

Thank You For Participating In The National Compensation Survey

The National Compensation Survey (NCS) provides local, regional, and national data on wages and benefits provided to the Nation's workforce.

Your establishment is one of over 36,000 around the country chosen to represent all the Nation's workers.

As part of your participation in this survey, you will be asked to provide wage data for certain occupations in your establishment.

You Can Provide Your Data In Electronic Form

You can give us a file created from your computer system that has the data we need.

The Benefits of Providing Data In Electronic Form

Eliminate the need to print out or transcribe wage records.

Speed the survey process and ensure that we obtain the most accurate data possible.

What Data Are Needed?

The Bureau of Labor Statistics (BLS) economist who will be working with you will use probability techniques to

select a small number of occupations from your establishment.

For workers in each of the occupations selected, the following data items are needed:

- Job title or code
- Earnings (Report hourly, weekly, monthly, or annual)
- Time period associated with earnings

Example

BLS needs a data file containing information similar to the following:

Engineer grade A23	\$43,200	year
	\$17.93	hour
	\$41,930	year
Secretary grade D11	\$450.00	week
	\$2,000	month
Pipefitters grade S02	\$21.75	hour
	\$21.75	hour
	\$21.75	hour
	\$23.50	hour
	\$23.50	hour

Electronic Data Formats

BLS can accept your electronic data in a variety of formats, including:

Spreadsheet software, such as:

EXCEL
LOTUS

Database software, such as:

DBASE
FOXPRO
ACCESS
QUATTRO/PRO

Wordprocessing software, such as:

WORD
WORDPERFECT

Data can also be provided in other formats, including TEXT and ASCII files.

If possible, provide data on a 3 1/2 inch diskette. The BLS economist can provide you with a diskette.

BLS Wants Your Data In



Electronic Form

Your Contacts For Labor Statistics

Bureau of Labor Statistics Regional Offices can help meet your economic information needs and can answer questions about participating in BLS surveys.

Region I - Boston

JFK Federal Building, E-310
15 New Sudbury Street
Boston, MA 02203-1603
Phone: (617) 565-2327 Fax: (617) 565-4182

Region II - New York

Room 808
201 Varick Street
New York, NY 10014-4811
Phone: (212) 337-2400 Fax: (212) 337-2532

Region III - Philadelphia

3535 Market Street, 8th Floor
Gateway Building, Suite 8000
Philadelphia, PA 19104
Phone: (215) 596-1154 Fax: (215) 596-4263

Region IV - Atlanta

Room 7T50
61 Forsyth Street, SW
Atlanta, GA 30303
Phone: (404) 562-2463 Fax: (404) 562-2550

Region V - Chicago

9th Floor
Federal Office Building
230 S. Dearborn Street
Chicago, IL 60604-1595
Phone: (312) 353-1880 Fax: (312) 353-1886

Region VI - Dallas

Federal Building
525 Griffith Street, Room 221
Dallas, TX 75202-5028
Phone: (214) 767-6970 Fax: (214) 767-3720

Region VII and VIII - Kansas City

City Center Square
1100 Main, Suite 600
Kansas City, MO 64105-2112
Phone: (616) 426-2481 Fax: (616) 426-6537

Region IX and X - San Francisco

71 Stevenson Street
P.O. Box 193766
San Francisco, CA 94119-3766
Phone: (415) 975-4350 Fax: (415) 975-4371

Providing Data for the National Compensation Survey



U.S. Department of Labor
Bureau of Labor Statistics

