

COTTON STATISTICS

INSTRUCTIONS TO SPECIAL AGENTS

1. **Statistics to be collected.**—The Bureau of the Census is required by the act of Congress approved April 2, 1924, to collect cotton reports as follows:

(a) *Cotton ginning.*—Twelve reports of cotton ginned to specified dates during each season.

(b) *Cotton consumed and stocks held.*—Monthly reports of cotton and linters consumed; cotton spindles active during each month; and stocks of cotton on hand at the close of the month. These reports relate to the calendar months.

(c) *Bale weights.*—Two reports of bales weighed and equivalent pounds—the reports to be forwarded with the November 1 and January 16 reports of cotton ginned.

2. **Plan of agent's work.**—The dates to which reports relate, the periods allowed for gathering the statistics, and the dates on which canvass must be completed appear in section 9. Before beginning a canvass the agent must consult this section and his agreement to ascertain the reports he is to collect and the character of statistics required. He must take up the canvass promptly on the day named and carry with him the necessary card schedules and a record of the amount of cotton previously returned for the individual establishments. *He must make personal visits to the establishments, and if practicable, confer with the owners or managers, and make sure that every ginney, both public and private, every concern which uses cotton or linters, and every place where cotton is stored for the public is reported, and that the quantities returned represent the full operations for the period covered.* As soon as the canvass is completed and not later than the last day allowed for the canvass the agent must promptly mail the cards to the bureau

and for the ginning report prepare a summary of the total quantity ginned and telegraph the same, as per form given in section 10. Agents must not confuse the card forms. Use for each inquiry the cards especially designed therefor, observing the date. In case of shortage use improvised cards.

All communications of agents to the bureau must contain the name of the State, the county, and the post office for easy identification.

3. **Supplies.**—The supplies for the various reports will be mailed to the agents in ample time. If they are not received at least five days before the date for beginning a canvass, the bureau should be notified, so that a duplicate set may be forwarded. The agent must check off, sign, and return receipt card at once.

4. **List of ginneries.**—A list of the ginneries prepared from the returns of last season will be included with the supplies for the first canvass. The number which appears before the name of each ginney on the list is the office file number, and it must in every instance be entered on the card representing that ginney. The list is not to be returned until the last ginning report of the season is made, when it must show the correct name and address of the owner and of the operator of every ginney in the agent's territory, with rural delivery route, if any; also the distance and direction of each ginney from the nearest town, and, on the reverse side of the list, the number of bales ginned to each report date.

5. **New and unlisted ginneries.**—As the quantity of cotton ginned is accepted as measuring the volume of the year's production, it is evident that every ginney must be correctly reported, regardless of whether the establishment be public or private, located on or off a plantation. *Absolutely every establishment which gins cotton and its full product must be returned.* New and unlisted ginneries must be added to the official list directly after the last entry thereon and given consecutive file numbers. If there has been a change in the ownership of an establishment, note this fact on the list and on the card under the heading of "Remarks"; also on "mailing list—correction card," but do not change the official number. The removal of the name of an establishment from the list of ginneries *will not change the other file numbers.*

Idle and dismantled ginneries.—If an establishment contains the necessary ginning machinery but has not ginned any cotton to the report date, the word "idle" should be written on the card under the heading "Remarks." It frequently happens that a ginnery is idle the first of the season and later becomes active. Great care should be taken to see that no ginnery is reported idle when it has actually ginned cotton. If an establishment has been abandoned, destroyed, or dismantled without having ginned any cotton during the season, the word "dismantled" and the cause thereof should be written under "Remarks." Establishments must not be reported dismantled if they contain the necessary machinery and there is a probability of their being operated at some future time. The factor determining whether a ginnery is idle or dismantled is not the power necessary to run the ginnery but the ginning machinery which may be put into condition for operation. If the machinery has deteriorated to such an extent that it is worthless, then the establishment will be construed as dismantled. *If an establishment has ginned any cotton during the season, it must not subsequently during the season be returned as idle or dismantled, but at each canvass the quantity of cotton ginned must be brought forward on a card bearing the ginnery file number, with the notation under "Remarks" of "None ginned since last report" or "Burned."*

Changes in the list.—Changes in the list of ginneries must be recorded separately on the "Mailing-list correction card" furnished with the supplies for that purpose and be mailed as a part of each report. This will enable the bureau to make the necessary changes in the addresses so that the published reports may be properly mailed, thus insuring prompt delivery. After a change has been once reported on the mailing-list correction card the same change should not be reported again.

6. Personal visits by agent.—The agent is required to visit every establishment in his territory at each canvass and secure accurate statistics for the respective dates. This is necessary to check the records of the ginner and make certain of the accuracy of the report. The obtaining of the report other than by personal visit to the ginnery most probably will result in securing an estimate, whereas the importance of the work demands figures of undoubted accuracy. Where more than one

ginnership is owned or controlled by the same individual, firm, or corporation, a separate report must be secured for each. All ginneries, whether active, idle, or dismantled, must be accounted for by card.

Use of deputies restricted.—*The agent must make sure of the collecting and forwarding of the reports under any and all conditions.* In some districts the number of establishments is so large that they can not be visited by the agent in person within the time limit allowed. In such instances deputies must be employed at the agent's expense to assist in canvassing the ginneries and other establishments. When this is necessary the agent must advise the bureau of this fact and of the extent to which deputies will be employed. In case a deputy is employed the agent must alternate with him in the canvasses and thus come in frequent personal contact with all of the ginners and others canvassed. Great care must be exercised in selecting a deputy, as the agent will be held responsible for his work. Every agent should take the precaution to instruct thoroughly some proper person in the duties of his position in order that this person may act intelligently as deputy in case of the agent's disability. Should it be necessary to use a deputy the bureau should be advised of that fact and the extent of the deputy's services.

Use of mail and telephone.—The collection by mail or telephone of statistics of cotton ginned is not permitted, except in extreme cases, when the agent must show that it was impossible to visit the ginnership. When reports are collected in this manner, the agent must state the fact on the card under "Remarks" and fully explain the necessity of departing from the rule of the bureau.

7. Accuracy of the reports.—Agents are cautioned to see that the returns of cotton ginned relate to the report date—not the date of canvass—and include all cotton ginned, whether for public or for private account. It frequently happens that the ginner's books do not include the total operations of the establishment, and it is necessary that the agent satisfy himself that the amount reported is full and complete.

Each report must show total ginned to date.—Each report must show the total number of bales ginned prior to the specified report date, which necessarily includes the amount re-

turned at the former canvass. Thus, if a ginner had reported 50 bales ginned prior to August 1 and ginned 25 more from August 1 to August 16, the latter report must show 75 bales, and so on to the final report, which must show the total amount of cotton ginned during the season, together with the ginner's carefully prepared estimates of the quantity remaining to be ginned after the March canvass. Do not include in the ginning reports *repacks of cotton samples and the like* which were necessarily counted in the original returns of the ginner nor cotton from the previous season's growth.

8. **Signing of report cards.**—The cards must be signed by the person giving the information, and when signed by other than the owner or operator the necessity of securing the report from such person should be shown under "Remarks" and the validity of the authority stated. In no case is the agent permitted to sign the name of another. It will not be necessary for the agent to get the signature of the owner or operator when the ginnery is idle or when no cotton has been ginned since the last canvass if the previous report was full and signed. This must not, however, be taken as relieving the agent from visiting the ginneries and making close inspection of their operations and from promptly forwarding complete records. *Agents must not lose sight of the fact that their compensation is arranged on a piece-price basis, a complete report being construed as a piece.*

When ginner is absent or refuse.—If the owner and operator are absent at the time of the agent's visit, the information may be secured from anyone having personal knowledge of the number of bales ginned or from anyone authorized or permitted to examine the ginner's records, and such reports should be signed by the informant, and agent should make the necessary explanations under "Remarks." In the event that a ginner refuses to furnish a report of his establishment, the agent must secure the report from any source that is trustworthy and have the informant sign the report card. In such cases the agent will note on the card under the heading of "Remarks" the source of the information and the reason assigned for the refusal; this is necessary in order that the returns may be self-explanatory and that the office may be able to state to any inquiring ginner how the report was secured.

The agent is particularly cautioned to approach the ginners and others in a courteous manner and, when necessary, to impress upon them the value of the reports to cotton growers, and to explain to them that in seeking this information the Bureau of the Census is following specific requirements of Congress; that the information will be treated as confidential; and that the operations of individual establishments will not be divulged in any way. In this connection reference is made to the law on page 12.

9. Dates of canvasses and statistics to be collected.—The agreement of the agent shows the number and kind of reports he is required to collect during the season. The character of the statistics to be collected and the dates to which they relate are shown in the statement which follows.

DATES TO WHICH REPORTS RELATE, CHARACTER OF STATISTICS TO BE COLLECTED, AND TIME WHEN CANVASSES BEGIN AND END

Date to which report relates (close of business)	CHARACTER OF STATISTICS TO BE COLLECTED	CANVASS ¹	
		Begins	Completed
June 30	Cotton consumed and stocks.....	July 1	July 7
July 31	Cotton ginned, consumed, and stocks.....	Aug. 1	Aug. 7
Aug. 15	Cotton ginned.....	Aug. 16	Aug. 22
Aug. 31	Cotton ginned, consumed, and stocks.....	Sept. 1	Sept. 7
Sept. 15	Cotton ginned.....	Sept. 16	Sept. 22
Sept. 30	Cotton ginned, consumed, and stocks.....	Oct. 1	Oct. 7
Oct. 17	Cotton ginned.....	Oct. 18	Oct. 24
Oct. 31	Cotton ginned, consumed, stocks, and bale weights.....	Nov. 1	Nov. 7
Nov. 13	Cotton ginned.....	Nov. 14	Nov. 20
Nov. 30	Cotton ginned, consumed, and stocks.....	Dec. 1	Dec. 7
Dec. 12	Cotton ginned.....	Dec. 13	Dec. 19
Dec. 31	Cotton consumed and stocks.....	Jan. 1	Jan. 7
Jan. 15	Cotton ginned and bale weights.....	Jan. 16	Jan. 22
Jan. 31	Cotton consumed and stocks.....	Feb. 1	Feb. 7
Feb. 28	Cotton ginned, consumed, and stocks.....	Mar. 1	Mar. 19
Mar. 31	Cotton consumed and stocks.....	Apr. 1	Apr. 7
Apr. 30	Cotton consumed and stocks.....	May 1	May 7
May 31	Cotton consumed and stocks.....	June 1	June 7

¹ When the day fixed for beginning a canvass falls on a Sunday, the agent is expected to take up the work on the Monday morning following; when the day fixed for closing falls on a Sunday, the agent must arrange to finish the report and telegraph the summary of cotton ginned not later than 6 p. m. on the Saturday preceding.

² The reports of cotton consumed and on hand should be mailed as soon as obtained, even before the date set for completing the canvass, if possible.

Time given for collecting returns.—The agent is given one week in which to secure the returns from individual concerns in his district. He will begin his canvass promptly on the date specified, complete it as soon as possible, telegraph the summary of cotton ginned according to the form given, and mail the complete card reports to the Bureau of the Census immediately thereafter but not later than the dates given for the completion of the canvasses.

10. *Telegraphed summaries of cotton ginned.*—A summary showing the total number of bales of cotton ginned must be telegraphed to the bureau by the agent on completion of the canvass but not later than 6 p. m. of the last day given for securing the reports (see sec. 9). However, neither the March 1 ginning report nor any of the reports on stocks and consumption of cotton is to be telegraphed. If for any reason it is impossible to secure returns from any ginner, the information necessary to make a trustworthy estimate must be obtained as indicated in section 8, and such estimate must be included in the telegraphed summary and in the card report. Care must be exercised in preparing the summaries, the agent making sure that the total for each ginnery is included and that the addition is correct. The failure to forward a correct summary is a serious matter, affecting statistics of vital consequence, as well as delaying the furnishing of the totals for the county to the newspapers. The following general form of telegram is to be used. Note that only surname should be signed.

CENSUS BUREAU *Washington*

Smith County twenty-nine thousand five hundred and fifty-two
bales JONES

In districts showing round bales the following form should be used:

CENSUS BUREAU *Washington*

Smith County twenty-nine thousand five hundred and fifty-two
bales including 217 round JONES

When an agent's territory includes more than one county he must state separately in one telegram the number of bales ginned in each county. These messages must be sent "Collect at Government rate." A copy of the summary must be for-

warded with the card schedules showing the time filed with the telegraph company. This will enable the bureau to place the responsibility for errors and discrepancies in messages and the receipt of late telegrams.

Penalty for failure to telegraph and mail reports promptly.—Failure to collect reports by personal visits as required by section 6 or to telegraph totals or to mail the cards in accordance with instructions will be sufficient cause for decreasing the compensation of the agent or for his removal. No excuse can be accepted, as the agent must make arrangements to provide against every contingency. *Summaries of the reports filed with the telegraph companies later than the time fixed for closing a canvass will rarely reach the bureau in time to be used in the report to be published the day following, and late telegrams sent without specific instructions from the bureau must be paid for by the agent.*

11. Record of cotton ginned to specified dates.—On the reverse side of the sheet containing the names of the ginneries provision is made for a record at every canvass of the quantity of cotton returned. *The agent should take a copy of this record with him on his canvasses and check each return against previous reports;* inconsistencies must then be called to the attention of the ginner and corrected and explained on the card. The agent will keep in mind the fact that the returns on the cards and those on the reverse side of the list of ginneries must, in every instance, be the total ginned to the *report date* and not the quantity ginned between the report dates nor to the date when visited.

12. Forwarding card reports.—Before mailing his card report of cotton ginned the agent must see that the file numbers of establishments, as reported on the cards, correspond with those on the list, that the record on the reverse side of the list contains the number of bales ginned by each establishment, that the cards are properly filled out and arranged consecutively by file numbers, and that each file number on the list is represented by a card. A cord or rubber band should be placed around the cards for the different inquiries, so that they will not become misplaced in transit. The cards must be mailed to the Census Bureau in the return penalty clasp envelope. The agent must not register the card reports, but send them by ordinary mail.

13. **Round bales.**—If an establishment puts up both round and square bales, the number of each kind must be reported separately. Agents should be very careful to see that the square, round, American-Egyptian, and sea-island bales are reported in the proper blanks on the card and that the figures are easily legible. Round bales must not be reduced to equivalent square bales.

14. **Ginner's record book.**—The bureau has prepared a cotton ginner's record book, which will be furnished without cost to those ginner's who wish to use it and apply for it. The book is not intended to supplant satisfactory methods of bookkeeping, but to serve as an illustration and a guide for those ginner's who are not now keeping satisfactory records. The agents must not rely too much on the book records of the ginner's, but must ascertain whether the records show all cotton ginned during the season to the report date. There is a possibility of a ginner not recording cotton ginned for his own account, or for some reason not recording cotton ginned for others, in which event the book record will not be reliable in showing the full operations of the establishment.

15. **Bale weights.**—To measure accurately the volume of the cotton crop it is necessary to reduce the bale statistics to pounds. The agents are therefore required to collect reports of bale weights and forward them with those of cotton ginned to November 1 and January 16. Because of the tendency to put up lighter weight bales as the season advances, it is necessary for a reliable basis that records of bales weighed throughout the season be secured. The bale-weight reports must be obtained from the records of cotton ginned and weighed in the agent's territory prior to November 1 for the first report and from that weighed between November 1 and January 16 for the second report. However, cotton reported November 1, should not be included in the report for January 16. *Estimated or average weights must not be returned. The statistics secured must be from records of bales actually weighed.* These can best be obtained from buyers, merchants, and sworn public weighers who have weights of shipments of cotton on which money has passed, but not from compresses. Weights may be returned in lots of any number of bales, with the exact pounds such bales weigh. Special card forms are furnished for this

purpose. As stipulated in the agent's agreement, the quantity of weights to be reported is about one-half of the number returned as ginned in the county. Weights of cotton ginned in adjoining counties must not be reported.

16. **Cotton consumed and on hand.**—Reports must be collected each calendar month (1) from establishments using cotton and linters, showing the quantity consumed, the quantity on hand at the close of the month, the number of consuming cotton spindles in place, the number active at any time during the month, and the number of active spindle hours; and (2) from independent warehouses, compresses, and other public storage places, showing cotton on hand at the close of the month. It is the duty of the agent to make inquiry and add to his list all establishments of this character, and to secure reports from them at the close of each month. Do not telegraph the reports of cotton consumed and stocks on hand, but mail them in the envelopes provided for the purpose *and not with the reports of cotton ginned*. In order that the information may be published without delay the agent will arrange his itinerary so as to secure and forward these reports as early as possible, *even before the 7th of the month, the date set for the completion of the canvass*.

17. **Cotton consumed.**—The establishments to be canvassed for cotton and linters consumed include cotton, woolen, and hosiery mills, mattress, felting, batting, and bedding factories, as well as all other establishments which consume raw cotton and linters. The reports must include all raw cotton and linters consumed, but not bats, felt, and waste, or bleached and other prepared cotton, which are the products of other establishments and are, therefore, included in the reports of those establishments. If raw cotton has been purchased and resold, it should not be included in the returns. All important manufacturing companies keep book records of their operations and hence are in a position to give accurate returns. The data must relate to the calendar month.

18. **Cotton on hand.**—The figures for cotton stocks relate to baled cotton and linters on hand at the close of the month in cotton-consuming establishments and in public storage places in the agent's territory, regardless of the year or locality of the growth of the cotton. Establishments to be canvassed for

cotton stocks include, in addition to cotton-consuming establishments, independent warehouses, compresses, and public cotton yards—in fact, all places where cotton is stored for the public, usually at a stipulated price per bale. Cotton in the possession of transportation companies, ginners, farmers, and in private warehouses, and *linters in oil mills* must not be included in the report. In securing the stock report the agent will make such inquiry at each establishment as will make certain that no cotton held in such storage is *omitted or that cotton held elsewhere is duplicated*. Note carefully the following and call particular attention to this matter to insure a clear understanding on the part of the person making the return:

Consuming establishments.—Include all cotton actually in the warehouses operated in connection with the mill. Do not include, however, cotton owned by the mill but held in the storage of others, or cotton in transit to the mill.

Compresses.—Include all cotton actually at the compress for which receipts are given even though stored there by warehousemen. However, where a compartment is rented to another and no record of the quantity of cotton stored in such compartment is kept by the compress, the cotton held therein must not be included in the compress reports but in the report of the person using the compartment.

Public warehouses and yards.—Include all cotton actually on the premises controlled. Cotton stored at a compress and counted in the compress report must not be included in the warehouse or yard report.

19. *Spindles.*—The number of cotton spindles reported must be the total number in place—that is, set up—at the end of the month and the total number operated at some time during the month without regard to the average operated for the month. Accordingly, if a spindle is operated only a single day during the month it should be counted as active and included in the report. Spindles consuming cotton mixed with wool or some other fiber should not be included in the report.

20. *Spindle hours.*—The number of spindle hours reported must be the number of hours all spinning spindles were operated during the month, both day and night shifts, including all overtime and part time. For instance, if a mill of 10,000 spindles operated all spindles during the month for 22 full-

day shifts of $10\frac{1}{2}$ hours each, the spindle hours for full days would be $10,000 \times 22 \times 10\frac{1}{2}$, or 2,310,000. If all of the spindles were operated 5 Saturdays of 5 hours each, the spindle hours for those part-time days would be $10,000 \times 5 \times 5$, or 250,000. Thus the total spindle hours for day-time operation would be 2,310,000 plus 250,000, or 2,560,000.

If in addition all of the spindles were operated for 22 nights of 11 hours each, then $10,000 \times 22 \times 11$, or 2,420,000, should be added to the 2,560,000, making 4,980,000 spindle hours. However, if only a portion of the spindle equipment was operated at night, only the spindle hours for such spindles should be included.

In calculating spindle hours due care should be given to account for all overtime or part time. For instance, if 500 of the above spindles were inoperative for 5 hours, 500×5 , or 2,500, should be deducted from the above total of 4,980,000, leaving 4,977,500 spindle hours.

21. Authority for collecting cotton reports.—Cotton reports are collected by the Bureau of the Census in conformity with an act of Congress approved April 2, 1924, entitled "An act authorizing the Director of the Census to collect and publish statistics of cotton," as follows:

STATISTICS TO BE COLLECTED AND PUBLISHED

Be it enacted by the Senate and House of Representatives of the United States of America in Congress assembled, That the Director of the Census be, and he is hereby, authorized and directed to collect and publish statistics concerning the amount of cotton ginned; the quantity of raw cotton consumed in manufacturing establishments of every character; the quantity of baled cotton on hand; the number of active consuming cotton spindles; the number of active spindle hours; and the quantity of cotton imported and exported, with the country of origin and destination.

DATES TO WHICH COTTON REPORTS RELATE

SEC. 2. That the statistics of the quantity of cotton ginned shall show the quantity ginned from each crop prior to August 1, August 16, September 1, September 16, October 1, October 16, November 1, November 14, December 1, December 13, January 16, and March 1: *Provided*, That the Director of the Census may limit the canvasses of August 1 and August 16 to those

sections of the cotton-growing States in which cotton has been ginned. The quantity of cotton consumed in manufacturing establishments, the quantity of baled cotton on hand, the number of active consuming cotton spindles, the number of active spindle hours, and the statistics of cotton imported and exported shall relate to each calendar month, and shall be published as soon as possible after the close of the month.

PUBLICATION OF COTTON STATISTICS

Each report published by the Bureau of the Census of the quantity ginned shall carry with it the latest available statistics concerning the quantity of cotton consumed, stocks of baled cotton on hand, the number of cotton-consuming spindles, and the quantity of cotton imported and exported.

All of these publications containing statistics of cotton shall be mailed by the Director of the Census to all cotton ginners, cotton manufacturers, and cotton warehousemen, and to all daily newspapers throughout the United States. The Director of the Census shall furnish to the Department of Agriculture, immediately prior to the publication of each report of that bureau regarding the cotton crop, the latest available statistics hereinbefore mentioned, and the said Department of Agriculture shall publish the same in connection with each of its reports concerning cotton.

PENALTY ON CENSUS EMPLOYEES FOR REVEALING INFORMATION

SEC. 3. That the information furnished by any individual establishment under the provisions of this act shall be considered as strictly confidential and shall be used only for the statistical purpose for which it is supplied. Any employee of the Bureau of the Census who, without the written authority of the Director of the Census, shall publish or communicate any information given into his possession by reason of his employment under the provisions of this act shall be guilty of a misdemeanor and shall, upon conviction thereof, be fined not less than \$300 or more than \$1,000 or imprisoned for a period of not exceeding one year, or both so fined and imprisoned, at the discretion of the court.

PENALTY FOR REFUSAL TO ANSWER CENSUS INQUIRIES

SEC. 4. That it shall be the duty of every owner, president, treasurer, secretary, director, or other officer or agent of any cotton ginney, manufacturing establishment, warehouse, or other place where cotton is ginned, manufactured, or stored, whether conducted as a corporation, firm, limited partnership, or by individuals, when requested by the Director of the Census

or by any special agent or other employee of the Bureau of the Census acting under the instructions of said director, to furnish completely and correctly, to the best of his knowledge, all of the information concerning the quantity of cotton ginned, consumed, or on hand, and the number of cotton-consuming spindles, and active spindle hours. The request of the Director of the Census for information concerning the quantity of cotton ginned or consumed, stocks of cotton on hand, and number of spindles and spindle hours may be made in writing or by a visiting representative, and if made in writing shall be forwarded by registered mail, and the registry receipt of the Post Office Department shall be accepted as evidence of such demand. Any owner, president, treasurer, secretary, director, or other officer or agent of any cotton ginnery, manufacturing establishment, warehouse, or other place where cotton is ginned or stored, who, under the conditions hereinbefore stated, shall refuse or willfully neglect to furnish any of the information herein provided for or shall willfully give answers that are false shall be guilty of a misdemeanor and, upon conviction thereof, shall be fined not less than \$300 or more than \$1,000 or imprisonment for a period of not exceeding one year, or both so fined and imprisoned, at the discretion of the court.

STATISTICS OF COTTON PRODUCED, CONSUMED, AND ON HAND IN
FOREIGN COUNTRIES

Sec. 5. That in addition to the information regarding cotton in the United States, hereinbefore provided for, the Director of the Census shall compile, by correspondence or the use of published reports and documents, any available information concerning the production, consumption, and stocks of cotton in foreign countries, and the number of cotton-consuming spindles in such countries. Each report published by the Bureau of the Census regarding cotton shall contain an abstract of the latest available information obtained under the provisions of this section, and the Director of the Census shall furnish the same to the Department of Agriculture for publication in connection with the reports of that department concerning cotton in the same manner as in the case of statistics relating to the United States.

SIMULTANEOUS ISSUANCE OF CENSUS AND AGRICULTURE COTTON
STATISTICS

Sec. 6. That the reports of cotton ginned to the dates as of which the Department of Agriculture is also required to issue cotton crop reports shall be issued simultaneously with the cotton crop reports of that department, the two reports to be issued from the same place at eleven o'clock antemeridian on the eighth day following that on which the respective reports

relate. When such date of release falls on Sunday or a legal holiday the reports shall be issued at eleven o'clock antemeridian on the next succeeding workday.

Sec. 7. That the act of Congress authorizing the Director of the Census to collect and publish statistics of cotton, approved July 22, 1912, and all other laws and parts of laws inconsistent with the provisions of this act are hereby repealed.

22. Purposes sought by the census cotton reports.—The foregoing law assembled the various provisions relating to the collection of cotton statistics by this bureau and extended the scope of the reports by authorizing the collection of monthly reports of cotton consumed and cotton on hand and active consuming cotton spindles. It clearly defines the duties of all concerned with regard to this work. It may be stated that the laws authorizing the collection of statistics of cotton ginned, consumed, and on hand by the Bureau of the Census were originated by Members of Congress who had a close knowledge of the conditions obtaining in the industry, and that they were enacted after very careful consideration of the needs of the producers and others and of the results to be secured. As a reference for the agents in acquainting themselves, as well as inquiring ginners, with the purpose sought by the reports, the following, by Hon. Albert S. Burleson, formerly a Member of Congress from Texas, is quoted:

Believing that it was to the interest of the producer of cotton to eliminate as far as possible the speculative element from entering into and affecting the market price of his products, I caused to be embodied in the act making the Census Bureau permanent the original item providing for the collection of statistics of cotton ginned, and the result of the efforts of the Census Bureau in carrying into effect this provision has materially aided in accomplishing this end. The result has not influenced a change of opinion on my part. If I may be pardoned a personal allusion, a grower of cotton myself, I have frequently felt the necessity for an impartial source of information which would be as accurate as possible. This the Census Bureau has proven itself to be.

Following the successful inauguration of the reports of cotton ginned, authorized by act of Congress approved March 6, 1902, a resolution was introduced by Mr. Burleson and passed by Congress in 1905, providing for the collection of an annual report on the supply and distribution of cotton. The scope of the cotton statistical work of the bureau was enlarged by the pas-

sage in 1909 of another resolution introduced by Hon. Asbury F. Lever, of South Carolina, providing for three additional stock reports; by the act approved July 30, 1912, which was introduced by Hon. Thomas M. Bell, of Georgia, providing for monthly reports of cotton consumed and on hand; and by the foregoing act, which was introduced by Hon. William J. Harris, of Georgia. The following excerpt from the report of the House committee on Mr. Lever's resolution is presented:

The purpose sought by these stock reports is to afford reliable information for producers, manufacturers, and others as to the quantity of cotton available on the dates to which the reports relate, thereby serving as a guide for the producer in disposing of his product and in directing his plans in regard to the succeeding crop; also, furnishing the manufacturer with desired information as to the available supply of cotton, which may be of assistance to him in purchasing or in contracting for the manufacture and delivery of goods.

The effect of the resolution, if enacted into law, would be, it is believed, to reduce the element of speculation in cotton, as the statistics would remove doubt as to the cotton situation and afford needed information for all concerned.

23. Publication and distribution of the reports.—The agents are given about six days in which to visit the ginneries and other establishments and secure the returns. Summaries of the ginning reports are telegraphed to the bureau on the last day of the canvass, and on the morning following these summaries are added and the results given to the public. The reports are then printed on preaddressed cards and mailed to all ginners, manufacturers, and warehousemen, and to others requesting them.

Summaries of the returns of cotton consumed and on hand are not telegraphed by the agents, but the agents are required to mail the returns promptly. (See sec. 16.) The bureau publishes preliminary reports of these as soon as possible, usually on the 14th of the succeeding month.

The publication of all statistics must be left to this bureau, except that the agents are permitted to furnish local newspapers with the total quantity of cotton ginned in their counties *only after notification from the bureau that the total of the individual card reports agrees with the telegraph summary.*

24. Confidential character of information secured.—Before entering upon their duties in connection with the cotton reports

the agents are required to take an oath which reads, in part, as follows:

I do solemnly swear * * * that I will well and faithfully discharge the duties of the office on which I am about to enter and that I will not disclose any information contained in the schedules, lists, or statements obtained for or prepared by the Bureau of the Census to any person or persons except those designated by the director.

Agents must not furnish information secured in their official capacity to any person or to any other branch of the Federal Government or to State or local officials. Such information must be held in the strictest confidence, in conformity with the official oath and with the act of Congress which provides stringent penalties for infractions of this character.

The bureau regards the official list of ginneries as confidential, and agents must not publish the list or furnish copies of the same, but must refer all requests for it to the Director of the Census.

25. Partisan political activity.—Persons employed as special agents of the Bureau of the Census to collect cotton statistics, while retaining the right to vote as they please and to express privately their opinions on all political subjects, shall refrain from active participation in political affairs. Experience has demonstrated that the success of the work requires that the agents engaged in it shall refrain from active participation in politics, as in no other way can they hope to secure and retain the confidence and cooperation of the ginners and others whom they must approach for information.

