

Office Administrative Services: 2002

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2002 Economic Census

*Administrative and Support and Waste Management and
Remediation Services*

Industry Series



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U.S. Department of Commerce
Economics and Statistics Administration
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-- Not applicable for this report.

Table 1. Summary Statistics for the United States: 2002

[These data are preliminary and are subject to change; they will be superseded by data released in later reports. Includes only establishments of firms with payroll. For meaning of abbreviations and symbols, see introductory text. For explanation of terms, see Appendix A. Data based on the 2002 Economic Census. For information on confidentiality protection, sampling error, nonsampling error, and definitions, see note at end of table. Enterprise support establishments are included. Because of this, comparability to 1997 Economic Census data may be limited. See introductory text for an explanation of the treatment of enterprise support establishments in the 2002 Economic Census compared to the 1997 Economic Census]

2002 NAICS code	Kind of business	Estab- lishments (number)	Receipts (\$1,000)	Annual payroll (\$1,000)	First-quarter payroll (\$1,000)	Paid employees for pay period including March 12 (number)	Percent of receipts—	
							From admini- strative records ¹	Estimated ²
5611	Office administrative services	22 773	34 190 893	15 314 392	3 733 825	377 975	15.9	28.0
56111	Office administrative services	22 773	34 190 893	15 314 392	3 733 825	377 975	15.9	28.0
561110	Office administrative services	22 773	34 190 893	15 314 392	3 733 825	377 975	15.9	28.0

¹Includes receipts information obtained from administrative records of other federal agencies.

²Includes receipts information that was imputed based on historic data, administrative data, industry averages, or other statistical methods.

Note: The data in this table are based on the 2002 Economic Census. To maintain confidentiality, the Census Bureau suppresses data to protect the identity of any business or individual. The census results in this table contain nonsampling error. Data users who create their own estimates using data from this table should cite the Census Bureau as the source of the original data only. See also explanation of terms and geographic definitions. For the full technical documentation, see Appendix C.

Table 2. Comparative Statistics for the United States (1997 NAICS Basis): 2002 and 1997

[These data are preliminary and are subject to change; they will be superseded by data released in later reports. Includes only establishments of firms with payroll. For meaning of abbreviations and symbols, see introductory text. For explanation of terms, see Appendix A. Data based on the 2002 and 1997 Economic Censuses. For information on confidentiality protection, sampling error, nonsampling error, and definitions, see note at end of table. Enterprise support establishments are included. Because of this, comparability to 1997 Economic Census data may be limited. See introductory text for an explanation of the treatment of enterprise support establishments in the 2002 Economic Census compared to the 1997 Economic Census]

1997 NAICS code	Kind of business		Establishments (number)	Receipts (\$1,000)	Annual payroll (\$1,000)	Paid employees for pay period including March 12 (number)
5611	Office administrative services	2002..	22 773	34 190 893	15 314 392	377 975
		1997..	24 537	28 054 350	11 971 006	338 386
56111	Office administrative services	2002..	22 773	34 190 893	15 314 392	377 975
		1997..	24 537	28 054 350	11 971 006	338 386
561110	Office administrative services	2002..	22 773	34 190 893	15 314 392	377 975
		1997..	24 537	28 054 350	11 971 006	338 386

Note: The data in this table are based on the 2002 and 1997 Economic Censuses. To maintain confidentiality, the Census Bureau suppresses data to protect the identity of any business or individual. The census results in this table contain nonsampling error. Data users who create their own estimates using data from this table should cite the Census Bureau as the source of the original data only. See also explanation of terms and geographic definitions. For the full technical documentation, see Appendix C.

Table 3. Product Lines by Kind of Business for the United States: 2002

[These data are preliminary and are subject to change; they will be superseded by data released in later reports. Includes only establishments of firms with payroll. For meaning of abbreviations and symbols, see introductory text. For explanation of terms, see Appendix A. Data based on the 2002 Economic Census. For information on confidentiality protection, sampling error, nonsampling error, and definitions, see note at end of table. Enterprise support establishments are included. Because of this, comparability to 1997 Economic Census data may be limited. See introductory text for an explanation of the treatment of enterprise support establishments in the 2002 Economic Census compared to the 1997 Economic Census.]

2002 NAICS code	2002 Product line code	Kind of business and product line	Establishments with the product line		Product line receipts			Response coverage ² (percent)
			Number	Total receipts (\$1,000)	Amount ¹ (\$1,000)	As percent of total receipts of—		
						Establishments with the product line	All establishments ¹	
5611		Office administrative services	22 773	X	34 190 893	X	100.0	40.9
	34060	Financial auditing services	230	668 432	40 831	6.1	.1	X
	34070	Bookkeeping, compilation, payroll, and taxation services	378	796 648	154 746	19.4	.5	X
	35000	Information technology (IT) technical consulting services	91	222 583	14 754	6.6	Z	X
	35050	Custom computer application design and development services	26	104 282	5 833	5.6	Z	X
	35150	Computer systems design, development, and integration services	117	506 025	114 944	22.7	.3	X
	35450	Information technology (IT) infrastructure (computer) and network management services	152	343 618	38 086	11.1	.1	X
	35860	Management consulting services: Actuarial consulting services	22	29 746	1 373	4.6	Z	X
	36000	Management services: Construction management	187	337 806	53 870	15.9	.2	X
	36010	Management services: Other management services	22 773	34 190 893	32 036 117	93.7	93.7	X
	36020	Facilities management services, excluding computer	713	746 729	276 552	37.0	.8	X
	36030	Management consulting services	1 000	1 877 764	562 369	29.9	1.6	40.3
	36031	Administrative and general management consulting services	595	1 120 481	230 745	20.6	.7	X
	36032	Human resources consulting services	106	205 878	10 286	5.0	Z	X
	36033	Marketing consulting services	106	624 394	165 921	26.6	.5	X
	36034	Process, physical distribution, and logistics consulting services	26	101 606	3 836	3.8	Z	X
	36035	Other management consulting services	348	497 570	151 581	30.5	.4	X
	36050	Scientific/technical consulting services	69	226 344	49 066	21.7	.1	X
	36060	Public relations services, not specified by type	91	153 859	9 607	6.2	Z	X
	36900	Architectural services, excluding landscape architecture, not specified by type	9	27 011	2 745	10.2	Z	X
	36920	Engineering services, not specified by type	31	198 991	27 450	13.8	.1	X
	36950	Research and development services, not specified by type	178	270 450	127 296	47.1	.4	X
	37620	Executive search services, including retained search	9	8 890	1 373	15.4	Z	X
	39000	Merchandise sales	883	795 964	247 044	31.0	.7	40.9
	39051	Sales of merchandise, not specified by type	883	795 964	247 044	31.0	.7	X
	39500	All other receipts	1 587	2 671 334	426 837	16.0	1.2	39.5
	39546	All other operating receipts	1 587	2 671 334	426 837	16.0	1.2	X
56111		Office administrative services	22 773	X	34 190 893	X	100.0	40.9
	34060	Financial auditing services	230	668 432	40 831	6.1	.1	X
	34070	Bookkeeping, compilation, payroll, and taxation services	378	796 648	154 746	19.4	.5	X
	35000	Information technology (IT) technical consulting services	91	222 583	14 754	6.6	Z	X
	35050	Custom computer application design and development services	26	104 282	5 833	5.6	Z	X
	35150	Computer systems design, development, and integration services	117	506 025	114 944	22.7	.3	X
	35450	Information technology (IT) infrastructure (computer) and network management services	152	343 618	38 086	11.1	.1	X
	35860	Management consulting services: Actuarial consulting services	22	29 746	1 373	4.6	Z	X
	36000	Management services: Construction management	187	337 806	53 870	15.9	.2	X
	36010	Management services: Other management services	22 773	34 190 893	32 036 117	93.7	93.7	X
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	36031	Administrative and general management consulting services	595	1 120 481	230 745	20.6	.7	X
	36032	Human resources consulting services	106	205 878	10 286	5.0	Z	X
	36033	Marketing consulting services	106	624 394	165 921	26.6	.5	X
	36034	Process, physical distribution, and logistics consulting services	26	101 606	3 836	3.8	Z	X
	36035	Other management consulting services	348	497 570	151 581	30.5	.4	X
	36050	Scientific/technical consulting services	69	226 344	49 066	21.7	.1	X
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	36900	Architectural services, excluding landscape architecture, not specified by type	9	27 011	2 745	10.2	Z	X
	36920	Engineering services, not specified by type	31	198 991	27 450	13.8	.1	X
	36950	Research and development services, not specified by type	178	270 450	127 296	47.1	.4	X
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	39051	Sales of merchandise, not specified by type	883	795 964	247 044	31.0	.7	X
	39500	All other receipts	1 587	2 671 334	426 837	16.0	1.2	39.5
	39546	All other operating receipts	1 587	2 671 334	426 837	16.0	1.2	X
561110		Office administrative services	22 773	X	34 190 893	X	100.0	40.9
	34060	Financial auditing services	230	668 432	40 831	6.1	.1	X
	34070	Bookkeeping, compilation, payroll, and taxation services	378	796 648	154 746	19.4	.5	X
	35000	Information technology (IT) technical consulting services	91	222 583	14 754	6.6	Z	X
	35050	Custom computer application design and development services	26	104 282	5 833	5.6	Z	X
	35150	Computer systems design, development, and integration services	117	506 025	114 944	22.7	.3	X
	35450	Information technology (IT) infrastructure (computer) and network management services	152	343 618	38 086	11.1	.1	X
	35860	Management consulting services: Actuarial consulting services	22	29 746	1 373	4.6	Z	X
	36000	Management services: Construction management	187	337 806	53 870	15.9	.2	X
	36010	Management services: Other management services	22 773	34 190 893	32 036 117	93.7	93.7	X
	36020	Facilities management services, excluding computer	713	746 729	276 552	37.0	.8	X
	36030	Management consulting services	1 000	1 877 764	562 369	29.9	1.6	40.3
	36031	Administrative and general management consulting services	595	1 120 481	230 745	20.6	.7	X
	36032	Human resources consulting services	106	205 878	10 286	5.0	Z	X
	36033	Marketing consulting services	106	624 394	165 921	26.6	.5	X
	36034	Process, physical distribution, and logistics consulting services	26	101 606	3 836	3.8	Z	X
	36035	Other management consulting services	348	497 570	151 581	30.5	.4	X
	36050	Scientific/technical consulting services	69	226 344	49 066	21.7	.1	X
	36060	Public relations services, not specified by type	91	153 859	9 607	6.2	Z	X
	36900	Architectural services, excluding landscape architecture, not specified by type	9	27 011	2 745	10.2	Z	X
	36920	Engineering services, not specified by type	31	198 991	27 450	13.8	.1	X
	36950	Research and development services, not specified by type	178	270 450	127 296	47.1	.4	X
	37620	Executive search services, including retained search	9	8 890	1 373	15.4	Z	X
	39000	Merchandise sales	883	795 964	247 044	31.0	.7	40.9
	39051	Sales of merchandise, not specified by type	883	795 964	247 044	31.0	.7	X

See footnotes at end of table.

Table 3. Product Lines by Kind of Business for the United States: 2002—Con.

[These data are preliminary and are subject to change; they will be superseded by data released in later reports. Includes only establishments of firms with payroll. For meaning of abbreviations and symbols, see introductory text. For explanation of terms, see Appendix A. Data based on the 2002 Economic Census. For information on confidentiality protection, sampling error, nonsampling error, and definitions, see note at end of table. Enterprise support establishments are included. Because of this, comparability to 1997 Economic Census data may be limited. See introductory text for an explanation of the treatment of enterprise support establishments in the 2002 Economic Census compared to the 1997 Economic Census]

2002 NAICS code	2002 Product line code	Kind of business and product line	Establishments with the product line		Product line receipts			Response coverage ² (percent)
			Number	Total receipts (\$1,000)	Amount ¹ (\$1,000)	As percent of total receipts of—		
						Estab-lishments with the product line	All estab-lishments ¹	
561110		Office administrative services—Con.						
	39500	All other receipts	1 587	2 671 334	426 837	16.0	1.2	39.5
	39546	All other operating receipts	1 587	2 671 334	426 837	16.0	1.2	X

¹Product line receipts and/or product line percents may not sum to total due to exclusion of selected lines to avoid disclosing data for individual companies, due to rounding, and/or due to exclusion of lines that did not meet publication criteria.

²Receipts of establishments reporting product lines as percent of total receipts.

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Table 4. Concentration by Largest Firms for the United States: 2002

[These data are preliminary and are subject to change; they will be superseded by data released in later reports. Includes only firms and establishments of firms with payroll. Excludes data for corporate, subsidiary, and regional managing offices and establishments of these firms that are classified in other categories than those specified in this table. For meaning of abbreviations and symbols, see introductory text. For explanation of terms, see Appendix A. For method of assignment to categories shown, see Appendix C. Data based on the 2002 Economic Census. For information on confidentiality protection, sampling error, nonsampling error, and definitions, see note at end of table. Enterprise support establishments are included. Because of this, comparability to 1997 Economic Census data may be limited. See introductory text for an explanation of the treatment of enterprise support establishments in the 2002 Economic Census compared to the 1997 Economic Census]

2002 NAICS code	Kind of business and largest firms based on receipts	Establishments (number)	Receipts		Annual payroll (\$1,000)	First-quarter payroll (\$1,000)	Paid employees for pay period including March 12 (number)
			Amount (\$1,000)	As percent of total			
5611	Office administrative services						
	All firms	22 773	34 190 893	100.0	15 314 392	3 733 825	377 975
	4 largest firms	781	582 002	1.7	162 512	39 914	7 413
	8 largest firms	866	1 011 283	3.0	329 234	82 394	11 153
	20 largest firms	939	2 098 924	6.1	791 860	207 228	19 811
	50 largest firms	1 089	4 015 152	11.7	1 549 038	397 414	39 714
56111	Office administrative services						
	All firms	22 773	34 190 893	100.0	15 314 392	3 733 825	377 975
	4 largest firms	781	582 002	1.7	162 512	39 914	7 413
	8 largest firms	866	1 011 283	3.0	329 234	82 394	11 153
	20 largest firms	939	2 098 924	6.1	791 860	207 228	19 811
	50 largest firms	1 089	4 015 152	11.7	1 549 038	397 414	39 714
561110	Office administrative services						
	All firms	22 773	34 190 893	100.0	15 314 392	3 733 825	377 975
	4 largest firms	781	582 002	1.7	162 512	39 914	7 413
	8 largest firms	866	1 011 283	3.0	329 234	82 394	11 153
	20 largest firms	939	2 098 924	6.1	791 860	207 228	19 811
	50 largest firms	1 089	4 015 152	11.7	1 549 038	397 414	39 714

Note: The data in this table are based on the 2002 Economic Census. To maintain confidentiality, the Census Bureau suppresses data to protect the identity of any business or individual. The census results in this table contain nonsampling error. Data users who create their own estimates using data from this table should cite the Census Bureau as the source of the original data only. See also explanation of terms and geographic definitions. For the full technical documentation, see Appendix C.