-in-charge</i> <i>Statistical Standards Division</i> <Date>	CANDIDO J. ASTROLOGO, JR. <i>Assistant National Statistician</i> <i>Standards Service</i> <Date>		