

# SPECIAL SWORN STATUS

## PART A – IDENTIFICATION

1. Name – Last, first, middle		2. Date of birth		
3. Place of birth – City and State or Country		4. Social Security Number		
Citizenship				
5. Local home address		Home telephone number		
6. Name and address of present employer		7. Prior investigation contact:		
		Telephone number		

## PART B – WAIVER OF COMPENSATION

I, the undersigned, offer my services to the U.S. Census Bureau with Special Sworn Status on a voluntary/contractor basis without compensation. On behalf of myself and my heirs and assigns, I release and discharge the Government of the United States from any claims, suits, or demands that I or my heirs or assigns may, can, or shall have in connection with compensation for my volunteer/contractor services for the Government of the United States.

Signature	Date
Witness signature	Date

## PART C – AFFIDAVIT OF NON-DISCLOSURE

I, \_\_\_\_\_, do solemnly swear (or affirm) I will not disclose any information contained in the schedules, lists, or statements obtained for or prepared by the U.S. Census Bureau to any person or persons either during or after appointment. (Under title 13, U.S.C. section 214 and title 18, U.S.C. 3551, et. seq., the penalty for unlawful disclosure is a fine of not more than \$250,000 or imprisonment for not more than 5 years, or both.)

\_\_\_\_\_  
(Signature of appointee)

Subscribed and sworn (or affirmed) before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_,

at \_\_\_\_\_ (City), \_\_\_\_\_ (State).

\_\_\_\_\_  
Signature

My commission expires \_\_\_\_\_ Title (Officer/Notary Public)

**NOTE** – The oath of nondisclosure must be administered by a person specified in 5 U.S.C. §2903. The word "swear" wherever it appears above should be stricken out when the appointee elects to affirm rather than swear to the affidavit; only these words may be stricken and only when the appointee elects to affirm the affidavit.

## PART D – DIVISION/OFFICE AUTHORIZATION

1. Work location	a. Div. & Org. code	b. Census facility	c. Non-Census	2. Date	Start	3. Special access: (Attach documentation)
	d. Room	e. Office telephone number			Proposed end	
4. Approving Census Official	a. COTR/Division Chief – Type				b. Approver's telephone number	
	c. Signature				d. Date of request	

## PART E – TO BE COMPLETED BY SECURITY

1. Approved by Security	2. Badge issued for – Specify time limit. →	3. Fingerprints required <input type="checkbox"/> Yes <input type="checkbox"/> No	4. Renewal <input type="checkbox"/> Yes	5. Badge issued <input type="checkbox"/>
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## EXPLANATION OF SPECIAL SWORN STATUS (BC-1759)

**Part A:** Completed by the special sworn/contractor. Contractors who are not U.S. citizens should bring INS documentation with them.

**Part B:** Signed by the special sworn/contractor in the presence of a witness. The witness should be either a Census Bureau employee authorized by the Security Office or a notary public.

**Note:** Signature for Part B of the BC-1759 is a Human Resources Division requirement. Individuals working as contractors or volunteers are not paid employees of the U.S. Census Bureau; therefore, they do not receive the benefits of the Bureau's payroll system. Volunteers receive no compensation. Contractors are paid through a contractual agreement with the Bureau's procurement office or sponsoring division.

**Part C:** Signed by the special sworn/contractor in the presence of either a Census Bureau employee authorized to administer the oath of non-disclosure or a notary public.

**Note:** Special sworn/contractors who refuse to sign Part C **will not** be allowed to have access to Census Bureau facilities or information.

**Part D:** Signed by the authorized Contracting Officer's Technical Representative (COTR) or the sponsoring Division Chief.

**Note:** Part D **MUST** be completed **before** the Security Office will initiate any action on the security processing or issuance of a building pass. Special Access includes 24-hour access and proxy card access, which require additional documentation. For further information, contact the Security Office. The authorized signature in Part D indicates that the COTR or Division Chief is responsible for the actions of the special sworn/contractor.

**Renewals:** Contractors complete Part A of BC-1759, and COTR or Division Chief completes Part D. Contractor brings completed form to Security Office for approval.