

**ETA 9002 and VETS 200  
DATA PREPARATION HANDBOOK  
ET HANDBOOK NO. 406  
OMB Approval No.: 1205-0240  
Expiration Date: 02/28/2009**

# **ETA 9002 REPORT and VETS 200 REPORT**

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**ETA 9002 REPORT and VETS 200 REPORT**

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## OVERVIEW

### **Employment and Workforce Information Services in the One-Stop Delivery System**

Passage of the Workforce Investment Act of 1998, (WIA), and the incorporation of Wagner-Peyser activities into that legislation, supported landmark changes for the way public employment services are to be delivered. Across the country, One-Stop employment and workforce information services include those activities funded by the Employment and Training Administration (ETA) under the Wagner-Peyser Act, as well as those activities funded by the Veterans' Employment and Training Services (VETS) under the Jobs for Veterans Act. These services are now an integral and strategic part of the One-Stop delivery system providing seamless services to workers and employers with a variety of other One-Stop system partners.

Performance accountability is a strategic priority in WIA's vision for an integrated workforce system that is better able to respond to the needs of customers. Investors in the nation's workforce development system are eager to learn the impact of their investments in the public labor exchange and how effective the system is at helping individuals to find jobs and at giving employers access to skilled workers. Full and accurate information on the performance of the labor exchange and partner programs should be available to and easily understood by all interested customers and stakeholders.

### **Common Measures**

To enhance the management of the workforce system and usability of performance information, the Department, in partnership with other Federal agencies, has developed a set of common performance measures for Federally-funded training and employment programs. The common measures for adult training and employment programs are: entered employment, employment retention, and earnings increase. Beginning July 1, 2005, the common measures take effect for Departmental training and employment programs.

Common measures provide the ability to describe, in a consistent manner, the core purposes of the workforce system, (e.g., how many people found jobs; how many people remained employed; how much did they earn, etc.). Standardizing the definitions of outcomes across programs simplifies reporting and provides a greater ability to compare and manage results. For Wagner-Peyser and VETS funded services, common measures will help tell a more complete story that will aid Congress, the states, the business community and other partners and stakeholders in assessing the value of employment services for our customers within an integrated workforce investment system. The common measures replace the previous labor exchange performance measures.

## **ETA 9002 Reports and Specifications**

The ET 406 Handbook is the roadmap for the data collection and reporting process to support labor exchange performance measurement within the context of partner program performance measurement systems. The five sections comprising the ETA 9002 reporting instructions are divided into three distinct areas: services (9002 A and B), outcomes (9002 C and D) and job openings received (9002 E). The common measures introduce new concepts for measuring performance of the labor exchange function, including the concept of participant, the concept of program exit using a “soft” exit, and the concept of exiter.

Wagner-Peyser Act funded services are reported on the 9002 A for all participants and on the 9002 B for participants who are veterans, eligible persons, or transitioning service members. The 9002 C and D follow this sequence by separately capturing the employment outcomes resulting from the provision of employment services for all individuals who exit from Wagner-Peyser (9002 C) and exiters who are veterans, eligible persons, or transitioning service members (9002 D). With implementation of the common measures for the Wagner-Peyser and VETS funded programs, the Department is eliminating the requirement to collect and report customer satisfaction data on the 9002 C and D for job seeker and employer customers. Appendices A, B and C of this Handbook contain the report formats, data element specifications, and report calculation specifications needed to prepare these reports.

## **VETS 200 Reports and Specifications**

The Veterans Employment and Training Service (VETS) 200 Reports are a subset of the ETA 9002 data. The data reported contain similar elements as the ETA 9002, but only apply to the activities of participants who received one or more services from Local Veterans Employment Representatives (LVERs) and Disabled Veteran Outreach Program staff (DVOPs). This enables VETS to evaluate the outcomes of the more intensive services offered to participants under these two programs.

As indicated, the common measures are likewise applied to programs and services administered through the DVOP and LVER grant programs. The VETS 200 reports are the VETS 200 A, services/outcomes by DVOP staff; VETS 200 B, services/outcomes by LVER staff; and VETS 200 C, unduplicated count of services/outcomes provided by DVOP/LVER staff. Appendices A, B and C of this Handbook contain the report formats, data element specifications, and report calculation specifications needed to prepare these reports.

## **I. INTRODUCTION**

### **A. HANDBOOK PURPOSE**

Reporting requirements for employment services and performance outcomes of the state administered, Federally-funded Wagner-Peyser Act program are contained in this Handbook. Data reported on the ETA 9002 A, 9002 B, 9002 C, 9002 D, and 9002 E reports and VETS 200 A, 200 B, and 200 C reports are comprised of information entered by each state from its management information systems, which contain job seeker characteristics and services and records of Work Applications and Job Orders. Additionally, data are obtained through matching information on job seekers with employment outcome information obtained from unemployment insurance (UI) wage records, the State Directory of New Hires (SDNH) database, or other automated sources.

Revisions to the ET Handbook No. 406 contain updated information to reflect the implementation of common measures and other modifications to the One-Stop employment and workforce information services performance measurement system. To ensure that data reported on the ETA 9002 A through E and the VETS 200 A through C reports reflect accurate information, required report forms and reporting specifications, including data element and report element definitions, are included in this Handbook. States will submit the ETA 9002 and VETS 200 reports electronically to the Department.

### **B. BACKGROUND**

States are required to submit quarterly reports to the Employment and Training Administration (ETA) to comply with the Wagner-Peyser Act, (29 U.S.C. 49), with 38 U.S.C. 4107 (b) and (c), and with 38 U.S.C. 4112(c). The ET Handbook No. 406 (ETA 9002 and VETS 200 Data Preparation Handbook) is the official source for reporting requirements on the ETA 9002 and the VETS 200 reports.

This Handbook was developed to facilitate completion of the ETA 9002 and VETS 200 quarterly reports. Should changes in definitions resulting from new legislation and/or related regulations occur, appropriate revisions will be issued to reflect these changes. Handbook revisions are distributed through Handbook Transmittals issued from the National Office. Dates of issuance are displayed at the bottom of each revised page. Additional clarifying guidance would be issued in the future through formal guidance letters.

### **C. PAPERWORK REDUCTION ACT**

States are not required to respond to these reporting requirements unless they display an OMB approval number. Respondents' obligation to reply to these reporting requirements is mandatory per Wagner-Peyser Act sec.10(c), 29 U.S.C. 49i(c). Public reporting burden for this collection of information is estimated to average 346 hours per response for each of the seven 9002 A through D and VETS 200 A through C reports, and 21 hours per response for the 9002 E report. These estimates include the requisite time for reviewing instructions, searching existing data sources, collecting and maintaining the data needed to generate the reports, generating the reports, and reviewing the collection of information.

If you have any comments regarding this estimate or any other aspect of this collection of information, including suggestions for reducing this burden, please send them to the U.S. Department of Labor, Office of Workforce Investment, Room S-4231, 200 Constitution Avenue, NW, Washington, D.C. 20210. (Paperwork Reduction Project 1205-0240).

## II. REPORTING INSTRUCTIONS

### A. GENERAL REPORTING GUIDANCE

State agencies report data on One-Stop employment and workforce information services provided to job seekers, including veterans, and on job openings employers listed with State Workforce Agencies, based on information contained in administrative records. States also report information on individuals transitioning from active military service who seek services through the One-Stop delivery system. An emphasis on the provision of workforce information is contained in these reports. State agencies are required to collect and maintain information to support program reporting under OMB No. 1205-0001, Work Application/Job Order Recordkeeping.

State agencies also report employment outcomes of job seekers, including veterans. Employment outcomes of job seekers who exit the labor exchange will be derived primarily via a wage record match using UI wage records. States may utilize other automated data sources – such as the State Directory of New Hires, Wage Record Interchange System (WRIS), U.S. Postal Service, the U.S. Department of Defense, state and local government employment records – that reliably indicate entry into employment. Supplemental data, such as case management notes or employer verification of date of hire, are also allowable data sources for documenting employment and retention for workers not covered by UI wage records. States should, however, weigh the benefit of establishing potentially expensive follow-up systems for customers who take advantage of core labor exchange services provided at a relatively low-cost.

Because employment outcome data are dependent on the availability of wage records, outcome information for job seekers and veterans are collected separately from information on services.

Exhibit II.1 describes the information that will be collected on each of the ETA 9002 and VETS 200 reports.

## EXHIBIT II.1

### ETA 9002 and VETS 200 Reports

Report Page	Description
ETA 9002 A	Services to Participants
ETA 9002 B	Services to Veterans, Eligible Persons, and TSMs
ETA 9002 C	Performance Outcomes – All Exiters
ETA 9002 D	Performance Outcomes – Exiters who are Veterans, Eligible Persons, and TSMs
ETA 9002 E	Job Openings Received by Occupation (O*NET - SOC) and Industry (NAICS)
VETS 200 A	Services/Outcomes by DVOP Staff
VETS 200 B	Services/Outcomes by LVER Staff
VETS 200 C	Unduplicated Counts of Services/Outcomes Provided by DVOP/LVER Staff

It is Departmental policy to assure accuracy, uniformity, and comparability in the reporting of statistical data derived from State Workforce Agency operations through state adherence to Federal definitions of reporting items, use of specified formats, observance of reporting due dates, and regular verification of reporting items.

The National Office assists state agencies in meeting these requirements by establishing definitions and reporting specifications and through the data validation process. States are encouraged to use the ETA-developed report validation software, which is compatible with the definitions and report specifications contained in this Handbook.

#### **B. REPORTING SCHEDULE**

States will continue to report using a rolling four quarter reporting methodology for the ETA 9002 and VETS 200 reports. Reports are to include the most current data available for each reporting element for a four-quarter reporting period. Each quarterly report will include information on participants and services received within the prior four quarters, and outcome information on exiters as data become available. Appendix D of this handbook provides participant and exiter cohorts for each quarterly report to be submitted for Program Years 2005, 2006, and 2007.



Quarterly reports are due no later than forty-five (45) days following the completion of each quarter. The schedule is as follows:

<u>Quarter Period</u>	<u>Report Due Date</u>
July 1 – September 30	November 14
October 1 – December 31	February 14
January 1 – March 31	May 15
April 1 – June 30	August 14

Should the due date of the report fall on a Saturday or Sunday, the quarterly report is due the Friday before.

## **C. KEY DEFINITIONS**

### **1. Concept of Participant**

State agencies are required to report information on individuals who are *Participants* receiving One-Stop employment and workforce information services. Wagner-Peyser services are available to all customers (universal access); therefore, no formal determination of eligibility is required. DVOP/LVER services are available to veterans, eligible persons and transitioning service members (TSMs) who meet the applicable eligibility criteria.

*Total Participants:* Job seekers who provide basic contact information (including a social security number or a system-generated unique identification number) and receive any Wagner-Peyser, VETS or partner funded employment service in a One-Stop Career Center, satellite center, a partner agency's physical location, or via the internet from a remote site. For data management purposes, many states have reporting systems that enable them to track job seekers who receive employment services remotely. The Department encourages all states to develop this capacity so that sufficient program management data will be available to provide business, the Congress and the general public a more complete and accurate picture of the level of services provided through the workforce investment system.

A "service" includes any of the Wagner-Peyser, VETS or partner funded employment and workforce information services delivered via any of the three tiers of service delivery: self-help, facilitated self-help and staff-assisted. Job seekers who receive services in a One-Stop Career Center or affiliate site, or remotely via the internet are considered participants. Participant information covering job seekers who received employment services provided by partner programs may be included in the ETA 9002 reports.

## **2. Point of Exit**

*Total Exiters:* Job seekers (participants) who exit from the labor exchange become part of an exit cohort, a group of individuals determined to be “exiters” and used collectively for performance management purposes. Once a participant has not received any services funded by the program or a partner program for 90 consecutive calendar days and has no planned gap in service and is not scheduled for future services, then the date of exit is applied retroactively to the last day on which the individual received a service funded by the program or a partner program. States will report a total count of Exiters in the ETA 9002 and VETS 200 reports. These reporting parameters apply retroactively to participants and exiters covered in the reporting periods indicated in the reporting schedule in Appendix D.

## **3. Workforce Information**

In partnership with states, the Department is exploring ways to determine the efficacy and impact of critical investments in core workforce information products and services. These investments are designed to better integrate workforce information services into states’ and local boards’ strategic planning, into One-Stop partner service delivery strategies, and into effective tools to assist workers and business with aligning career and workforce goals. The Department is working with states to encourage the integration and application of workforce information into workforce investment decision-making, which includes strengthening the system’s knowledge of local economic conditions, local labor market analysis, business workforce needs and economic development initiatives. The prevailing theory is that integrating workforce information into the decision-making processes of state and local workforce investment boards, One-Stop partners and One-Stop operations, will result in better decisions to match economic development and workforce needs, improved customer service and greater positive outcomes.

Accordingly, the Department has revised reporting requirements to begin collecting baseline information on whether the outcomes for participants who receive workforce information services occur at a higher rate than for participants who did not access workforce information services. Participant receipt of workforce information as both self- and/or staff-assisted services and sub-aggregation of outcomes based on the receipt of workforce information have been incorporated into the ETA 9002 A, B, C and D reports.

Definition of Workforce Information: Workforce information includes providing information on state and local labor market conditions; industries, occupations and characteristics of the workforce; area business identified skills needs; employer wage and benefit trends; short- and long-term industry and occupational projections; worker supply and demand; and job vacancies survey results. Workforce information also includes local employment dynamics information such as workforce availability; business turnover rates; job creation; and job identification of high growth and high demand industries.

#### **4. Reporting of Transitioning Service Members**

The Jobs for Veterans Act of 2002 (P.L. 107-288) calls for an increased emphasis by the One-Stop delivery system on providing employment services to Transitioning Service Members (TSMs) and authorizes this target group as eligible to receive employment services from DVOP and LVER staff. Effective implementation of this new statutory emphasis and authority will require coordination in delivering One-Stop services to this target group.

The Jobs for Veterans Act also calls for increased attention to the reporting of characteristics, services, and outcomes for TSM participants. Since the members of this target group are not yet veterans, they occupy a unique status for reporting purposes. Accordingly, accurate reporting of information on those TSMs served by the One-Stop system will require careful application of reporting specifications that are unique to this target group, as detailed in the appendices of this Handbook.

Information on TSM participants is in the total and/or separately identified in sub-aggregate counts on the ETA 9002 A, B, C and D reports and the VETS 200 A, B and C reports.

Definition of TSM: A service member in active duty status (including separation leave) who participates in employment services and is within 24 months of retirement or 12 months of separation.

Additional guidance on reporting parameters for Transitioning Service Members will be available in a Veterans Program Letter (VPL).

#### **5. Reporting of Homeless Veterans**

Information on homeless veterans is included in the VETS 200 C report. Accurate reporting of homeless veterans' information will require the careful application of the reporting specifications detailed in the appendices to this Handbook.

In recent years, government at all levels has devoted significant attention to reducing the incidence and severity of homelessness in America. Within that overall thrust, specific attention has been devoted to reducing homelessness among veterans. Consistent with those initiatives, the Homeless Veterans' Comprehensive Assistance Act of 2001 (P.L. 107-95) established a definition for homeless veterans:

Definition of Homeless Veteran: An individual who served in the active military, naval, or air service, and who was discharged or released from such service under conditions other than dishonorable, and who lacks a fixed, regular, and adequate nighttime residence. This definition includes any individual who has a primary night time residence that is a publicly or privately operated shelter for temporary accommodation; an institution providing temporary residence for individuals intended to be institutionalized; or a public or private place not designated for or ordinarily used as a regular sleeping accommodation for human beings. This

definition does not include an individual imprisoned or detained under an Act of Congress or State law. An individual who may be sleeping in a temporary accommodation while away from home should not, as a result of that alone, be recorded as homeless.

One element of the ongoing efforts to reduce homelessness has been the Homeless Veterans' Reintegration Program (HVRP). The community-based and faith-based grantees responsible for implementing that program are strongly encouraged to coordinate their efforts with the One-Stop Career Centers in their localities, specifically with the DVOP staff assigned to those facilities. In isolated instances, a veteran who is eligible for HVRP and other homeless services may not meet the veteran status criterion governing the eligibility to receive services from DVOP/LVER staff. In situations of this type, it is expected that the DVOP will make arrangements with appropriate staff to provide the required employment services to these homeless veterans.

Beginning July 1, 2005, data on homeless veterans provided employment assistance by DVOP and LVER staff will be reported on the VETS 200 C report (not the VETS 200 A or B reports). It is intended that this report will include information on those HVRP participants who are served by DVOP or LVER staff, as well as information on any other homeless veterans who are not HVRP participants but who are served by DVOP or LVER staff.

## **6. Job Openings**

*Job Opening:* A job vacancy which an employer intends to fill. Job openings will be reported according to the date they were listed with the public labor exchange. Job openings listed through staff funded under the Wagner-Peyser Act must be included in the count of job openings. Job openings listed through staff of other partner programs *may be included* in the count of job openings in accordance with state policy.

State agencies are required to report information on job openings listed with the public labor exchange on the 9002 E report. The format for job openings listed is consistent with the Occupational Information Network Standard Occupational Classification System (O\*NET-SOC) and the North American Industry Classification System (NAICS).

NAICS replaces the U.S. Standard Industrial Classification System (SIC), and is the first industry classification system to encompass the U.S., Canada and Mexico. NAICS allows for comparable industrial production statistical analysis across the three North American Free Trade Agreement (NAFTA) countries. NAICS is a more flexible system than the SIC and is based on the grouping together of economic units that use like processes. The O\*NET system, using a common language and terminology to describe occupational requirements, supercedes the more than sixty-year-old *Dictionary of Occupational Titles* with current information that can be accessed online or through a variety of public and private sector career and labor market information systems.

Reporting Job Openings Listed on America's Job Bank and State Job Banks:

Many states download job openings from America's Job Bank into their state job bank. ETA encourages this practice to provide job seekers with access to additional employment opportunities to which they may not ordinarily be exposed. However, to provide for consistency in information reported on job openings, job openings initially listed with America's Job Bank and imported into the state job bank should be excluded from the count of jobs states report on the ETA 9002 E report. Job openings posted with America's Job Bank are reported separately.

**7. Employer (20 CFR 651.10)**

A person, firm, corporation or other association or organization (1) which currently has a location within the United States to which U.S. workers may be referred for employment, and which proposes to employ a worker at a place within the United States and (2) which has an employer relationship with respect to employees under this subpart as indicated by the fact that it hires, pays, fires, supervises and otherwise controls the work of such employees. An association of employers shall be considered an employer if it has all of the indicia of an employer set forth in this definition. Such an association, however, shall be considered as a joint employer with the employer member if either shares in exercising one or more of the definitional indicia.

**8. Establishment (20 CFR 651.10)**

A public or private economic employing unit generally at a single physical location which produces and/or sells goods or services, for example, a mine, factory, store, farm, orchard or ranch. It is usually engaged in one, or predominantly one, type of commercial or governmental activity. Each branch or subsidiary unit of a large employer in a geographical area or community should be considered an individual establishment, except that all such units in the same physical location shall be considered a single establishment. A component of an establishment which may not be located in the same physical structure (such as the warehouse of a department store) should also be considered as part of the parent establishment. For the purpose of the "seasonal farmworker" definition, farm labor contractors and crew leaders are not considered establishments; it is the organizations to which they supply the workers that are the establishments.

**9. Firm**

A business organization consisting of one or more domestic establishments in the same State and industry that were specified under common ownership or control. The firm and the establishment are the same for single-establishment firms.

## **D. COLLECTION OF EQUAL EMPLOYMENT OPPORTUNITY DATA**

The Social Security Number (SSN) and employment status elements are the minimum participant data needed to track service outcomes under the common measures through the Unemployment Insurance wage record match.

Federal law and regulations require that states/grantees collect, maintain, and report equal opportunity information, including sex, age, disability, ethnicity, and race, for all individuals who apply for benefits or services financially assisted by the program. As a general rule, anytime the state/grantee collects personally identifiable information (e.g., social security number, name/address) from the individual or customer, he/she must be presented with the opportunity to self-disclose his/her equal opportunity information. The policy of the DOL Civil Rights Center is that the collection of equal opportunity information be self-identified by the individual and voluntarily provided by the job seeker. Job seekers should be made aware of the reason for the request of such information as well as the parties to whom disclosure may be made. Unless certain equal opportunity data are needed in order to meet statutory eligibility requirements for the program (e.g., age for WIA Youth), job seekers should not be denied services simply because they choose NOT to self-disclose equal opportunity information.

When a state/grantee collects personally identifiable data from an individual or job seeker, it is mandatory that the state/grantee provide the job seeker with an opportunity to self-disclose their equal opportunity information. If the individual decides to disclose, then the state/grantee will store the results and retain those for reporting purposes (e.g., ethnicity/race breakouts on the 9002A report). If the job seeker decides to NOT self-disclose for whatever reason (e.g., not comfortable), then the state/grantee will store “blanks or 0s” as noted in the data collection instructions for the program. It is recognized that when non-disclosure of equal opportunity information arises, that the appropriate reporting forms will be impacted.

Per 29 CFR Part 37, customers must be offered the opportunity to self-identify the following characteristics: race/ethnicity, gender, date of birth (age) and disability status. Customers must be given a brief description of the ways in which the EO data will be used, and must be informed that: (1) provision of the data is voluntary; (2) the data will be kept confidential as required by law; (3) customers choosing not to provide this information will still be allowed to receive services (unless the data is necessary in order to determine eligibility for services); and (4) the data will be used only in accordance with the law.”

For further information, refer to “Collection of Federal Equal Opportunity Information” in Appendix E.

## **E. ELECTRONIC REPORTING**

All reports must be submitted through ETA's web-based reporting system and must be sent in time to arrive in the National Office by the due date, which is no later than 45 days following the end of the quarter. All five sections of the ETA 9002 report (9002 A through 9002 E) and all three sections of the VETS 200 report (200 A through 200 C) must be complete in order for the reports to be successfully transmitted to the National Office.

## **F. TIMELINESS**

All reports must be transmitted in time to arrive in the National Office by the due date. Every attempt should be made to certify quarterly report data in order to avoid delinquent reports.

## **G. REPORT COMMENTS**

Comments concerning policies, procedures, and/or local economic conditions that account for fluctuations in the data reported or that have special significant effects on the meaning of certain items in a report are useful in interpreting reports and reducing communications concerning reports. Provisions have been made to include comments for all electronic reports. Using meaningful abbreviations, the space provided should generally be adequate. States are encouraged to use this section of the report at their discretion.

## **H. EDIT TEST PROCEDURES**

States should ensure that the reports are internally consistent. Specifications for edit tests to ensure consistency between row and column totals and elements on the ETA 9002 reports are found in the Labor Exchange Reporting System Handbook. Reports will not be accepted if these edit tests are not followed.

## **I. PROCEDURES FOR ROUNDING NUMBERS**

All values on the ETA 9002 and VETS 200 reports should be rounded to the nearest whole number, using the values in the first two decimal places of the number to be rounded. Unless otherwise noted, the 5/4 rounding method is to be used. That is, if the digit to the right of the digit to be rounded is 5 or more, round up to the next higher digit. If the digit to the right of the digit to be rounded is 4 or less, round down or truncate. For example, if the calculated number is 60.01 through 60.44 round down to 60. If the calculated number is 60.45 through 60.99 round up to 61. Values which are totals of other values appearing on the same form should be the sum of the rounded sub-part figures.

## **J. RECORDS RETENTION**

Unless otherwise noted in specific instructions, source data supporting counts should be retained for at least two years after the report due date.

*[Note: 20 CFR 652.8(5) requires that State agencies retain basic documents (Work Application and Job Order) for one year. 20 CFR 658.604(c)(4) also refers to a state's requirement to retain data, but provides no time frame.]*



## **APPENDIX A – REPORT FORMATS**

**ETA 9002 A Quarterly Report  
Services to Participants**

**U.S Department of Labor  
Labor Exchange Reporting System**

State														
Report Due mm/dd/yyyy														
OMB No. 1205-0240 Expires: 02/28/2009														
Current Reporting Period Ending mm-dd-yyyy	A		B		C		D		E					
	Total	Employment Status at Participation	Employed	Not Employed	Total	Hispanic or Latino	Yes	No	American Indian or Alaskan Native	Asian	Black or African-American	Native Hawaiian or Other Pacific Islander	White	More Than One Race
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
1 Total Participants														
2 Veterans, Eligible Persons, and TSMs														
3 MSFW														
4 Interstate														
5 Male														
6 Female														
7 Youth														
8 Adult (18 and over)														
9 18 - 44														
10 45 - 54														
11 55 and over														
12 Received Workforce Info Services														
13 Received Staff Assisted Services														
14 Career Guidance														
15 Job Search Activities														
16 Referred to Employment														
17 Referred to WIA Services														
18 Total Exitors														
Report Comments:														

States are not required to respond to these reporting requirements unless they display an OMB approval number. Respondents' obligation to reply to these reporting requirements are mandatory per Wagner-Peyser Act sec. 10(c), 29 U.S.C. 491(c). Public reporting burden for this collection of information is estimated to average 346 hours per response for each of the seven 9002 A through D and VETS 200 A through C reports, and 21 hours per response for the 9002 E report. These estimates include the requisite time for reviewing instructions, searching existing data sources, collecting and maintaining the data needed to generate the reports, generating the reports, and reviewing the collection of information. If you have any comments regarding this estimate or any other aspect of this collection of information, including suggestions for reducing this burden, please send them to the U.S. Department of Labor, Office of Workforce Investment, Room S-4231, 200 Constitution Avenue, NW, Washington, D.C. 20210. (Paperwork Reduction Project 1205-0240).

**ETA 9002 A Quarterly Report  
Services to Participants**

**U.S Department of Labor  
Labor Exchange Reporting System**

State		Report Due mm/dd/yyyy							OMB No. 1205-0240 Expires: 02/28/2009	
Current Reporting Period Ending mm-dd-yyyy		F Education				G Persons w/ Disability	H MSFW	I Dislocated Workers		
		In-School 13	Not High School Graduate 14	High School Graduate or GED 15	Post- Secondary Degree or Certification 16				Total 17	Total 18
1	Total Participants									
2	Veterans, Eligible Persons, and TSMs									
3	MSFW									
4	Interstate									
5	Male									
6	Female									
7	Youth									
8	Adult (18 and over)									
9	18 - 44									
10	45 - 54									
11	55 and over									
12	Received Workforce Info Services									
13	Received Staff Assisted Services									
14	Career Guidance									
15	Job Search Activities									
16	Referred to Employment									
17	Referred to WIA Services									
18	Total Exiters									

States are not required to respond to these reporting requirements unless they display an OMB approval number. Respondents' obligation to reply to these reporting requirements are mandatory per Wagner-Peyser Act sec.10(c), 29 U.S.C. 491(c). Public reporting burden for this collection of information is estimated to average 346 hours per response for each of the seven 9002 A through D and VETS 200 A through C reports, and 21 hours per response for the 9002 E report. These estimates include the requisite time for reviewing instructions, searching existing data sources, collecting and maintaining the data needed to generate the reports, generating the reports, and reviewing the collection of information. If you have any comments regarding this estimate or any other aspect of this collection of information, including suggestions for reducing this burden, please send them to the U.S. Department of Labor, Office of Workforce Investment, Room S-4231, 200 Constitution Avenue, NW, Washington, D.C. 20210. (Paperwork Reduction Project 1205-0240).

**ETA 9002B Quarterly Report**  
**Services to Veterans, Eligible Persons and TSMs**

**U.S. Department of Labor**  
**Labor Exchange Reporting System**

State		Report Due mm/dd/yyyy						OMB No. 1205-0240 Expires: 02/28/2009			
		Current Reporting Period Ending mm-dd-yyyy			Total Veterans, Eligible Persons, and TSMs			B TSMs	C Campaign Veterans	D Disabled Veterans	E Special Disabled Veterans
		18-44	45-54	55+	Total						
1	Total Veterans, Eligible Persons, and TSMs		2	3	4	5	6	7	8	9	
2	Male										
3	Female										
4	18-44										
5	45-54										
6	55 And Over										
7	Received Workforce Info Services										
8	Received Staff Assisted Services										
9	Career Guidance										
10	Job Search Activities										
11	Referred to Employment										
12	Referred to WIA Services										
13	Received Intensive Services										
14	Referred to Federal Training										
15	Placed in Federal Training										
16	Referred to Federal Job										
17	Entered into Federal Job										
18	Referred to Federal Contractor Job										
19	Entered into Federal Contractor Job										
20	Total Exiters										

Report Comments:

States are not required to respond to these reporting requirements unless they display an OMB approval number. Respondents' obligation to reply to these reporting requirements are mandatory per Wagner-Peyser Act sec.10(c), 29 U.S.C. 491(c). Public reporting burden for this collection of information is estimated to average 346 hours per response for each of the seven 9002 A through D and VETS 200 A through C reports, and 21 hours per response for the 9002 E report. These estimates include the requisite time for reviewing instructions, searching existing data sources, collecting and maintaining the data needed to generate the reports, generating the reports, and reviewing the collection of information. If you have any comments regarding this estimate or any other aspect of this collection of information, including suggestions for reducing this burden, please send them to the U.S. Department of Labor, Office of Workforce Investment, Room S-4231, 200 Constitution Avenue, NW, Washington, D.C. 20210. (Paperwork Reduction Project 1205-0240).

**ETA 9002 C Quarterly Report**  
**Performance Outcomes - Exitters**

**U.S. Department of Labor**  
**Labor Exchange Reporting System**

Exiter Performance Outcomes		A		B		C		D						
		Total Exitters		Eligible Claimant		Hispanic or Latino		Race						
		1	2	Yes	No	American Indian or Alaskan Native	Asian	Black or African American	Native Hawaiian or Other Pacific Islander	White	More Than One Race			
1	Entered Employment Numerator													
2	Entered Employment (Youth)													
3	Entered Employment (18-44)													
4	Entered Employment (45-54)													
5	Entered Employment (55 and over)													
6	Entered Employment Denominator													
7	Entered Employment Rate													
8	Employment Retention at Six Mo. Numerator													
9	Employment Retention at Six Mo. Denominator													
10	Employment Retention Rate at Six Mo.													
11	Average Earnings													
12	Entered Employment Rate Follow Work-Info Services													
13	Employment Retention Rate Follow Work-Info Services													
14	Average Earnings Follow Work-Info Services													

Report Comments:

States are not required to respond to these reporting requirements unless they display an OMB approval number. Respondents' obligation to reply to these reporting requirements are mandatory per Wagner-Peyser Act sec.10(c), 29 U.S.C. 491(c). Public reporting burden for this collection of information is estimated to average 346 hours per response for each of the seven 9002 A through C reports, and 21 hours per response for the 9002 E report. These estimates include the requisite time for reviewing instructions, searching existing data sources, collecting and maintaining the data needed to generate the reports, and reviewing the collection of information. If you have any comments regarding this estimate or any other aspect of this collection of information, including suggestions for reducing this burden, please send them to the U.S. Department of Labor, Office of Workforce Investment, Room S-4231, 200 Constitution Avenue, NW, Washington, D.C. 20210. (Paperwork Reduction Project 1205-0240).

**ETA 9002 C Quarterly Report**  
**Performance Outcomes - Exitters**

**U.S. Department of Labor**  
**Labor Exchange Reporting System**

Exiters Performance Outcomes		Report Due mm/dd/yyyy				OMB No. 1205-0240		Expires: 02/28/2009	
		E				F	G	H	
		Education				Persons with Disability	MSFW	Dislocated Workers	
In-School	Not High School Graduate	High School Graduate or GED	Post-Secondary Degree or Certification						
11	12	13	14	15	16	17			
1	Entered Employment Numerator								
2	Entered Employment (Youth)								
3	Entered Employment (18-44)								
4	Entered Employment (45-54)								
5	Entered Employment (55 and over)								
6	Entered Employment Denominator								
7	Entered Employment Rate								
8	Employment Retention at Six Mo. Numerator								
9	Employment Retention at Six Mo. Denominator								
10	Employment Retention Rate at Six Mo.								
11	Average Earnings								
12	Entered Employment Rate Follow Work-Info Services								
13	Employment Retention Rate Follow Work-Info Services								
14	Average Earnings Follow Work-Info Services								

States are not required to respond to these reporting requirements unless they display an OMB approval number. Respondents' obligation to reply to these reporting requirements are mandatory per Wagner-Peyser Act sec.10(c), 29 U.S.C. 491(c). Public reporting burden for this collection of information is estimated to average 346 hours per response for each of the seven 9002 A through D and VETS 200 A through C reports, and 21 hours per response for the 9002 E report. These estimates include the requisite time for reviewing instructions, searching existing data sources, collecting and maintaining the data needed to generate the reports, generating the reports, and reviewing the collection of information. If you have any comments regarding this estimate or any other aspect of this collection of information, including suggestions for reducing this burden, please send them to the U.S. Department of Labor, Office of Workforce Investment, Room S-4231, 200 Constitution Avenue, NW, Washington, D.C. 20210. (Paperwork Reduction Project 1205-0240).

**ETA 9002 D Quarterly Report  
Performance Outcomes - Veterans, Eligible Persons and TSMS**

**U.S. Department of Labor  
Labor Exchange Reporting System**

Veterans, Eligible Persons, and TSMS Performance Outcomes		Total Veterans and Eligible Persons						B TSMS	C Campaign Veterans	D Disabled Veterans	E Special Disabled Veterans	F Recently Sep Veterans (3 Yrs)
		18-44	45-54	55+	Total							
1	Entered Employment Numerator	1	2	3	4		5	6	7	8	9	
2	Entered Employment (18-44)											
3	Entered Employment (45-54)											
4	Entered Employment (55 and over)											
5	Entered Employment Denominator											
6	Entered Employment Rate											
7	Employment Retention at Six Months Numerator											
8	Employment Retention at Six Months Denominator											
9	Employment Retention Rate at Six Months											
10	Entered Employment Follow S-A Services Num.											
11	Entered Employment Follow S-A Services Den.											
12	Entered Employment Follow S-A Services Rate											
13	Average Earnings											
14	Entered Employment Rate Follow Work-Info Services											
15	Employment Retention Rate Follow Work-Info Services											
16	Average Earnings Follow Work-Info Services											
Report Comments:												

States are not required to respond to these reporting requirements unless they display an OMB approval number. Respondents' obligation to reply to these reporting requirements are mandatory per Wagner-Peyser Act sec.10(c), 29 U.S.C. 49i(c). Public reporting burden for this collection of information is estimated to average 346 hours per response for each of the seven 9002 A through D and VETS 200 A through C reports, and 21 hours per response for the 9002 E report. These estimates include the requisite time for reviewing instructions, searching existing data sources, collecting and maintaining the data needed to generate the reports, generating the reports, and reviewing the collection of information. If you have any comments regarding this estimate or any other aspect of this collection of information, including suggestions for reducing this burden, please send them to the U.S. Department of Labor, Office of Workforce Investment, Room S-4231, 200 Constitution Avenue, NW, Washington, D.C. 20210. (Paperwork Reduction Project 1205-0240).

**ETA 9002 E Quarterly Report**  
**Job Openings Received**

**U.S. Department of Labor**  
**Labor Exchange Reporting System**

State		Report Due mm/dd/yyyy							
		OMB No. 1205-0240 Expires: 02/28/2009							
		A	B	C	D	E	F	G	H
		O'NET SOC	11	13	15	17	19	21	23
			Management Occupations	Business and Financial Operations Occupations	Computer and Mathematical Occupations	Architecture and Engineering Occupations	Life, Physical and Social Science Occupations	Community and Social Services Occupations	Legal Occupations
		Total							
1	Total Openings Received								
11	Agriculture, Forestry, Fishing, and Hunting								
21	Mining								
22	Utilities								
23	Construction								
31-33	Manufacturing								
42	Wholesale Trade								
44-45	Retail Trade								
48-49	Transportation and Warehousing								
51	Information								
52	Finance and Insurance								
53	Real Estate and Rental and Leasing								
54	Professional, Scientific and Technical Services								
55	Management of Companies and Enterprises								
56	Admin. And Spt. Wast.Mgt. And Remediation Svcs.								
61	Educational Services								
62	Health Care and Social Assistance								
71	Arts, Entertainment, and Recreation								
72	Accommodation and Food Services								
81	Other Services								
92	Public Administration								
2	Federal Contractor Job Listings								
3	Federal Contractors								
4	Total Employers								

Report Comments:

States are not required to respond to these reporting requirements unless they display an OMB approval number. Respondents' obligation to reply to these reporting requirements are mandatory per Wagner-Peyser Act sec.10(G), 29 U.S.C. 49(c). Public reporting burden for this collection of information is estimated to average 346 hours per response for each of the seven 9002 A through D and VETS 200 A through C reports, and 21 hours per response for the 9002 E report. These estimates include the requisite time for reviewing instructions, searching existing data sources, collecting and maintaining the data needed to generate the reports, generating the reports, and reviewing the collection of information. If you have any comments regarding this estimate or any other aspect of this collection of information, including suggestions for reducing this burden, please send them to the U.S. Department of Labor, Office of Workforce Investment, Room S-4231, 200 Constitution Avenue, NW, Washington, D.C. 20210. (Paperwork Reduction Project 1205-0240).



**ETA 9002 E Quarterly Report**  
**Job Openings Received**

**U.S. Department of Labor**  
**Labor Exchange Reporting System**

State		Report Due mm/dd/yyyy									
		OMB No. 1205-0240 Expires: 02/28/2009									
		I	J	K	L	M	N	O	P		
		25	27	29	31	33	35	37	39		
		Education, Training, and Library Occupations	Arts, Design, Entertainment, Sports, and Media Occupations	Healthcare Practitioner and Technical Occupations	Healthcare Support Occupations	Protective Service Occupations	Food Preparation and Serving Related Occupations	Building and Grounds Cleaning and Maintenance Occupations	Personal Care and Service Occupations		
1	Total Openings Received										
11	Agriculture, Forestry, Fishing, and Hunting										
21	Mining										
22	Utilities										
23	Construction										
31-33	Manufacturing										
42	Wholesale Trade										
44-45	Retail Trade										
48-49	Transportation and Warehousing										
51	Information										
52	Finance and Insurance										
53	Real Estate and Rental and Leasing										
54	Professional, Scientific and Technical Services										
55	Management of Companies and Enterprises										
56	Admin. And Spt. Wkst. Mgt. And Remediation Svcs.										
61	Educational Services										
62	Health Care and Social Assistance										
71	Arts, Entertainment, and Recreation										
72	Accommodation and Food Services										
81	Other Services										
92	Public Administration										
2	Federal Contractor Job Listings										
3	Federal Contractors										
4	Total Employers										

States are not required to respond to these reporting requirements unless they display an OMB approval number. Respondents' obligation to reply to these reporting requirements are mandatory per Wagner-Peyser Act sec.10(c), 29 U.S.C. 491(c). Public reporting burden for this collection of information is estimated to average 346 hours per response for each of the seven 9002 A through D and VETS 200 A through C reports, and 21 hours per response for the 9002 E report. These estimates include the requisite time for reviewing instructions, searching existing data sources, collecting and maintaining the data needed to generate the reports, generating the reports, and reviewing the collection of information. If you have any comments regarding this estimate or any other aspect of this collection of information, including suggestions for reducing this burden, please send them to the U.S. Department of Labor, Office of Workforce Investment, Room S-4231, 200 Constitution Avenue, NW, Washington, D.C. 20210. (Paperwork Reduction Project 1205-0240).

**ETA 9002 E Quarterly Report**  
**Job Openings Received**

**U.S. Department of Labor**  
**Labor Exchange Reporting System**

State		Report Due mm/dd/yyyy										OMB No. 1205-0240 Expires: 02/28/2009	
Current Reporting Period Ending mm-dd-yyyy		Q	R	S	T	U	V	W	X				
		41	43	45	47	49	51	53	55				
		Sales and Related Occupations	Office and Administrative Support Occupations	Farming, Fishing, and Forestry Occupations	Construction and Extraction Occupations	Installation, Maintenance, and Repair Occupations	Production Occupations	Transportation and Material Moving Occupations	Military Specific Occupations				
1	Total Openings Received												
11	Agriculture, Forestry, Fishing, and Hunting												
21	Mining												
22	Utilities												
23	Construction												
31-33	Manufacturing												
42	Wholesale Trade												
44-45	Retail Trade												
48-49	Transportation and Warehousing												
51	Information												
52	Finance and Insurance												
53	Real Estate and Rental and Leasing												
54	Professional, Scientific and Technical Services												
55	Management of Companies and Enterprises												
56	Admin. And Spt. Wkst. Mgt. And Remediation Svcs.												
61	Educational Services												
62	Health Care and Social Assistance												
71	Arts, Entertainment, and Recreation												
72	Accommodation and Food Services												
81	Other Services												
92	Public Administration												
2	Federal Contractor Job Listings												
3	Federal Contractors												
4	Total Employers												

States are not required to respond to these reporting requirements unless they display an OMB approval number. Respondents' obligation to reply to these reporting requirements are mandatory per Wagner-Peyser Act sec.10(c), 29 U.S.C. 491(c). Public reporting burden for this collection of information is estimated to average 346 hours per response for each of the seven 9002 A through D and VETS 200 A through C reports, and 21 hours per response for the 9002 E report. These estimates include the requisite time for reviewing instructions, searching existing data sources, collecting and maintaining the data needed to generate the reports, generating the reports, and reviewing the collection of information. If you have any comments regarding this estimate or any other aspect of this collection of information, including suggestions for reducing this burden, please send them to the U.S. Department of Labor, Office of Workforce Investment, Room S-4231, 200 Constitution Avenue, NW, Washington, D.C. 20210. (Paperwork Reduction Project 1205-0240).



State	OMB Approval No. 1205-0240 Expiration Date: 02/28/2009									
	A	B	C	D	E	F	G	H		
Current Reporting Period Ending: mm-dd-yyyy	Total	TSMs	Total Veterans and Eligible Persons	Campaign Veterans	Disabled Veterans	Special Disabled Veterans	Recently Separated Veterans (3 yrs)	Female Veterans		
1 Total Participants										
2 Male										
3 Female										
4 18-44										
5 45-54										
6 55 And Over										
7 Total Exits										
<b>a. Services Provided</b>										
8 Received Staff Assisted Services										
9 Attended TAP Employment Workshop										
10 Received Career Guidance										
11 Received Intensive Services										
12 Referred to Federal Training										
13 Received Job Search Activities										
14 Referred to Employment										
15 Referred to Federal Job										
16 Referred to Federal Contractor Job										
<b>b. Results And Outcomes</b>										
17 Entered Employment Following Staff Assisted Services Num.										
18 Entered Employment Following Staff Assisted Services Den.										
19 Entered Employment Following Staff Assisted Services Rate										
20 Entered Employment Following Intensive Services Num.										
21 Entered Employment Following Intensive Services Den.										
22 Entered Employment Following Intensive Services Rate										
23 Employment Retention At Six Months Numerator										
24 Employment Retention At Six Months Denominator										
25 Employment Retention At Six Months Rate										
26 Average Earnings										
27 Federal Training Placements										
28 Entered into Federal Job										
29 Entered into Federal Contractor Job										

States are not required to respond to these reporting requirements unless they display an OMB approval number. Respondents' obligation to reply to these reporting requirements is mandatory per Wagner-Peyser Act sec. 10(c), 29 U.S.C. 49(j)(c). Public reporting burden for this collection of information is estimated to average 346 hours per response for each of the seven 9002 A through D and VETS 200 A through C reports, and 21 hours per response for the 9002 E report. These estimates include the requisite time for reviewing instructions, searching existing data sources, collecting and maintaining the data needed to generate the reports, generating the reports, and reviewing the collection of information. If you have any comments regarding this estimate or any other aspect of this collection of information, including suggestions for reducing this burden, please send them to the U.S. Department of Labor, Office of Workforce Investment, Room S-4231, 200 Constitution Avenue, NW, Washington, D.C. 20210. (Paperwork Reduction Project 1205-0240).



State		A		B		C		D		E		F		G		H	
Current Reporting Period Ending: mm-dd-yyyy		Total	TSMs	Total Veterans and Eligible Persons	Campaign Veterans	Disabled Veterans	Special Disabled Veterans	Recently Separated Veterans (3 yrs)	Female Veterans								
1	Total Participants																
2	Male																
3	Female																
4	18-44																
5	45-54																
6	55 And Over																
7	Total Exits																
<b>a. Services Provided</b>																	
8	Received Staff Assisted Services																
9	Attended TAP Employment Workshop																
10	Received Career Guidance																
11	Received Intensive Services																
12	Referred to Federal Training																
13	Received Job Search Activities																
14	Referred to Employment																
15	Referred to Federal Job																
16	Referred to Federal Contractor Job																
<b>b. Results And Outcomes</b>																	
17	Entered Employment Following Staff Assisted Services Num.																
18	Entered Employment Following Staff Assisted Services Den.																
19	Entered Employment Following Staff Assisted Services Rate																
20	Entered Employment Following Intensive Services Num.																
21	Entered Employment Following Intensive Services Den.																
22	Entered Employment Following Intensive Services Rate																
23	Employment Retention At Six Months Numerator																
24	Employment Retention At Six Months Denominator																
25	Employment Retention At Six Months Rate																
26	Average Earnings																
27	Federal Training Placements																
28	Entered into Federal Job																
29	Entered into Federal Contractor Job																

States are not required to respond to these reporting requirements unless they display an OMB approval number. Respondents' obligation to reply to these reporting requirements are mandatory per Wagner-Peyser Act sec.10(c), 29 U.S.C. 49(c). Public reporting burden for this collection of information is estimated to average 346 hours per response for each of the seven 9002 A through D and VETS 200 A through C reports, and 21 hours per response for the 9002 E report. These estimates include the requisite time for reviewing instructions, searching existing data sources, collecting and maintaining the data needed to generate the reports, and reviewing the collection of information. If you have any comments regarding this estimate or any other aspect of this collection of information, including suggestions for reducing this burden, please send them to the U.S. Department of Labor, Office of Workforce Investment, Room S-4231, 200 Constitution Avenue, NW, Washington, D.C. 20210. (Paperwork Reduction Project 1205-0240).



State	OMB Approval No. 1205-0240 Expiration Date: 02/28/2009									
	A	B	C	D	E	F	G	H	I	
Current Reporting Period Ending: mm-dd-yyyy	Total Veterans and Eligible Persons									
	Total	TSMs	Eligible Persons	Campaign Veterans	Disabled Veterans	Special Disabled Veterans	Recently Separated Veterans (3 yrs)	Female Veterans	Homeless Veterans	
1 Total Participants										
2 Male										
3 Female										
4 18-44										
5 45-54										
6 55 And Over										
7 Total Exits										
<b>a. Services Provided</b>										
8 Received Staff Assisted Services										
9 Attended TAP Employment Workshop										
10 Received Career Guidance										
11 Received Intensive Services										
12 Referred to Federal Training										
13 Received Job Search Activities										
14 Referred to Employment										
15 Referred to Federal Job										
16 Referred to Federal Contractor Job										
<b>b. Results And Outcomes</b>										
17 Entered Employment Following Staff Assisted Services Num.										
18 Entered Employment Following Staff Assisted Services Den.										
19 Entered Employment Following Staff Assisted Services Rate										
20 Entered Employment Following Intensive Services Num.										
21 Entered Employment Following Intensive Services Den.										
22 Entered Employment Following Intensive Services Rate										
23 Employment Retention At Six Months Numerator										
24 Employment Retention At Six Months Denominator										
25 Employment Retention At Six Months Rate										
26 Average Earnings										
27 Federal Training Placements										
28 Entered into Federal Job										
29 Entered into Federal Contractor Job										

States are not required to respond to these reporting requirements unless they display an OMB approval number. Respondents' obligation to reply to these reporting requirements are mandatory per Wagner-Peyser Act sec.10(c), 29 U.S.C. 49(c). Public reporting burden for this collection of information is estimated to average 346 hours per response for each of the seven 9002 A through D and VETS 200 A through C reports, and 21 hours per response for the 9002 E report. These estimates include the requisite time for reviewing instructions, searching existing data sources, collecting and maintaining the data needed to generate the reports, generating the reports, and reviewing the collection of information. If you have any comments regarding this estimate or any other aspect of this collection of information, including suggestions for reducing this burden, please send them to the U.S. Department of Labor, Office of Workforce Investment, Room S-4231, 200 Constitution Avenue, NW, Washington, D.C. 20210. (Paperwork Reduction Project 1205-0240).

## **APPENDIX B – DATA ELEMENT SPECIFICATIONS**

# **Employment Services - New Record Layout**

## **Employment Services - New Data Elements**

### **Group 1 Report (Data Elements)**

The record layout lists the data elements required to generate the 9002 A-D and VETS 200 A-C reports. Fields 01-Individual Identifier and 04-Date of Program Participation must contain valid values for an individual to be reported in the Total Participant count on the 9002 A report.

<b>Number</b>	<b>Field Name</b>	<b>Field Description</b>	<b>Data Type/Format</b>
01	Individual Identifier	Record the unique identification number assigned to the individual. At a minimum, this identifier for a person must be the same for every period of participation in the Wagner-Peyser/VETS programs, and in every local area across the state and where the individual is receiving services or benefits financially assisted by the WIA Title 18 programs, including National Emergency Grants and/or Trade Adjustment Assistance (TAA) programs.	xxxxxxxx
02	Date of Birth	Record the individual's date of birth.	YYYYMMDD
03	Gender	Record 1 if the person indicates that he is male. Record 2 if the person indicates that she is female. If the person does not self-identify gender, leave "blank" or record 0.	1 = Male; 2 = Female
04	Date of Program Participation	Record the date on which the individual begins receiving his/her first service funded by the program following a determination of eligibility to participate in the program.	YYYYMMDD
05	Individual with a Disability	Record 1 if the individual indicates that he/she has any "disability," as defined in Section 3(2)(a) of the Americans with Disabilities Act of 1990 (42 U.S.C. 12102). Under that definition, a "disability" is a physical or mental impairment that substantially limits one or more of the person's life activities. (For definitions and examples of "physical or mental impairment" and "major life activities" see paragraphs (1) and (2) of the definition of the term "disability" in 29 CFR 37.4, the definition section of the WIA non-discrimination regulations.) Record 2 if the individual indicates that he/she does not have a disability that meets the definition. If the individual does not wish to disclose his/her disability status, leave "blank" or Record 0.	1 = Yes; 2 = No
06	Race: American Indian or Alaskan Native	Record 1 if the individual indicates that he/she is a person having origins in any of the original peoples of North America and South America (including Central America), and who maintains cultural identification through tribal affiliation or community recognition. If the individual does not self-identify his/her race as American Indian or Alaskan Native, leave "blank" or Record 0.	1 = Yes

# **Employment Services - New Record Layout**

## **Employment Services - New Data Elements**

### **Group 1 Report (Data Elements)**

The record layout lists the data elements required to generate the 9002 A-D and VETS 200 A-C reports. Fields 01-Individual Identifier and 04-Date of Program Participation must contain valid values for an individual to be reported in the Total Participant count on the 9002 A report.

<b>Number</b>	<b>Field Name</b>	<b>Field Description</b>	<b>Data Type/Format</b>
07	Race: Asian	Record 1 if the individual indicates that he/she is a person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian Subcontinent (e.g., India, Pakistan, Bangladesh, Sri Lanka, Nepal, Sikkim, and Bhutan). This area includes for example, Cambodia, China, Japan, Korea, Malaysia, Pakistan, the Phillipine Islands, Thailand, and Vietnam. If the individual does not self-identify his/her race as Asian, leave "blank" or Record 0.	1 = Yes
08	Race: Black or African American	Record 1 if the individual indicates that he/she is a person having origins in any of the black racial groups of Africa. If the individual does not self-identify his/her race as Black or African American, leave "blank" or Record 0.	1 = Yes
09	Race: Native Hawaiian or other Pacific Islander	Record 1 if the individual indicates that he/she is a person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands. If the individual does not self-identify his/her race as Native Hawaiian or Other Pacific Islander, leave "blank" or Record 0.	1 = Yes
10	Race: White	Record 1 if the individual indicates that he/she is a person having origins in any of the of the original peoples of Europe, the Middle East, or North Africa. If the individual does not self-identify his/her race as White, leave "blank" or Record 0.	1 = Yes
11	More Than One Race	A person who has self-identified as having origins from more than one racial category specified in items 6 through 10 above. If the individual does not self-identify as more than one race, leave "blank" or Record 0.	1 = Yes
12	Ethnicity Hispanic/Latino	Record 1 if the person indicates that he/she is a person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture in origin, regardless of race. Record 2 if the individual indicates that he/she does not meet any of these conditions. If the individual does not self-identify his/her ethnicity, leave "blank" or Record 0.	1 = Yes; 2 = No



# Employment Services - New Record Layout

## Employment Services - New Data Elements

### Group 1 Report (Data Elements)

The record layout lists the data elements required to generate the 9002 A-D and VETS 200 A-C reports. Fields 01-Individual Identifier and 04-Date of Program Participation must contain valid values for an individual to be reported in the Total Participant count on the 9002 A report.

<b>Number</b>	<b>Field Name</b>	<b>Field Description</b>	<b>Data Type/Format</b>
13	Eligible Veteran Status	<p>Record 1 if the individual is a person who served in the active U.S. military, naval, or air service for a period of less than or equal to 180 days, and who was discharged or released from such service under conditions other than dishonorable.</p> <p>Record 2 if the individual served on active duty for a period of more than 180 days and was discharged or released with other than a dishonorable discharge; or was discharged or released because of a service connected disability; or as a member of a reserve component under an order to active duty pursuant to section 167 (a), (d), or, (g), 673 (a) of Title 10, U.S.C., served on active duty during a period of war or in a campaign or expedition for which a campaign badge is authorized and was discharged or released from such duty with other than a dishonorable discharge.</p> <p>Record 3 if the individual is a person who is (a) the spouse of any person who died on active duty of a service-connected disability; or, (b) the spouse of any member of the Armed Forces serving on active duty who at the time of application for assistance under this part, is listed, pursuant to 38 U.S.C. 101 and the regulations issued there under, by the Secretary concerned, in one or more of the following categories and has been so listed for more than 90 days: (i) missing in action, (ii) captured in the line of duty by a hostile force, or (iii) forcibly detained or interned in the line of duty by a foreign government or power; or, (c) the spouse of any person who has a total disability permanent in nature resulting from a service-connected disability or the spouse of a veteran who died while a disability so evaluated was in existence.</p> <p>Record 4 if the individual does not meet any one of the conditions described above.</p>	<p>1 = Yes &lt;= 180 days; 2 = Yes, Eligible Veteran; 3 = Yes, Other Eligible Person; 4 = No</p>

# Employment Services - New Record Layout

## Employment Services - New Data Elements

### Group 1 Report (Data Elements)

The record layout lists the data elements required to generate the 9002 A-D and VETS 200 A-C reports. Fields 01-Individual Identifier and 04-Date of Program Participation must contain valid values for an individual to be reported in the Total Participant count on the 9002 A report.

<b>Number</b>	<b>Field Name</b>	<b>Field Description</b>	<b>Data Type/Format</b>
14	Campaign Veteran	Record 1 if the veteran served on active duty in the U.S. armed forces during a war or in a campaign or expedition for which a campaign badge or expeditionary medal has been authorized as identified and listed by the Office Personnel Management (OPM). A current listing of the campaigns can be found at OPM's website <a href="http://www.opm.gov/veterans/html/vgmedal2.asp">http://www.opm.gov/veterans/html/vgmedal2.asp</a> . Campaign Veterans are deemed to be Eligible Veterans (code 2 in Eligible Veterans Status field) regardless of days served. Record 2 if the individual does not meet the condition described above.	1 = Yes; 2 = No
15	Disabled Veteran	Record 1 if the individual is a veteran who served in the active U.S. military, naval, or air service and who is entitled to compensation regardless of rating (including those rated 0%); or who but for the receipt of military retirement pay would be entitled to compensation, under laws administered by the Department of Veterans Affairs (DVA); or was discharged or released from activity duty because of a service-connected disability. Disabled Veterans are deemed to be Eligible Veterans (code 2 in Eligible Veteran Status field) regardless of days served. Record 2 if the veteran is entitled to compensation (or who, but for the receipt of military retirement pay would be entitled to compensation) under laws administered by the DVA for a disability, (i) rated at 30 percent or more or, (ii) rated at 10 or 20 percent in the case of a veteran who has been determined by the DVA to have a serious employment handicap. Special Disabled Veterans are deemed to be Eligible Veterans (code 2 in Eligible Veteran Status field) regardless of days served. Record 3 if the individual does not meet any one of the conditions described above.	1 = Yes; 2 = Yes, special disabled; 3 = No

# **Employment Services - New Record Layout**

## **Employment Services - New Data Elements**

### **Group 1 Report (Data Elements)**

The record layout lists the data elements required to generate the 9002 A-D and VETS 200 A-C reports. Fields 01-Individual Identifier and 04-Date of Program Participation must contain valid values for an individual to be reported in the Total Participant count on the 9002 A report.

<b>Number</b>	<b>Field Name</b>	<b>Field Description</b>	<b>Data Type/Format</b>
16	Recently Separated Veteran (3 yrs)	<p>A recently separated veteran is a Title 38 eligible veteran whose date of discharge or release from active U.S. military, naval, or air service is within the 36 months prior to participation. Recently Separated Veterans are deemed to be Eligible Veterans (code 2 in Eligible Veteran Status field) regardless of days served.</p> <p>Record 1 if the individual meets the conditions described above.</p> <p>Record 2 if the individual does not meet the conditions described above.</p> <p>NOTE: This definition of recently separated veteran is different than the one specified in the Workforce Investment Act statute, which considers whether the individual applied for participation under WIA Title I programs within 48 months after discharge or release from active duty.</p>	1 = Yes; 2 = No
17	Homeless Veteran	<p>An individual who served in the active military, naval, or air service, and who was discharged or released from such service under conditions other than dishonorable, and who lacks a fixed, regular, and adequate night time residence. This definition includes any individual who has a primary night time residence that is a publicly or privately operated shelter for temporary accommodation; an institution providing temporary residence for individuals intended to be institutionalized; or a public or private place not designated for or ordinarily used as a regular sleeping accommodation for human beings. This definition does not include an individual imprisoned or detained under an Act of Congress or State law. An individual who may be sleeping in a temporary accommodation while away from home should not, as a result of that alone, be recorded as homeless.</p> <p>Record 1 if the individual meets the conditions described above.</p> <p>Record 2 if the individual does not meet the conditions described above.</p>	1 = Yes; 2 = No
18	Transitioning Service Member	<p>A Transitioning Service Member is defined as a service member in active duty status (including separation leave) who participates in employment services and is within 24 months of retirement or 12 months of separation.</p>	1 = Yes; 2 = No

# **Employment Services - New Record Layout**

## **Employment Services - New Data Elements**

### **Group 1 Report (Data Elements)**

The record layout lists the data elements required to generate the 9002 A-D and VETS 200 A-C reports. Fields 01-Individual Identifier and 04-Date of Program Participation must contain valid values for an individual to be reported in the Total Participant count on the 9002 A report.

<b>Number</b>	<b>Field Name</b>	<b>Field Description</b>	<b>Data Type/Format</b>
19	Employment Status at Participation	<p>Record 1 if the participant is a person who either (a) did any work at all as a paid employee, (b) did any work at all in his or her own business, profession, or farm, (c) worked 15 hours or more as an unpaid worker in an enterprise operated by a member of the family, or (d) is one who was not working, but has a job or business from which he or she was temporarily absent because of illness, bad weather, vacation, labor-management dispute, or personal reasons, whether or not paid by the employer for time-off, and whether or not seeking another job.</p> <p>Record 2 if the participant is a person who, although employed, either (a) has received notice of termination of employment or the employer has issued a Worker Adjustment and Retraining Notification (WARN) or other notice that the facility or enterprise will close, or (b) is a Transitioning Service Member.</p> <p>Record 3 if the individual does not meet any one of the conditions described above.</p>	<p>1 = Employed;                  2 = Employed, but Received Notice of Termination of Employment or Military Separation;                  3 = Not Employed</p>
20	Highest School Grade Completed	<p>Use the appropriate code to record the highest school grade completed by the individual.</p> <p>Record 87 if the individual completes the 12th grade and attained a high school diploma.</p> <p>Record 88 if the individual completes the 12th grade and attained a GED or equivalent.</p> <p>Record 89 if the individual with a disability receives a certificate of attendance/completion.</p> <p>Record 90 if the individual attained other post-secondary degree or certification.</p> <p>Record 91 if the individual attained an associates diploma or degree (AA/AS).</p>	<p>00 = No school grades completed                  01 - 12 = Number of elementary/secondary school grades completed                  13 - 15 = Number of college, or full-time technical or vocational school years completed                  16 = Bachelor's degree or equivalent                  17 = Education beyond the Bachelor's degree                  87 = Attained High School Diploma                  88 = Attained GED or Equivalent                  89 = Attained Certificate of Attendance Completion                  90 = Attained Other Post-Secondary Degree or Certification                  91 = Attained Associates Diploma or Degree</p>

# **Employment Services - New Record Layout**

## **Employment Services - New Data Elements**

### **Group 1 Report (Data Elements)**

The record layout lists the data elements required to generate the 9002 A-D and VETS 200 A-C reports. Fields 01-Individual Identifier and 04-Date of Program Participation must contain valid values for an individual to be reported in the Total Participant count on the 9002 A report.

<b>Number</b>	<b>Field Name</b>	<b>Field Description</b>	<b>Data Type/Format</b>
21	School Status at Participation	<p>Record 1 if the individual has not received a secondary school diploma or its recognized equivalent and is attending any secondary school (including elementary, intermediate, junior high school, whether full or part-time), or is between school terms and intends to return to school.</p> <p>Record 2 if the individual has not received a secondary school diploma or its recognized equivalent and is attending an alternative high school or an alternative course of study approved by the local educational agency whether full or part-time.</p> <p>Record 3 if the individual has received a secondary school diploma or its recognized equivalent and is attending a post-secondary school or program (whether full or part-time), or is between school terms and intends to return to school.</p> <p>Record 4 if the individual is no longer attending any school and has not received a secondary school diploma or its recognized equivalent.</p> <p>Record 5 if the individual is not attending any school and has either graduated from high school or holds a GED.</p> <p>If the individual does not self-identify school status at participation, leave "blank" or Record 0.</p>	<p>1 = In-school, H.S. or less                  2 = In-school, Alternative School                  3 = In-school, Post-H.S.                  4 = Not attending school; H.S. Dropout                  5 = Not attending school; H.S. graduate</p>
22	UC Eligible Status	<p>Record 1 if the individual is a person who (a) filed a claim and has been determined monetarily eligible for benefit payments under one or more State or Federal Unemployment Compensation (UC) programs and whose benefit year or compensation, by reason of an extended duration period, has not ended and who has not exhausted his/her benefit rights, and (b) was referred to service through the state's Worker Profiling and Reemployment Services (WPRS) system.</p> <p>Record 2 if the individual is a person who meets condition (a) described above, but was not referred to service through the state's WPRS system.</p> <p>Record 3 if the individual has exhausted all UC benefit rights for which he/she has been determined monetarily eligible, including extended supplemental benefit rights.</p> <p>Record 4 if the individual was neither an UC Claimant nor an Exhaustee.</p>	<p>1 = Claimant Referred by WPRS                  2 = Claimant Not Referred by WPRS                  3 = Exhaustee                  4 = Neither Claimant nor Exhaustee</p>

# **Employment Services - New Record Layout**

## **Employment Services - New Data Elements**

### **Group 1 Report (Data Elements)**

The record layout lists the data elements required to generate the 9002 A-D and VETS 200 A-C reports. Fields 01-Individual Identifier and 04-Date of Program Participation must contain valid values for an individual to be reported in the Total Participant count on the 9002 A report.

<b>Number</b>	<b>Field Name</b>	<b>Field Description</b>	<b>Data Type/Format</b>
23	MSFW	<p>Seasonal Farm Worker - Persons who during the preceding 12 months worked at least an aggregate of 25 or more days or parts of days in which some work was performed in farm work, earned at least half of their earned income from farm work, and were not employed in farm work year round by the same employer. For purposes of this definition only, a farm labor contractor is not considered an employer. Non-migrant individuals who are full-time students are excluded.</p> <p>Migrant Farm Worker - Seasonal farm workers who have to travel to do the farm work so that they were unable to return to their permanent residence within the same day. Full-time students traveling in organized groups, rather than with their families, are excluded.</p> <p>Migrant Food Processor - Persons who during the preceding 12 months worked at least an aggregate of 25 or more days or parts of days in which some work was performed in food processing, who earned at least half of his earned income from processing work, and were not employed in food processing year round by the same employer. Migrant food processing workers who are full-time students, but who travel in organized groups rather than with their families, are excluded. Record 1 if the individual meets any conditions described above. Record 2 if the individual does not meet any conditions described above. If the individual does not self-identify as a MSFW, leave "blank" or record 0.</p>	1 = Yes; 2 = No
24	Interstate	<p>Interstate job seekers that are the result of ES activities in the placement process involving joint action of local offices in different states in distributing job order information and referring and placing of qualified registered job seekers. This includes agricultural placement activity. This should be reported by the job seeker holding state. Record 1 if the individual meets the conditions described above.</p>	1 = Yes
25	Date of Actual Qualifying Dislocation	<p>Record the date of separation or dislocation from employment. This date is the last day of employment at the dislocation job. If there is no dislocation job (e.g. displaced homemaker), leave "blank."</p>	YYYYMMDD

# **Employment Services - New Record Layout**

## **Employment Services - New Data Elements**

### **Group 1 Report (Data Elements)**

The record layout lists the data elements required to generate the 9002 A-D and VETS 200 A-C reports. Fields 01-Individual Identifier and 04-Date of Program Participation must contain valid values for an individual to be reported in the Total Participant count on the 9002 A report.

<b>Number</b>	<b>Field Name</b>	<b>Field Description</b>	<b>Data Type/Format</b>
26	Most Recent Date Received Staff Assisted Services	Indicate the most recent date a job seeker received staff-assisted services during the reporting period. Staff-assisted services include: (a) referral to a job, (b) placement in training, (c) reemployment services, (d) assessment services, including an assessment interview, testing, counseling, or employability planning, (e) case management, (f) career guidance, (g) job search activities, (h) federal bonding program, (i) job development contacts, (j) tax credit eligibility determination, (k) referral to other services, including skills training, educational services, and supportive services, or (l) any other service requiring significant expenditure of staff time. Application taking/registration and the use of self-service or facilitated self-help services are not included as staff-assisted services.	YYYYMMDD
27	Most Recent Date Received Staff Assisted Services (DVOP)	Indicate the most recent date a job seeker received staff-assisted services from DVOP staff during the reporting period. Staff-assisted services include: (a) referral to a job, (b) placement in training, (c) reemployment services, (d) assessment services, including an assessment interview, testing, counseling, or employability planning, (e) case management, (f) career guidance, (g) job search activities, (h) federal bonding program, (i) job development contacts, (j) tax credit eligibility determination, (k) referral to other services, including skills training, educational services, and supportive services, or (l) any other service requiring significant expenditure of staff time. Application taking/registration and the use of self-service or facilitated self-help services are not included as staff-assisted services.	YYYYMMDD

# Employment Services - New Record Layout

## Employment Services - New Data Elements

### Group 1 Report (Data Elements)

The record layout lists the data elements required to generate the 9002 A-D and VETS 200 A-C reports. Fields 01-Individual Identifier and 04-Date of Program Participation must contain valid values for an individual to be reported in the Total Participant count on the 9002 A report.

<b>Number</b>	<b>Field Name</b>	<b>Field Description</b>	<b>Data Type/Format</b>
28	Most Recent Date Received Staff Assisted Services (LVER)	Indicate the most recent date a job seeker received staff-assisted services from LVER staff during the reporting period. Staff-assisted services include: (a) referral to a job, (b) placement in training, (c) reemployment services, (d) assessment services, including an assessment interview, testing, counseling, or employability planning, (e) case management, (f) career guidance, (g) job search activities, (h) federal bonding program, (i) job development contacts, (j) tax credit eligibility determination, (k) referral to other services, including skills training, educational services, and supportive services, or (l) any other service requiring significant expenditure of staff time. Application taking/registration and the use of self-service or facilitated self-help services are not included as staff-assisted services.	YYYYMMDD
29	Most Recent Date Received Intensive Services	Indicate the most recent date a job seeker received only staff-assisted intensive services (excluding case management) as described in WIA section 134(d)(3). Please note that states should not report provision of adult basic education and literacy activities as part of this specification. Receipt of staff-assisted intensive services also does not require prior participation in "core services."	YYYYMMDD
30	Most Recent Date Received Intensive Services (DVOP)	Indicate the most recent date a job seeker received only staff-assisted intensive services (excluding case management) as described in WIA section 134(d)(3) from a DVOP staff person. Please note that states should not report provision of adult basic education and literacy activities as part of this specification. Receipt of staff-assisted intensive services also does not require prior participation in "core services."	YYYYMMDD
31	Most Recent Date Received Intensive Services (LVER)	Indicate the most recent date a job seeker received only staff-assisted intensive services (excluding case management) as described in WIA section 134(d)(3) from a LVER staff person. Please note that states should not report provision of adult basic education and literacy activities as part of this specification. Receipt of staff-assisted intensive services also does not require prior participation in "core services."	YYYYMMDD



# **Employment Services - New Record Layout**

## **Employment Services - New Data Elements**

### **Group 1 Report (Data Elements)**

The record layout lists the data elements required to generate the 9002 A-D and VETS 200 A-C reports. Fields 01-Individual Identifier and 04-Date of Program Participation must contain valid values for an individual to be reported in the Total Participant count on the 9002 A report.

<b>Number</b>	<b>Field Name</b>	<b>Field Description</b>	<b>Data Type/Format</b>
32	Most Recent Date Received Career Guidance	Indicate the most recent date a job seeker received services which include the provision of information, materials, suggestions, or advice which are intended to assist the job seeker in making occupation or career decisions.	YYYYMMDD
33	Most Recent Date Received Career Guidance (DVOP)	Indicate the most recent date that a job seeker received services which include the provision of information, materials, suggestions, or advice by DVOP staff which are intended to assist the job seeker in making occupation or career decisions.	YYYYMMDD
34	Most Recent Date Received Career Guidance (LVER)	Indicate the most recent date that a job seeker received services which include the provision of information, materials, suggestions, or advice by LVER staff which are intended to assist the job seeker in making occupation or career decisions.	YYYYMMDD
35	Most Recent Date Received Self-Service Workforce Information Services	Indicate the most recent date that a job seeker received self-service workforce information services including information on state and local labor market conditions; industries, occupations and characteristics of the workforce; area business identified skills needs; employer wage and benefit trends; short and long term industry and occupational projections; worker supply and demand; and job vacancies survey results. Workforce information also includes local employment dynamics information such as workforce availability; business turnover rates; job creation; and job identification of high growth and high demand industries.	YYYYMMDD
36	Most Recent Date Received Staff Assisted Workforce Information Services	Indicate the most recent date that a job seeker received staff assisted workforce information services including information on state and local labor market conditions; industries, occupations and characteristics of the workforce; and business identified skills needs; employer wage and benefit trends; short and long term industry and occupational projections; worker supply and demand; and job vacancies survey results. Workforce information also includes local employment dynamics information such as workforce availability; business turnover rates; job creation; and job identification of high growth and high demand industries.	YYYYMMDD

# **Employment Services - New Record Layout**

## **Employment Services - New Data Elements**

### **Group 1 Report (Data Elements)**

The record layout lists the data elements required to generate the 9002 A-D and VETS 200 A-C reports. Fields 01-Individual Identifier and 04-Date of Program Participation must contain valid values for an individual to be reported in the Total Participant count on the 9002 A report.

<b>Number</b>	<b>Field Name</b>	<b>Field Description</b>	<b>Data Type/Format</b>
37	Most Recent Date Attended TAP Employment Workshop (DVOP)	Indicate the most recent date that a job seeker attended a TAP employment workshop facilitated by DVOP or DVOP funded contractor staff.	YYYYMMDD
38	Most Recent Date Attended TAP Employment Workshop (LVER)	Indicate the most recent date that a job seeker attended a TAP employment workshop facilitated by LVER or LVER funded contractor staff.	YYYYMMDD
39	Most Recent Date Received Job Search Activities	<p>Indicate the most recent date that a job seeker was provided services which are designed to help the job seeker plan and carry out a successful job hunting strategy. The services include resume preparation assistance, job search workshops, job finding clubs, and development of a job search plan.</p> <p>"Resume Assistance" - Providing instructions on the content and format of resumes and cover letters and providing assistance in the development and production of the same.</p> <p>"Job Search Workshops" - An organized activity that provides instructions on resume writing, application preparation, interviewing skills, and/or job lead development.</p> <p>"Job Finding Clubs" - have all the elements of the ES Job Search Workshop, plus a period of structured application where participants attempt to obtain jobs.</p> <p>"Job Search Planning" - Development of a plan (not necessarily a written plan) that includes the necessary steps and timetables to achieve employment in specific occupational, industry, or geographic area.</p> <p>NOTE: a) Provision of workforce information services is not included in this definition, since it will be reported separately using data elements 35-36. b) Attendance at Transition Assistance Program (TAP) employment workshop is not included in this definition, since it will be reported separately using data elements 37-38.</p>	YYYYMMDD

# **Employment Services - New Record Layout**

## **Employment Services - New Data Elements**

### **Group 1 Report (Data Elements)**

The record layout lists the data elements required to generate the 9002 A-D and VETS 200 A-C reports. Fields 01-Individual Identifier and 04-Date of Program Participation must contain valid values for an individual to be reported in the Total Participant count on the 9002 A report.

<b>Number</b>	<b>Field Name</b>	<b>Field Description</b>	<b>Data Type/Format</b>
40	Most Recent Date of Job Search Activities (DVOP)	<p>Indicate the most recent date a job seeker was provided services by DVOP staff which are designed to help the job seeker plan and carry out a successful job hunting strategy. The services include resume preparation assistance, job search workshops, job finding clubs, and development of a job search plan.</p> <p>"Resume Assistance" - Providing instructions on the content and format of resumes and cover letters and providing assistance in the development and production of the same.</p> <p>"Job Search Workshops" - An organized activity that provides instructions on resume writing, application preparation, interviewing skills, and/or job lead development.</p> <p>"Job Finding Clubs" - have all the elements of the ES Job Search Workshop, plus a period of structured application where participants attempt to obtain jobs.</p> <p>"Job Search Planning" - Development of a plan (not necessarily a written plan) that includes the necessary steps and timetables to achieve employment in specific occupational, industry, or geographic area.</p> <p>NOTE: a) Provision of workforce information services is not included in this definition, since it will be reported separately using data elements 35-36. b) Attendance at Transition Assistance Program (TAP) employment workshop is not included in this definition, since it will be reported separately using data elements 37-38.</p>	YYYYMMDD
41	Most Recent Date of Job Search Activities (LVER)	<p>Indicate the most recent date a job seeker was provided services by LVER staff which are designed to help the job seeker plan and carry out a successful job hunting strategy. The services include resume preparation assistance, job search workshops, job finding clubs, and development of a job search plan.</p> <p>"Resume Assistance" - Providing instructions on the content and format of resumes and cover letters and providing assistance in the development and production of the same.</p> <p>"Job Search Workshops" - An organized activity that provides instructions on resume writing, application preparation, interviewing skills, and/or job lead development.</p>	YYYYMMDD

# **Employment Services - New Record Layout**

## **Employment Services - New Data Elements**

### **Group 1 Report (Data Elements)**

The record layout lists the data elements required to generate the 9002 A-D and VETS 200 A-C reports. Fields 01-Individual Identifier and 04-Date of Program Participation must contain valid values for an individual to be reported in the Total Participant count on the 9002 A report.

<b>Number</b>	<b>Field Name</b>	<b>Field Description</b>	<b>Data Type/Format</b>
		<p>"Job Finding Clubs" - have all the elements of the ES Job Search Workshop, plus a period of structured application where participants attempt to obtain jobs.</p> <p>"Job Search Planning" - Development of a plan (not necessarily a written plan) that includes the necessary steps and timetables to achieve employment in specific occupational, industry, or geographic area.</p> <p>NOTE: a) Provision of workforce information services is not included in this definition, since it will be reported separately using data elements 35-36. b) Attendance at Transition Assistance Program (TAP) employment workshop is not included in this definition, since it will be reported separately using data elements 37-38.</p>	
42	Most Recent Date Referred to WIA Services	Indicate the most recent date a job seeker was referred to a service delivery component funded under WIA Title IB of the Workforce Investment Act of 1998.	YYYYMMDD
43	Most Recent Date Referred to Employment	Indicate the most recent date a job seeker was referred to employment. A referral to employment is (a) the act of bringing to the attention of an employer a job seeker or group of registered job seekers who are available for a job and (b) the record of such a referral. It means the same as "referral to a job."	YYYYMMDD
44	Most Recent Date Referred to Employment (DVOP)	Indicate the most recent date a job seeker was referred by DVOP staff to employment. A referral to employment is (a) the act of bringing to the attention of an employer a job seeker or group of registered job seekers who are available for a job and (b) the record of such a referral. It means the same as "referral to a job."	YYYYMMDD
45	Most Recent Date Referred to Employment (LVER)	Indicate the most recent date a job seeker was referred by LVER staff to employment. A referral to employment is (a) the act of bringing to the attention of an employer a job seeker or group of registered job seekers who are available for a job and (b) the record of such a referral. It means the same as "referral to a job."	YYYYMMDD

# **Employment Services - New Record Layout**

## **Employment Services - New Data Elements**

### **Group 1 Report (Data Elements)**

The record layout lists the data elements required to generate the 9002 A-D and VETS 200 A-C reports. Fields 01-Individual Identifier and 04-Date of Program Participation must contain valid values for an individual to be reported in the Total Participant count on the 9002 A report.

<b>Number</b>	<b>Field Name</b>	<b>Field Description</b>	<b>Data Type/Format</b>
46	Most Recent Date Referred to Federal Training	Indicate the most recent date a job seeker was referred to any training program supported by the Federal Government, such as WIA funded projects, TAA, NAFTA, and Job Corps. This does not include DVA-OJT.	YYYYMMDD
47	Most Recent Date Referred to Federal Training (DVOP)	Indicate the most recent date a job seeker was referred by DVOP staff to any training program supported by the Federal Government, such as WIA funded projects, TAA, NAFTA, and Job Corps. This does not include DVA-OJT.	YYYYMMDD
48	Most Recent Date Referred to Federal Training (LVER)	Indicate the most recent date a job seeker was referred by LVER staff to any training program supported by the Federal Government, such as WIA funded projects, TAA, NAFTA, and Job Corps. This does not include DVA-OJT.	YYYYMMDD
49	Most Recent Date Placed in Federal Training	Indicate the most recent date a job seeker was verified to have entered any training program supported by the Federal Government, such as WIA funded projects, TAA, NAFTA, and Job Corps. This does not include DVA-OJT.	YYYYMMDD
50	Most Recent Date Placed in Federal Training (DVOP)	Indicate the most recent date a job seeker was verified by DVOP staff to have entered any job training program supported by the Federal Government, such as WIA funded projects, TAA, NAFTA, and Job Corps. This does not include DVA-OJT.	YYYYMMDD
51	Most Recent Date Placed in Federal Training (LVER)	Indicate the most recent date a job seeker was verified by LVER staff to have entered any job training program supported by the Federal Government, such as WIA funded projects, TAA, NAFTA, and Job Corps. This does not include DVA-OJT.	YYYYMMDD
52	Most Recent Date Referred to Federal Job	Indicate the most recent date a job seeker was referred to a job opening filed with a placement office by a department or agency of the Federal government or other entity under the jurisdiction of the U.S. Office of Personnel Management.	YYYYMMDD
53	Most Recent Date Referred to Federal Job (DVOP)	Indicate the most recent date a job seeker was referred by DVOP staff to a job opening filed with a placement office by a department or agency of the Federal government or other entity under the jurisdiction of the U.S. Office of Personnel Management.	YYYYMMDD

# **Employment Services - New Record Layout**

## **Employment Services - New Data Elements**

### **Group 1 Report (Data Elements)**

The record layout lists the data elements required to generate the 9002 A-D and VETS 200 A-C reports. Fields 01-Individual Identifier and 04-Date of Program Participation must contain valid values for an individual to be reported in the Total Participant count on the 9002 A report.

<b>Number</b>	<b>Field Name</b>	<b>Field Description</b>	<b>Data Type/Format</b>
54	Most Recent Date Referred to Federal Job (LVER)	Indicate the most recent date a job seeker was referred by LVER staff to a job opening filed with a placement office by a department or agency of the Federal government or other entity under the jurisdiction of the U.S. Office of Personnel Management.	YYYYMMDD
55	Most Recent Date Entered Into Federal Job	Indicate the most recent date a job seeker entered into a job filed with a placement office by a department or agency or other entity under the jurisdiction of the U.S. Office of Personnel Management.	YYYYMMDD
56	Most Recent Date Entered Into Federal Job (DVOP)	Indicate the most recent date a job seeker entered into a job filed with a placement office by a department or agency or other entity under the jurisdiction of the U.S. Office of Personnel Management. (DVOP)	YYYYMMDD
57	Most Recent Date Entered Into Federal Job (LVER)	Indicate the most recent date a job seeker entered into a job filed with a placement office by a department or agency or other entity under the jurisdiction of the U.S. Office of Personnel Management. (LVER)	YYYYMMDD
58	Most Recent Date Referred to a Federal Contractor Job	Indicate the most recent date a job seeker who is either a special disabled veteran, campaign veteran, or recently separated veteran was referred to a job opening listed by an employer identified as a Federal contractor.	YYYYMMDD
59	Most Recent Date Referred to a Federal Contractor Job (DVOP)	Indicate the most recent date a job seeker who is either a special disabled veteran, campaign veteran, or recently separated veteran was referred by DVOP staff to a job opening listed by an employer identified as a Federal contractor.	YYYYMMDD
60	Most Recent Date Referred to a Federal Contractor Job (LVER)	Indicate the most recent date a job seeker who is either a special disabled veteran, campaign veteran, or recently separated veteran was referred by LVER staff to a job opening listed by an employer identified as a Federal contractor.	YYYYMMDD
61	Most Recent Date Entered Into Federal Contractor Job	Indicate the most recent date a job seeker who is either a special disabled veteran, campaign veteran, or recently separated veteran entered into a Federal Contractor Job.	YYYYMMDD
62	Most Recent Date Entered Into Federal Contractor Job (DVOP)	Indicate the most recent date a job seeker who is either a special disabled veteran, campaign veteran, or recently separated veteran entered into a Federal Contractor Job. (DVOP)	YYYYMMDD

# **Employment Services - New Record Layout**

## **Employment Services - New Data Elements**

### **Group 1 Report (Data Elements)**

The record layout lists the data elements required to generate the 9002 A-D and VETS 200 A-C reports. Fields 01-Individual Identifier and 04-Date of Program Participation must contain valid values for an individual to be reported in the Total Participant count on the 9002 A report.

<b>Number</b>	<b>Field Name</b>	<b>Field Description</b>	<b>Data Type/Format</b>
63	Most Recent Date Entered Into Federal Contractor Job (LVER)	Indicate the most recent date a job seeker who is either a special disabled veteran, campaign veteran, or recently separated veteran entered into a Federal Contractor Job. (LVER)	YYYYMMDD
64	Date of Exit	Record the date on which the last service funded by the program or a partner program is received by the participant. Once a participant has not received any services funded by the program or a partner program for 90 consecutive calendar days and has no planned gap in service and is not scheduled for future services, the date of exit is applied retroactively to the last day on which the individual received a service funded by the program or a partner program.	YYYYMMDD
65	Other Reasons for Exit	Record 1 if the participant is residing in an institution or facility providing 24-hour support such as a prison or hospital and is expected to remain in that institution for at least 90 days. Record 2 if the participant is receiving medical treatment that precludes entry into unsubsidized employment or continued participation in the program. Does not include temporary conditions expected to last for less than 90 days. Record 3 if the participant was found to be deceased or no longer living. Record 4 if the participant is providing care for a family member that precludes entry into unsubsidized employment or continued participation in the program. Does not include temporary conditions expected to last for less than 90 days.	01 Institutionalized 02 Health/Medical 03 Deceased 04 Family Care 05 Reserve Forces Called to Active Duty 98 Retirement 99 Not a valid SSN 00 Other Reason

# Employment Services - New Record Layout

## Employment Services - New Data Elements

### Group 1 Report (Data Elements)

The record layout lists the data elements required to generate the 9002 A-D and VETS 200 A-C reports. Fields 01-Individual Identifier and 04-Date of Program Participation must contain valid values for an individual to be reported in the Total Participant count on the 9002 A report.

Number	Field Name	Field Description	Data Type/Format
		<p>Record 5 if the participant is a member of the National Guard or other reserve military unit and is called to active duty for at least 90 days.</p> <p>Record 98 if the participant retired from employment.</p> <p>Record 99 if the participant either disclosed an invalid social security number or chose not to disclose a SSN.</p> <p>Record 00 or blank if the participant exited for a reason other than one of the conditions described above.</p> <p>Additional Note: Exit Reason "98 = Retirement" has been added for program management purposes only and individuals who exit the program based on this reason will not be excluded from calculation of the performance measures. Rather, these individuals will be included in the performance measure calculations.</p>	
66	Employed in 1st Quarter after Exit Quarter	<p>Record 1 if the participant was employed in the first quarter after the quarter of exit.</p> <p>Record 2 if the participant was not employed in the first quarter after the quarter of exit.</p> <p>Record 3 if information on the participant's employment status in the first quarter after the quarter of exit is not yet available.</p>	<p>1 = Yes</p> <p>2 = No</p> <p>3 = Information not yet available</p>
67	Type of Employment Match 1st Quarter After Exit Quarter	<p>Use the appropriate code to identify the method used in determining the individual's employment status in the first quarter following the quarter of exit. If the individual is found in more than one source of employment, use the source for which the individual's earnings are greatest.</p> <p>Record 0 or leave "blank" if the individual was not employed in the first quarter after the quarter of exit.</p> <p>NOTE: If the participant is found employed in a wage record source (e.g. state/local government employment records) that cannot be translated into quarterly earnings amounts, states should treat these employment matches as supplemental data and use coding value 5 = Supplemental through case management, participant survey, and/or verification with the employer.</p>	<p>1 = UI Wage Records (In-State &amp; WRIS)</p> <p>2 = Federal Employment Records (OPM, USPS)</p> <p>3 = Military Employment Records (DOD)</p> <p>4 = Other Administrative Wage Records</p> <p>5 = Supplemental through case management, participant survey, and/or verification with the employer</p> <p>6 = Information not yet available</p> <p>0 = Not employed</p>



# Employment Services - New Record Layout

## Employment Services - New Data Elements

### Group 1 Report (Data Elements)

The record layout lists the data elements required to generate the 9002 A-D and VETS 200 A-C reports. Fields 01-Individual Identifier and 04-Date of Program Participation must contain valid values for an individual to be reported in the Total Participant count on the 9002 A report.

<b>Number</b>	<b>Field Name</b>	<b>Field Description</b>	<b>Data Type/Format</b>
68	Employed in 2nd Quarter after Exit Quarter	Record 1 if the participant was employed in the second quarter after the quarter of exit. Record 2 if the individual was not employed in the second quarter after the quarter of exit. Record 3 if the individual has exited but employment information is not yet available.	1 = Yes 2 = No 3 = Information not yet available
69	Type of Employment Match 2nd Quarter After Exit Quarter	Use the appropriate code to identify the method used in determining the individual's employment status in the second quarter following the quarter of exit. If the individual is found in more than one source of employment, use the source for which the individual's earnings are greatest. Record 0 or leave "blank" if the individual was not employed in the first quarter after the quarter of exit. NOTE: If the participant is found employed in a wage record source (e.g. state/local government employment records) that cannot be translated into quarterly earnings amounts, states should treat these employment matches as supplemental data and use coding value 5 = Supplemental through case management, participant survey, and/or verification with the employer.	1 = UI Wage Records (In-State & WRIS) 2 = Federal Employment Records (OPM, USPS) 3 = Military Employment Records (DOD) 4 = Other Administrative Wage Records 5 = Supplemental through case management, participant survey, and/or verification with the employer 6 = Information not yet available 0 = Not employed
70	Employed in 3rd Quarter after Exit Quarter	Record 1 if the participant was employed in the third quarter after exit. Record 2 if the individual was not employed in the third quarter after exit. Record 3 if the individual has exited but employment information is not yet available.	1 = Yes 2 = No 3 = Information not yet available

# Employment Services - New Record Layout

## Employment Services - New Data Elements

### Group 1 Report (Data Elements)

The record layout lists the data elements required to generate the 9002 A-D and VETS 200 A-C reports. Fields 01-Individual Identifier and 04-Date of Program Participation must contain valid values for an individual to be reported in the Total Participant count on the 9002 A report.

<b>Number</b>	<b>Field Name</b>	<b>Field Description</b>	<b>Data Type/Format</b>
71	Type of Employment Match 3rd Quarter After Exit Quarter	Use the appropriate code to identify the method used in determining the individual's employment status in the third quarter following the quarter of exit. If the individual is found in more than one source of employment, use the source for which the individual's earnings are greatest. Record 0 or leave "blank" if the individual was not employed in the first quarter after the quarter of exit. NOTE: If the participant is found employed in a wage record source (e.g. state/local government employment records) that cannot be translated into quarterly earnings amounts, states should treat these employment matches as supplemental data and use coding value 5 = Supplemental through case management, participant survey, and/or verification with the employer	1 = UI Wage Records (In-State & WRIS) 2 = Federal Employment Records (OPM, USPS) 3 = Military Employment Records (DOD) 4 = Other Administrative Wage Records 5 = Supplemental through case management, participant survey, and/or verification with the employer 6 = Information not yet available 0 = Not employed
72	Wages 3rd Quarter Prior to Participation Quarter	Record total earnings from wage records for the third quarter prior to the quarter of participation. Please enter 999999.99 if data are not yet available for this item, or data are too far in the past to obtain from the UI wage records. Otherwise leave "blank" if this data element does not apply.	000000.00
73	Wages 2nd Quarter Prior to Participation Quarter	Record total earnings from wage records for the second quarter prior to the quarter of participation. Please enter 999999.99 if data are not yet available for this item, or data are too far in the past to obtain from the UI wage records. Otherwise leave "blank" if this data element does not apply.	000000.00
74	Wages 1st Quarter After Exit Quarter	Record total earnings from wage records for the first quarter after the exit quarter. Please enter 999999.99 if data are not yet available for this item. Otherwise leave "blank" if this data element does not apply.	000000.00
75	Wages 2nd Quarter After Exit Quarter	Record total earnings from wage records for the second quarter after the exit quarter. Please enter 999999.99 if data are not yet available for this item. Otherwise leave "blank" if this data element does not apply.	000000.00

# ***Employment Services - New Record Layout***

## ***Employment Services - New Data Elements***

### ***Group 1 Report (Data Elements)***

The record layout lists the data elements required to generate the 9002 A-D and VETS 200 A-C reports. Fields 01-Individual Identifier and 04-Date of Program Participation must contain valid values for an individual to be reported in the Total Participant count on the 9002 A report.

<b><i>Number</i></b>	<b><i>Field Name</i></b>	<b><i>Field Description</i></b>	<b><i>Data Type/Format</i></b>
76	Wages 3rd Quarter After Exit Quarter	Record total earnings from wage records for the third quarter after the exit quarter. Please enter 999999.99 if data are not yet available for this item. Otherwise leave "blank" if this data element does not apply.	000000.00

# ***Employment Services - New Record Layout***

## ***Employment Services - New Data Elements***

### ***Group 2 Job Openings Received (Data Elements)***

The record layout lists the data elements required to generate the 9002 E report.

<b><i>Number</i></b>	<b><i>Field Name</i></b>	<b><i>Field Description</i></b>	<b><i>Data Type/Format</i></b>
01	OBS	Sequential number, starting at 1.	Number – 00000000 (Mandatory)
02	Date Received Job Opening	Indicate the date the job opening was received.	Date – YYYYMMDD (Mandatory)
03	Employer Type	Indicate whether the employer type was a federal contractor for a job opening received.	Text: FCJL
04	O*NET SOC Code	Indicate the Occupational Information Network classification code for the job opening received.	Number: 11, 13, 15, 17, 19, 21, 23, 25, 27, 29, 31, 33, 35, 37, 39, 41, 43, 45, 47, 49, 51, 53, 55
05	NAICS Code	Indicate the North American Industry Classification System code for the job opening received.	Number: 11, 21, 22, 23, 31, 32, 33, 42, 44, 45, 48, 49, 51, 52, 53, 54, 55, 56, 61, 62, 71, 72, 81, 92
06	Employer Identification Number	Indicate the unique employer identification number for job opening received.	Alphanumeric

## **APPENDIX C – REPORT SPECIFICATIONS**

# Office of Workforce Investment

## Employment Services - New Report Elements

### 9002 A - Services To Participants

<i>Number</i>	<i>Element Name</i>	<i>Specification</i>
COL.A001	Total	Count of unique RECORDS where DATE OF PROGRAM PARTICIPATION ≤ end of the report period and DATE OF EXIT ≥ beginning of the report period or is null.
COL.B	Employment Status at Participation	Column Heading
COL.B002	Employed	Count of unique RECORDS where DATE OF PROGRAM PARTICIPATION ≤ end of the report period and DATE OF EXIT ≥ beginning of the report period or is null and EMPLOYMENT STATUS AT PARTICIPATION is 1.
COL.B003	Not Employed	Count of unique RECORDS where DATE OF PROGRAM PARTICIPATION ≤ end of the report period and DATE OF EXIT ≥ beginning of the report period or is null and EMPLOYMENT STATUS AT PARTICIPATION is 2 or 3.
COL.C004	Eligible Claimant - Total	Count of unique RECORDS where DATE OF PROGRAM PARTICIPATION ≤ end of the report period and DATE OF EXIT ≥ beginning of the report period or is null and UC ELIGIBLE STATUS is 1 or 2.
COL.D005	Hispanic or Latino - Yes	Count of unique RECORDS where DATE OF PROGRAM PARTICIPATION ≤ end of the report period and DATE OF EXIT ≥ beginning of the report period or is null and ETHNICITY HISPANIC/LATINO is 1.
COL.D006	Hispanic or Latino - No	Count of unique RECORDS where DATE OF PROGRAM PARTICIPATION ≤ end of the report period and DATE OF EXIT ≥ beginning of the report period or is null and ETHNICITY HISPANIC/LATINO is 2.
COL.E007	Race - American Indian or Alaskan Native	Count of unique RECORDS where DATE OF PROGRAM PARTICIPATION ≤ end of the report period and DATE OF EXIT ≥ beginning of the report period or is null and RACE - AMERICAN INDIAN OR ALASKAN NATIVE is 1.
COL.E008	Race - Asian	Count of unique RECORDS where DATE OF PROGRAM PARTICIPATION ≤ end of the report period and DATE OF EXIT ≥ beginning of the report period or is null and RACE - ASIAN is 1.
COL.E009	Race - Black or African American	Count of unique RECORDS where DATE OF PROGRAM PARTICIPATION ≤ end of the report period and DATE OF EXIT ≥ beginning of the report period or is null and RACE - BLACK OR AFRICAN AMERICAN is 1.
COL.E010	Race - Native Hawaiian or other Pacific Islander	Count of unique RECORDS where DATE OF PROGRAM PARTICIPATION ≤ end of the report period and DATE OF EXIT ≥ beginning of the report period or is null and RACE - NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER is 1.
COL.E011	Race - White	Count of unique RECORDS where DATE OF PROGRAM PARTICIPATION ≤ end of the report period and DATE OF EXIT ≥ beginning of the report period or is null and RACE - WHITE is 1.
COL.E012	More Than One Race	Count of unique RECORDS where DATE OF PROGRAM PARTICIPATION ≤ end of the report period and DATE OF EXIT ≥ beginning of the report period or is null and RACE is 1 for more than one racial category, or RACE is 1 for at least one racial category and MORE THAN ONE RACE is 1.
COL.F013	In School	Count of unique RECORDS where DATE OF PROGRAM PARTICIPATION ≤ end of the report period and DATE OF EXIT ≥ beginning of the report period or is null and SCHOOL STATUS AT PARTICIPATION is 1, 2, or 3.
COL.F014	Not High School Graduate	Count of unique RECORDS where DATE OF PROGRAM PARTICIPATION ≤ end of the report period and DATE OF EXIT ≥ beginning of the report period or is null and SCHOOL STATUS AT PARTICIPATION is 4.
COL.F015	High School Graduate or GED	Count of unique RECORDS where DATE OF PROGRAM PARTICIPATION ≤ end of the report period and DATE OF EXIT ≥ beginning of the report period or is null and HIGHEST GRADE COMPLETED is 87 or 88.
COL.F016	Post Secondary Degree or Certification	Count of unique RECORDS where DATE OF PROGRAM PARTICIPATION ≤ end of the report period and DATE OF EXIT ≥ beginning of the report period or is null and HIGHEST GRADE COMPLETED is 16, 17, 90, or 91.
COL.G017	Persons with Disability - Total	Count of unique RECORDS where DATE OF PROGRAM PARTICIPATION ≤ end of the report period and DATE OF EXIT ≥ beginning of the report period or is null and INDIVIDUAL WITH A DISABILITY is 1.

# Office of Workforce Investment

## Employment Services - New Report Elements

### 9002 A - Services To Participants

<i>Number</i>	<i>Element Name</i>	<i>Specification</i>
COL.H018	MSFW - Total	Count of unique RECORDS where DATE OF PROGRAM PARTICIPATION ≤ end of the report period and DATE OF EXIT ≥ beginning of the report period or is null and MSFW is 1.
COL.I019	Dislocated Workers - Total	Count of unique RECORDS where DATE OF PROGRAM PARTICIPATION ≤ end of the report period and DATE OF EXIT ≥ beginning of the report period or is null and DATE OF ACTUAL QUALIFYING DISLOCATION is not null.
ROW.001	Total Participants	Count of unique RECORDS where DATE OF PROGRAM PARTICIPATION ≤ end of the report period and DATE OF EXIT ≥ beginning of the report period or is null.
ROW.002	Veterans, Eligible Persons, and TSMs	Count of unique RECORDS where DATE OF PROGRAM PARTICIPATION ≤ end of the report period and DATE OF EXIT ≥ beginning of the report period or is null and ELIGIBLE VETERAN STATUS is 2 or 3 or TSM is 1.
ROW.003	MSFW	Count of unique RECORDS where DATE OF PROGRAM PARTICIPATION ≤ end of the report period and DATE OF EXIT ≥ beginning of the report period or is null and MSFW is 1.
ROW.004	Interstate	Count of unique RECORDS where DATE OF PROGRAM PARTICIPATION ≤ end of the report period and DATE OF EXIT ≥ beginning of the report period or is null and INTERSTATE is 1.
ROW.005	Male	Count of unique RECORDS where DATE OF PROGRAM PARTICIPATION ≤ end of the report period and DATE OF EXIT ≥ beginning of the report period or is null and GENDER is 1.
ROW.006	Female	Count of unique RECORDS where DATE OF PROGRAM PARTICIPATION ≤ end of the report period and DATE OF EXIT ≥ beginning of the report period or is null and GENDER is 2.
ROW.007	Youth	Count of unique RECORDS where DATE OF PROGRAM PARTICIPATION ≤ end of the report period and DATE OF EXIT ≥ beginning of the report period or is null and DATE OF BIRTH is ≥ 9 and < 18 years before DATE OF PROGRAM PARTICIPATION.
ROW.008	Adult (18 and over)	Count of unique RECORDS where DATE OF PROGRAM PARTICIPATION ≤ end of the report period and DATE OF EXIT ≥ beginning of the report period or is null and DATE OF BIRTH is 18 years or more before DATE OF PROGRAM PARTICIPATION, or DATE OF BIRTH is null, or DATE OF BIRTH is less than 9 years before DATE OF PROGRAM PARTICIPATION.
ROW.009	18-44	Count of unique RECORDS where DATE OF PROGRAM PARTICIPATION ≤ end of the report period and DATE OF EXIT ≥ beginning of the report period or is null and DATE OF BIRTH is 18-44 years before DATE OF PROGRAM PARTICIPATION.
ROW.010	45-54	Count of unique RECORDS where DATE OF PROGRAM PARTICIPATION ≤ end of the report period and DATE OF EXIT ≥ beginning of the report period or is null and DATE OF BIRTH is 45-54 years before DATE OF PROGRAM PARTICIPATION.
ROW.011	55 and over	Count of unique RECORDS where DATE OF PROGRAM PARTICIPATION ≤ end of the report period and DATE OF EXIT ≥ beginning of the report period or is null and DATE OF BIRTH is 55 years or more before DATE OF PROGRAM PARTICIPATION.
ROW.012	Received Workforce Information Services	Count of unique RECORDS where DATE OF PROGRAM PARTICIPATION ≤ end of the report period and DATE OF EXIT ≥ beginning of the report period or is null and MOST RECENT DATE RECEIVED SELF SERVICE WORKFORCE INFORMATION SERVICES or MOST RECENT DATE RECEIVED STAFF ASSISTED WORKFORCE INFORMATION SERVICES is within the report period.

# Office of Workforce Investment

## Employment Services - New Report Elements

### 9002 A - Services To Participants

<i>Number</i>	<i>Element Name</i>	<i>Specification</i>
ROW.013	Received Staff-Assisted Services	Count of unique RECORDS where DATE OF PROGRAM PARTICIPATION ≤ end of the report period and DATE OF EXIT ≥ beginning of the report period or is null and at least one of the following dates is within the report period: MOST RECENT DATE RECEIVED STAFF ASSISTED SERVICES or MOST RECENT DATE RECEIVED STAFF ASSISTED SERVICES (DVOP) or MOST RECENT DATE RECEIVED STAFF ASSISTED SERVICES (LVER) or MOST RECENT DATE RECEIVED INTENSIVE SERVICES or MOST RECENT DATE RECEIVED INTENSIVE SERVICES (DVOP) or MOST RECENT DATE RECEIVED INTENSIVE SERVICES (LVER) or MOST RECENT DATE RECEIVED CAREER GUIDANCE or MOST RECENT DATE RECEIVED CAREER GUIDANCE (DVOP) or MOST RECENT DATE RECEIVED CAREER GUIDANCE (LVER) or MOST RECENT DATE RECEIVED STAFF ASSISTED WORKFORCE INFORMATION SERVICES or MOST RECENT DATE RECEIVED TAP EMPLOYMENT WORKSHOP (DVOP) or MOST RECENT DATE RECEIVED TAP EMPLOYMENT WORKSHOP (LVER) or MOST RECENT DATE RECEIVED JOB SEARCH ACTIVITIES or MOST RECENT DATE OF JOB SEARCH ACTIVITIES (DVOP) or MOST RECENT DATE OF JOB SEARCH ACTIVITIES (LVER) or MOST RECENT DATE REFERRED TO WIA SERVICES or MOST RECENT DATE REFERRED TO EMPLOYMENT or MOST RECENT DATE REFERRED TO EMPLOYMENT (DVOP) or MOST RECENT DATE REFERRED TO EMPLOYMENT (LVER) or MOST RECENT DATE REFERRED TO FEDERAL TRAINING or MOST RECENT DATE REFERRED TO FEDERAL TRAINING (DVOP) or MOST RECENT DATE REFERRED TO FEDERAL TRAINING (LVER)





# Office of Workforce Investment

## Employment Services - New Report Elements

### 9002 A - Services To Participants

<i>Number</i>	<i>Element Name</i>	<i>Specification</i>
ROW.016	Referred to Employment	Count of unique RECORDS where DATE OF PROGRAM PARTICIPATION ≤ end of the report period and DATE OF EXIT ≥ beginning of the report period or is null and at least one of the following dates is within the report period: MOST RECENT DATE REFERRED TO EMPLOYMENT or MOST RECENT DATE REFERRED TO EMPLOYMENT (DVOP) or MOST RECENT DATE REFERRED TO EMPLOYMENT (LVER).
ROW.017	Referred to WIA Services	Count of unique RECORDS where DATE OF PROGRAM PARTICIPATION ≤ end of the report period and DATE OF EXIT ≥ beginning of the report period or is null and MOST RECENT DATE REFERRED TO WIA SERVICES is within the report period.
ROW.018	Total Exiters	Count of unique RECORDS where DATE OF EXIT is within the report period.

# Office of Workforce Investment

## Employment Services - New Report Elements

### 9002 B - Services To Veterans

<i>Number</i>	<i>Element Name</i>	<i>Specification</i>
COL.A	Total Veterans, Eligible Persons, and TSMs	Column Heading
COL.A001	Total Veterans, Eligible Persons, and TSM Job Seekers - 18-44	Count of unique RECORDS where DATE OF PROGRAM PARTICIPATION ≤ end of the report period and DATE OF EXIT ≥ beginning of the report period or is null and ELIGIBLE VETERAN STATUS is 2 or 3 or TSM is 1, and DATE OF BIRTH is 18-44 years before DATE OF PROGRAM PARTICIPATION.
COL.A002	Total Veterans, Eligible Persons, and TSM Job Seekers - 45-54	Count of unique RECORDS where DATE OF PROGRAM PARTICIPATION ≤ end of the report period and DATE OF EXIT ≥ beginning of the report period or is null and ELIGIBLE VETERAN STATUS is 2 or 3 or TSM is 1, and DATE OF BIRTH is 45-54 years before DATE OF PROGRAM PARTICIPATION.
COL.A003	Total Veterans, Eligible Persons, and TSM Job Seekers - 55+	Count of unique RECORDS where DATE OF PROGRAM PARTICIPATION ≤ end of the report period and DATE OF EXIT ≥ beginning of the report period or is null and ELIGIBLE VETERAN STATUS is 2 or 3 or TSM is 1, and DATE OF BIRTH is 55 years or more before DATE OF PROGRAM PARTICIPATION.
COL.A004	Total Veterans, Eligible Persons, and TSM Job Seekers - Total	Count of unique RECORDS where DATE OF PROGRAM PARTICIPATION ≤ end of the report period and DATE OF EXIT ≥ beginning of the report period or is null and ELIGIBLE VETERAN STATUS is 2 or 3 or TSM is 1.
COL.B005	Transitioning Service Members	Count of unique RECORDS where DATE OF PROGRAM PARTICIPATION ≤ end of the report period and DATE OF EXIT ≥ beginning of the report period or is null and TSM is 1.
COL.C006	Campaign Veterans	Count of unique RECORDS where DATE OF PROGRAM PARTICIPATION ≤ end of the report period and DATE OF EXIT ≥ beginning of the report period or is null and ELIGIBLE VETERAN STATUS is 2 and CAMPAIGN VETERAN is 1.
COL.D007	Disabled Veterans	Count of unique RECORDS where DATE OF PROGRAM PARTICIPATION ≤ end of the report period and DATE OF EXIT ≥ beginning of the report period or is null and ELIGIBLE VETERAN STATUS is 2 and DISABLED VETERAN is 1 or 2.
COL.E008	Special Disabled Veterans	Count of unique RECORDS where DATE OF PROGRAM PARTICIPATION ≤ end of the report period and DATE OF EXIT ≥ beginning of the report period or is null and ELIGIBLE VETERAN STATUS is 2 and DISABLED VETERAN is 2.
COL.F009	Recently Separated Veterans (3 yrs)	Count of unique RECORDS where DATE OF PROGRAM PARTICIPATION ≤ end of the report period and DATE OF EXIT ≥ beginning of the report period or is null and ELIGIBLE VETERAN STATUS is 2 and RECENTLY SEPARATED VETERAN is 1.
ROW.001	Total Veterans, Eligible Persons and TSMs	Count of unique RECORDS where DATE OF PROGRAM PARTICIPATION ≤ end of the report period and DATE OF EXIT ≥ beginning of the report period or is null and ELIGIBLE VETERAN STATUS is 2 or 3 or TSM is 1.
ROW.002	Male	Count of unique RECORDS where DATE OF PROGRAM PARTICIPATION ≤ end of the report period and DATE OF EXIT ≥ beginning of the report period or is null and GENDER is 1.
ROW.003	Female	Count of unique RECORDS where DATE OF PROGRAM PARTICIPATION ≤ end of the report period and DATE OF EXIT ≥ beginning of the report period or is null and GENDER is 2.
ROW.004	18-44	Count of unique RECORDS where DATE OF PROGRAM PARTICIPATION ≤ end of the report period and DATE OF EXIT ≥ beginning of the report period or is null and DATE OF BIRTH is 18-44 years before DATE OF PROGRAM PARTICIPATION.
ROW.005	45-54	Count of unique RECORDS where DATE OF PROGRAM PARTICIPATION ≤ end of the report period and DATE OF EXIT ≥ beginning of the report period or is null and DATE OF BIRTH is 45-54 years before DATE OF PROGRAM PARTICIPATION.
ROW.006	55 and over	Count of unique RECORDS where DATE OF PROGRAM PARTICIPATION ≤ end of the report period and DATE OF EXIT ≥ beginning of the report period or is null and DATE OF BIRTH is 55 years or more before DATE OF PROGRAM PARTICIPATION.

# Office of Workforce Investment

## Employment Services - New Report Elements

### 9002 B - Services To Veterans

<i>Number</i>	<i>Element Name</i>	<i>Specification</i>
ROW.007	Received Workforce Information Services	Count of unique RECORDS where MOST RECENT DATE RECEIVED SELF SERVICE WORKFORCE INFORMATION SERVICES or MOST RECENT DATE RECEIVED STAFF ASSISTED WORKFORCE INFORMATION SERVICES is within the report period.
ROW.008	Received Staff-Assisted Services	Count of unique RECORDS where at least one of the following dates is within the report period: MOST RECENT DATE RECEIVED STAFF ASSISTED SERVICES or MOST RECENT DATE RECEIVED STAFF ASSISTED SERVICES (DVOP) or MOST RECENT DATE RECEIVED STAFF ASSISTED SERVICES (LVER) or MOST RECENT DATE RECEIVED INTENSIVE SERVICES or MOST RECENT DATE RECEIVED INTENSIVE SERVICES (DVOP) or MOST RECENT DATE RECEIVED INTENSIVE SERVICES (LVER) or MOST RECENT DATE RECEIVED CAREER GUIDANCE or MOST RECENT DATE RECEIVED CAREER GUIDANCE (DVOP) or MOST RECENT DATE RECEIVED CAREER GUIDANCE (LVER) or MOST RECENT DATE RECEIVED STAFF ASSISTED WORKFORCE INFORMATION SERVICES or MOST RECENT DATE RECEIVED TAP EMPLOYMENT WORKSHOP (DVOP) or MOST RECENT DATE RECEIVED TAP EMPLOYMENT WORKSHOP (LVER) or MOST RECENT DATE RECEIVED JOB SEARCH ACTIVITIES or MOST RECENT DATE OF JOB SEARCH ACTIVITIES (DVOP) or MOST RECENT DATE OF JOB SEARCH ACTIVITIES (LVER) or MOST RECENT DATE REFERRED TO VIA SERVICES or MOST RECENT DATE REFERRED TO EMPLOYMENT or MOST RECENT DATE REFERRED TO EMPLOYMENT (DVOP) or MOST RECENT DATE REFERRED TO EMPLOYMENT (LVER)

# Office of Workforce Investment

Employment Services - New Report Elements

9002 B - Services To Veterans

<i>Number</i>	<i>Element Name</i>	<i>Specification</i>
		or MOST RECENT DATE REFERRED TO FEDERAL TRAINING
		or MOST RECENT DATE REFERRED TO FEDERAL TRAINING (DVOP)
		or MOST RECENT DATE REFERRED TO FEDERAL TRAINING (LVER)
		or MOST RECENT DATE PLACED IN FEDERAL TRAINING
		or MOST RECENT DATE PLACED IN FEDERAL TRAINING (DVOP)
		or MOST RECENT DATE PLACED IN FEDERAL TRAINING (LVER)
		or MOST RECENT DATE REFERRED TO FEDERAL JOB
		or MOST RECENT DATE REFERRED TO FEDERAL JOB (DVOP)
		or MOST RECENT DATE REFERRED TO FEDERAL JOB (LVER)
		or MOST RECENT DATE ENTERED INTO FEDERAL JOB
		or MOST RECENT DATE ENTERED INTO FEDERAL JOB (DVOP)
		or MOST RECENT DATE ENTERED INTO FEDERAL JOB (LVER)
		or MOST RECENT DATE REFERRED TO A FEDERAL CONTRACTOR JOB
		or MOST RECENT DATE REFERRED TO A FEDERAL CONTRACTOR JOB (DVOP)
		or MOST RECENT DATE REFERRED TO A FEDERAL CONTRACTOR JOB (LVER)
		or MOST RECENT DATE ENTERED INTO FEDERAL CONTRACTOR JOB
		or MOST RECENT DATE ENTERED INTO FEDERAL CONTRACTOR JOB (DVOP)
		or MOST RECENT DATE ENTERED INTO FEDERAL CONTRACTOR JOB (LVER)
		or MOST RECENT DATE ENTERED INTO FEDERAL CONTRACTOR JOB (LVER).
		Count of unique RECORDS where at least one of the following dates is within the report period: MOST RECENT DATE RECEIVED CAREER GUIDANCE
		or MOST RECENT DATE RECEIVED CAREER GUIDANCE (DVOP)
		or MOST RECENT DATE RECEIVED CAREER GUIDANCE (LVER).
ROW.009	Career Guidance	

# Office of Workforce Investment

## Employment Services - New Report Elements

### 9002 B - Services To Veterans

<i>Number</i>	<i>Element Name</i>	<i>Specification</i>
ROW.010	Job Search Activities	Count of unique RECORDS where at least one of the following dates is within the report period: MOST RECENT DATE RECEIVED JOB SEARCH ACTIVITIES or MOST RECENT DATE RECEIVED JOB SEARCH ACTIVITIES (DVOP) or MOST RECENT DATE RECEIVED JOB SEARCH ACTIVITIES (LVER).
ROW.011	Referred to Employment	Count of unique RECORDS where at least one of the following dates is within the report period: MOST RECENT DATE REFERRED TO EMPLOYMENT or MOST RECENT DATE REFERRED TO EMPLOYMENT (DVOP) or MOST RECENT DATE REFERRED TO EMPLOYMENT (LVER).
ROW.012	Referred to WIA Services	Count of unique RECORDS where MOST RECENT DATE REFERRED TO WIA SERVICES is within the report period.
ROW.013	Received Intensive Services	Count of unique RECORDS where at least one of the following dates is within the report period: MOST RECENT DATE RECEIVED INTENSIVE SERVICES or MOST RECENT DATE RECEIVED INTENSIVE SERVICES (DVOP) or MOST RECENT DATE RECEIVED INTENSIVE SERVICES (LVER).
ROW.014	Referred to Federal Training	Count of unique RECORDS where at least one of the following dates is within the report period: MOST RECENT DATE REFERRED TO FEDERAL TRAINING or MOST RECENT DATE REFERRED TO FEDERAL TRAINING (DVOP) or MOST RECENT DATE REFERRED TO FEDERAL TRAINING (LVER).
ROW.015	Placed in Federal Training	Count of unique RECORDS where at least one of the following dates is within the report period: MOST RECENT DATE PLACED IN FEDERAL TRAINING or MOST RECENT DATE PLACED IN FEDERAL TRAINING (DVOP) or MOST RECENT DATE PLACED IN FEDERAL TRAINING (LVER).
ROW.016	Referred to Federal Job	Count of unique RECORDS where at least one of the following dates is within the report period: MOST RECENT DATE REFERRED TO A FEDERAL JOB or MOST RECENT DATE REFERRED TO A FEDERAL JOB (DVOP) or MOST RECENT DATE REFERRED TO A FEDERAL JOB (LVER).

# Office of Workforce Investment

## Employment Services - New Report Elements

### 9002 B - Services To Veterans

<i>Number</i>	<i>Element Name</i>	<i>Specification</i>
ROW.017	Entered into Federal Job	Count of unique RECORDS where at least one of the following dates is within the report period: MOST RECENT DATE ENTERED INTO FEDERAL JOB or MOST RECENT DATE ENTERED INTO FEDERAL JOB (DVOP) or MOST RECENT DATE ENTERED INTO FEDERAL JOB (LVER).
ROW.018	Referred to Federal Contractor Job	Count of unique RECORDS where CAMPAIGN VETERAN is 1 or DISABLED VETERAN is 2 or RECENTLY SEPARATED VETERAN is 1 and at least one of the following dates is within the report period: MOST RECENT DATE REFERRED TO FEDERAL CONTRACTOR JOB or MOST RECENT DATE REFERRED TO FEDERAL CONTRACTOR JOB (DVOP) or MOST RECENT DATE REFERRED TO FEDERAL CONTRACTOR JOB (LVER).
ROW.019	Entered into Federal Contractor Job	Count of unique RECORDS where CAMPAIGN VETERAN is 1 or DISABLED VETERAN is 2 or RECENTLY SEPARATED VETERAN is 1 and at least one of the following dates is within the report period: MOST RECENT DATE ENTERED INTO FEDERAL CONTRACTOR JOB or MOST RECENT DATE ENTERED INTO FEDERAL CONTRACTOR JOB (DVOP) or MOST RECENT DATE ENTERED INTO FEDERAL CONTRACTOR JOB (LVER)
ROW.020	Total Exiters	Count of unique RECORDS where DATE OF EXIT is within the report period.

# Office of Workforce Investment

## Employment Services - New Performance Measures

### 9002 C – Performance Outcomes - Exitters

<i>Number</i>	<i>Element Name</i>	<i>Specification</i>
COL.A001	Total Exitters	Count of unique RECORDS where DATE OF EXIT is not null and is within the report period.
COL.B002	Eligible Claimant - Total	Count of unique RECORDS where UC ELIGIBLE STATUS is 1 or 2.
COL.C003	Hispanic or Latino - Yes	Count of unique RECORDS where ETHNICITY HISPANIC/LATINO is 1.
COL.C004	Hispanic or Latino - No	Count of unique RECORDS where ETHNICITY HISPANIC/LATINO is 2.
COL.D005	Race - American Indian or Alaskan Native	Count of unique RECORDS where RACE - AMERICAN INDIAN OR ALASKAN NATIVE is 1.
COL.D006	Race - Asian	Count of unique RECORDS where RACE - ASIAN is 1.
COL.D007	Race - Black or African American	Count of unique RECORDS where RACE - BLACK OR AFRICAN AMERICAN is 1.
COL.D008	Race – Native Hawaiian or other Pacific Islander	Count of unique RECORDS where RACE – NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER is 1.
COL.D009	Race - White	Count of unique RECORDS where RACE - WHITE is 1.
COL.D010	More Than One Race	Count of unique RECORDS where RACE is 1 for more than one racial category, or RACE is 1 for at least one racial category and MORE THAN ONE RACE is 1.
COL.E011	In School	Count of unique RECORDS where SCHOOL STATUS AT REGISTRATION is 1, 2, or 3.
COL.E012	Not High School Graduate	Count of unique RECORDS where SCHOOL STATUS AT REGISTRATION is 4.
COL.E013	High School Graduate or GED	Count of unique RECORDS where HIGHEST SCHOOL GRADE COMPLETED is 87 or 88.
COL.E014	Post Secondary Degree or Certification	Count of unique RECORDS where HIGHEST SCHOOL GRADE COMPLETED is 16, 17, 90, or 91.
COL.F015	Persons with Disability - Total	Count of unique RECORDS where INDIVIDUAL WITH A DISABILITY is 1.
COL.G016	MSFW - Total	Count of unique RECORDS where MSFW is 1.
COL.H017	Dislocated Workers - Total	Count of unique RECORDS where DATE OF ACTUAL QUALIFYING DISLOCATION is not null.
ROW.001	Entered Employment Numerator	Count of unique RECORDS where (EMPLOYMENT STATUS AT PARTICIPATION = 2 or EMPLOYMENT STATUS AT PARTICIPATION = 3) and ((EMPLOYED 1ST QUARTER AFTER EXIT QUARTER = 1 and TYPE OF EMPLOYMENT MATCH 1ST QUARTER AFTER EXIT QUARTER = 5) or (WAGES 1ST QUARTER AFTER THE EXIT QUARTER > 0 and WAGES 1ST QUARTER AFTER THE EXIT QUARTER < 999999)) and DATE OF EXIT is within the report period and (OTHER REASONS FOR EXIT = 00 or OTHER REASONS FOR EXIT = 98 or OTHER REASONS FOR EXIT is null).
ROW.002	Entered Employment (Youth)	Count of unique RECORDS where (EMPLOYMENT STATUS AT PARTICIPATION = 2 or EMPLOYMENT STATUS AT PARTICIPATION = 3) and ((EMPLOYED 1ST QUARTER AFTER EXIT QUARTER = 1 and TYPE OF EMPLOYMENT MATCH 1ST QUARTER AFTER EXIT QUARTER = 5) or (WAGES 1ST QUARTER AFTER THE EXIT QUARTER > 0 and WAGES 1ST QUARTER AFTER THE EXIT QUARTER < 999999)) and DATE OF EXIT is within the report period and (OTHER REASONS FOR EXIT = 00 or OTHER REASONS FOR EXIT = 98 or OTHER REASONS FOR EXIT is null) and DATE OF BIRTH is ≥ 9 and < 18 years before DATE OF PROGRAM PARTICIPATION.



# Office of Workforce Investment

## Employment Services - New Performance Measures

### 9002 C – Performance Outcomes - Exitters

<i>Number</i>	<i>Element Name</i>	<i>Specification</i>
ROW.003	Entered Employment (18-44)	Count of unique RECORDS where (EMPLOYMENT STATUS AT PARTICIPATION = 2 or EMPLOYMENT STATUS AT PARTICIPATION = 3) and ((EMPLOYED 1ST QUARTER AFTER EXIT QUARTER = 1 and TYPE OF EMPLOYMENT MATCH 1ST QUARTER AFTER EXIT QUARTER = 5) or (WAGES 1ST QUARTER AFTER THE EXIT QUARTER > 0 and WAGES 1ST QUARTER AFTER THE EXIT QUARTER < 999999)) and DATE OF EXIT is within the report period and (OTHER REASONS FOR EXIT = 00 or OTHER REASONS FOR EXIT = 98 or OTHER REASONS FOR EXIT is null) and DATE OF BIRTH is between 18 and 44 years before DATE OF PROGRAM PARTICIPATION.
ROW.004	Entered Employment (45-54)	Count of unique RECORDS where (EMPLOYMENT STATUS AT PARTICIPATION = 2 or EMPLOYMENT STATUS AT PARTICIPATION = 3) and ((EMPLOYED 1ST QUARTER AFTER EXIT QUARTER = 1 and TYPE OF EMPLOYMENT MATCH 1ST QUARTER AFTER EXIT QUARTER = 5) or (WAGES 1ST QUARTER AFTER THE EXIT QUARTER > 0 and WAGES 1ST QUARTER AFTER THE EXIT QUARTER < 999999)) and DATE OF EXIT is within the report period and (OTHER REASONS FOR EXIT = 00 or OTHER REASONS FOR EXIT = 98 or OTHER REASONS FOR EXIT is null) and DATE OF BIRTH is between 45 and 54 years before DATE OF PROGRAM PARTICIPATION.
ROW.005	Entered Employment (55 and over)	Count of unique RECORDS where (EMPLOYMENT STATUS AT PARTICIPATION = 2 or EMPLOYMENT STATUS AT PARTICIPATION = 3) and ((EMPLOYED 1ST QUARTER AFTER EXIT QUARTER = 1 and TYPE OF EMPLOYMENT MATCH 1ST QUARTER AFTER EXIT QUARTER = 5) or (WAGES 1ST QUARTER AFTER THE EXIT QUARTER > 0 and WAGES 1ST QUARTER AFTER THE EXIT QUARTER < 999999)) and DATE OF EXIT is within the report period and (OTHER REASONS FOR EXIT = 00 or OTHER REASONS FOR EXIT = 98 or OTHER REASONS FOR EXIT is null) and DATE OF BIRTH is 55 years or more before DATE OF PROGRAM PARTICIPATION.
ROW.006	Entered Employment Denominator	Count of unique RECORDS where EMPLOYMENT STATUS AT PARTICIPATION is 2 or 3 and DATE OF EXIT is within the report period and (OTHER REASONS FOR EXIT = 00 or OTHER REASONS FOR EXIT = 98 or OTHER REASONS FOR EXIT is null).
ROW.007	Entered Employment Rate	The sum of ROW.001 divided by the sum of ROW.006, multiplied by 100, and rounded to the nearest whole number using the 5/4 method.
ROW.008	Employment Retention at Six Months Numerator	Count of unique RECORDS where ((EMPLOYED 1ST QUARTER AFTER EXIT QUARTER = 1 and TYPE OF EMPLOYMENT MATCH 1ST QUARTER AFTER EXIT QUARTER = 5) or (WAGES 1ST QUARTER AFTER THE EXIT QUARTER > 0 and WAGES 1ST QUARTER AFTER THE EXIT QUARTER < 999999)) and ((EMPLOYED 2ND QUARTER AFTER EXIT QUARTER = 5) or (WAGES 2ND QUARTER AFTER THE EXIT QUARTER > 0 and WAGES 2ND QUARTER AFTER THE EXIT QUARTER < 999999)) and ((EMPLOYED 3RD QUARTER AFTER EXIT QUARTER = 1 and TYPE OF EMPLOYMENT MATCH 3RD QUARTER AFTER EXIT QUARTER = 5) or (WAGES 3RD QUARTER AFTER EXIT QUARTER > 0 and WAGES 3RD QUARTER AFTER EXIT QUARTER < 999999)) and DATE OF EXIT is within the report period and (OTHER REASONS FOR EXIT = 00 or OTHER REASONS FOR EXIT is null).
ROW.009	Employment Retention at Six Months Denominator	Count of unique RECORDS where ((EMPLOYED 1ST QUARTER AFTER EXIT QUARTER = 1 and TYPE OF EMPLOYMENT MATCH 1ST QUARTER AFTER EXIT QUARTER = 5) or (WAGES 1ST QUARTER AFTER THE EXIT QUARTER > 0 and WAGES 1ST QUARTER AFTER THE EXIT QUARTER < 999999)) and DATE OF EXIT is within the report period and (OTHER REASONS FOR EXIT = 98 or OTHER REASONS FOR EXIT is null).
ROW.010	Employment Retention Rate at Six Months	The sum of ROW.008 divided by sum of ROW.009, multiplied by 100, and rounded to the nearest whole number using the 5/4 method.

# Office of Workforce Investment

## Employment Services - New Performance Measures

### 9002 C – Performance Outcomes - Exiters

<i>Number</i>	<i>Element Name</i>	<i>Specification</i>
ROW.011	Average Earnings	<p>Numerator:</p> <p>Sum of (WAGES 2nd QUARTER AFTER THE EXIT QUARTER and WAGES 3rd QUARTER AFTER THE EXIT QUARTER) where (WAGES 1ST QUARTER AFTER EXIT QUARTER &gt; 0 and WAGES 1ST QUARTER AFTER EXIT QUARTER &lt; 99999.99) and (WAGES 2nd QUARTER AFTER EXIT QUARTER &gt; 0 and WAGES 2nd QUARTER AFTER EXIT QUARTER &lt; 99999.99) and (WAGES 3rd QUARTER AFTER EXIT QUARTER &gt; 0 and WAGES 3rd QUARTER AFTER EXIT QUARTER &lt; 99999.99) and DATE OF EXIT is within the reporting period and (OTHER REASONS FOR EXIT is null or OTHER REASONS FOR EXIT = 00 or OTHER REASONS FOR EXIT = 98)</p> <p>divided by</p> <p>Denominator:</p> <p>Count of unique RECORDS where (WAGES 1ST QUARTER AFTER EXIT QUARTER &gt; 0 and WAGES 1ST QUARTER AFTER EXIT QUARTER &lt; 99999.99) and (WAGES 2nd QUARTER AFTER EXIT QUARTER &gt; 0 and WAGES 2nd QUARTER AFTER EXIT QUARTER &lt; 99999.99) and (WAGES 3rd QUARTER AFTER EXIT QUARTER &gt; 0 and WAGES 3rd QUARTER AFTER EXIT QUARTER &lt; 99999.99) and DATE OF EXIT is within the reporting period and (OTHER REASONS FOR EXIT is null or OTHER REASONS FOR EXIT = 00 or OTHER REASONS FOR EXIT = 98)</p> <p>rounded to the nearest whole number using the 5/4 method.</p>
ROW.012	Entered Employment Rate Following Workforce Information Services	<p>Numerator:</p> <p>Count of unique RECORDS where (EMPLOYMENT STATUS AT PARTICIPATION = 2 or EMPLOYMENT STATUS AT PARTICIPATION = 3) and (EMPLOYED 1ST QUARTER AFTER EXIT QUARTER = 1 and TYPE OF EMPLOYMENT MATCH 1ST QUARTER AFTER EXIT QUARTER = 5) or (WAGES 1ST QUARTER AFTER THE EXIT QUARTER &gt; 0 and WAGES 1ST QUARTER AFTER THE EXIT QUARTER &lt; 99999.99) and DATE OF EXIT is within the report period and (OTHER REASONS FOR EXIT = 00 or OTHER REASONS FOR EXIT = 98 or OTHER REASONS FOR EXIT is null) and MOST RECENT DATE RECEIVED STAFF ASSISTED WORKFORCE INFORMATION SERVICES or MOST RECENT DATE RECEIVED SELF SERVICE WORKFORCE INFORMATION SERVICES is not null and ≤ DATE OF EXIT,</p> <p>divided by</p> <p>Denominator:</p> <p>Count of unique RECORDS where EMPLOYMENT STATUS AT PARTICIPATION is 2 or 3 and DATE OF EXIT is within the report period and (OTHER REASONS FOR EXIT = 00 or OTHER REASONS FOR EXIT = 98 or OTHER REASONS FOR EXIT is null) and MOST RECENT DATE RECEIVED STAFF ASSISTED WORKFORCE INFORMATION SERVICES or MOST RECENT DATE RECEIVED SELF SERVICE WORKFORCE INFORMATION SERVICES is not null and ≤ DATE OF EXIT,</p> <p>multiplied by 100, and rounded to the nearest whole number using the 5/4 method.</p>

# Office of Workforce Investment

## Employment Services - New Performance Measures

### 9002 C – Performance Outcomes - Exiters

<i>Number</i>	<i>Element Name</i>	<i>Specification</i>
ROW.013	Employment Retention Rate Following Workforce Information Services	<p>Numerator: Count of unique RECORDS where ((EMPLOYED 1ST QUARTER AFTER EXIT QUARTER = 1 and TYPE OF EMPLOYMENT MATCH 1ST QUARTER AFTER EXIT QUARTER = 5) or (WAGES 1ST QUARTER AFTER THE EXIT QUARTER &gt; 0 and WAGES 1ST QUARTER AFTER THE EXIT QUARTER &lt; 999999)) and ((EMPLOYED 2ND QUARTER AFTER EXIT QUARTER = 1 and TYPE OF EMPLOYMENT MATCH 2ND QUARTER AFTER EXIT QUARTER = 5) or (WAGES 2ND QUARTER AFTER THE EXIT QUARTER &gt; 0 and WAGES 2ND QUARTER AFTER THE EXIT QUARTER &lt; 999999)) and ((EMPLOYED 3RD QUARTER AFTER EXIT QUARTER = 1 and TYPE OF EMPLOYMENT MATCH 3RD QUARTER AFTER EXIT QUARTER = 5) or (WAGES 3RD QUARTER AFTER EXIT QUARTER &gt; 0 and WAGES 3RD QUARTER AFTER EXIT QUARTER &lt; 999999)) and DATE OF EXIT is within the report period and (OTHER REASONS FOR EXIT = 00 or OTHER REASONS FOR EXIT = 98 or OTHER REASONS FOR EXIT is null) and MOST RECENT DATE RECEIVED STAFF ASSISTED WORKFORCE INFORMATION SERVICES or MOST RECENT DATE RECEIVED SELF SERVICE WORKFORCE INFORMATION SERVICES is not null and ≤ DATE OF EXIT</p> <p>divided by</p> <p>Denominator: Count of unique RECORDS where ((EMPLOYED 1ST QUARTER AFTER EXIT QUARTER = 1 and TYPE OF EMPLOYMENT MATCH 1ST QUARTER AFTER EXIT QUARTER = 5) or (WAGES 1ST QUARTER AFTER THE EXIT QUARTER &gt; 0 and WAGES 1ST QUARTER AFTER THE EXIT QUARTER &lt; 999999)) and DATE OF EXIT is within the report period and (OTHER REASONS FOR EXIT = 00 or OTHER REASONS FOR EXIT = 98 or OTHER REASONS FOR EXIT is null) and MOST RECENT DATE RECEIVED STAFF ASSISTED WORKFORCE INFORMATION SERVICES or MOST RECENT DATE RECEIVED SELF SERVICE WORKFORCE INFORMATION SERVICES is not null and ≤ DATE OF EXIT,</p> <p>multiplied by 100, and rounded to the nearest whole number using the 5/4 method.</p>

# Office of Workforce Investment

## Employment Services - New Performance Measures

### 9002 C – Performance Outcomes - Exitters

<i>Number</i>	<i>Element Name</i>	<i>Specification</i>
ROW.014	Average Earnings Following Workforce Information Services	<p>Numerator: Sum of (WAGES 2nd QUARTER AFTER THE EXIT QUARTER and WAGES 3rd QUARTER AFTER THE EXIT QUARTER) where (WAGES 1ST QUARTER AFTER EXIT QUARTER &gt; 0 and WAGES 1ST QUARTER AFTER EXIT QUARTER &lt; 999999.99) and (WAGES 2nd QUARTER AFTER EXIT QUARTER &gt; 0 and WAGES 2nd QUARTER AFTER EXIT QUARTER &lt; 999999.99) and (WAGES 3rd QUARTER AFTER EXIT QUARTER &gt; 0 and WAGES 3rd QUARTER AFTER EXIT QUARTER &lt; 999999.99) and DATE OF EXIT is within the reporting period and (OTHER REASONS FOR EXIT is null or OTHER REASONS FOR EXIT = 00 or OTHER REASONS FOR EXIT = 98) and (MOST RECENT DATE RECEIVED STAFF ASSISTED WORKFORCE INFORMATION SERVICES is not null and MOST RECENT DATE RECEIVED STAFF ASSISTED WORKFORCE INFORMATION SERVICES is ≤ DATE OF EXIT) or (MOST RECENT DATE RECEIVED SELF SERVICE WORKFORCE INFORMATION SERVICES is not null and MOST RECENT DATE RECEIVED SELF SERVICE WORKFORCE INFORMATION SERVICES ≤ DATE OF EXIT)</p> <p>divided by</p> <p>Denominator: Count of unique RECORDS where (WAGES 1ST QUARTER AFTER EXIT QUARTER &gt; 0 and WAGES 1ST QUARTER AFTER EXIT QUARTER &lt; 999999.99) and (WAGES 2nd QUARTER AFTER EXIT QUARTER &gt; 0 and WAGES 2nd QUARTER AFTER EXIT QUARTER &lt; 999999.99) and (WAGES 3rd QUARTER AFTER EXIT QUARTER &gt; 0 and WAGES 3rd QUARTER AFTER EXIT QUARTER &lt; 999999.99) and DATE OF EXIT is within the reporting period and (OTHER REASONS FOR EXIT is null or OTHER REASONS FOR EXIT = 00 or OTHER REASONS FOR EXIT = 98) and (MOST RECENT DATE RECEIVED STAFF ASSISTED WORKFORCE INFORMATION SERVICES is not null and MOST RECENT DATE RECEIVED STAFF ASSISTED WORKFORCE INFORMATION SERVICES is ≤ DATE OF EXIT) or (MOST RECENT DATE RECEIVED SELF SERVICE WORKFORCE INFORMATION SERVICES is not null and MOST RECENT DATE RECEIVED SELF SERVICE WORKFORCE INFORMATION SERVICES ≤ DATE OF EXIT),</p> <p>rounded to the nearest whole number using the 5/4 method.</p>

# Office of Workforce Investment

## Employment Services - New Performance Measures

### 9002 D – Performance Outcomes – Veteran Job Seekers

<i>Number</i>	<i>Element Name</i>	<i>Specification</i>
COL.A	Total Veterans and Eligible Persons	Column Heading
COL.A001	Total Veterans and Eligible Persons - 18-44	Count of unique RECORDS where ELIGIBLE VETERAN STATUS is 2 or 3 and DATE OF BIRTH is 18-44 years before DATE OF PROGRAM PARTICIPATION.
COL.A002	Total Veterans and Eligible Persons - 45-54	Count of unique RECORDS where ELIGIBLE VETERAN STATUS is 2 or 3 and DATE OF BIRTH is 45-54 years before DATE OF PROGRAM PARTICIPATION.
COL.A003	Total Veterans and Eligible Persons - 55+	Count of unique RECORDS where ELIGIBLE VETERAN STATUS is 2 or 3 and DATE OF BIRTH is 55 years or more before DATE OF PROGRAM PARTICIPATION.
COL.A004	Total Veterans and Eligible Persons - Total	Count of unique RECORDS where ELIGIBLE VETERAN STATUS is 2 or 3.
COL.B005	TSMs	Count of unique RECORDS where TRANSITIONING SERVICE MEMBER is 1.
COL.C006	Campaign Veterans	Count of unique RECORDS where ELIGIBLE VETERAN STATUS is 2 and CAMPAIGN VETERAN is 1.
COL.D007	Disabled Veterans	Count of unique RECORDS where ELIGIBLE VETERAN STATUS is 2 and DISABLED VETERAN is 1 or 2.
COL.E008	Special Disabled Veterans	Count of unique RECORDS where ELIGIBLE VETERAN STATUS is 2 and DISABLED VETERAN is 2.
COL.F009	Recently Separated Veterans	Count of unique RECORDS where ELIGIBLE VETERAN STATUS is 2 and RECENTLY SEPARATED VETERAN is 1.
ROW.001	Entered Employment Numerator	Count of unique RECORDS where (EMPLOYMENT STATUS AT PARTICIPATION = 2 or EMPLOYMENT STATUS AT PARTICIPATION = 3) and ((EMPLOYED 1ST QUARTER AFTER EXIT QUARTER = 1 and TYPE OF EMPLOYMENT MATCH 1ST QUARTER AFTER THE EXIT QUARTER = 5) or (WAGES 1ST QUARTER AFTER THE EXIT QUARTER > 0 and WAGES 1ST QUARTER AFTER THE EXIT QUARTER < 999999)) and DATE OF EXIT is within the report period and (OTHER REASONS FOR EXIT = 00 or OTHER REASONS FOR EXIT = 98 or OTHER REASONS FOR EXIT is null).
ROW.002	Entered Employment (18-44)	Count of unique RECORDS where (EMPLOYMENT STATUS AT PARTICIPATION = 2 or EMPLOYMENT STATUS AT PARTICIPATION = 3) and ((EMPLOYED 1ST QUARTER AFTER EXIT QUARTER = 1 and TYPE OF EMPLOYMENT MATCH 1ST QUARTER AFTER THE EXIT QUARTER = 5) or (WAGES 1ST QUARTER AFTER THE EXIT QUARTER > 0 and WAGES 1ST QUARTER AFTER THE EXIT QUARTER < 999999)) and DATE OF EXIT is within the report period and (OTHER REASONS FOR EXIT = 00 or OTHER REASONS FOR EXIT = 98 or OTHER REASONS FOR EXIT is null) and DATE OF BIRTH is between 18 and 44 years before DATE OF PROGRAM PARTICIPATION.
ROW.003	Entered Employment (45-54)	Count of unique RECORDS where (EMPLOYMENT STATUS AT PARTICIPATION = 2 or EMPLOYMENT STATUS AT PARTICIPATION = 3) and ((EMPLOYED 1ST QUARTER AFTER EXIT QUARTER = 1 and TYPE OF EMPLOYMENT MATCH 1ST QUARTER AFTER THE EXIT QUARTER = 5) or (WAGES 1ST QUARTER AFTER THE EXIT QUARTER > 0 and WAGES 1ST QUARTER AFTER THE EXIT QUARTER < 999999)) and DATE OF EXIT is within the report period and (OTHER REASONS FOR EXIT = 00 or OTHER REASONS FOR EXIT = 98 or OTHER REASONS FOR EXIT is null) and DATE OF BIRTH is between 45 and 54 years before DATE OF PROGRAM PARTICIPATION.
ROW.004	Entered Employment (55 and over)	Count of unique RECORDS where (EMPLOYMENT STATUS AT PARTICIPATION = 2 or EMPLOYMENT STATUS AT PARTICIPATION = 3) and ((EMPLOYED 1ST QUARTER AFTER EXIT QUARTER = 1 and TYPE OF EMPLOYMENT MATCH 1ST QUARTER AFTER THE EXIT QUARTER = 5) or (WAGES 1ST QUARTER AFTER THE EXIT QUARTER > 0 and WAGES 1ST QUARTER AFTER THE EXIT QUARTER < 999999)) and DATE OF EXIT is within the report period and (OTHER REASONS FOR EXIT = 00 or OTHER REASONS FOR EXIT = 98 or OTHER REASONS FOR EXIT is null) and DATE OF BIRTH is 55 years or more before DATE OF PROGRAM PARTICIPATION.

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## Employment Services - New Performance Measures

### 9002 D – Performance Outcomes – Veteran Job Seekers

<i>Number</i>	<i>Element Name</i>	<i>Specification</i>
ROW.005	Entered Employment Denominator	Count of unique RECORDS where EMPLOYMENT STATUS AT PARTICIPATION is 2 or 3 and DATE OF EXIT is within the report period and (OTHER REASONS FOR EXIT = 00 or OTHER REASONS FOR EXIT = 98 or OTHER REASONS FOR EXIT is null).
ROW.006	Entered Employment Rate	The sum of ROW.001 divided by the sum of ROW.005, multiplied by 100, and rounded to the nearest whole number using the 5/4 method.
ROW.007	Employment Retention at Six Months Numerator	Count of unique RECORDS where ((EMPLOYED 1ST QUARTER AFTER EXIT QUARTER = 1 and TYPE OF EMPLOYMENT MATCH 1ST QUARTER AFTER EXIT QUARTER = 5) or (WAGES 1ST QUARTER AFTER THE EXIT QUARTER > 0 and WAGES 1ST QUARTER AFTER THE EXIT QUARTER < 999999)) and ((EMPLOYED 2ND QUARTER AFTER EXIT QUARTER = 1 and TYPE OF EMPLOYMENT MATCH 2ND QUARTER AFTER EXIT QUARTER = 5) or (WAGES 2ND QUARTER AFTER THE EXIT QUARTER > 0 and WAGES 2ND QUARTER AFTER THE EXIT QUARTER < 999999)) and ((EMPLOYED 3RD QUARTER AFTER EXIT QUARTER = 1 and TYPE OF EMPLOYMENT MATCH 3RD QUARTER AFTER EXIT QUARTER = 5) or (WAGES 3RD QUARTER AFTER EXIT QUARTER > 0 and WAGES 3RD QUARTER AFTER EXIT QUARTER < 999999)) and DATE OF EXIT is within the report period and (OTHER REASONS FOR EXIT = 00 or OTHER REASONS FOR EXIT = 98 or OTHER REASONS FOR EXIT is null).
ROW.008	Employment Retention at Six Months Denominator	Count of unique RECORDS where ((EMPLOYED 1ST QUARTER AFTER EXIT QUARTER = 1 and TYPE OF EMPLOYMENT MATCH 1ST QUARTER AFTER EXIT QUARTER = 5) or (WAGES 1ST QUARTER AFTER THE EXIT QUARTER > 0 and WAGES 1ST QUARTER AFTER THE EXIT QUARTER < 999999)) and DATE OF EXIT is within the report period and (OTHER REASONS FOR EXIT = 00 or OTHER REASONS FOR EXIT = 98 or OTHER REASONS FOR EXIT is null).
ROW.009	Employment Retention Rate at Six Months	The sum of ROW.007 divided by the sum of ROW.008, multiplied by 100, and rounded to the nearest whole number using the 5/4 method.
ROW.010	Entered Employment Following Receipt of Staff-Assisted Services Numerator	Count of unique RECORDS where (EMPLOYMENT STATUS AT PARTICIPATION = 2 or EMPLOYMENT STATUS AT PARTICIPATION = 3) and ((EMPLOYED 1ST QUARTER AFTER EXIT QUARTER = 1 and TYPE OF EMPLOYMENT MATCH 1ST QUARTER AFTER EXIT QUARTER = 5) or (WAGES 1ST QUARTER AFTER THE EXIT QUARTER > 0 and WAGES 1ST QUARTER AFTER THE EXIT QUARTER < 999999)) and DATE OF EXIT is within the report period and (OTHER REASONS FOR EXIT = 00 or OTHER REASONS FOR EXIT = 98 or OTHER REASONS FOR EXIT is null) and where at least one of the following dates is not null and is ≤ EXIT DATE: MOST RECENT DATE RECEIVED STAFF ASSISTED SERVICES or MOST RECENT DATE RECEIVED STAFF ASSISTED SERVICES (DVOP) or MOST RECENT DATE RECEIVED STAFF ASSISTED SERVICES (LVER) or MOST RECENT DATE RECEIVED INTENSIVE SERVICES or MOST RECENT DATE RECEIVED INTENSIVE SERVICES (DVOP) or MOST RECENT DATE RECEIVED INTENSIVE SERVICES (LVER) or MOST RECENT DATE RECEIVED CAREER GUIDANCE or

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Employment Services - New Performance Measures

9002 D – Performance Outcomes – Veteran Job Seekers

<i>Number</i>	<i>Element Name</i>	<i>Specification</i>
		MOST RECENT DATE RECEIVED CAREER GUIDANCE (DVOP) or
		MOST RECENT DATE RECEIVED CAREER GUIDANCE (LVER) or
		MOST RECENT DATE RECEIVED STAFF ASSISTED WORKFORCE INFORMATION SERVICES or
		MOST RECENT DATE RECEIVED TAP EMPLOYMENT WORKSHOP (DVOP) or
		MOST RECENT DATE RECEIVED TAP EMPLOYMENT WORKSHOP (LVER) or
		MOST RECENT DATE RECEIVED JOB SEARCH ACTIVITIES or
		MOST RECENT DATE OF JOB SEARCH ACTIVITIES (DVOP) or
		MOST RECENT DATE OF JOB SEARCH ACTIVITIES (LVER) or
		MOST RECENT DATE REFERRED TO WIA SERVICES or
		MOST RECENT DATE REFERRED TO EMPLOYMENT or
		MOST RECENT DATE REFERRED TO EMPLOYMENT (DVOP) or
		MOST RECENT DATE REFERRED TO EMPLOYMENT (LVER) or
		MOST RECENT DATE REFERRED TO FEDERAL TRAINING or
		MOST RECENT DATE REFERRED TO FEDERAL TRAINING (DVOP) or
		MOST RECENT DATE REFERRED TO FEDERAL TRAINING (LVER) or
		MOST RECENT DATE PLACED IN FEDERAL TRAINING or
		MOST RECENT DATE PLACED IN FEDERAL TRAINING (DVOP) or
		MOST RECENT DATE PLACED IN FEDERAL TRAINING (LVER) or
		MOST RECENT DATE REFERRED TO FEDERAL JOB or
		MOST RECENT DATE REFERRED TO FEDERAL JOB (DVOP) or
		MOST RECENT DATE REFERRED TO FEDERAL JOB (LVER) or

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## Employment Services - New Performance Measures

### 9002 D – Performance Outcomes – Veteran Job Seekers

<i>Number</i>	<i>Element Name</i>	<i>Specification</i>
ROW.011	Entered Employment Following Receipt of Staff-Assisted Services Denominator	MOST RECENT DATE ENTERED INTO FEDERAL JOB or MOST RECENT DATE ENTERED INTO FEDERAL JOB (DVOP) or MOST RECENT DATE ENTERED INTO FEDERAL JOB (LVER) or MOST RECENT DATE REFERRED TO A FEDERAL CONTRACTOR JOB or MOST RECENT DATE REFERRED TO A FEDERAL CONTRACTOR JOB (DVOP) or MOST RECENT DATE REFERRED TO A FEDERAL CONTRACTOR JOB (LVER) or MOST RECENT DATE ENTERED INTO FEDERAL CONTRACTOR JOB or MOST RECENT DATE ENTERED INTO FEDERAL CONTRACTOR JOB (DVOP) or MOST RECENT DATE ENTERED INTO FEDERAL CONTRACTOR JOB (LVER). Count of unique RECORDS where EMPLOYMENT STATUS AT PARTICIPATION is 2 or 3 and DATE OF EXIT is within the report period and (OTHER REASONS FOR EXIT = 00 or OTHER REASONS FOR EXIT = 98 or OTHER REASONS FOR EXIT is null) and where at least one of the following dates is not null and is ≤ EXIT DATE:  MOST RECENT DATE RECEIVED STAFF ASSISTED SERVICES or MOST RECENT DATE RECEIVED STAFF ASSISTED SERVICES (DVOP) or MOST RECENT DATE RECEIVED STAFF ASSISTED SERVICES (LVER) or MOST RECENT DATE RECEIVED INTENSIVE SERVICES or MOST RECENT DATE RECEIVED INTENSIVE SERVICES (DVOP) or MOST RECENT DATE RECEIVED INTENSIVE SERVICES (LVER) or MOST RECENT DATE RECEIVED CAREER GUIDANCE or MOST RECENT DATE RECEIVED CAREER GUIDANCE (DVOP) or MOST RECENT DATE RECEIVED CAREER GUIDANCE (LVER) or



# Office of Workforce Investment

## Employment Services - New Performance Measures

### 9002 D – Performance Outcomes – Veteran Job Seekers

<i>Number</i>	<i>Element Name</i>	<i>Specification</i>
		MOST RECENT DATE RECEIVED STAFF ASSISTED WORKFORCE INFORMATION SERVICES
		or
		MOST RECENT DATE RECEIVED TAP EMPLOYMENT WORKSHOP (DVOP)
		or
		MOST RECENT DATE RECEIVED TAP EMPLOYMENT WORKSHOP (LVER)
		or
		MOST RECENT DATE RECEIVED JOB SEARCH ACTIVITIES
		or
		MOST RECENT DATE OF JOB SEARCH ACTIVITIES (DVOP)
		or
		MOST RECENT DATE OF JOB SEARCH ACTIVITIES (LVER)
		or
		MOST RECENT DATE REFERRED TO WIA SERVICES
		or
		MOST RECENT DATE REFERRED TO EMPLOYMENT
		or
		MOST RECENT DATE REFERRED TO EMPLOYMENT (DVOP)
		or
		MOST RECENT DATE REFERRED TO EMPLOYMENT (LVER)
		or
		MOST RECENT DATE REFERRED TO FEDERAL TRAINING
		or
		MOST RECENT DATE REFERRED TO FEDERAL TRAINING (DVOP)
		or
		MOST RECENT DATE REFERRED TO FEDERAL TRAINING (LVER)
		or
		MOST RECENT DATE PLACED IN FEDERAL TRAINING
		or
		MOST RECENT DATE PLACED IN FEDERAL TRAINING (DVOP)
		or
		MOST RECENT DATE PLACED IN FEDERAL TRAINING (LVER)
		or
		MOST RECENT DATE REFERRED TO FEDERAL JOB
		or
		MOST RECENT DATE REFERRED TO FEDERAL JOB (DVOP)
		or
		MOST RECENT DATE REFERRED TO FEDERAL JOB (LVER)
		or
		MOST RECENT DATE ENTERED INTO FEDERAL JOB
		or
		MOST RECENT DATE ENTERED INTO FEDERAL JOB (DVOP)
		or
		MOST RECENT DATE ENTERED INTO FEDERAL JOB (LVER)

# Office of Workforce Investment

## Employment Services - New Performance Measures

### 9002 D – Performance Outcomes – Veteran Job Seekers

<i>Number</i>	<i>Element Name</i>	<i>Specification</i>
		or MOST RECENT DATE REFERRED TO A FEDERAL CONTRACTOR JOB or MOST RECENT DATE REFERRED TO A FEDERAL CONTRACTOR JOB (DVOP) or MOST RECENT DATE REFERRED TO A FEDERAL CONTRACTOR JOB (LVER) or MOST RECENT DATE ENTERED INTO FEDERAL CONTRACTOR JOB or MOST RECENT DATE ENTERED INTO FEDERAL CONTRACTOR JOB (DVOP) or MOST RECENT DATE ENTERED INTO FEDERAL CONTRACTOR JOB (LVER).
ROW.012	Entered Employment Following Receipt of Staff-Assisted Services	The sum of ROW.010 divided by the sum of ROW.011, multiplied by 100, and rounded to the nearest whole number using the 5/4 method.
ROW.013	Average Earnings	Numerator:  Sum of (WAGES 2nd QUARTER AFTER THE EXIT QUARTER and WAGES 3rd QUARTER AFTER THE EXIT QUARTER) where (WAGES 1ST QUARTER AFTER EXIT QUARTER > 0 and WAGES 1ST QUARTER AFTER EXIT QUARTER < 999999.99) and (WAGES 2nd QUARTER AFTER EXIT QUARTER > 0 and WAGES 2nd QUARTER AFTER EXIT QUARTER < 999999.99) and (WAGES 3rd QUARTER AFTER EXIT QUARTER > 0 and WAGES 3rd QUARTER AFTER EXIT QUARTER < 999999.99) and (WAGES 3rd QUARTER AFTER EXIT QUARTER > 0 and WAGES 3rd QUARTER AFTER EXIT QUARTER < 999999.99) and DATE OF EXIT is within the reporting period and (OTHER REASONS FOR EXIT is null or OTHER REASONS FOR EXIT = 00 or OTHER REASONS FOR EXIT = 98)  divided by  Denominator:  Count of unique RECORDS where (WAGES 1ST QUARTER AFTER EXIT QUARTER > 0 and WAGES 1ST QUARTER AFTER EXIT QUARTER < 999999.99) and (WAGES 2nd QUARTER AFTER EXIT QUARTER > 0 and WAGES 2nd QUARTER AFTER EXIT QUARTER < 999999.99) and (WAGES 3rd QUARTER AFTER EXIT QUARTER > 0 and WAGES 3rd QUARTER AFTER EXIT QUARTER < 999999.99) and DATE OF EXIT is within the reporting period and (OTHER REASONS FOR EXIT is null or OTHER REASONS FOR EXIT = 00 or OTHER REASONS FOR EXIT = 98)  rounded to the nearest whole number using the 5/4 method.

# Office of Workforce Investment

## Employment Services - New Performance Measures

### 9002 D – Performance Outcomes – Veteran Job Seekers

<i>Number</i>	<i>Element Name</i>	<i>Specification</i>
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ROW.014

Entered Employment Rate  
Following Workforce Information  
Services

Numerator:

Count of unique RECORDS where (EMPLOYMENT STATUS AT PARTICIPATION = 2 or EMPLOYMENT STATUS AT PARTICIPATION = 3) and ((EMPLOYED 1ST QUARTER AFTER EXIT QUARTER = 1 and TYPE OF EMPLOYMENT MATCH 1ST QUARTER AFTER EXIT QUARTER = 5) or (WAGES 1ST QUARTER AFTER THE EXIT QUARTER > 0 and WAGES 1ST QUARTER AFTER THE EXIT QUARTER < 999999)) and DATE OF EXIT is within the report period and (OTHER REASONS FOR EXIT = 00 or OTHER REASONS FOR EXIT = 98 or OTHER REASONS FOR EXIT is null) and MOST RECENT DATE RECEIVED STAFF ASSISTED WORKFORCE INFORMATION SERVICES or MOST RECENT DATE RECEIVED SELF SERVICE WORKFORCE INFORMATION SERVICES is not null and ≤ DATE OF EXIT

divided by

Denominator:

Count of unique RECORDS where EMPLOYMENT STATUS AT PARTICIPATION is 2 or 3 and DATE OF EXIT is within the report period and (OTHER REASONS FOR EXIT = 00 or OTHER REASONS FOR EXIT = 98 or OTHER REASONS FOR EXIT is null) and MOST RECENT DATE RECEIVED STAFF ASSISTED WORKFORCE INFORMATION SERVICES or MOST RECENT DATE RECEIVED SELF SERVICE WORKFORCE INFORMATION SERVICES is not null and ≤ DATE OF EXIT,

multiplied by 100, and rounded to the nearest whole number using the 5/4 method.

# Office of Workforce Investment

## Employment Services - New Performance Measures

### 9002 D – Performance Outcomes – Veteran Job Seekers

<i>Number</i>	<i>Element Name</i>	<i>Specification</i>
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ROW.015

Employment Retention Rate  
Following Workforce Information  
Services

Numerator:

Count of unique RECORDS where ((EMPLOYED 1ST QUARTER AFTER EXIT QUARTER = 1 and TYPE OF EMPLOYMENT MATCH 1ST QUARTER AFTER EXIT QUARTER = 5) or (WAGES 1ST QUARTER AFTER THE EXIT QUARTER > 0 and WAGES 1ST QUARTER AFTER THE EXIT QUARTER < 999999)) and ((EMPLOYED 2ND QUARTER AFTER EXIT QUARTER = 1 and TYPE OF EMPLOYMENT MATCH 2ND QUARTER AFTER EXIT QUARTER = 5) or (WAGES 2ND QUARTER AFTER THE EXIT QUARTER > 0 and WAGES 2ND QUARTER AFTER THE EXIT QUARTER < 999999)) and ((EMPLOYED 3RD QUARTER AFTER EXIT QUARTER = 1 and TYPE OF EMPLOYMENT MATCH 3RD QUARTER AFTER EXIT QUARTER = 5) or (WAGES 3RD QUARTER AFTER EXIT QUARTER > 0 and WAGES 3RD QUARTER AFTER EXIT QUARTER < 999999)) and DATE OF EXIT is within the report period and (OTHER REASONS FOR EXIT = 00 or OTHER REASONS FOR EXIT = 98 or OTHER REASONS FOR EXIT is null) and MOST RECENT DATE RECEIVED STAFF ASSISTED WORKFORCE INFORMATION SERVICES or MOST RECENT DATE RECEIVED SELF SERVICE WORKFORCE INFORMATION SERVICES is not null and ≤ DATE OF EXIT

divided by

Denominator:

Count of unique RECORDS and where ((EMPLOYED 1ST QUARTER AFTER EXIT QUARTER = 1 and TYPE OF EMPLOYMENT MATCH 1ST QUARTER AFTER EXIT QUARTER = 5) or (WAGES 1ST QUARTER AFTER THE EXIT QUARTER > 0 and WAGES 1ST QUARTER AFTER THE EXIT QUARTER < 999999)) and DATE OF EXIT is within the report period and (OTHER REASONS FOR EXIT = 00 or OTHER REASONS FOR EXIT = 98 or OTHER REASONS FOR EXIT is null) and MOST RECENT DATE RECEIVED STAFF ASSISTED WORKFORCE INFORMATION SERVICES or MOST RECENT DATE RECEIVED SELF SERVICE WORKFORCE INFORMATION SERVICES is not null and ≤ DATE OF EXIT,

multiplied by 100, and rounded to the nearest whole number using the 5/4 method.

# Office of Workforce Investment

## Employment Services - New Performance Measures

### 9002 D – Performance Outcomes – Veteran Job Seekers

<i>Number</i>	<i>Element Name</i>	<i>Specification</i>
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ROW.016

Average Earnings Following  
Workforce Information Services

Numerator:

Sum of (WAGES 2nd QUARTER AFTER THE EXIT QUARTER and WAGES 3rd QUARTER AFTER THE EXIT QUARTER) where (WAGES 1ST QUARTER AFTER EXIT QUARTER > 0 and WAGES 1ST QUARTER AFTER EXIT QUARTER < 999999.99) and (WAGES 2nd QUARTER AFTER EXIT QUARTER > 0 and WAGES 2nd QUARTER AFTER EXIT QUARTER < 999999.99) and (WAGES 3rd QUARTER AFTER EXIT QUARTER > 0 and WAGES 3rd QUARTER AFTER EXIT QUARTER < 999999.99) and DATE OF EXIT is within the reporting period and (OTHER REASONS FOR EXIT is null or OTHER REASONS FOR EXIT = 00 or OTHER REASONS FOR EXIT = 98) and (MOST RECENT DATE RECEIVED STAFF ASSISTED WORKFORCE INFORMATION SERVICES is not null and MOST RECENT DATE RECEIVED STAFF ASSISTED WORKFORCE INFORMATION SERVICES is ≤ DATE OF EXIT) or (MOST RECENT DATE RECEIVED SELF SERVICE WORKFORCE INFORMATION SERVICES is not null and MOST RECENT DATE RECEIVED SELF SERVICE WORKFORCE INFORMATION SERVICES ≤ DATE OF EXIT)

divided by

Denominator:

Count of unique RECORDS where (WAGES 1ST QUARTER AFTER EXIT QUARTER > 0 and WAGES 1ST QUARTER AFTER EXIT QUARTER < 999999.99) and (WAGES 2nd QUARTER AFTER EXIT QUARTER > 0 and WAGES 2nd QUARTER AFTER EXIT QUARTER < 999999.99) and (WAGES 3rd QUARTER AFTER EXIT QUARTER > 0 and WAGES 3rd QUARTER AFTER EXIT QUARTER < 999999.99) and DATE OF EXIT is within the reporting period and (OTHER REASONS FOR EXIT is null or OTHER REASONS FOR EXIT = 00 or OTHER REASONS FOR EXIT = 98) and (MOST RECENT DATE RECEIVED STAFF ASSISTED WORKFORCE INFORMATION SERVICES is not null and MOST RECENT DATE RECEIVED STAFF ASSISTED WORKFORCE INFORMATION SERVICES is ≤ DATE OF EXIT) or (MOST RECENT DATE RECEIVED SELF SERVICE WORKFORCE INFORMATION SERVICES is not null and MOST RECENT DATE RECEIVED SELF SERVICE WORKFORCE INFORMATION SERVICES ≤ DATE OF EXIT),

rounded to the nearest whole number using the 5/4 method.

# Office of Workforce Investment

## Employment Services - New Report Elements

### 9002 E - Job Openings Received

<i>Number</i>	<i>Element Name</i>	<i>Specification</i>
COL.A	Total	Sum of elements reported in intersecting ROWS.
COL.B	Management Occupations	Count of JOB OPENINGS where the O*NET SOC CODE begins with 11 and the DATE RECEIVED JOB OPENING is within the reporting period.
COL.C	Business and Financial Operations Occupations	Count of JOB OPENINGS where the O*NET SOC CODE begins with 13 and the DATE RECEIVED JOB OPENING is within the reporting period.
COL.D	Computer and Mathematical Occupations	Count of JOB OPENINGS where the O*NET SOC CODE begins with 15 and the DATE RECEIVED JOB OPENING is within the reporting period.
COL.E	Architecture and Engineering Occupations	Count of JOB OPENINGS where the O*NET SOC CODE begins with 17 and the DATE RECEIVED JOB OPENING is within the reporting period.
COL.F	Life, Physical, and Social Science Occupations	Count of JOB OPENINGS where the O*NET SOC CODE begins with 19 and the DATE RECEIVED JOB OPENING is within the reporting period.
COL.G	Community and Social Services Occupations	Count of JOB OPENINGS where the O*NET SOC CODE begins with 21 and the DATE RECEIVED JOB OPENING is within the reporting period.
COL.H	Legal Occupations	Count of JOB OPENINGS where the O*NET SOC CODE begins with 23 and the DATE RECEIVED JOB OPENING is within the reporting period.
COL.I	Education, Training and Library Occupations	Count of JOB OPENINGS where the O*NET SOC CODE begins with 25 and the DATE RECEIVED JOB OPENING is within the reporting period.
COL.J	Arts, Design, Entertainment, Sports and Media Occupations	Count of JOB OPENINGS where the O*NET SOC CODE begins with 27 and the DATE RECEIVED JOB OPENING is within the reporting period.
COL.K	Healthcare Practitioner and Technical Occupations	Count of JOB OPENINGS where the O*NET SOC CODE begins with 29 and the DATE RECEIVED JOB OPENING is within the reporting period.
COL.L	Healthcare Support Occupations	Count of JOB OPENINGS where the O*NET SOC CODE begins with 31 and the DATE RECEIVED JOB OPENING is within the reporting period.
COL.M	Protective Service Occupations	Count of JOB OPENINGS where the O*NET SOC CODE begins with 33 and the DATE RECEIVED JOB OPENING is within the reporting period.
COL.N	Food Preparation and Serving Related Occupations	Count of JOB OPENINGS where the O*NET SOC CODE begins with 35 and the DATE RECEIVED JOB OPENING is within the reporting period.
COL.O	Building and Grounds Cleaning and Maintenance Occupations	Count of JOB OPENINGS where the O*NET SOC CODE begins with 37 and the DATE RECEIVED JOB OPENING is within the reporting period.
COL.P	Personal Care and Service Occupations	Count of JOB OPENINGS where the O*NET SOC CODE begins with 39 and the DATE RECEIVED JOB OPENING is within the reporting period.
COL.Q	Sales and Related Occupations	Count of JOB OPENINGS where the O*NET SOC CODE begins with 41 and the DATE RECEIVED JOB OPENING is within the reporting period.
COL.R	Office and Administrative Support Occupations	Count of JOB OPENINGS where the O*NET SOC CODE begins with 43 and the DATE RECEIVED JOB OPENING is within the reporting period.
COL.S	Farming, Fishing, and Forestry Occupations	Count of JOB OPENINGS where the O*NET SOC CODE begins with 45 and the DATE RECEIVED JOB OPENING is within the reporting period.

# Office of Workforce Investment

## Employment Services - New Report Elements

### 9002 E - Job Openings Received

<i>Number</i>	<i>Element Name</i>	<i>Specification</i>
COL.T	Construction and Extraction Occupations	Count of JOB OPENINGS where the O*NET SOC CODE begins with 47 and the DATE RECEIVED JOB OPENING is within the reporting period.
COL.U	Installation, Maintenance, and Repair Occupations	Count of JOB OPENINGS where the O*NET SOC CODE begins with 49 and the DATE RECEIVED JOB OPENING is within the reporting period.
COL.V	Production Occupations	Count of JOB OPENINGS where the O*NET SOC CODE begins with 51 and the DATE RECEIVED JOB OPENING is within the reporting period.
COL.W	Transportation and Material Moving Occupations	Count of JOB OPENINGS where the O*NET SOC CODE begins with 53 and the DATE RECEIVED JOB OPENING is within the reporting period.
COL.X	Military Specific Occupations	Count of JOB OPENINGS where the O*NET SOC CODE begins with 55 and the DATE RECEIVED JOB OPENING is within the reporting period.
ROW.001	Total Openings Received	Count of JOB OPENINGS where DATE RECEIVED JOB OPENING is within the reporting period.
ROW.1.11	Agriculture, Forestry, Fishing, and Hunting	Count of JOB OPENINGS where the NAICS CODE begins with 11 and is classified as Agriculture, Forestry, Fishing, and Hunting and the DATE RECEIVED JOB OPENING is within the reporting period.
ROW.1.21	Mining	Count of JOB OPENINGS where the NAICS CODE begins with 21 and is classified as Mining and the DATE RECEIVED JOB OPENING is within the reporting period.
ROW.1.22	Utilities	Count of JOB OPENINGS where the NAICS CODE begins with 22 and is classified as Utilities and the DATE RECEIVED JOB OPENING is within the reporting period.
ROW.1.23	Construction	Count of JOB OPENINGS where the NAICS CODE begins with 23 and is classified as Construction and the DATE RECEIVED JOB OPENING is within the reporting period.
ROW.1.31-33	Manufacturing	Count of JOB OPENINGS where the NAICS CODE begins with 31, 32 or 33 and is classified as Manufacturing and the DATE RECEIVED JOB OPENING is within the reporting period.
ROW.1.42	Wholesale Trade	Count of JOB OPENINGS where the NAICS CODE begins with 42 and is classified as Wholesale Trade and the DATE RECEIVED JOB OPENING is within the reporting period.
ROW.1.44-45	Retail Trade	Count of JOB OPENINGS where the NAICS CODE begins with 44 or 45 and is classified as Retail Trade and the DATE RECEIVED JOB OPENING is within the reporting period.
ROW.1.48-49	Transportation and Warehousing	Count of JOB OPENINGS where the NAICS CODE begins with 48 or 49 and is classified as Transportation and Warehousing and the DATE RECEIVED JOB OPENING is within the reporting period.
ROW.1.51	Information	Count of JOB OPENINGS where the NAICS CODE begins with 51 and is classified as Information and the DATE RECEIVED JOB OPENING is within the reporting period.
ROW.1.52	Finance and Insurance	Count of JOB OPENINGS where the NAICS CODE begins with 52 and is classified as Finance and Insurance and the DATE RECEIVED JOB OPENING is within the reporting period.
ROW.1.53	Real Estate and Rental and Leasing	Count of JOB OPENINGS where the NAICS CODE begins with 53 and is classified as Real Estate and Rental and Leasing and the DATE RECEIVED JOB OPENING is within the reporting period.
ROW.1.54	Professional, Scientific and Technical Services	Count of JOB OPENINGS where the NAICS CODE begins with 54 and is classified as Professional, Scientific and Technical Services and the DATE RECEIVED JOB OPENING is within the reporting period.
ROW.1.55	Management of Companies and Enterprises	Count of JOB OPENINGS where the NAICS CODE begins with 55 and is classified as Management of Companies and Enterprises and the DATE RECEIVED JOB OPENING is within the reporting period.

# Office of Workforce Investment

## Employment Services - New Report Elements

### 9002 E - Job Openings Received

<i>Number</i>	<i>Element Name</i>	<i>Specification</i>
ROW.1.56	Administrative and Support and Waste Management and Remediation Services	Count of JOB OPENINGS where the NAICS CODE begins with 56 and is classified as Administrative and Support and Waste Management and Remediation Services and the DATE RECEIVED JOB OPENING is within the reporting period.
ROW.1.61	Educational Services	Count of JOB OPENINGS where the NAICS CODE begins with 61 and is classified as Educational Services and the DATE RECEIVED JOB OPENING is within the reporting period.
ROW.1.62	Health Care and Social Assistance	Count of JOB OPENINGS where the NAICS CODE begins with 62 and is classified as Health Care and Social Assistance and the DATE RECEIVED JOB OPENING is within the reporting period.
ROW.1.71	Arts, Entertainment, and Recreation	Count of JOB OPENINGS where the NAICS CODE begins with 71 and is classified as Arts, Entertainment, and Recreation and the DATE RECEIVED JOB OPENING is within the reporting period.
ROW.1.72	Accommodation and Food Services	Count of JOB OPENINGS where the NAICS CODE begins with 72 and is classified as Accommodation and Food Services and the DATE RECEIVED JOB OPENING is within the reporting period.
ROW.1.81	Other Services	Count of JOB OPENINGS where the NAICS CODE begins with 81 and is classified as Other Services and the DATE RECEIVED JOB OPENING is within the reporting period.
ROW.1.92	Public Administration	Count of JOB OPENINGS where the NAICS CODE begins with 92 and is classified as Public Administration and the DATE RECEIVED JOB OPENING is within the reporting period.
ROW.2	Federal Contractor Job Listings	Count of JOB OPENINGS where EMPLOYER TYPE is FCJL and DATE RECEIVED JOB OPENING is within the reporting period.
ROW.3	Federal Contractors	Count of unique EMPLOYER IDENTIFICATION NUMBERS where EMPLOYER TYPE is FCJL and where DATE RECEIVED JOB OPENING is within the reporting period.
ROW.4	Total Employers	Count of unique EMPLOYER IDENTIFICATION NUMBERS where DATE RECEIVED JOB OPENING is within the reporting period.



# Office of Workforce Investment

## Employment Services - New Report Element/Performance Measure Specifications

### VETS 200 A-DVOP, B-LVER, and C-DVOP/LVER

**Note 1: VETS 200 A-DVOP -- This report applies only to job seekers who received one or more services from DVOP staff. States must ensure that the MOST RECENT DATE RECEIVED STAFF ASSISTED SERVICES fields used in VETS 200 A reporting are DVOP specific.**

**Note 2: VETS 200 B-LVER -- This report applies only to job seekers who received one or more services from LVER staff. States must ensure that the MOST RECENT DATE RECEIVED STAFF ASSISTED SERVICES fields used in VETS 200 B reporting are LVER specific.**

**Note 3: VETS 200 C-DVOP/LVER -- This report is the unduplicated count of job seekers who received one or more services from DVOP or LVER staff in a participation cycle.**

<b>Number</b>	<b>Element Name</b>	<b>Specification</b>
COL.A	Total	Count of unique RECORDS where DATE OF PROGRAM PARTICIPATION ≤ end of the report period and DATE OF EXIT ≥ beginning of the report period or is null.
COL.B	TSMs	Count of unique RECORDS where DATE OF PROGRAM PARTICIPATION ≤ end of the report period and DATE OF EXIT ≥ beginning of the report period or is null and TSM is 1.
COL.C	Total Veterans and Eligible Persons	Count of unique RECORDS where DATE OF PROGRAM PARTICIPATION ≤ end of the report period and DATE OF EXIT ≥ beginning of the report period or is null and ELIGIBLE VETERAN STATUS is 2 or 3.
COL.D	Campaign Veterans	Count of unique RECORDS where DATE OF PROGRAM PARTICIPATION ≤ end of the report period and DATE OF EXIT ≥ beginning of the report period or is null and ELIGIBLE VETERAN STATUS is 2 and CAMPAIGN VETERAN is 1.
COL.E	Disabled Veterans	Count of unique RECORDS where DATE OF PROGRAM PARTICIPATION ≤ end of the report period and DATE OF EXIT ≥ beginning of the report period or is null and ELIGIBLE VETERAN STATUS is 2 and DISABLED VETERAN is 1 or 2.
COL.F	Special Disabled Veterans	Count of unique RECORDS where DATE OF PROGRAM PARTICIPATION ≤ end of the report period and DATE OF EXIT ≥ beginning of the report period or is null and ELIGIBLE VETERAN STATUS is 2 and DISABLED VETERAN is 2.
COL.G	Recently Separated Veterans (3 yrs)	Count of unique RECORDS where DATE OF PROGRAM PARTICIPATION ≤ end of the report period and DATE OF EXIT ≥ beginning of the report period or is null and ELIGIBLE VETERAN STATUS is 2 and RECENTLY SEPARATED VETERAN is 1.
COL.H	Female Veterans	Count of unique RECORDS where DATE OF PROGRAM PARTICIPATION ≤ end of the report period and DATE OF EXIT ≥ beginning of the report period or is null and ELIGIBLE VETERAN STATUS is 2 and GENDER is 2.
COL.I	Homeless Veterans	Count of unique RECORDS where DATE OF PROGRAM PARTICIPATION ≤ end of the report period and DATE OF EXIT ≥ beginning of the report period or is null and HOMELESS VETERAN is 1.
ROW.01	Total Participants	Count of unique RECORDS where DATE OF PROGRAM PARTICIPATION ≤ end of the report period and DATE OF EXIT ≥ beginning of the report period or is null.

**Number****Element Name****Specification**

ROW.02	Male	Count of unique RECORDS where DATE OF PROGRAM PARTICIPATION ≤ end of the report period and DATE OF EXIT ≥ beginning of the report period or is null and GENDER is 1.
ROW.03	Female	Count of unique RECORDS where DATE OF PROGRAM PARTICIPATION ≤ end of the report period and DATE OF EXIT ≥ beginning of the report period or is null and GENDER is 2.
ROW.04	18-44	Count of unique RECORDS where DATE OF PROGRAM PARTICIPATION ≤ end of the report period and DATE OF EXIT ≥ beginning of the report period or is null and DATE OF BIRTH is 18-44 years before DATE OF PROGRAM PARTICIPATION.
ROW.05	45-54	Count of unique RECORDS where DATE OF PROGRAM PARTICIPATION ≤ end of the report period and DATE OF EXIT ≥ beginning of the report period or is null and DATE OF BIRTH is 45-54 years before DATE OF PROGRAM PARTICIPATION.
ROW.06	55 and over	Count of unique RECORDS where DATE OF PROGRAM PARTICIPATION ≤ end of the report period and DATE OF EXIT ≥ beginning of the report period or is null and DATE OF BIRTH is 55 years or more before DATE OF PROGRAM PARTICIPATION.
ROW.07	Total Exiters	Count of unique RECORDS where DATE OF EXIT is within the report period.
ROW.08	Received Staff-Assisted Services	Count of unique RECORDS where at least one of the following dates is within the report period: MOST RECENT DATE RECEIVED STAFF ASSISTED SERVICES (DVOP/LVER) or MOST RECENT DATE RECEIVED TAP EMPLOYMENT WORKSHOP (DVOP/LVER) or MOST RECENT DATE RECEIVED CAREER GUIDANCE (DVOP/LVER) or MOST RECENT DATE RECEIVED INTENSIVE SERVICES (DVOP/LVER) or MOST RECENT DATE RECEIVED JOB SEARCH ACTIVITIES (DVOP/LVER) or MOST RECENT DATE REFERRED TO EMPLOYMENT (DVOP/LVER) or MOST RECENT DATE REFERRED TO FEDERAL TRAINING (DVOP/LVER) or MOST RECENT DATE PLACED IN FEDERAL TRAINING (DVOP/LVER) or MOST RECENT DATE REFERRED TO FEDERAL JOB (DVOP/LVER) or MOST RECENT DATE ENTERED INTO FEDERAL JOB (DVOP/LVER) or MOST RECENT DATE REFERRED TO A FEDERAL CONTRACTOR JOB (DVOP/LVER) or MOST RECENT DATE ENTERED INTO FEDERAL CONTRACTOR JOB (DVOP/LVER).
ROW.09	Received TAP Employment Workshop	Count of unique RECORDS where MOST RECENT DATE RECEIVED TAP EMPLOYMENT WORKSHOP (DVOP/LVER) is within the report period.
ROW.10	Received Career Guidance	Count of unique RECORDS where MOST RECENT DATE RECEIVED CAREER GUIDANCE (DVOP/LVER) is within the report period.
ROW.11	Received Intensive Services	Count of unique RECORDS where MOST RECENT DATE RECEIVED INTENSIVE SERVICES (DVOP/LVER) is within the report period.
ROW.12	Referred to Federal Training	Count of unique RECORDS where MOST RECENT DATE REFERRED TO FEDERAL TRAINING (DVOP/LVER) is within report period.

**Number**

**Element Name**

**Specification**

ROW.13	Received Job Search Activities	Count of unique RECORDS where MOST RECENT DATE RECEIVED JOB SEARCH ACTIVITIES (DVOP/LVER) is within the report period.
ROW.14	Referred to Employment	Count of unique RECORDS where MOST RECENT DATE REFERRED TO EMPLOYMENT (DVOP/LVER) is within the report period.
ROW.15	Referred to Federal Job	Count of unique RECORDS where MOST RECENT DATE REFERRED TO A FEDERAL JOB (DVOP/LVER) is within the report period.
ROW.16	Referred to Federal Contractor Job	Count of unique RECORDS where MOST RECENT DATE REFERRED TO FEDERAL CONTRACTOR JOB (DVOP/LVER) is within the report period.
ROW.17	Entered Employment Following Staff Assisted Services Numerator	Count of unique RECORDS where (EMPLOYMENT STATUS AT PARTICIPATION = 2 or EMPLOYMENT STATUS AT PARTICIPATION = 3) and ((EMPLOYED 1ST QUARTER AFTER EXIT QUARTER = 1 and TYPE OF EMPLOYMENT MATCH 1ST QUARTER AFTER EXIT QUARTER = 5) or (WAGES 1ST QUARTER AFTER THE EXIT QUARTER > 0 and WAGES 1ST QUARTER AFTER THE EXIT QUARTER < 999999)) and DATE OF EXIT is within the report period and (OTHER REASONS FOR EXIT = 00 or OTHER REASONS FOR EXIT = 98 or OTHER REASONS FOR EXIT is null) and where at least one of the following dates is not null and is ≤ EXIT DATE:  MOST RECENT DATE RECEIVED STAFF ASSISTED SERVICES (DVOP/LVER) or MOST RECENT DATE RECEIVED TAP EMPLOYMENT WORKSHOP (DVOP/LVER) or MOST RECENT DATE RECEIVED CAREER GUIDANCE (DVOP/LVER) or MOST RECENT DATE RECEIVED INTENSIVE SERVICES (DVOP/LVER) or MOST RECENT DATE RECEIVED JOB SEARCH ACTIVITIES (DVOP/LVER) or MOST RECENT DATE REFERRED TO EMPLOYMENT (DVOP/LVER) or MOST RECENT DATE REFERRED TO FEDERAL TRAINING (DVOP/LVER) or MOST RECENT DATE PLACED IN FEDERAL TRAINING (DVOP/LVER) or MOST RECENT DATE REFERRED TO FEDERAL JOB (DVOP/LVER) or MOST RECENT DATE ENTERED INTO FEDERAL JOB (DVOP/LVER) or MOST RECENT DATE REFERRED TO A FEDERAL CONTRACTOR JOB (DVOP/LVER) or MOST RECENT DATE ENTERED INTO FEDERAL CONTRACTOR JOB (DVOP/LVER).

**Number**

**Element Name**

**Specification**

ROW.18

Entered Employment Following Staff Assisted Services Denominator

Count of unique RECORDS where EMPLOYMENT STATUS AT PARTICIPATION is 2 or 3 and DATE OF EXIT is within the report period and (OTHER REASONS FOR EXIT = 00 or OTHER REASONS FOR EXIT = 98 or OTHER REASONS FOR EXIT is null) and where at least one of the following dates is not null and is ≤ EXIT DATE:

- MOST RECENT DATE RECEIVED STAFF ASSISTED SERVICES (DVOP/LVER)
- or
- MOST RECENT DATE RECEIVED TAP EMPLOYMENT WORKSHOP (DVOP/LVER)
- or
- MOST RECENT DATE RECEIVED CAREER GUIDANCE (DVOP/LVER)
- or
- MOST RECENT DATE RECEIVED INTENSIVE SERVICES (DVOP/LVER)
- or
- MOST RECENT DATE RECEIVED JOB SEARCH ACTIVITIES (DVOP/LVER)
- or
- MOST RECENT DATE REFERRED TO EMPLOYMENT (DVOP/LVER)
- or
- MOST RECENT DATE REFERRED TO FEDERAL TRAINING (DVOP/LVER)
- or
- MOST RECENT DATE PLACED IN FEDERAL TRAINING (DVOP/LVER)
- or
- MOST RECENT DATE REFERRED TO FEDERAL JOB (DVOP/LVER)
- or
- MOST RECENT DATE ENTERED INTO FEDERAL JOB (DVOP/LVER)
- or
- MOST RECENT DATE REFERRED TO A FEDERAL CONTRACTOR JOB (DVOP/LVER)
- or
- MOST RECENT DATE ENTERED INTO FEDERAL CONTRACTOR JOB (DVOP/LVER).

ROW.19

Entered Employment Following Staff Assisted Services Rate

The sum of ROW.17 divided by the sum of ROW.18, multiplied by 100, and rounded to the nearest whole number using the 5/4 method.

ROW.20

Entered Employment Following Intensive Services Numerator

Count of unique RECORDS where (EMPLOYMENT STATUS AT PARTICIPATION = 2 or EMPLOYMENT STATUS AT PARTICIPATION = 3) and ((EMPLOYED 1ST QUARTER AFTER EXIT QUARTER = 1 and TYPE OF EMPLOYMENT MATCH 1ST QUARTER AFTER EXIT QUARTER = 5) or (WAGES 1ST QUARTER AFTER THE EXIT QUARTER > 0 and WAGES 1ST QUARTER AFTER THE EXIT QUARTER < 999999)) and DATE OF EXIT is within the report period and (OTHER REASONS FOR EXIT = 00 or OTHER REASONS FOR EXIT = 98 or OTHER REASONS FOR EXIT is null) and MOST RECENT DATE RECEIVED INTENSIVE SERVICES (DVOP/LVER) is not null and is ≤ EXIT DATE.

ROW.21

Entered Employment Following Intensive Services Denominator

Count of unique RECORDS where EMPLOYMENT STATUS AT PARTICIPATION is 2 or 3 and DATE OF EXIT is within the report period and (OTHER REASONS FOR EXIT = 00 or OTHER REASONS FOR EXIT = 98 or OTHER REASONS FOR EXIT null) and MOST RECENT DATE RECEIVED INTENSIVE SERVICES (DVOP/LVER) is not null and is ≤ EXIT DATE.

ROW.22

Entered Employment Following Intensive Services Rate

The sum of ROW.20 divided by the sum of ROW.21, multiplied by 100, and rounded to the nearest whole number using the 5/4 method.

ROW.23

Employment Retention at Six Months Numerator

Count of unique RECORDS where ((EMPLOYED 1ST QUARTER AFTER EXIT QUARTER = 1 and TYPE OF EMPLOYMENT MATCH 1ST QUARTER AFTER EXIT QUARTER = 5) or (WAGES 1ST QUARTER AFTER THE EXIT QUARTER > 0 and WAGES 1ST QUARTER AFTER THE EXIT QUARTER < 999999)) and ((EMPLOYED 2ND QUARTER AFTER EXIT QUARTER = 1 and TYPE OF EMPLOYMENT MATCH 2ND QUARTER AFTER EXIT QUARTER = 5) or (WAGES 2ND QUARTER AFTER THE EXIT QUARTER > 0 and WAGES 2ND QUARTER AFTER THE EXIT QUARTER < 999999)) and ((EMPLOYED 3RD QUARTER AFTER EXIT QUARTER = 1 and TYPE OF EMPLOYMENT MATCH 3RD QUARTER AFTER EXIT QUARTER = 5) or (WAGES 3RD QUARTER AFTER EXIT QUARTER > 0 and WAGES 3RD QUARTER AFTER EXIT QUARTER < 999999)) and DATE OF EXIT is within the report period and (OTHER REASONS FOR EXIT = 00 or OTHER REASONS FOR EXIT = 98 or OTHER REASONS FOR EXIT is null).

**Number****Element Name****Specification**

ROW.24	Employment Retention at Six Months Denominator	Count of unique RECORDS where (EMPLOYED 1ST QUARTER AFTER EXIT QUARTER = 1 and TYPE OF EMPLOYMENT MATCH 1ST QUARTER AFTER EXIT QUARTER = 5) or (WAGES 1ST QUARTER AFTER THE EXIT QUARTER > 0 and WAGES 1ST QUARTER AFTER THE EXIT QUARTER < 999999) and DATE OF EXIT is within the report period and (OTHER REASONS FOR EXIT = 00 or OTHER REASONS FOR EXIT = 98 or OTHER REASONS FOR EXIT is null).
ROW.25	Employment Retention Rate at Six Months	The sum of ROW.23 divided by the sum of ROW.24, multiplied by 100, and rounded to the nearest whole number using the 5/4 method.
ROW.26	Average Earnings	Numerator:  Sum of (WAGES 2nd QUARTER AFTER THE EXIT QUARTER and WAGES 3rd QUARTER AFTER THE EXIT QUARTER) where (WAGES 1ST QUARTER AFTER EXIT QUARTER > 0 and WAGES 1ST QUARTER AFTER EXIT QUARTER < 999999.99) and (WAGES 2nd QUARTER AFTER EXIT QUARTER > 0 and WAGES 2nd QUARTER AFTER EXIT QUARTER < 999999.99) and (WAGES 3rd QUARTER AFTER EXIT QUARTER > 0 and WAGES 3rd QUARTER AFTER EXIT QUARTER < 999999.99) and (DATE OF EXIT is within the reporting period and (OTHER REASONS FOR EXIT = 00 or OTHER REASONS FOR EXIT = 98) or OTHER REASONS FOR EXIT = 98)
		divided by
		Denominator:
ROW.27	Federal Training Placements	Count of unique RECORDS where (WAGES 1ST QUARTER AFTER EXIT QUARTER > 0 and WAGES 1ST QUARTER AFTER EXIT QUARTER < 999999.99) and (WAGES 2nd QUARTER AFTER EXIT QUARTER > 0 and WAGES 2nd QUARTER AFTER EXIT QUARTER < 999999.99) and (WAGES 3rd QUARTER AFTER EXIT QUARTER > 0 and WAGES 3rd QUARTER AFTER EXIT QUARTER < 999999.99) and DATE OF EXIT is within the reporting period and (OTHER REASONS FOR EXIT is null or OTHER REASONS FOR EXIT = 00 or OTHER REASONS FOR EXIT = 98) rounded to the nearest whole number using the 5/4 method.
ROW.28	Entered into Federal Job	Count of unique RECORDS where MOST RECENT DATE PLACED IN FEDERAL TRAINING (DVOP/LVER) is within the report period.
ROW.29	Entered into Federal Contractor Job	Count of unique RECORDS where MOST RECENT DATE ENTERED INTO FEDERAL JOB (DVOP/LVER) is within the report period.  Count of unique RECORDS where CAMPAIGN BADGE VETERAN is 1 or DISABLED VETERAN is 2 or RECENTLY SEPARATED VETERAN is 1 and MOST RECENT DATE ENTERED INTO FEDERAL CONTRACTOR JOB (DVOP/LVER) is within the report period.

**APPENDIX D – EMPLOYMENT SERVICES REPORTING SCHEDULE**

Reporting Item	Program Year 2005			
	Time Periods to Be Reported			
Report Quarter	July - Sept.	Oct. - Dec.	Jan. - Mar.	Apr. - June
Report Due Date	Nov. 14	Feb. 14	May 15	Aug. 14
<b>9002 A and B; VETS 200 Participants and Exitters</b>				
<b>Total Participants</b> —job seekers who received self services or staff assisted services during the time period	10/01/04 to 09/30/05	01/01/05 to 12/31/05	04/01/05 to 03/31/06	07/01/05 to 06/30/06
<b>Total Exitters</b> —job seekers with exit dates during the time period	07/01/04 to 06/30/05	10/01/04 to 09/30/05	01/01/05 to 12/31/05	04/01/05 to 03/31/06
<b>9002 C and D, VETS 200 Performance Measures</b>				
<b>Entered Employment Rate</b> —job seekers with exit dates during the time period	01/01/04 to 12/31/04	04/01/04 to 03/31/05	07/01/04 to 06/30/05	10/01/04 to 09/30/05
<b>Employment Retention Rate</b> —job seekers with exit dates during the time period	07/01/03 to 06/30/04	10/01/03 to 09/30/04	01/01/04 to 12/31/04	04/01/04 to 03/31/05
<b>Six Months Earnings Increase</b> —job seekers with exit dates during the time period	07/01/03 to 06/30/04	10/01/03 to 09/30/04	01/01/04 to 12/31/04	04/01/04 to 03/31/05
<b>9002 E</b>				
<b>Job Openings</b> —job openings received during the time period	10/01/04 to 09/30/05	01/01/05 to 12/31/05	04/01/05 to 03/31/06	07/01/05 to 06/30/06

Reporting Item	Program Year 2006			
	Time Periods to Be Reported			
Report Quarter	July - Sept.	Oct. - Dec.	Jan. - Mar.	Apr. - June
Report Due Date	Nov. 14	Feb. 14	May 15	Aug. 14
<b>9002 A and B; VETS 200 Participants and Exiters</b>				
<b>Total Participants</b> —job seekers who received self services or staff assisted services during the time period	10/01/05 to 09/30/06	01/01/06 to 12/31/06	04/01/06 to 03/31/07	07/01/06 to 06/30/07
<b>Total Exiters</b> —job seekers with exit dates during the time period	07/01/05 to 06/30/06	10/01/05 to 09/30/06	01/01/06 to 12/31/06	04/01/06 to 03/31/07
<b>9002 C and D, VETS 200 Performance Measures</b>				
<b>Entered Employment Rate</b> —job seekers with exit dates during the time period	01/01/05 to 12/31/05	04/01/05 to 03/31/06	07/01/05 to 06/30/06	10/01/05 to 09/30/06
<b>Employment Retention Rate</b> —job seekers with exit dates during the time period	07/01/04 to 06/30/05	10/01/04 to 09/30/05	01/01/05 to 12/31/05	04/01/05 to 03/31/06
<b>Six Months Earnings Increase</b> —job seekers with exit dates during the time period	07/01/04 to 06/30/05	10/01/04 to 09/30/05	01/01/05 to 12/31/05	04/01/05 to 03/31/06
<b>9002 E</b>				
<b>Job Openings</b> —job openings received during the time period	10/01/05 to 09/30/06	01/01/06 to 12/31/06	04/01/06 to 03/31/07	07/01/06 to 06/30/07



Reporting Item	Program Year 2007			
	Time Periods to Be Reported			
Report Quarter	July - Sept.	Oct. - Dec.	Jan. - Mar.	Apr. - June
Report Due Date	Nov. 14	Feb. 14	May 15	Aug. 14
<b>9002 A and B; VETS 200 Participants and Exiters</b>				
<b>Total Participants</b> —job seekers who received self services or staff assisted services during the time period	10/01/06 to 09/30/07	01/01/07 to 12/31/07	04/01/07 to 03/31/08	07/01/07 to 06/30/08
<b>Total Exiters</b> —job seekers with exit dates during the time period	07/01/06 to 06/30/07	10/01/06 to 09/30/07	01/01/07 to 12/31/07	04/01/07 to 03/31/08
<b>9002 C and D, VETS 200 Performance Measures</b>				
<b>Entered Employment Rate</b> —job seekers with exit dates during the time period	01/01/06 to 12/31/06	04/01/06 to 03/31/07	07/01/06 to 06/30/07	10/01/06 to 09/30/07
<b>Employment Retention Rate</b> —job seekers with exit dates during the time period	07/01/05 to 06/30/06	10/01/05 to 09/30/06	01/01/06 to 12/31/06	04/01/06 to 03/31/07
<b>Six Months Earnings Increase</b> —job seekers with exit dates during the time period	07/01/05 to 06/30/06	10/01/05 to 09/30/06	01/01/06 to 12/31/06	04/01/06 to 03/31/07
<b>9002 E</b>				
<b>Job Openings</b> —job openings received during the time period	10/01/06 to 09/30/07	01/01/07 to 12/31/07	04/01/07 to 03/31/08	07/01/07 to 06/30/08

**APPENDIX E –  
COLLECTION OF FEDERAL EQUAL OPPORTUNITY INFORMATION**

## COLLECTION OF FEDERAL EQUAL OPPORTUNITY INFORMATION

Beginning on the effective date of this reporting system, states are required to collect, maintain, and report equal opportunity information, including sex, age, disability, ethnicity, and race, for all individuals who apply for benefits or services financially assisted by the program. This requirement is in accordance with 29 CFR Part 37, "Implementation of the Nondiscrimination and Equal Opportunity Provisions of the Workforce Investment Act of 1998." For reference, sections 37.37(b)(1), (b)(2) and (d) of title 29 CFR mandate the following:

*(b)(1) Each recipient must collect such data and maintain such records, in accordance with procedures prescribed by the Director [Director of the Civil Rights Center, Office of the Assistant Secretary for Administration and Management, DOL], as the Director finds necessary to determine whether the recipient has complied or is complying with the nondiscrimination and equal opportunity provisions of WIA or this part. The system and format in which the records and data are kept must be designed to allow the Governor and CRC [Civil Rights Center, Department of Labor] to conduct statistical or other quantifiable data analyses to verify the recipient's compliance with section 188 of WIA and this part;*

*(b)(2) Such records must include, but are not limited to, records on applicants, registrants, eligible applicants/registrants, participants, terminees, employees, and applicants for employment. Each recipient must record the race/ethnicity, sex, age, and where known, disability status, of every applicant, registrant, eligible applicant/registrator, participant, terminee, applicant for employment, and employee;*

*(d) Where designation of individuals by race or ethnicity is required, the guidelines of the Office of Management and Budget must be used.*

Other sources of authority for this requirement include 29 CFR 31.5(b), in DOL's regulations implementing Title VI of the Civil Rights Act of 1964, and 29 CFR 32.44(b), in DOL's regulations implementing Section 504 of the Rehabilitation Act of 1973. The CRC Director has determined that collection of the equal opportunity information sought by this section of the reporting system is necessary in order to determine whether recipients have complied, or are complying, with the nondiscrimination and equal opportunity provisions of WIA and other applicable statutes.

The collection of equal opportunity information is to be self-identified by the individual and is voluntary. Individuals should be made aware of the reason for the request of such information as well as the parties to whom disclosure may be made. Information collected from the individual will be used to monitor compliance of recipients with the equal opportunity and nondiscrimination requirements enforced by the CRC. It will also be used to assist the grantee and the Department in evaluating and improving efforts to conduct outreach to diverse population groups, including racial and ethnic minorities and persons with disabilities.

The collection of ethnicity and race information contained within these reporting instructions are in accordance with the Office of Management and Budget (OMB) Statistical Directive 15 (as adopted October 30, 1997 at <http://www.whitehouse.gov/omb/fedreg/ombdir15.html>). The ethnicity and racial categories in this classification are social-political constructs and should not be interpreted as being scientific or anthropological in nature. They are not to be used as determinants of eligibility for participation in any Federal program. The standards have been developed to provide a common language for uniformity and comparability in the collection and use of data on race and ethnicity by Federal agencies.

OMB has determined that a two-question format should be used in all cases involving self-identification of ethnicity and race. Therefore, ethnicity information (i.e., Hispanic or Latino) must be collected separately from race information, and individuals who indicate that they are Hispanic or Latino should also have the opportunity to select one or more racial categories. Information on an individual's ethnicity must also be collected before information on race. When completing race information, individuals must be offered the option of selecting one or more racial designations. Recommended forms for the instruction accompanying the race information should instruct the individual to read each racial designation carefully and then "Mark one or more . . ." or "Select one or more . . ." races to indicate what the individual considers him/herself to be.

For the purposes of the requirements in this section of the reporting system, disability means, with respect to an individual, a physical or mental impairment that substantially limits one or more of the major life activities of such individual. 29 CFR 37.4 provides further clarification of the term "disability"; relevant portions of the definition have been included below for reference

*(1)(i) The phrase physical or mental impairment means—*

*(A) Any physiological disorder or condition, cosmetic disfigurement, or anatomical loss affecting one or more of the following body systems: neurological, musculoskeletal, special sense organs, respiratory (including speech organs), cardiovascular, reproductive, digestive, genitourinary, hemic and lymphatic, skin, and endocrine;*

*(B) Any mental or psychological disorder such as mental retardation, organic brain syndrome, emotional or mental illness, and specific learning disabilities.*

*(ii) The phrase physical or mental impairment includes, but is not limited to, such contagious and noncontagious diseases and conditions as orthopedic, visual, speech and hearing impairments, cerebral palsy, epilepsy, muscular dystrophy, multiple sclerosis, cancer, heart disease, diabetes, mental retardation, emotional illness, specific learning disabilities, HIV disease (whether symptomatic or asymptomatic), tuberculosis, drug addiction, and alcoholism. The phrase "physical or mental impairment" does not include homosexuality or bisexuality.*

*(2) The phrase major life activities means functions such as caring for one's self, performing manual tasks, walking, seeing, hearing, speaking, breathing, learning, and working.*

Information collected from the individual will be used to monitor compliance of recipients with the equal opportunity and nondiscrimination requirements enforced by the CRC. It will also be used to assist the grantee and the Department in evaluating and improving efforts to conduct outreach to diverse population groups, including racial and ethnic minorities and persons with disabilities.

Personally identifying information (i.e., equal opportunity information by SSN) will not be included in the tabulation or transfer of data to the Department. The Department will use the data supplied by the individual to determine how many applicants are from different groups and how many of these applicants are determined eligible to receive services financially assisted by the program in question. The Department will then assess compliance with nondiscrimination and equal opportunity requirements, as well as the effectiveness of specific outreach efforts and means of communication in light of this information.