



Il Presidente

UP/0491355/18

Rome, 13/03/2018

Dear Sir, Dear Madam,

Since 1959, the National Institute for Statistics (Istat) has conducted the **Labour Force Survey** on a yearly basis, in which you and your family are called upon to participate. Your name was randomly extracted from the population lists containing the names of all families residing in the municipality.

The survey is envisaged by European Regulation no. 577/98, and is inserted into the National Statistics Programme.

The information collected will be used to compile data on employment and unemployment, indispensable to better understand the employment situation of our country, and to be able to intervene more effectively with targeted social and economic policies. Employed persons will supply replies about the profession performed and the characteristics of their work activity. Those who are not employed - retired persons, home makers, students, unemployed, etc. - will give information on the reasons why they don't work and on any previous work experience. For this reason, I invite you to communicate the content of this letter to the family members who live with you.

Istat is required by law to perform this survey. The information that you provide will be treated in compliance with the regulation regarding safeguard of statistical confidentiality and protection of personal data, as specified in the sections "Data processing" and "Obligation to reply" present on the back of this letter.

The results of the survey will be issued in aggregate form, and therefore, it will not be possible to identify the subjects to which the data refers.

Your collaboration is fundamental to the success of the survey, and most of all, to enrich the wealth of statistical data useful to the community. That is why I invite you and your family members to provide the requested information.

Thank you, and your family, for the contribution that you will make.

Signed Giorgio Alleva



LABOUR FORCE SURVEY

FOR DATA COLLECTION

- An Istat interviewer, equipped with identification card, will come to your home in the coming days, to ask you and your family some questions. You may set an appointment, both in the case where the interviewer comes directly to your home, and in the case of telephone contacts to agree on a date for the interview. If 40 days pass from the receipt of this letter, and you are not contacted by our interviewer, you can consider yourself free from any obligation.

FOR INFORMATION AND SUPPORT

- Call the free Customer Service number 800.676.767 (Monday-Saturday, from 12:30 to 8pm).

FOR FURTHER INFORMATION

- Consult the Institute website at <http://www.istat.it/it/informazioni/per-i-rispondenti/elenco-delle-rilevazioni>
- Contact the Statistics Information Centres at the Istat Territorial Offices located in the Regional Capitals.

Data processing

- The information collected, protected by statistical confidentiality (Art. 9 of Legislative Decree no. 322/1989) and subject to the regulation regarding the protection of personal data (Legislative Decree no. 196/2003) may be used, also for successive processing, by subjects of the National Statistics System, exclusively for statistical purposes, and communicated for scientific research purposes under the conditions and according to the procedures laid down in art. 7 of the Code of Ethics for the processing of personal data carried out in the context of the National Statistics System (annex A.3 of Legislative Decree no. 196/2003) and by Regulation (EU) no. 557/2013. The data will be issued in aggregate form so that it will not be possible to identify the persons that provide the data referring to them, ensuring the maximum privacy.
- Those responsible for the statistical processing of the data collected in the context of the present survey are the General Director of Social Statistics and the Population Census, and the General Director for Data Collection.
- For processing of the personal data, pursuant to art. 28 of Legislative Decree no. 196/2003, the holder is Istat - National Institute for Statistics, Via Cesare Balbo, 16 - 00184 Rome, and those responsible for Istat, pursuant to art. 29 of the same Legislative Decree no. 196/2003, for the phases of the survey of their respective competencies, are the General Directors indicated above; it is possible to contact the General Director for data collection also to learn the names of the other responsible parties.

Obligation to reply

- The present survey is inserted in the 2017-2019 National Statistics Programme, currently being published, (code IST-00925) and in the 2017-2019 National Statistics Programme - Update 2018-2019, under arrangement. The status of the approval process of the two National Statistics Programmes mentioned above can be consulted on the Istat website at: <http://www.istat.it/it/istituto-nazionale-di-statistica/organizzazione/normativa>.
- The obligation to reply to this survey is governed by art. 7 of Legislative Decree no. 322/1989, and will be in force following publication in the Official Journal of the approval decree of the 2017-2019 National Statistics Programme and of the attached list of surveys with the obligation to reply for private subjects.

Regulatory references

- Council Regulation (EC) No 577/98 of 9 March 1998, successive amendments and additions, on the organisation of a labour force sample survey in the Community;
- Commission Regulation (EU) No 557/2013 of 17 June 2013, implementing Regulation (EC) No 223/2009 of the European Parliament and of the Council on European Statistics as regards access to confidential data for scientific purposes and repealing Commission Regulation (EC) No 831/2002 (EU Official Journal no. 164 of 18 June 2013);
- Commission Regulation (EU) no. 318/2013 of 8 April 2013, adopting the programme of ad hoc modules, covering the years 2016 to 2018, for the labour force sample survey provided for by Council Regulation (EC) No 577/98;
- Commission Delegated Regulation (EU) no. 1397/2014 of 22 October 2014, amending Regulation (EU) no. 318/2013;
- Legislative Decree no. 322 of 6 September 1989 and successive amendments and additions "Regulations on the National Statistics System and on the reorganisation of the National Institute for Statistics" - art. 6-Bis (processing of personal data), art. 7 (obligation to provide statistical data), art. 8 (professional secrecy of workers of the statistics offices), art. 9 (provisions for the protection of statistical confidentiality), art. 13 (National Statistics Programme);
- Decree of the President of the Republic no. 166 of 7 September 2010, "Regulation laying down the reorder of the National Institute for Statistics";
- Legislative Decree no. 196 of 30 June 2003 and successive amendments and additions, "Code regarding the protection of personal data" - art. 4 (definitions), articles 104-110 (processing for statistical or scientific purposes);
- "Code of Ethics and Good Conduct for the processing of personal data for statistical and scientific research purposes carried out in the context of the National Statistics System", and successive amendments and addition, (annex A.3 of the Code regarding protection of personal data - Legislative Decree no. 196 of 30 June 2003).