

2020 Census 23. Count Review Operation (CRO)

Version: 1.2

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Major Revision Change History

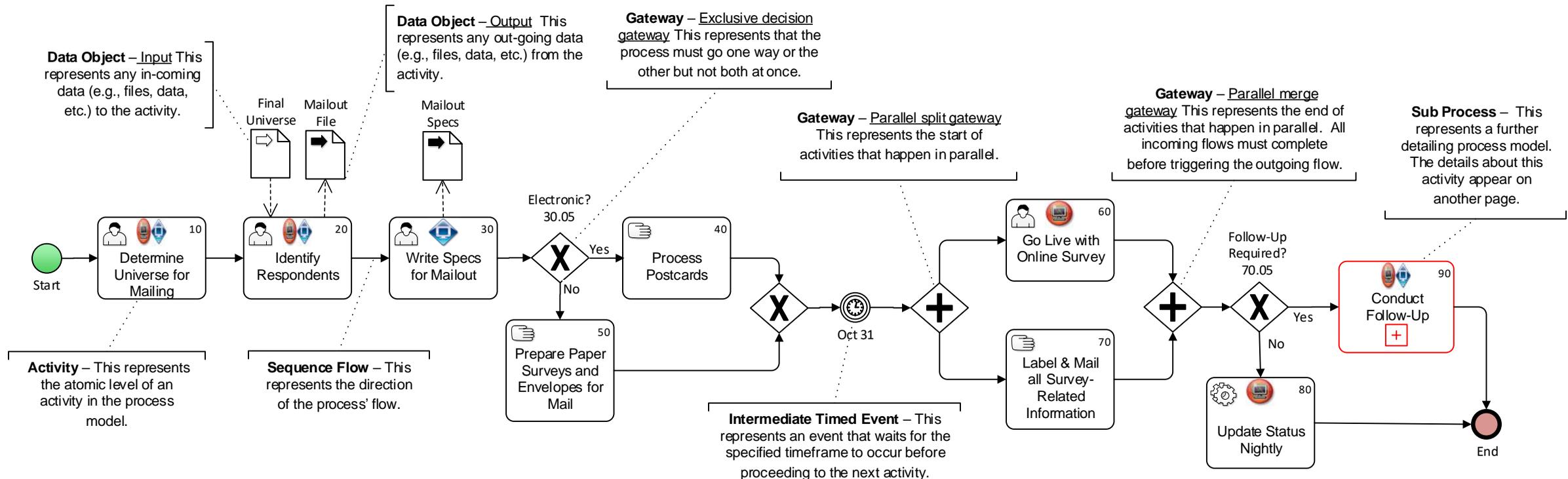
Date	Description	Author	Version #	Page #'s
07/14/2016	Included revisions from SME Review #5 - HU Review	Elina Green	0.7	P. 4
07/14/2016	Included revisions from SME Review #6 - HU Finalized	Elina Green	0.8	P. 4
07/18/2016	Included revisions from SME Review #3 - GQ Review	Elina Green	0.9	P. 5
07/19/2016	Minor edits (in red) renamed Activity 40 to GQ Review	Elina Green	0.10	P. 3,4&5
07/26/2016	Edits accepted by IPT, updates made to reflect such	Elina Green	0.11	P. 3,4&5
08/04/2016	Removed CUF/CEF/DRF/MDF Review; minor edits	Elina Green	0.12	P. 3,4
08/11/2016	Included revisions from SME Review – GQs	Elina Green	0.13	P. 5
08/17/2016	Included revisions from SME Review – GQs	Elina Green	0.14	P. 5
08/25/2016	Included revisions based on document reviews – GQs Incorporated comments from IPT	Elina Green	0.15	P.4,5,6
09/20/2016	Incorporated Maryann's feedback; updates to GEO processing	Elina Green	0.16	P. 3&4
10/05/2016	Including Full Count Review activities	Elina Green	0.17	P. 3&7
10/12/2016	Including Full Count Review diagram w/IPT	Elina Green	0.18	P. 3&7
10/18/2016	Including Full Count Review diagrams w/IPT	Elina Green	0.19	all
10/24/2016	Updated logic for DRF, CUF, CEF & MDF Reviews	Elina Green	0.20	p. 7-11
12/14/2016	Including feedback from FSCPEs	Elina Green	0.21	p. 4,5,6
01/06/2017	Including updates from Sonia regarding GQs & dates	Elina Green	0.22	p. 3,5&6
12/20/2017	Updated to reflect latest design decisions (SME Reviews 1-3)	Elina Green	0.23	all
02/01/2018	Updated to clarify CCFR activities	Elina Green	0.24	p. 10
02/21/2018	Updated purpose statement, per Christine	Elina Green	0.25	p.10
09/17/2018	Update text descriptions, remove DRF-1, Annotations	Keith Harmon	0.3	p.3-10
11/8/2018	Update various models, remove process 50.70	Keith Harmon	0.33	p1,3-9
11/14/2018	Update grammar and misspelling	Sonia Collazo	0.34	
02/06/2019	CR7241	Sonia Collazo	1.0	All
04/09/2019	Minor updates including gateway 80.155	Francois Ngijoi	1.1	p. 3,5,6,7&9
05/23/2019	MITRE and QA updates	Francois Ngijoi	1.2	p. 1,3-9

Reading and Understanding the Model

Example Activity Model

BPM Purpose

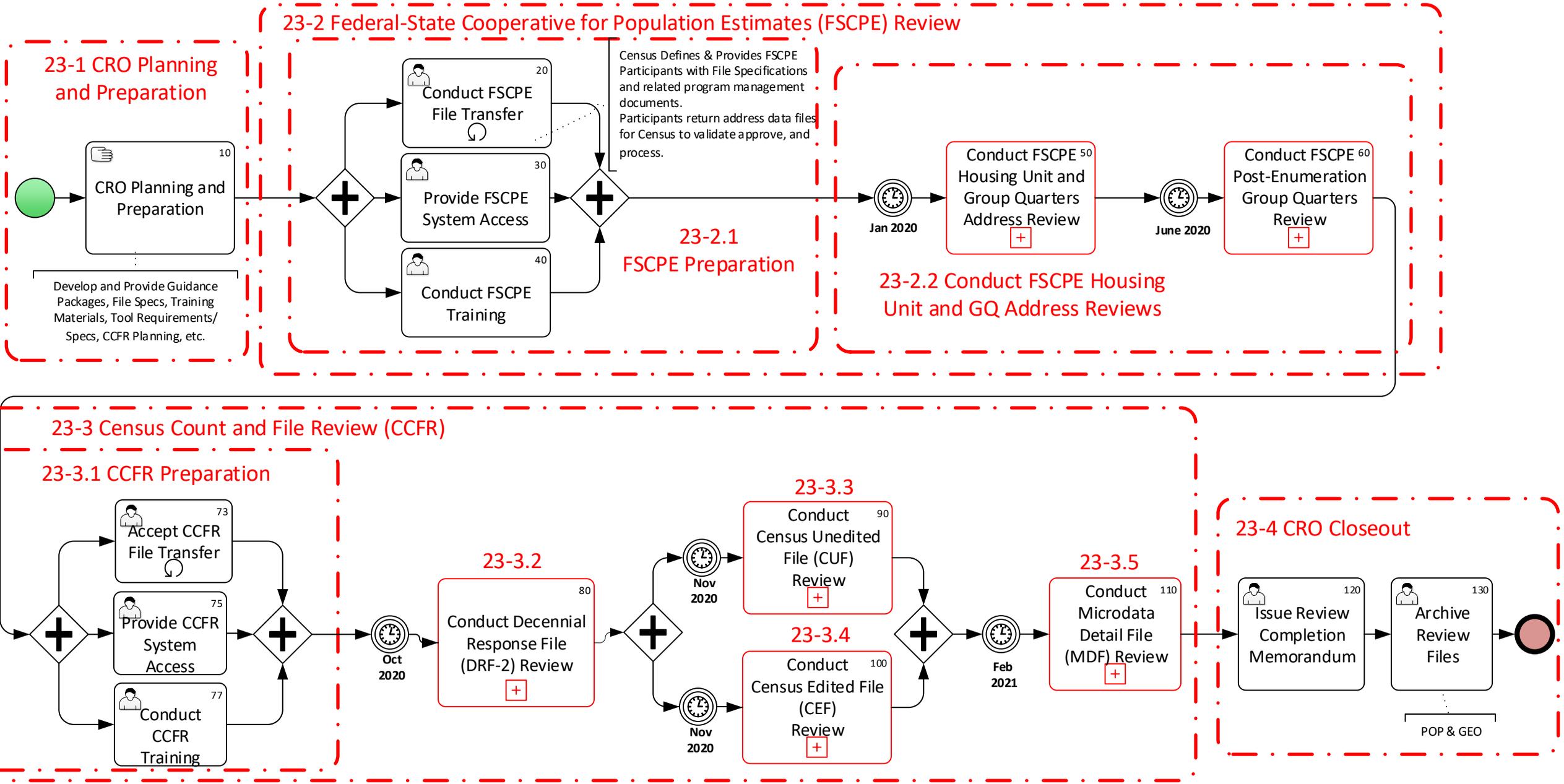
- Describe Census Operations business processes – activities, resources and key milestones
- Provide the details necessary for non-subject matter experts to understand the business process
- Contribute to the requirements development process
- Facilitate the linkage of business processes to IT capabilities
- Capture Operations inputs and outputs



Key:	Activities	Gateways	Data Objects	Other
Events	Activity at atomic level: Activity ¹⁰	Exclusive:	Input:	Sequence Flow:
Start:	Activity containing a sub process: Sub Process ²⁰	Parallel:	Output:	Association:
End:	Optional Activity: Activity ¹⁰	Event Based:	Data Store:	Annotation:
Intermediate Timed Event:	Activity involving:			<small>This file is created by the SME before this process kicks off.</small>
Flow continued on another page:	→ USER interacting with a system or software: Activity			
Flow continued from another page:	→ MANUAL activity (no system/software involved): Activity			
	→ SERVICE or batch processing: Activity			
	→ SENDING a message: Activity			
	→ RECEIVING a message: Activity			
	→ RECURRING steps: Activity			
	→ Any system developed specifically for Census' use: Activity			
	→ Any commercial-off-the-shelf (COTS) products: Activity			
	→ Both a system developed specifically for Census' use <i>and</i> COTS products: Activity			

2020 Census 23. Count Review Operation (CRO)

Purpose: Enhance the accuracy of the 2020 Census by implementing an efficient and equitable process for Federal-State Cooperative for Population Estimates members to identify missing housing units and missing or geographically misallocated large group quarters. Also to support the objective of an accurate Census, several reviews of interim Census files (DRF-2, CUF, CEF & MDF) are conducted.

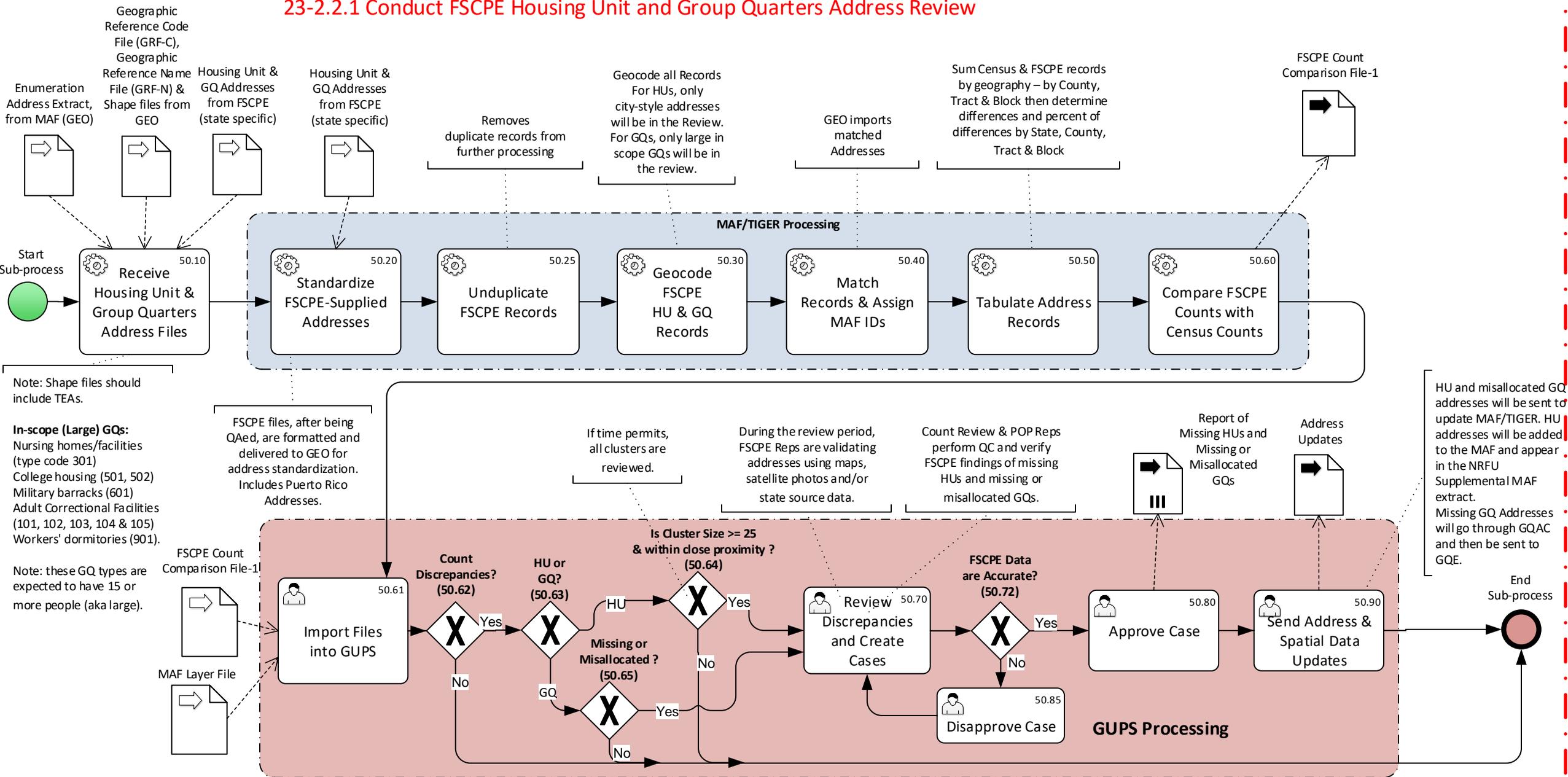




50. Conduct FSCPE Housing Unit and Group Quarters Address Review

Purpose: To compare Census addresses with participating Federal-State Cooperative for Population Estimates (FSCPE) member-provided addresses and to document missing HU addresses and missing or misallocated GQ addresses for further processing.

23-2.2.1 Conduct FSCPE Housing Unit and Group Quarters Address Review

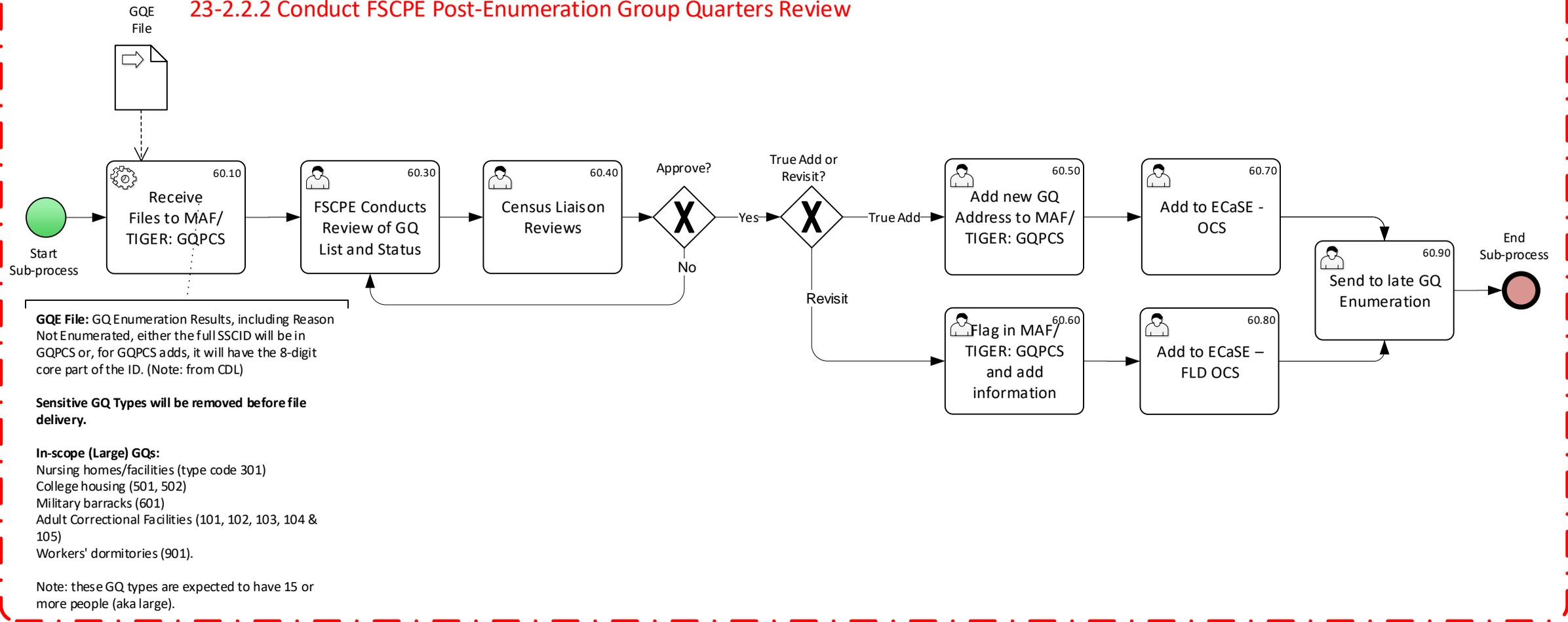




60. Conduct FSCPE Post-Enumeration Group Quarters Review

Purpose: Allow the Federal-State Cooperative Program for Population Estimates (FSCPE) member to review the results of the GQ enumeration, provide new information for the GQs that were not enumerated. Permits the FSCPE provided new group quarters.

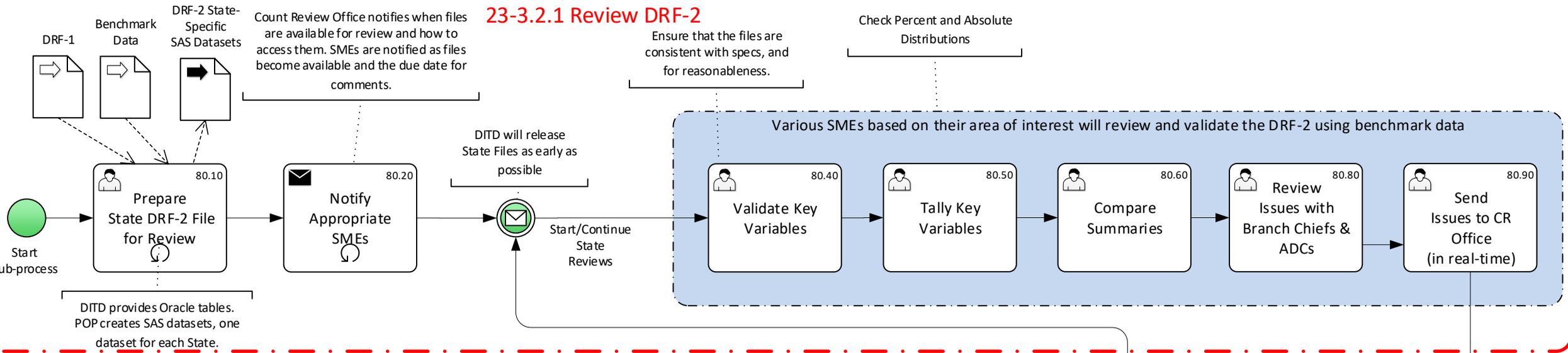
23-2.2.2 Conduct FSCPE Post-Enumeration Group Quarters Review



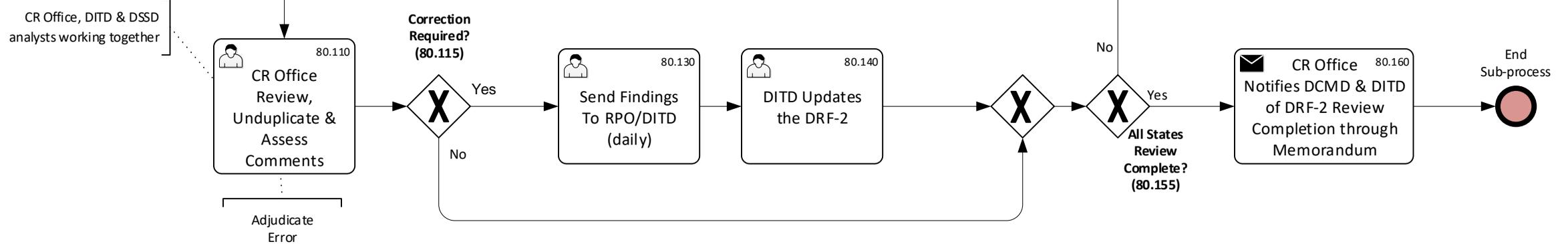
80. Conduct Decennial Response File (DRF-2) Review

Purpose: Conduct an early review of response data. The DRF-2 is being reviewed to validate execution of the Primary Selection Algorithm (PSA) and to determine how reasonable the results are at several level of geography. It is also being evaluated for potential data capture and processing issues – missing variables, invalid codes, the appropriate settings of flags, and correct variable mapping. While comparing with benchmark data, reviewers’ focus is on percent change and raw differences in total population, HU population, GQ population and housing units. Checks are made to ensure that issues identified during previous reviews have been addressed.

23-3.2 Conduct Decennial Response File (DRF-2) Review



23-3.2.2 Resolve DRF-2 Findings

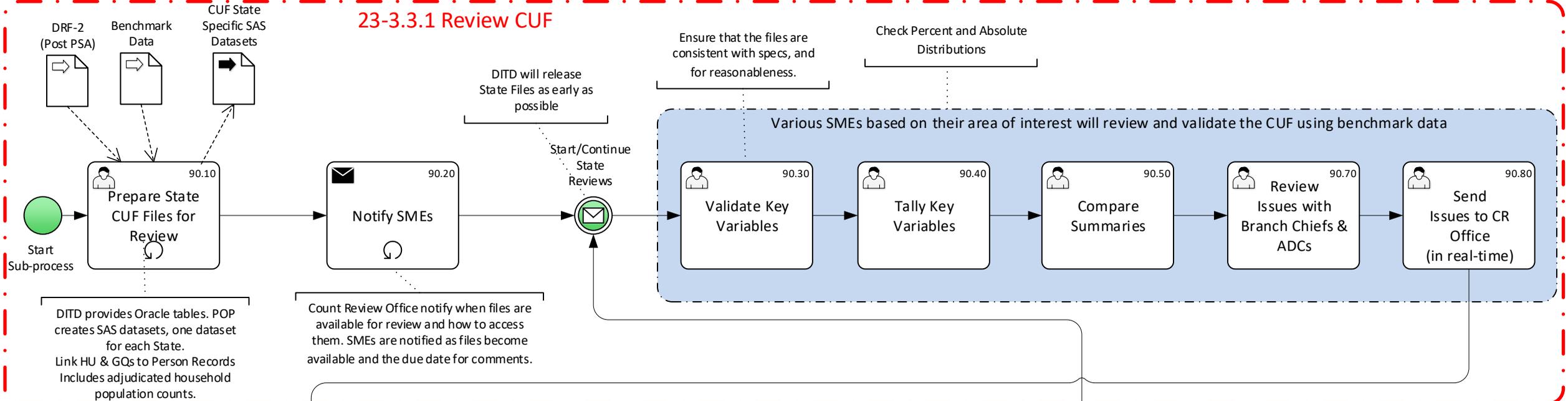


90. Conduct Census Unedited File (CUF) Review

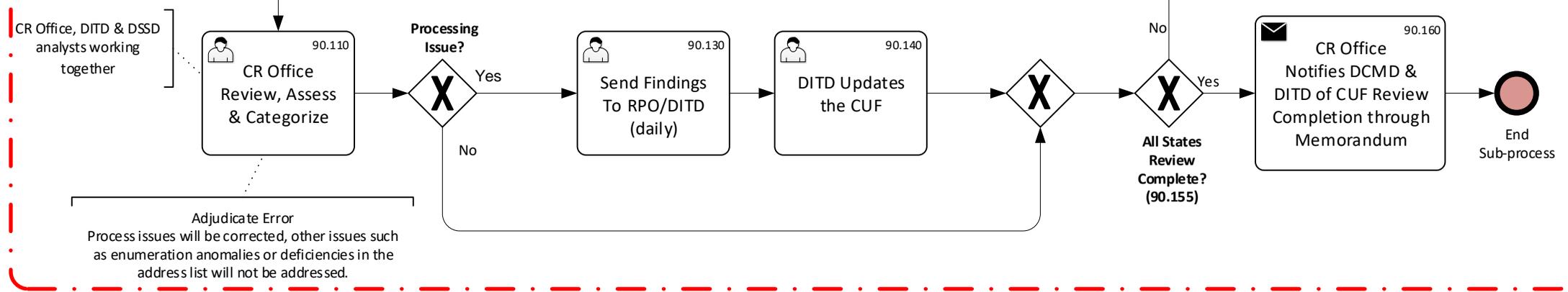
Purpose: An apportionment-related review that focuses on percent change and raw differences in total population, household population and housing units, and total GQ population at several levels of geography. Checks are made to ensure that issues identified during the DRF-2 Review have been addressed. It validates the association of Census IDs with living quarters along with the status and population counts for those living quarters. This review will also include check of the distributions of housing and demographic characteristics and item non-response rates.

23-3.3 Conduct Census Unedited File (CUF) Review

23-3.3.1 Review CUF



23-3.3.2 Resolve CUF Findings

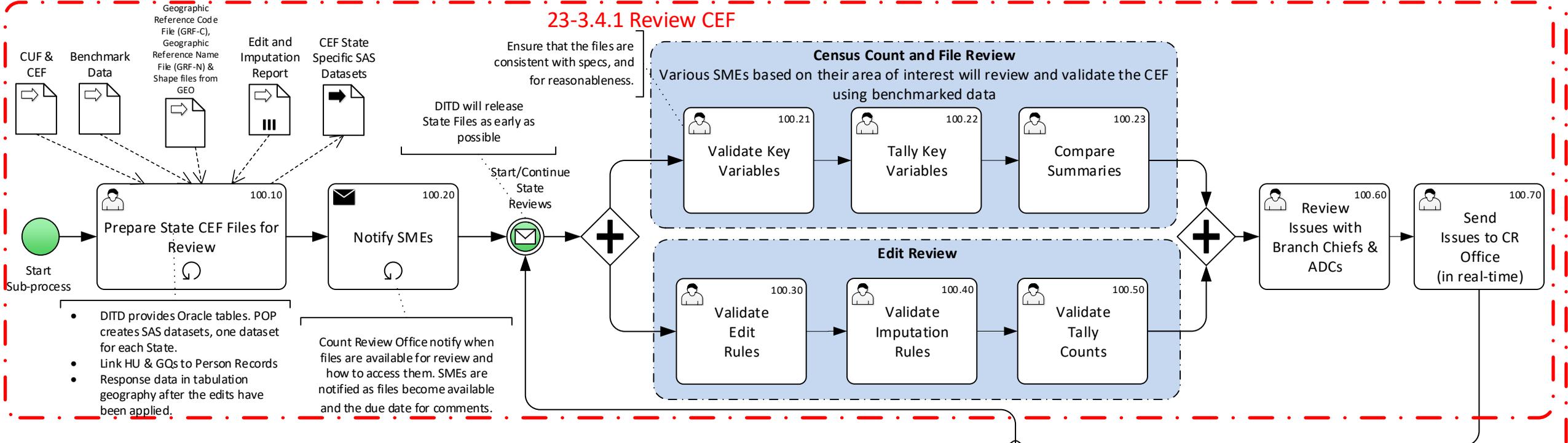


100. Conduct Census Edited File (CEF) Review

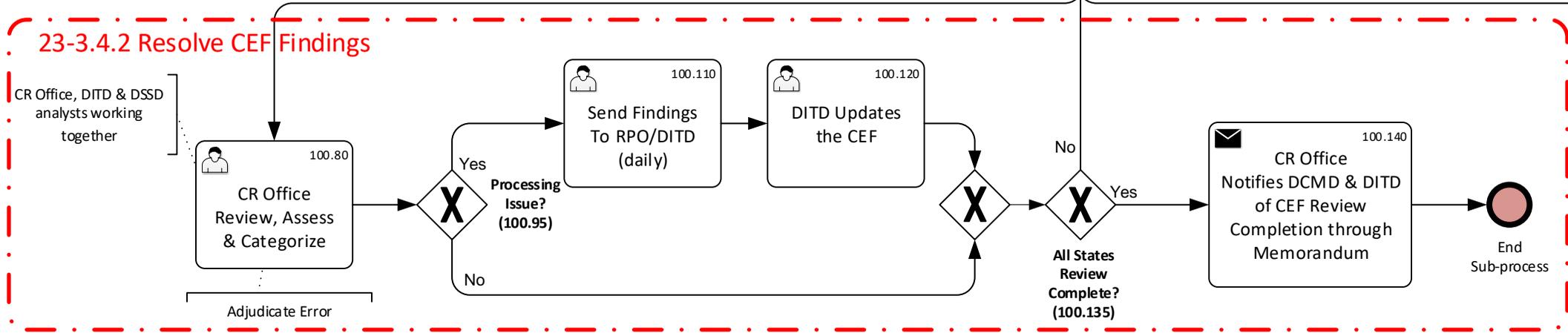
Purpose: The Census Edited (and allocated) File is created from the CUF and other administrative record sources. The CEF review ensures that each person and housing unit on the final census data file has valid values in the person and housing items, and ensures certain consistencies among characteristics. Review focuses on path tracers (tallies) and a hot deck matrix report. Counts at multiple levels of tabulation geography are also assessed, with differences examined between CEF counts and benchmark data. Additionally, the CEF review ensures that issues identified in the review of the DRF-2 and CUF have been addressed.

23-3.4 Conduct Census Edited File (CEF) Review

23-3.4.1 Review CEF



23-3.4.2 Resolve CEF Findings

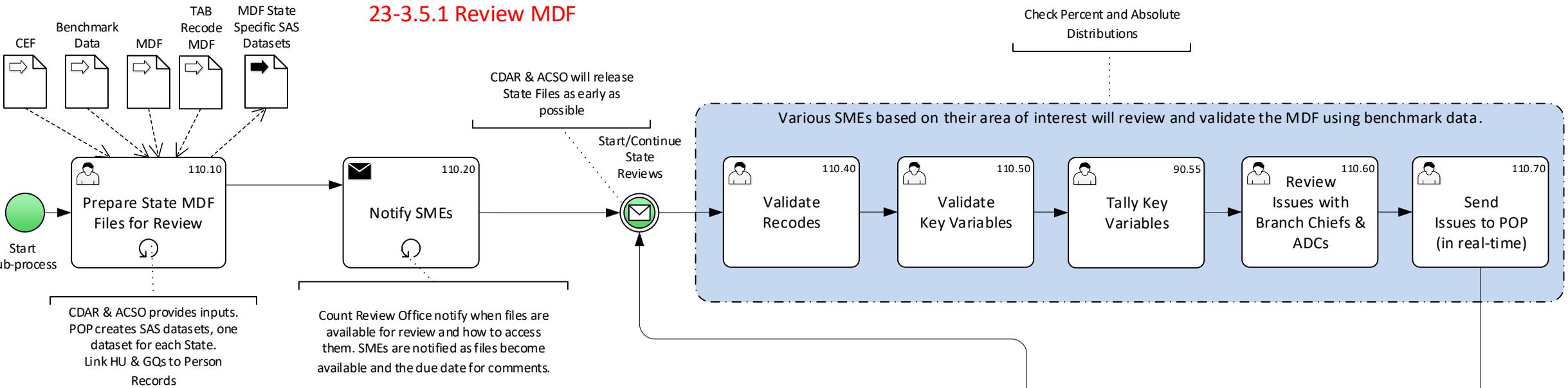


110. Conduct Microdata Detail File (MDF) Review

Purpose: Prior to releasing census data for external use, conduct a review of final counts after tabulation recodes of the demographic data are applied and the application of disclosure avoidance procedures are performed to ensure that changes in the counts at multiple levels of geography are reasonable. This review also ensures that issues identified in the DRF-2, CUF, and CEF reviews have been addressed.

23-3.5 Conduct Microdata Detail File (MDF) Review

23-3.5.1 Review MDF



23-3.5.2 Communicate MDF Findings

