

**COMMONWEALTH OF PUERTO RICO
DEPARTMENT OF LABOR & HUMAN RESOURCES**

Bureau of Labor Statistics/Labor Market Information

**Annual Progress Report
*Labor Market Information Core Products and Information Grants
PY 2004, 2005 and 2006 – 7***

As for accomplishments, the same have been summarized in terms of what has been done and what will be maintained or slightly changed in order to improve quality whether in each product or in each service. The following are.....

1. Keep giving the corresponding system maintenance to the database, on the basis of received electronic reports from the ARC (Analyst Resources Center).
2. Data is integrated on a monthly basis by those responsible for it from the state's Bureau of Labor Statistics office.
3. A new link has been added to integrate the revised Price Index data.
4. The ALMIS 2.4 version will be installed shortly, and the entire database will receive an upgrade that will be seen in its performance.
5. All labor market publication products were designed, published and disseminated.

[Hard copy materials have been sent via regular Post Office mail, under separate cover (a box), as customary. These materials are and were distributed in: conferences, workshops and among local WIB offices across the Island. This also includes the Bureau of Employment Security Offices and other Commonwealth offices including those on the mainland.]

For the past year, LMI staff members although they did not travel abroad for specific technical training, some did attend state-funded training that will enhance their every day functions. They attended the following sessions: Microsoft Office 2003 (basics), Developing Skills for Public Speaking, and an interactive Internet course. Incumbent staff members have all received whether basic, intermediate and advanced training regarding their statistics skills both from the LMI Institute and from NASWA, PRDOL being an active member of such organization.

As recommended by customers, several changes have been made.

Some products have been redesigned, whether with a colorful presentation and/or with more elaborate graphics. Contents have been thoroughly analyzed and statistical analyses have been written by professionals in their field who were given the chance, at times, to read and submit comments before public printing of same.

All BLS/LMI products received Customer Satisfaction Survey evaluation (both in English and in Spanish) results may be seen in the included copies of said survey, within the materials' box mailed alongside this report.

Over all, 400 client/users were given eight (8) multiple-choice questions, so as to choose the best alternative that determined his/her degree of satisfaction with each product. LMI offices received 207 responses, or a 51.8% participation. A follow-up effort is being maintained in order to receive a larger response ratio.

Government agencies and parts of the private sector interested in receiving these publications, will receive them at no cost. This will include a list of all publications as published by the BLS/LMI Bureau, a list from which they may choose to receive the publication desired and include themselves in a mailing list that will automatically issue it out to them by regular mail.

As per recommendations for improvements, the results of the satisfaction survey were as follows.....

1. Internet services are a major success, something that will continue to be carefully prepared, improved ever so often as customer needs, and receive occasional redesign as times change, giving it a more modern and updated look.
2. To continuously increase common knowledge of LMI products prepared, university and governmental institutions' visits will be increased during the next fiscal year.
3. Customer Satisfaction Survey forms will be inserted in quarterly issues and displayed in the web page for quicker answering.
4. Several publications will be redesigned so as to make them more attractive as well as useful, and to demonstrate customer suggestions as being accepted and implemented.

5. An additional page where clients may write/send in their suggestions as to how to improve the statistics service will be also included in publications and on the web.
6. The web page will yet receive another upgrade in its design and composition, following client suggestions.
7. Those publications less requested will be redesigned, to see if they have a much better acceptance and spark up the need for them.
8. All publications will be displayed at any and all Department of Labor conferences, whether local or national, and will be displayed for public view and dissemination via a recently purchased booth for this specific purpose.

By incorporating the above customer suggestions and servicing improvements, the next program year should prove to be a most rewarding one per product and/or services rendered the Puerto Rican workforce.

Herein we thank the dedicated BLS/LMI staff members that have performed wonderfully for the past year, making it possible to present good quality materials relevant to the Island's workforce, and exhort them to keep up the good work on behalf of all labor market information clients, students and service beneficiaries.

Fiscal cost accounting reports [forms **SF 269, dated June 30th, 2007] will be submitted at a later date or upon request, once they have been certified, signed, and received at the Boston Regional Office. They will constitute **Attachments 1, 2 and 3** of this report, again, at a later date, since that fiscal process is under way, yet not completed at this time.



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PUBLICATIONS CATALOGUE

Labor Force and Special Studies Division

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- Employment and Unemployment in Puerto Rico (monthly and annually)
- Women's participation in the Labor Force (annually)
- Unemployment among Heads of Households (annually)
- Employment and Unemployment among Youths (annually)
- Status of Employment and Unemployment of those older than 60 years of age and above (2004)
- Survey of Persons Included in Collective Bargaining Agreements (special study, 2005)
- Take - Home Pay Survey (special study, 2006)
- Disabled Persons in Puerto Rico (special study, 2006)

Research and Statistics Division

Fernando Alverio Díaz

Ext. 3038 Fax: (787) 772-9439

E-mail: alveriof@states.bls.gov

- Labor Force Bulletin (quarterly)
- The Labor Force: Tendencies and Perspectives (quarterly)
- Labor Market Information Newsletter (by labor force areas- quarterly)
- Data regarding the Labor Force, Employment and Unemployment by Municipality (monthly)
- Significant Lay - offs (quarterly)
- Industrial Compositions by Municipality (quarterly)
- Jobs and Salaries by Municipality and Industry
- Fringe Benefits as Paid by Municipality (annually)

Occupational Injuries and Illnesses Statistics Division

Carmen G. Estrada Martínez

Ext. 3058 Fax: (787) 756-1116

E-mail: Estrada_c@states.bls.gov

- Occupational Injuries and Illnesses Survey (anual)
- Census of Fatal Occupational Injuries (anual)

Cost of Living Division

Mirta Z. Olmo Quiñones

Ext. 3052 Fax: (787) 281-5676

E-mail: molmo@dtrh.gobierno.pr

- Puerto Rican Consumer's Price Index (monthly and annually)
- The relative importance of articles and consumer services within the Consumer's Price Index (annually)

Wages and Occupational Employment Statistics Division

Luis V. Vega Rivera

Ext. 3020 Fax: (787) 759-6452

E-mail: vegal@bls.gov

- Employment Statistics by Occupation (annually)
- Employment Projections (every 2 years)
- Employment Statistics by Occupation (by metropolitan statistics area 2005)

Current Employment Statistics Division

Velia M. Principe Burgos

Ext: 3005 Fax: (787) 281-8084

E-mail: principv@states.bls.gov

- Non - agricultural Wage Employment in PR (monthly)
- Directory of Manufacturing Establishments in PR (2000)
- Employment by Industrial Sector in PR 1990-2005

Occupational Skills Research Division

Silvia Soto Pérez

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- Entrepreneurial Development Survey (2005)
- Survey of Job Skills and Occupations of Major Demand, Part 1 and 2 (2005)

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