



**2020 CENSUS PROGRAM MEMORANDUM SERIES: 2018.13**

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**MEMORANDUM FOR:** The Record

**From:** Albert E. Fontenot Jr. **(signed May 16, 2018)**  
Associate Director for Decennial Census Programs

**Subject:** 2020 Census Plans for the Commonwealth of Puerto Rico

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This memorandum documents the 2020 Census Program decision regarding address list updates and enumeration in the Commonwealth of Puerto Rico during the 2020 Census.

**Overview**

As a result of the devastating impact of Hurricane Maria, the Census Bureau has determined that it is in the best interest of Puerto Rico to conduct the Update Leave (UL) operation across the entire commonwealth during the 2020 Census. The UL operation will update the address list and feature data for the area assigned, and leave a questionnaire package at every housing unit identified, to allow the household to self-respond.

Under this operation, all respondents in Puerto Rico will have the ability to respond to the 2020 Census by internet (including Non-ID), telephone, or a paper questionnaire hand-delivered to every housing unit. Households that do not respond will be included in the Nonresponse Followup operation, where field enumerators will make an in-person contact attempt to determine the status of the housing unit and, when occupied, collect the census response.

**Discussion**

In the wake of Hurricane Maria, there will be considerable change, including new development, leading up to the 2020 Census. The Census Bureau took a close look at the situation in Puerto Rico and determined the UL operation would ensure the most complete census. Assigning the entire commonwealth to the UL operation will ensure that the Census Bureau updates the address list as close to Census Day (April 1, 2020) as possible.

In an effort to ensure the most cost-effective and efficient process to enumerate housing units, every geographic area (blocks) in the United States is assigned to one specific Type of Enumeration Area (TEA).

The TEA reflects the methodology used to list and enumerate the households within the block. The TEA assignment utilizes a variety of information to identify the most cost-effective enumeration approach for all of the United States, District of Columbia, Puerto Rico, and the Island Areas. UL is one TEA.

The Census Bureau often adjusts collection methodologies and the TEA delineation for areas affected by major natural disasters. For example, following Hurricanes Katrina and Rita, portions of the Gulf Coast were assigned to Update Leave during the 2010 Census to ensure optimal listing and enumeration.

The primary functions of UL include:

- Verifying and updating the address list and feature data for tabulation of the 2020 Census.
- Determining the type and address characteristics for each living quarter.
- Leaving a questionnaire package at every housing unit to respond to the census.

UL can occur in geographic areas that:

- Do not have city-style addresses.
- Do not receive mail through city-style addresses.
- Receive mail at post office boxes.
- Have been affected by major natural disasters.
- Have high concentrations of seasonally vacant housing.

During the UL operation, enumerators will compare address information on the ground to their address list, and verify, correct, delete, or add addresses. After updating the address information, enumerators will link a paper questionnaire to a housing unit and then leave the questionnaire package at the housing unit for the household to self-respond. If occupants do not respond using the questionnaire packet left by the enumerator, the nonresponding housing unit will be visited by an enumerator during Nonresponse Followup.

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A memorandum generally will be added to this series for any decision or documentation that meets the following criteria:

1. A major program-level decision that will affect the overall design or have significant effect on 2020 Census operations or systems.
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