

United States

1997

Issued January 2000

EC97S56A-US

**1997 Economic Census**

*Administrative and Support and Waste Management and  
Remediation Services*

Geographic Area Series



**USCENSUSBUREAU**

*Helping You Make Informed Decisions*

U.S. Department of Commerce  
Economics and Statistics Administration  
U.S. CENSUS BUREAU



## ACKNOWLEDGMENTS

Many persons participated in the various activities of the 1997 Economic Census for the Administrative and Support and Waste Management and Remediation Services sector.

Service Sector Statistics Division prepared this report. **Bobby E. Russell**, Assistant Chief for Census Programs, was responsible for the overall planning, management, and coordination. Planning and implementation were under the direction of **Jack B. Moody**, Chief, Service Census Branch assisted by **Jack R. Drago**, **Barbara S. Tinari**, **Kirk K. Degler**, **Donna L. Hambric**, and **Deborah M. Stempowski**. Primary staff assistance was provided by **Amy E. Anderson**, **Susan G. Baker**, **Kevin D. Barker**, **Evelyn D. Butler**, **Leif E. Crider**, **Joel A. Fowler**, **John P. Kern**, **Joyce M. Kiessling**, **Marie C. Lally**, **John J. Manning**, **Kamatha Marbury**, **Robert J. Mouser**, **Diane Leason**, **Shawna J. Orzechowski**, **Joy P. Pierson**, **Dawn E. Rosser**, **Terri L. Steele**, **Tara E. Swanson**, **Jennifer N. Thorne**, **Brent M. Williams**, and **Cynthia M. Wrenn-Yorker**.

Mathematical and statistical techniques as well as the coverage operations were provided by **Carl A. Konschnik**, Assistant Chief for Research and Methodology, assisted by **Carol S. King**, Chief, Statistical Methods Branch, and **Jock R. Black**, Chief, Program Research and Development Branch, with staff assistance from **Maria C. Cruz** and **David L. Kinyon**.

The Economic Planning and Coordination Division provided overall planning and review of many operations and the computer processing procedures. **Shirin A. Ahmed**, Assistant Chief for Post-Collection Processing, was responsible for edit procedures and designing the interactive analytical software. Design and specifications were prepared under the supervision of **Dennis L. Shoemaker**, Chief, Census Processing Branch, assisted by **John D. Ward**. Primary staff assistance was provided by **Sonya P. Curcio**, **Richard W. Graham**, and **Cheryl E. Merkle**.

The Economic Product Team, with primary contributions from **Andrew W. Hait** and **Jennifer E. Lins**, was responsible for the development of the system to disseminate 1997 Economic Census reports.

The staff of the National Processing Center, **Judith N. Petty**, Chief, performed mailout preparation and receipt operations, clerical and analytical review activities, and data entry.

The Geography Division staff developed geographic coding procedures and associated computer programs.

The Economic Statistical Methods and Programming Division, **Charles P. Pautler Jr.**, Chief, developed and coordinated the computer processing systems. **Martin S. Harahush**, Assistant Chief for Quinquennial Programs, was responsible for design and implementation of the computer systems. **Robert S. Jewett** and **Barbara L. Lambert** provided special computer programming. **William C. Wester**, Chief, Services Branch, assisted by **Robert A. Hill**, **Dennis P. Kelly**, and **Jeffrey S. Rosen**, supervised the preparation of the computer programs. Additional programming assistance was provided by **Donell D. Barnes**, **Daniel C. Collier**, **Gilbert J. Flodine**, **David Hiller**, **Leatrice D. Hines**, **William D. McClain**, **Jay L. Norris**, **Sarah J. Presley**, and **Michael A. Sendelbach**.

Computer Services Division, **Debra D. Williams**, Chief, performed the computer processing.

The staff of the Administrative and Customer Services Division, **Walter C. Odom**, Chief, performed planning, design, composition, editorial review, and printing planning and procurement for publications, Internet products, and report forms. **Margaret A. Smith** provided publication coordination and editing.

Special acknowledgment is also due the many businesses whose cooperation has contributed to the publication of these data.



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**William M. Daley,**

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**Economics**

**and Statistics**

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**Robert J. Shapiro,**

Under Secretary for

Economic Affairs

**U.S. CENSUS BUREAU**

**Kenneth Prewitt,**

Director

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Under Secretary  
for Economic Affairs



**U.S. CENSUS BUREAU**

**Kenneth Prewitt,**  
Director

**William G. Barron,**  
Deputy Director

**Paula J. Schneider,**  
Principal Associate Director  
for Programs

**Frederick T. Knickerbocker,**  
Associate Director  
for Economic Programs

**Thomas L. Mesenbourg,**  
Assistant Director  
for Economic Programs

**Carole A. Ambler,**  
Chief, Service Sector  
Statistics Division

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-- Not applicable for this report.

# Introduction to the Economic Census

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## PURPOSES AND USES OF THE ECONOMIC CENSUS

The economic census is the major source of facts about the structure and functioning of the Nation's economy. It provides essential information for government, business, industry, and the general public. Title 13 of the United States Code (Sections 131, 191, and 224) directs the Census Bureau to take the economic census every 5 years, covering years ending in 2 and 7.

The economic census furnishes an important part of the framework for such composite measures as the gross domestic product estimates, input/output measures, production and price indexes, and other statistical series that measure short-term changes in economic conditions. Specific uses of economic census data include the following:

- Policymaking agencies of the Federal Government use the data to monitor economic activity and assess the effectiveness of policies.
- State and local governments use the data to assess business activities and tax bases within their jurisdictions and to develop programs to attract business.
- Trade associations study trends in their own and competing industries, which allows them to keep their members informed of market changes.
- Individual businesses use the data to locate potential markets and to analyze their own production and sales performance relative to industry or area averages.

## ALL-NEW INDUSTRY CLASSIFICATIONS

Data from the 1997 Economic Census are published primarily on the basis of the North American Industry Classification System (NAICS), unlike earlier censuses, which were published according to the Standard Industrial Classification (SIC) system. NAICS is in the process of being adopted in the United States, Canada, and Mexico. Most economic census reports cover one of the following NAICS sectors:

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	Administrative and Support and Waste Management and Remediation Services
61	Educational Services
62	Health Care and Social Assistance
71	Arts, Entertainment, and Recreation
72	Accommodation and Foodservices
81	Other Services (except Public Administration)

(Not listed above are the Agriculture, Forestry, Fishing, and Hunting sector (NAICS 11), partially covered by the census of agriculture conducted by the U.S. Department of Agriculture, and the Public Administration sector (NAICS 92), covered by the census of governments conducted by the Census Bureau.)

The 20 NAICS sectors are subdivided into 96 subsectors (three-digit codes), 313 industry groups (four-digit codes), and, as implemented in the United States, 1170 industries (five- and six-digit codes).

## RELATIONSHIP TO SIC

While many of the individual NAICS industries correspond directly to industries as defined under the SIC system, most of the higher level groupings do not. Particular care should be taken in comparing data for retail trade, wholesale trade, and manufacturing, which are sector titles used in both NAICS and SIC, but cover somewhat different groups of industries. The industry definitions discuss the relationships between NAICS and SIC industries. Where changes are significant, it will not be possible to construct time series that include data for points both before and after 1997.

For 1997, data for auxiliary establishments (those functioning primarily to manage, service, or support the activities of their company's operating establishments, such as a central administrative office or warehouse) will not be included in the sector-specific reports. These data will be published separately.

## GEOGRAPHIC AREA CODING

Accurate and complete information on the physical location of each establishment is required to tabulate the census data for the states, metropolitan areas (MAs), counties, parishes, and corporate municipalities including cities, towns, villages, and boroughs. Respondents were

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required to report their physical location (street address, municipality, county, and state) if it differed from their mailing address. For establishments not surveyed by mail (and those single-establishment companies that did not provide acceptable information on physical location), location information from Internal Revenue Service tax forms is used as a basis for coding.

## **BASIS OF REPORTING**

The economic census is conducted on an establishment basis. A company operating at more than one location is required to file a separate report for each store, factory, shop, or other location. Each establishment is assigned a separate industry classification based on its primary activity and not that of its parent company.

## **DOLLAR VALUES**

All dollar values presented are expressed in current dollars; i.e., 1997 data are expressed in 1997 dollars, and 1992 data, in 1992 dollars. Consequently, when making comparisons with prior years, users of the data should consider the changes in prices that have occurred.

All dollar values are shown in thousands of dollars.

## **AVAILABILITY OF ADDITIONAL DATA**

### **Reports in Print and Electronic Media**

All results of the 1997 Economic Census are available on the Census Bureau Internet site ([www.census.gov](http://www.census.gov)) and on compact discs (CD-ROM) for sale by the Census Bureau. Unlike previous censuses, only selected highlights are published in printed reports. For more information, including a description of electronic and printed reports being issued, see the Internet site, or write to U.S. Census Bureau, Washington, DC 20233-8300, or call Customer Services at 301-457-4100.

### **Special Tabulations**

Special tabulations of data collected in the 1997 Economic Census may be obtained, depending on availability of time and personnel, in electronic or tabular form. The data will be summaries subject to the same rules prohibiting disclosure of confidential information (including name, address, kind of business, or other data for individual business establishments or companies) that govern the regular publications.

Special tabulations are prepared on a cost basis. A request for a cost estimate, as well as exact specifications on the type and format of the data to be provided, should be directed to the Chief of the division named below, U.S. Census Bureau, Washington, DC 20233-8300. To discuss a special tabulation before submitting specifications, call the appropriate division:

Manufacturing and Construction Division 301-457-4673  
Service Sector Statistics Division 301-457-2668

## **HISTORICAL INFORMATION**

The economic census has been taken as an integrated program at 5-year intervals since 1967 and before that for 1954, 1958, and 1963. Prior to that time, individual components of the economic census were taken separately at varying intervals.

The economic census traces its beginnings to the 1810 Decennial Census, when questions on manufacturing were included with those for population. Coverage of economic activities was expanded for the 1840 Decennial Census and subsequent censuses to include mining and some commercial activities. The 1905 Manufactures Census was the first time a census was taken apart from the regular decennial population census. Censuses covering retail and wholesale trade and construction industries were added in 1930, as were some covering service trades in 1933. Censuses of construction, manufacturing, and the other business service censuses were suspended during World War II.

The 1954 Economic Census was the first census to be fully integrated: providing comparable census data across economic sectors, using consistent time periods, concepts, definitions, classifications, and reporting units. It was the first census to be taken by mail, using lists of firms provided by the administrative records of other Federal agencies. Since 1963, administrative records also have been used to provide basic statistics for very small firms, reducing or eliminating the need to send them census questionnaires.

The range of industries covered in the economic censuses expanded between 1967 and 1992. The census of construction industries began on a regular basis in 1967, and the scope of service industries, introduced in 1933, was broadened in 1967, 1977, and 1987. While a few transportation industries were covered as early as 1963, it was not until 1992 that the census broadened to include all of transportation, communications, and utilities. Also new for 1992 was coverage of financial, insurance, and real estate industries. With these additions, the economic census and the separate census of governments and census of agriculture collectively covered roughly 98 percent of all economic activity.

Printed statistical reports from the 1992 and earlier censuses provide historical figures for the study of long-term time series and are available in some large libraries. All of the census reports printed since 1967 are still available for sale on microfiche from the Census Bureau. CD-ROMs issued from the 1987 and 1992 Economic Censuses contain databases including nearly all data published in print, plus additional statistics, such as ZIP Code statistics, published only on CD-ROM.

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## SOURCES FOR MORE INFORMATION

More information about the scope, coverage, classification system, data items, and publications for each of the economic censuses and related surveys is published in the *Guide to the 1997 Economic Census and Related Statistics* at [www.census.gov/econguide](http://www.census.gov/econguide). More information on the methodology, procedures, and history of the censuses will be published in the *History of the 1997 Economic Census* at [www.census.gov/econ/www/history.html](http://www.census.gov/econ/www/history.html).

## ABBREVIATIONS AND SYMBOLS

The following abbreviations and symbols are used with the 1997 Economic Census data:

A	Standard error of 100 percent or more.
D	Withheld to avoid disclosing data of individual companies; data are included in higher level totals.
F	Exceeds 100 percent because data include establishments with payroll exceeding revenue.
N	Not available or not comparable.
Q	Revenue not collected at this level of detail for multiestablishment firms.
S	Withheld because estimates did not meet publication standards.

V	Represents less than 50 vehicles or .05 percent.
X	Not applicable.
Y	Disclosure withheld because of insufficient coverage of merchandise lines.
Z	Less than half the unit shown.
a	0 to 19 employees.
b	20 to 99 employees.
c	100 to 249 employees.
e	250 to 499 employees.
f	500 to 999 employees.
g	1,000 to 2,499 employees.
h	2,500 to 4,999 employees.
i	5,000 to 9,999 employees.
j	10,000 to 24,999 employees.
k	25,000 to 49,999 employees.
l	50,000 to 99,999 employees.
m	100,000 employees or more.
p	10 to 19 percent estimated.
q	20 to 29 percent estimated.
r	Revised.
s	Sampling error exceeds 40 percent.
nec	Not elsewhere classified.
nsk	Not specified by kind.
–	Represents zero (page image/print only).
(CC)	Consolidated city.
(IC)	Independent city.



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# Administrative and Support and Waste Management and Remediation Services

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## SCOPE

The Administrative and Support and Waste Management and Remediation Services sector (sector 56) of the 1997 Economic Census comprises establishments performing routine support activities for the day-to-day operations of other organizations. These essential activities are often undertaken in-house by establishments in many sectors of the economy. The establishments in this sector specialize in one or more of these support activities and provide these services to clients in a variety of industries and, in some cases, to households. Activities performed include: office administration, hiring and placing of personnel, document preparation and similar clerical services, solicitation, collection, security and surveillance services, cleaning, and waste disposal services.

The administrative and management activities performed by establishments in this sector are typically on a contract or fee basis. These activities may also be performed by establishments that are part of the company or enterprise. However, establishments involved in administering, overseeing, and managing other establishments of the company or enterprise, are classified in Sector 55, Management of Companies and Enterprises. These establishments normally undertake the strategic and organizational planning and decision making role of the company or enterprise. Government establishments engaged in administering, overseeing, and managing governmental programs are classified in Sector 92, Public Administration.

Data for this sector are shown for establishments of firms subject to Federal income tax.

Many of the "kinds of business or operation" included in this sector are not thought of as commercial businesses and the terms (such as "business," "establishment," and "firm") used to describe them may not be descriptive of such services. However, these terms are applied to all "kinds of business or operation" in order to maintain conformity in the measures of the production and delivery of goods and services and in the presentation of data.

The basic tabulations for this sector do not include data for establishments which are auxiliary (primary function is providing a service, such as warehousing or bookkeeping) to service establishments within the same organization. Data for auxiliaries are presented separately.

## GENERAL

A list of reports that provide statistics on sector 56 follows.

**Geographic area reports.** There is a separate report for each state, the District of Columbia, and the United States. For establishments of firms subject to Federal income tax, each state report presents general statistics on number of establishments, receipts, payroll, and employment by kind of business for the state, metropolitan areas (MAs), counties, and places with 2,500 inhabitants or more. Greater kind-of-business detail is shown for larger areas.

The United States report presents data for the United States as a whole for establishments with payroll of firms subject to Federal income tax for detailed kind-of-business classifications.

**Sources of receipts report.** This report presents sources of receipts data for establishments with payroll by kind of business. Data are presented for the United States and states.

**Establishment and firm size (including legal form of organization) report.** This report presents receipts, payroll, and employment data for the United States by receipts size, by employment size, and by legal form of organization for establishments; and receipts size (including concentration by largest firms), by employment size, and by number of establishments operated (single units and multiunits) for firms.

**Miscellaneous subjects report.** This report presents data for establishments with payroll for a variety of industry-specific questions. Presentation of data varies by kind of business.

**ZIP Code report.** This report presents data for establishments with payroll by United States ZIP Code.

## GEOGRAPHIC AREAS COVERED

The level of geographic detail varies by report. Data may be presented for:

1. The United States as a whole.
2. States and the District of Columbia.
3. Consolidated metropolitan statistical areas (CMSAs) and primary metropolitan statistical areas (PMSAs) defined by the Office of Management and Budget (OMB) as of June 30, 1997. A CMSA is an area used to facilitate the presentation and analysis of data for large concentrations of metropolitan populations. It includes two or more contiguous PMSAs which have a

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population of at least 1,000,000 (according to the 1990 Census of Population or subsequent special census) and which meet specific criteria of urban character and of social and economic integration.

4. Metropolitan statistical areas (MSAs) defined by the OMB as of June 30, 1997. An MSA is an integrated economic and social unit with a population nucleus of at least 50,000 inhabitants (according to the 1990 Census of Population or subsequent special census). Each MSA consists of one or more counties meeting standards of metropolitan character. In New England, cities and towns rather than counties are the component geographic units.
5. Areas within the state outside metropolitan areas (MAs).
6. Counties and county equivalents defined as of January 1, 1997. Counties are the primary divisions of states, except in Louisiana where they are called parishes and in Alaska where they are called boroughs and census areas. Maryland, Missouri, Nevada, and Virginia have one place or more that is independent of any county organization and constitutes primary divisions of their states. These places are treated as counties and as places.
7. Consolidated cities defined as of January 1, 1997. Consolidated cities are consolidated governments which consist of separately incorporated municipalities.
8. Municipalities of 2,500 inhabitants or more defined as of January 1, 1997. These are areas of significant population incorporated as cities, boroughs, villages, or towns according to the 1990 Census of Population or subsequent special census. For the economic census, boroughs and census areas in Alaska and boroughs in New York are not included in this category.

9. Special economic urban areas (SEUAs), which include townships in Michigan, New Jersey, and Pennsylvania, and towns in New York, Wisconsin, and the six New England states with 10,000 inhabitants or more (according to the 1990 Census of Population or subsequent special census).

#### **COMPARABILITY OF THE 1992 AND 1997 CENSUSES**

The 1997 Economic Census is the first census to present data based on the new North American Industry Classification System (NAICS). Previous census data were presented according to the Standard Industrial Classification (SIC) system developed some 60 years ago. Due to this change, comparability between census years may be limited. Comparative statistics will be included as part of the Core Business Statistics Reports.

#### **DISCLOSURE**

In accordance with Federal law governing census reports (Title 13 of the United States Code), no data are published that would disclose the operations of an individual establishment or business. However, the number of establishments in a kind-of-business classification is not considered a disclosure; therefore, this information may be released even though other information is withheld.

#### **AVAILABILITY OF MORE FREQUENT ECONOMIC DATA**

The Census Bureau conducts the Service Annual Survey (SAS) each year. This survey, while providing more frequent observations, yields less kind-of-business and geographic detail than the economic census. In addition, the County Business Patterns program offers annual statistics on the number of establishments, employment, and payroll classified by industry within each county.

**Table 1. Summary Statistics for the United States: 1997**

[Includes only establishments with payroll. For meaning of abbreviations and symbols, see introductory text. For explanation of terms, see Appendix A]

NAICS code	Kind of business	Establishments (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 administrative records <sup>1</sup>	Estimated <sup>2</sup>
<b>UNITED STATES</b>								
<b>56</b>	<b>Administrative &amp; support &amp; waste management &amp; remediation services.....</b>	<b>276 393</b>	<b>295 936 350</b>	<b>137 336 983</b>	<b>31 278 111</b>	<b>7 347 366</b>	<b>14.0</b>	<b>9.1</b>
561	Administrative & support services .....	260 025	256 590 745	128 438 075	29 173 133	7 066 658	14.4	9.2
5611	Office administrative services .....	24 537	28 054 350	11 971 006	2 718 843	338 386	19.5	14.5
56111	Office administrative services .....	24 537	28 054 350	11 971 006	2 718 843	338 386	19.5	14.5
561110	Office administrative services .....	24 537	28 054 350	11 971 006	2 718 843	338 386	19.5	14.5
5612	Facilities support services .....	2 490	7 575 712	3 280 166	782 598	112 137	2.8	5.8
56121	Facilities support services .....	2 490	7 575 712	3 280 166	782 598	112 137	2.8	5.8
561210	Facilities support services .....	2 490	7 575 712	3 280 166	782 598	112 137	2.8	5.8
5613	Employment services.....	34 569	86 133 314	62 127 416	13 706 018	3 622 026	7.7	8.9
56131	Employment placement agencies .....	6 281	4 787 288	2 647 321	556 084	113 896	27.1	8.5
561310	Employment placement agencies .....	6 281	4 787 288	2 647 321	556 084	113 896	27.1	8.5
56132	Temporary help services .....	23 522	57 220 898	40 256 334	8 899 478	2 612 719	6.5	9.7
561320	Temporary help services .....	23 522	57 220 898	40 256 334	8 899 478	2 612 719	6.5	9.7
56133	Employee leasing services .....	4 766	24 125 128	19 223 761	4 250 456	895 411	6.6	7.2
561330	Employee leasing services .....	4 766	24 125 128	19 223 761	4 250 456	895 411	6.6	7.2
5614	Business support services .....	32 920	36 026 350	11 899 821	2 796 514	604 575	13.8	5.8
56141	Document preparation services .....	4 587	1 468 966	624 586	138 973	31 380	28.6	7.6
561410	Document preparation services .....	4 587	1 468 966	624 586	138 973	31 380	28.6	7.6
56142	Telephone call centers .....	6 271	11 982 655	4 573 680	1 063 337	292 315	6.5	5.5
561421	Telephone answering services.....	3 102	3 809 953	1 105 646	259 456	56 758	7.2	5.4
561422	Telemarketing bureaus .....	3 169	8 172 702	3 468 034	803 881	235 557	6.2	5.6
56143	Business service centers .....	10 130	8 503 608	2 076 267	507 957	106 697	21.9	8.0
561431	Private mail centers .....	4 350	1 659 348	264 933	60 189	19 476	50.1	10.0
561439	Other business service centers (including copy shops).....	5 780	6 844 260	1 811 334	447 768	87 221	15.1	7.6
56144	Collection agencies .....	5 250	5 083 245	2 128 147	502 141	84 333	18.1	7.1
561440	Collection agencies .....	5 250	5 083 245	2 128 147	502 141	84 333	18.1	7.1
56145	Credit bureaus .....	1 588	4 698 934	1 165 319	274 771	34 146	5.7	1.5
561450	Credit bureaus .....	1 588	4 698 934	1 165 319	274 771	34 146	5.7	1.5
5614501	Consumer credit reporting agencies .....	1 333	2 794 076	656 356	156 340	21 790	8.6	2.4
5614502	Mercantile reporting agencies .....	255	1 904 858	508 963	118 431	12 356	1.3	.3
56149	Other business support services .....	5 094	4 288 942	1 331 822	309 335	55 704	16.7	4.9
561491	Repossession services .....	899	486 652	140 948	30 880	5 692	27.6	10.3
561492	Court reporting & stenotype services .....	3 097	1 348 870	410 914	91 989	15 447	32.3	5.7
561499	All other business support services.....	1 098	2 453 420	779 960	186 466	34 565	6.0	3.3
5615	Travel arrangement & reservation services .....	36 578	21 484 040	7 699 391	1 878 745	300 504	10.2	15.4
56151	Travel agencies .....	29 332	9 977 110	4 463 903	1 079 545	183 178	14.1	23.7
561510	Travel agencies .....	29 332	9 977 110	4 463 903	1 079 545	183 178	14.1	23.7
56152	Tour operators .....	3 501	2 782 285	1 034 433	244 543	38 574	10.6	19.8
561520	Tour operators .....	3 501	2 782 285	1 034 433	244 543	38 574	10.6	19.8
56159	Other travel arrangement & reservation services .....	3 745	8 724 645	2 201 055	554 657	78 752	5.5	4.6
561591	Convention & visitors bureaus .....	975	852 418	217 941	51 726	10 236	9.7	6.1
561599	All other travel arrangement & reservation services.....	2 770	7 872 227	1 983 114	502 931	68 516	5.1	4.4
5616	Investigation & security services .....	21 494	20 444 077	10 697 581	2 527 164	682 891	16.7	8.7
56161	Investigation, guard, & armored car services .....	12 539	12 370 414	7 759 442	1 830 958	560 976	15.1	8.0
561611	Investigation services .....	5 077	1 819 015	833 846	189 827	50 782	46.4	12.2
561612	Security guards & patrol services .....	6 644	9 132 633	6 256 064	1 485 163	476 995	10.8	7.3
561613	Armored car services.....	818	1 418 766	669 532	155 968	33 199	3.1	6.7
56162	Security systems services .....	8 955	8 073 663	2 938 139	696 206	121 915	19.0	9.8
561621	Security systems services (except locksmiths) .....	5 156	6 992 346	2 602 492	619 130	107 414	15.3	10.0
561622	Locksmiths.....	3 799	1 081 317	335 647	77 076	14 501	43.5	7.8
5617	Services to buildings & dwellings.....	80 807	29 914 507	13 316 571	3 047 558	1 046 016	27.1	7.1
56171	Exterminating & pest control services.....	11 062	4 910 668	1 930 155	425 727	81 214	22.9	5.8
561710	Exterminating & pest control services.....	11 062	4 910 668	1 930 155	425 727	81 214	22.9	5.8
56172	Janitorial services .....	55 157	21 127 932	10 106 178	2 353 716	892 290	27.3	7.3
561720	Janitorial services .....	55 157	21 127 932	10 106 178	2 353 716	892 290	27.3	7.3
56174	Carpet & upholstery cleaning services .....	9 282	2 156 041	729 490	155 501	47 065	33.6	8.7
561740	Carpet & upholstery cleaning services .....	9 282	2 156 041	729 490	155 501	47 065	33.6	8.7
56179	Other services to buildings & dwellings .....	5 306	1 719 866	550 748	112 614	25 447	29.7	6.8
561790	Other services to buildings & dwellings .....	5 306	1 719 866	550 748	112 614	25 447	29.7	6.8
5619	Other support services .....	26 630	26 958 395	7 446 123	1 715 693	360 123	22.6	7.8
56191	Packaging & labeling services .....	2 331	4 015 318	1 073 373	245 550	56 658	23.4	5.0
561910	Packaging & labeling services .....	2 331	4 015 318	1 073 373	245 550	56 658	23.4	5.0
56192	Convention & trade show organizers .....	3 978	6 260 217	1 733 219	399 256	72 443	21.5	4.7
561920	Convention & trade show organizers .....	3 978	6 260 217	1 733 219	399 256	72 443	21.5	4.7
56199	All other support services .....	20 321	16 682 860	4 639 531	1 070 887	231 022	22.8	9.7
561990	All other support services .....	20 321	16 682 860	4 639 531	1 070 887	231 022	22.8	9.7
5619901	Trading stamp services .....	80	115 625	26 791	7 662	909	7.5	.7
5619902	Water softening & conditioning services.....	1 868	1 260 960	367 931	83 306	14 630	22.1	7.3
5619903	Economic or industrial planning or development organization.....	2 837	1 590 644	474 406	111 387	13 497	30.0	12.6
5619909	Other miscellaneous support services .....	15 536	13 715 631	3 770 403	868 532	201 986	22.1	9.6

See footnotes at end of table.

**Table 1. Summary Statistics for the United States: 1997—Con.**

[Includes only establishments with payroll. For meaning of abbreviations and symbols, see introductory text. For explanation of terms, see Appendix A]

NAICS code	Kind of business	Establishments (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 administrative records <sup>1</sup>	Estimated <sup>2</sup>
<b>UNITED STATES—Con.</b>								
<b>56</b>	<b>Administrative &amp; support &amp; waste management &amp; remediation services—Con.</b>							
562	Waste management & remediation services .....	16 368	39 345 605	8 898 908	2 104 978	280 708	11.2	8.6
5621	Waste collection .....	8 324	20 144 673	4 565 955	1 092 430	152 744	12.5	6.2
56211	Waste collection .....	8 324	20 144 673	4 565 955	1 092 430	152 744	12.5	6.2
562111	Solid waste collection .....	7 083	18 211 495	4 048 032	970 502	137 049	12.2	5.8
562112	Hazardous waste collection .....	414	1 095 553	317 464	74 111	8 468	9.4	13.1
562119	Other waste collection .....	827	837 625	200 459	47 817	7 227	21.4	6.8
5622	Waste treatment & disposal .....	2 314	10 250 994	1 933 074	465 257	53 328	7.4	14.3
56221	Waste treatment & disposal .....	2 314	10 250 994	1 933 074	465 257	53 328	7.4	14.3
562211	Hazardous waste treatment & disposal .....	512	2 877 982	745 133	180 085	17 816	5.7	12.8
562212	Solid waste landfill .....	1 403	5 493 433	887 078	209 672	27 454	9.6	16.4
562213	Solid waste combustors & incinerators .....	105	1 128 551	132 592	33 342	2 976	1.2	4.9
562219	Other nonhazardous waste treatment & disposal .....	294	751 028	168 271	42 158	5 082	7.0	19.1
5629	Remediation & other waste management services .....	5 730	8 949 938	2 399 879	547 291	74 636	12.9	7.3
56291	Remediation services .....	1 677	5 689 662	1 500 362	341 830	40 994	7.0	3.8
562910	Remediation services .....	1 677	5 689 662	1 500 362	341 830	40 994	7.0	3.8
56292	Materials recovery facility .....	765	1 299 033	283 476	68 821	10 846	20.9	26.5
562920	Materials recovery facility .....	765	1 299 033	283 476	68 821	10 846	20.9	26.5
56299	All other waste management services .....	3 288	1 961 243	616 041	136 640	22 796	24.8	5.0
562991	Septic tank & related services .....	3 101	1 580 843	513 966	114 584	19 977	29.5	4.6
562998	All other miscellaneous waste management services .....	187	380 400	102 075	22 056	2 819	5.5	6.6

<sup>1</sup>Includes receipts information obtained from administrative records of other Federal agencies.

<sup>2</sup>Includes receipts information which was imputed based on historic company ratios or administrative records, or on industry averages.



# Appendix A.

## Explanation of Terms

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### **ANNUAL PAYROLL**

Payroll includes all forms of compensation, such as salaries, wages, commissions, dismissal pay, bonuses, vacation allowances, sick-leave pay, and employee contributions to qualified pension plans paid during the year to all employees. Also included are tips and gratuities received by employees from patrons and reported to employers and the value of payments in kind (e.g., free meals and lodging). If an employee works at more than one location, the payroll is included in the one location where they spend most of their time. Also included are salaries of professional service organizations or associations which operate under state professional corporation statutes and file a corporate Federal income tax return. Excluded are payrolls of departments or concessions operated by other companies at the establishment. For corporations, payroll includes amounts paid to officers and executives; for unincorporated businesses, it does not include profit or other compensation of proprietors or partners. Payroll is reported before deductions for social security, income tax, insurance, union dues, etc. This definition of payroll is the same as that used by the Internal Revenue Service (IRS) on Form 941.

### **FIRST-QUARTER PAYROLL (\$1,000)**

Represents payroll paid to persons employed at any time during the quarter January to March 1997.

### **NUMBER OF ESTABLISHMENTS**

An establishment is a single physical location at which business is conducted and/or services are provided. It is not necessarily identical with a company or enterprise, which may consist of one establishment or more. Economic census figures represent a summary of reports for individual establishments rather than companies. For cases where a census report was received, separate information was obtained for each location where business was conducted. When administrative records of other Federal agencies were used instead of a census report, no information was available on the number of locations operated. Each economic census establishment was tabulated according to the physical location at which the business was conducted. The count of establishments represents those in business at any time during 1997.

When two activities or more were carried on at a single location under a single ownership, all activities generally were grouped together as a single establishment. The

entire establishment was classified on the basis of its major activity and all data for it were included in that classification. However, when distinct and separate economic activities (for which different industry classification codes were appropriate) were conducted at a single location under a single ownership, separate establishment reports for each of the different activities were obtained in the census. An establishment is included in the census if it is an employer, the establishment has \$1,000 in payroll, and was in operation at any time during 1997. Leased service departments (separately owned businesses operated as departments or concessions of other service establishments or of retail businesses, such as a separately owned shoeshine parlor in a barber shop, or a beauty shop in a department store) are treated as separate service establishments for census purposes. Leased retail departments located in service establishments (e.g., a gift shop located in a hotel) are considered separate retail establishments.

### **NUMBER OF PAID EMPLOYEES FOR PAY PERIOD INCLUDING MARCH 12**

Paid employees consists of full-time and part-time employees, including salaried officers and executives of corporations, who were on the payroll during the pay period including March 12. Included are employees on paid sick leave, paid holidays, and paid vacations; and members of a professional service organization or association which operates under state professional corporation statutes and files a corporate Federal income tax return. Not included are proprietors and partners of unincorporated businesses, and employees of departments or concessions operated by other companies at the establishment. The definition of paid employees is the same as that used on IRS Form 941.

### **RECEIPTS (\$1,000)**

Includes receipts from customers or clients for services rendered, from the use of facilities, and from merchandise sold during 1997 whether or not payment was received in 1997. For advertising agencies, travel industries, and other service establishments operating on a commission basis, receipts include commissions, fees, and other operating income, NOT gross billings and sales. Excise taxes on gasoline, liquor, tobacco, etc., which are paid by the manufacturer or wholesaler and passed on in the cost of goods purchased by the service establishment, are also included. The establishments share of receipts from

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departments, concessions, and vending and amusement machines operated by others are included as part of receipts. Receipts also include the total value of service contracts, market value of compensation received in lieu of cash, amounts received for work subcontracted to others, and dues and assessments from members and affiliates. Receipts from services provided to foreign customers from U.S. locations, including services performed for foreign parent firms, subsidiaries, and branches are included.

Receipts are net after deductions for refunds and allowances for merchandise returned by customers. Receipts do not include sales, occupancy, admissions, or other taxes collected from customers and remitted directly by the firm to a local, state, or Federal tax agency, nor do they include income from such sources as contributions, gifts, and grants; dividends, interest, and investments; or sale or rental of real estate. Also excluded are receipts (gross) of departments and concessions which are operated by others; sales of used equipment rented or leased to customers; domestic intracompany transfers; receipts of foreign

subsidiaries; and other nonoperating income, such as royalties, franchise fees, etc. Receipts do not include service receipts of manufacturers, wholesalers, retail establishments, or other businesses whose primary activity is other than service. They do, however, include receipts other than from services rendered (e.g., sale of merchandise to individuals or other businesses) by establishments primarily engaged in performing services and classified in the service industries.

**SALES, RECEIPTS, OR REVENUE ESTIMATED (PERCENT)**

Percent of total sales/receipts/revenue that was imputed based on historic company ratios or administrative records, or on industry averages.

**SALES, RECEIPTS, OR REVENUE FROM ADMINISTRATIVE RECORDS (PERCENT)**

Percent of total sales/receipts/revenue obtained from administrative records of other Federal agencies.

# Appendix B.

## NAICS Codes, Titles, and Descriptions

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### **56 ADMINISTRATIVE AND SUPPORT AND WASTE MANAGEMENT AND REMEDIATION SERVICES**

The Administrative and Support and Waste Management and Remediation Services sector comprises establishments performing routine support activities for the day-to-day operations of other organizations. These essential activities are often undertaken in-house by establishments in many sectors of the economy. The establishments in this sector specialize in one or more of these support activities and provide these services to clients in a variety of industries and, in some cases, to households. Activities performed include: office administration, hiring and placing of personnel, document preparation and similar clerical services, solicitation, collection, security and surveillance services, cleaning, and waste disposal services.

The administrative and management activities performed by establishments in this sector are typically on a contract or fee basis. These activities may also be performed by establishments that are part of the company or enterprise. However, establishments involved in administering, overseeing, and managing other establishments of the company or enterprise, are classified in Sector 55, Management of Companies and Enterprises. These establishments normally undertake the strategic and organizational planning and decision making role of the company or enterprise. Government establishments engaged in administering, overseeing, and managing governmental programs are classified in Sector 92, Public Administration.

#### **561 Administrative and Support Services**

Industries in the Administrative and Support Services subsector group establishments engaged in activities that support the day-to-day operations of other organizations. The processes employed in this sector (e.g., general management, personnel administration, clerical activities, cleaning activities) are often integral parts of the activities of establishments found in all sectors of the economy. The establishments classified in this subsector have specialized in one or more of these activities and can, therefore, provide services to clients in a variety of industries and, in some cases, to households. The individual industries of this subsector are defined on the basis of the particular process that they are engaged in and the particular services they provide.

Many of the activities performed in this subsector are ongoing routine support functions that all businesses and organizations must do and that they have traditionally

done for themselves. Recent trends, however, are to contract or purchase such services from businesses that specialize in such activities and can, therefore, provide the services more efficiently.

The industries in this subsector cannot be viewed as strictly “support.” The Travel Arrangement and Reservation Services industry group, includes travel agents, tour operators, and providers of other travel arrangement services, such as hotel and restaurant reservations and arranging the purchase of tickets, serves many types of clients, including individual consumers. This group was placed in this subsector because the services are often of the “support” nature (e.g., travel arrangement) and businesses and other organizations are increasingly the ones purchasing such services.

The administrative and management activities performed by establishments in this sector are typically on a contract or fee basis. These activities may also be performed by establishments that are part of the company or enterprise. However, establishments involved in administering, overseeing, and managing other establishments of the company or enterprise, are classified in Sector 55, Management of Companies and Enterprises. These establishments normally undertake the strategic and organizational planning and decisionmaking role of the company or enterprise. Government establishments engaged in administering, overseeing and managing governmental programs are classified in Sector 92, Public Administration.

#### **5611 Office Administrative Services**

This industry comprises establishments primarily engaged in providing a range of day-to-day office administrative services, such as financial planning; billing and recordkeeping; personnel; and physical distribution and logistics. These establishments do not provide operating staff to carry out the complete operations of a business.

#### **56111 Office Administrative Services**

This industry comprises establishments primarily engaged in providing a range of day-to-day office administrative services, such as financial planning; billing and recordkeeping; personnel; and physical distribution and logistics. These establishments do not provide operating staff to carry out the complete operations of a business.

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## **561110 Office Administrative Services**

This industry comprises establishments primarily engaged in providing a range of day-to-day office administrative services, such as financial planning; billing and recordkeeping; personnel; and physical distribution and logistics. These establishments do not provide operating staff to carry out the complete operations of a business.

The data published with NAICS code 561110 are comprised of this part of the following SIC industry:

8741 (pt) Office Administrative Services

## **5612 Facilities Support Services**

This industry comprises establishments primarily engaged in providing operating staff to perform a combination of support services within a client's facilities. Establishments in this industry typically provide a combination of services, such as janitorial; maintenance; trash disposal; guard and security; mail routing reception; laundry; and related services to support operations within facilities. These establishments provide operating staff to carry out these support activities; but, are not involved with or responsible for the core business or activities of the client. Establishments providing facilities (except computer and/or data processing) operation support services and establishments operating correctional facilities (i.e., jails) on a contract or fee basis are included in this industry.

### **56121 Facilities Support Services**

This industry comprises establishments primarily engaged in providing operating staff to perform a combination of support services within a client's facilities. Establishments in this industry typically provide a combination of services, such as janitorial; maintenance; trash disposal; guard and security; mail routing reception; laundry; and related services to support operations within facilities. These establishments provide operating staff to carry out these support activities; but, are not involved with or responsible for the core business or activities of the client. Establishments providing facilities (except computer and/or data processing) operation support services and establishments operating correctional facilities (i.e., jails) on a contract or fee basis are included in this industry.

### **561210 Facilities Support Services**

This industry comprises establishments primarily engaged in providing operating staff to perform a combination of support services within a client's facilities. Establishments in this industry typically provide a combination of services, such as janitorial; maintenance; trash disposal; guard and security; mail routing reception; laundry; and related services to support operations within facilities. These establishments provide operating staff to carry out these support activities; but, are not involved with or responsible for the core business or activities of the client.

Establishments providing facilities (except computer and/or data processing) operation support services and establishments operating correctional facilities (i.e., jails) on a contract or fee basis are included in this industry.

The data published with NAICS code 561210 are comprised of the following SIC industry:

8744 Facilities Support Services

## **5613 Employment Services**

This NAICS industry group includes establishments classified in the following NAICS industries: 56131, Employment Placement Agencies; 56132, Temporary Help Services; and 56133, Employee Leasing Services.

### **56131 Employment Placement Agencies**

This industry comprises establishments primarily engaged in listing employment vacancies and in referring or placing applicants for employment. The individuals referred or placed are not employees of the employment agencies.

#### **561310 Employment Placement Agencies**

This industry comprises establishments primarily engaged in listing employment vacancies and in referring or placing applicants for employment. The individuals referred or placed are not employees of the employment agencies.

The data published with NAICS code 561310 are comprised of these parts of the following SIC industries:

7361 (pt) Employment Agencies, (Except Executive Placement Services)

7819 (pt) Casting Bureaus

7922 (pt) Casting Agencies

#### **5613101 Casting Agencies**

Establishments primarily engaged in operating employment agencies for theatrical, radio, and television productions (except motion picture productions).

#### **5613102 Casting Bureaus**

Establishments primarily engaged in listing employment vacancies and in referring and placing applicants in employment in motion picture productions for theatrical and nontheatrical viewing. The individuals are not employees of the placement agency.

#### **5613103 Employment Agencies (Except Executive Placement Services)**

Establishments primarily engaged in listing employment vacancies and in referring or placing applicants for employment. The individuals referred or placed are not employees of the employment agencies.

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### **56132 Temporary Help Services**

This industry comprises establishments primarily engaged in supplying workers to clients' businesses for limited periods of time to supplement the working force of the client. The individuals provided are employees of the temporary help service establishment. However, these establishments do not provide direct supervision of their employees at the clients' work sites.

### **561320 Temporary Help Services**

This industry comprises establishments primarily engaged in supplying workers to clients' businesses for limited periods of time to supplement the working force of the client. The individuals provided are employees of the temporary help service establishment. However, these establishments do not provide direct supervision of their employees at the clients' work sites.

The data published with NAICS code 561320 are comprised of this part of the following SIC industry:

7363 (pt) Temporary Help Services

### **56133 Employee Leasing Services**

This industry comprises establishments primarily engaged in providing human resources and human resource management services to staff client businesses. Establishments in this industry operate in a coemployment relationship with client businesses or organizations and are specialized in performing a wide range of human resource and personnel management duties, such as payroll accounting, payroll tax return preparation, benefits administration, recruiting, and managing labor relations. Employee leasing establishments typically acquire and lease back some or all of the employees of their clients and serve as the employer of the leased employees for payroll, benefits, and related purposes. Employee leasing establishments exercise varying degrees of decision making relating to their human resource or personnel management role, but do not have management accountability for the work of their clients' operations with regard to strategic planning, output, or profitability. Professional employer organizations (PEO) and establishments providing labor or staff leasing services are included in this industry.

### **561330 Employee Leasing Services**

This industry comprises establishments primarily engaged in providing human resources and human resource management services to staff client businesses. Establishments in this industry operate in a coemployment relationship with client businesses or organizations and are specialized in performing a wide range of human resource and personnel management duties, such as payroll accounting, payroll tax return preparation, benefits administration, recruiting, and managing labor relations.

Employee leasing establishments typically acquire and lease back some or all of the employees of their clients and serve as the employer of the leased employees for payroll, benefits, and related purposes. Employee leasing establishments exercise varying degrees of decision making relating to their human resource or personnel management role, but do not have management accountability for the work of their clients' operations with regard to strategic planning, output, or profitability. Professional employer organizations (PEO) and establishments providing labor or staff leasing services are included in this industry.

The data published with NAICS code 561330 are comprised of this part of the following SIC industry:

7363 (pt) Employee Leasing Services

### **5614 Business Support Services**

This industry group comprises establishments engaged in performing activities that are ongoing routine, business support functions that businesses and organizations traditionally do for themselves.

### **56141 Document Preparation Services**

This industry comprises establishments primarily engaged in one or more of the following: (1) letter or resume writing; (2) document editing or proofreading; (3) typing, word processing, or desktop publishing; and (4) stenographic (except court reporting or stenotype recording), transcription, and other secretarial services.

### **561410 Document Preparation Services**

This industry comprises establishments primarily engaged in one or more of the following: (1) letter or resume writing; (2) document editing or proofreading; (3) typing, word processing, or desktop publishing; and (4) stenographic (except court reporting or stenotype recording), transcription, and other secretarial services.

The data published with NAICS code 561410 are comprised of this part of the following SIC industry:

7338 (pt) Document Preparation Services

### **56142 Telephone Call Centers**

This industry comprises (1) establishments primarily engaged in answering telephone calls and relaying messages to clients and (2) establishments primarily engaged in providing telemarketing services on a contract or fee basis for others, such as promoting clients' products or services by telephone; taking orders for clients by telephone; and soliciting contributions or providing information for clients by telephone. Telemarketing establishments never own the product or provide the service that they are representing and generally can originate and/or receive calls for others.



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### **561421 Telephone Answering Services**

This U.S. industry comprises establishments primarily engaged in answering telephone calls and relaying messages to clients.

The data published with NAICS code 561421 are comprised of these parts of the following SIC industries:

4813 (pt) Voice Mailbox

7389 (pt) Telephone Answering Services

### **5614211 Telephone Answering Services (Except Voice Mailbox)**

Establishments primarily engaged in answering telephone calls and relaying messages to clients.

### **5614212 Voice Mailbox Services**

Establishments primarily engaged in providing voice mailbox services (maintaining equipment to receive and store voice messages that can be accessed by customers).

### **561422 Telemarketing Bureaus**

This U.S. industry comprises establishments primarily engaged in providing telemarketing services on a contract or fee basis for others, such as: (1) promoting clients' products or services by telephone, (2) taking orders for clients by telephone, and (3) soliciting contributions or providing information for clients by telephone. These establishments never own the product or provide the services they are representing and generally can originate and/or receive calls for others.

The data published with NAICS code 561422 are comprised of this part of the following SIC industry:

7389 (pt) Telemarketing Bureaus

### **56143 Business Service Centers**

This industry comprises (1) establishments primarily engaged in providing mailbox rental and other postal and mailing services (except direct mail advertising); (2) establishments, generally known as copy centers or shops, primarily engaged in providing photocopying, duplicating, blueprinting, and other document copying services without also providing printing services (i.e., offset printing, quick printing, digital printing, prepress services); and (3) establishments that provide a range of office support services (except printing services), such as mailing services, document copying services, facsimile services, word processing services, on-site PC rental services, and office product sales.

### **561431 Private Mail Centers**

This U.S. industry comprises (1) establishments primarily engaged in providing mailbox rental and other postal and mailing (except direct mail advertising) services or (2)

establishments engaged in providing these mailing services along with one or more other office support services, such as facsimile services, word processing services, on-site PC rental services, and office product sales.

The data published with NAICS code 561431 are comprised of this part of the following SIC industry:

7389 (pt) Private Mail Centers

### **561439 Other Business Service Centers (Including Copy Shops)**

This U.S. industry comprises (1) establishments generally known as copy centers or shops primarily engaged in providing photocopying, duplicating, blueprinting, and other document copying services, without also providing printing services (e.g., offset printing, quick printing, digital printing, prepress services) and (2) establishments (except private mail centers) engaged in providing a range of office support services (except printing services), such as document copying services, facsimile services, word processing services, on-site PC rental services, and office product sales.

The data published with NAICS code 561439 are comprised of the following SIC industry:

7334 Photocopying and Duplicating Services

### **56144 Collection Agencies**

This industry comprises establishments primarily engaged in collecting payments for claims and remitting payments collected to their clients.

### **561440 Collection Agencies**

This industry comprises establishments primarily engaged in collecting payments for claims and remitting payments collected to their clients.

The data published with NAICS code 561440 are comprised of this part of the following SIC industry:

7322 (pt) Collection Agencies

### **56145 Credit Bureaus**

This industry comprises establishments primarily engaged in compiling information, such as credit and employment histories on individuals and credit histories on businesses, and providing the information to financial institutions, retailers, and others who have a need to evaluate the credit worthiness of these persons and businesses.

### **561450 Credit Bureaus**

This industry comprises establishments primarily engaged in compiling information, such as credit and employment histories on individuals and credit histories

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on businesses, and providing the information to financial institutions, retailers, and others who have a need to evaluate the credit worthiness of these persons and businesses.

The data published with NAICS code 561450 are comprised of the following SIC industry:

7323 Credit Reporting Services

### **5614501 Consumer Credit Reporting Agencies**

Establishments primarily engaged in compiling information on individuals, such as credit and employment histories, and providing the information to financial institutions, retailers, and others who have a need to evaluate the credit worthiness of those persons.

### **5614502 Mercantile Reporting Agencies**

Establishments primarily engaged in compiling information on business firms, such as credit histories, and providing the information to financial institutions and others who have a need to evaluate the credit worthiness of those businesses.

### **56149 Other Business Support Services**

This industry comprises establishments primarily engaged in providing business support services (except secretarial and other document preparation services; telephone answering or telemarketing services; private mail services or document copying services conducted as separate activities or in conjunction with other office support services; monetary debt collection services; and credit reporting services).

### **561491 Repossession Services**

This U.S. industry comprises establishments primarily engaged in repossessing tangible assets (e.g., automobiles, boats, equipment, planes, furniture, appliances) for the creditor as a result of delinquent debts.

The data published with NAICS code 561491 are comprised of these parts of the following SIC industries:

7322 (pt) Adjustment Bureaus

7389 (pt) Recovery and Repossession Services

### **5614911 Recovery and Repossession Services**

Establishments primarily engaged in repossessing tangible assets, such as cars, boats, equipment, planes, furniture, and appliances, for the creditor.

### **5614912 Adjustment Bureaus**

Establishments primarily engaged in the adjustment of claims (except insurance).

### **561492 Court Reporting and Stenotype Services**

This U.S. industry comprises establishments primarily engaged in providing verbatim reporting and stenotype recording of live legal proceedings and transcribing subsequent recorded materials.

The data published with NAICS code 561492 are comprised of this part of the following SIC industry:

7338 (pt) Court Reporting and Stenotype Services

### **561499 All Other Business Support Services**

This U.S. industry comprises establishments primarily engaged in providing business support services (except secretarial and other document preparation services; telephone answering and telemarketing services; private mail services or document copying services conducted as separate activities or in conjunction with other office support services; monetary debt collection services; credit reporting services; repossession services; and court reporting and stenotype recording services).

The data published with NAICS code 561499 are comprised of this part of the following SIC industry:

7389 (pt) All Other Business Support Services

### **5615 Travel Arrangement and Reservation Services**

This NAICS industry group includes establishments classified in the following NAICS industries: 56151, Travel Agencies; 56152, Tour Operators; and 56159, Other Travel Arrangement and Reservation Services.

### **56151 Travel Agencies**

This industry comprises establishments primarily engaged in acting as agents in selling travel, tour, and accommodation services to the general public and commercial clients.

### **561510 Travel Agencies**

This industry comprises establishments primarily engaged in acting as agents in selling travel, tour, and accommodation services to the general public and commercial clients.

The data published with NAICS code 561510 are comprised of the following SIC industry:

4724 Travel Agencies

### **56152 Tour Operators**

This industry comprises establishments primarily engaged in arranging and assembling tours. The tours are sold through travel agencies or tour operators. Travel or wholesale tour operators are included in this industry.

## **561520 Tour Operators**

This industry comprises establishments primarily engaged in arranging and assembling tours. The tours are sold through travel agencies or tour operators. Travel or wholesale tour operators are included in this industry.

The data published with NAICS code 561520 are comprised of the following SIC industry:

4725 Tour Operators

## **56159 Other Travel Arrangement and Reservation Services**

This industry comprises establishments (except travel agencies and tour operators) primarily engaged in providing travel arrangement and reservation services.

### **561591 Convention and Visitors Bureaus**

This U.S. industry comprises establishments primarily engaged in marketing and promoting communities and facilities to businesses and leisure travelers through a range of activities, such as assisting organizations in locating meeting and convention sites; providing travel information on area attractions, lodging accommodations, restaurants; providing maps; and organizing group tours of local historical, recreational, and cultural attractions.

The data published with NAICS code 561591 are comprised of this part of the following SIC industry:

7389 (pt) Convention and Visitors Bureaus

### **561599 All Other Travel Arrangement and Reservation Services**

This U.S. industry comprises establishments (except travel agencies, tour operators, and convention and visitors bureaus) primarily engaged in providing travel arrangement and reservation services.

The data published with NAICS code 561599 are comprised of these parts of the following SIC industries:

4729 (pt) All Other Arrangement of Passenger Transportation, NEC

7389 (pt) Reservation Systems: Hotels and Restaurants

7922 (pt) Theatrical Ticket Agencies

7999 (pt) Sports and Recreation, Ticket Agencies

8699 (pt) Automobile Clubs (Road and Travel Services)

### **5615991 Theatrical Ticket Agencies**

Establishments primarily engaged in operating ticketing services for theatrical productions, musical productions, dance productions, and other performing arts productions.

## **5615992 Automobile Clubs**

Establishments primarily engaged in providing membership travel services. Services offered include maps, road side service for disabled cars, travel route guides, and guides to hotels or recreational activities.

### **5615993 Reservation Systems, Hotels and Restaurants**

Establishments primarily engaged in providing hotel and restaurant reservation services.

### **5615994 Sports and Recreation Ticket Agencies**

Establishments primarily engaged in selling sports or other amusement tickets. Included here are ticket agencies selling tickets for both sporting and theatrical events.

### **5615999 Arrangement of Passenger Transportation, NEC**

Establishments primarily engaged in arranging passenger transportation (other than travel agencies, tour operators, and convention and visitors' bureaus), such as airline, bus, railroad, and steamship ticket offices.

## **5616 Investigation and Security Services**

This NAICS industry group includes establishments classified in the following NAICS industries: 56161, Investigation, Guard, and Armored Car Services; and 56162, Security Systems Services.

### **56161 Investigation, Guard, and Armored Car Services**

This industry comprises establishments primarily engaged in providing one or more of the following: (1) investigation and detective services; (2) guard and patrol services; and (3) picking up and delivering money, receipts, or other valuable items with personnel and equipment to protect such properties while in transit.

#### **561611 Investigation Services**

This U.S. industry comprises establishments primarily engaged in providing investigation and detective services.

The data published with NAICS code 561611 are comprised of this part of the following SIC industry:

7381 (pt) Investigation Services

#### **561612 Security Guards and Patrol Services**

This U.S. industry comprises establishments primarily engaged in providing guard and patrol services, such as bodyguard, guard dog, and parking security services.

The data published with NAICS code 561612 are comprised of this part of the following SIC industry:

7381 (pt) Security Guard and Patrol Services

### **561613 Armored Car Services**

This U.S. industry comprises establishments primarily engaged in picking up and delivering money, receipts, or other valuable items. These establishments maintain personnel and equipment to protect such properties while in transit.

The data published with NAICS code 561613 are comprised of this part of the following SIC industry:

7381 (pt) Armored Car Services

### **56162 Security Systems Services**

This industry comprises establishments engaged in (1) selling security systems, such as burglar and fire alarms and locking devices, along with installation, repair, or monitoring services or (2) remote monitoring of electronic security alarm systems.

#### **561621 Security Systems Services (Except Locksmiths)**

This U.S. industry comprises establishments primarily engaged in (1) selling security alarm systems, such as burglar and fire alarms, along with installation, repair, or monitoring services or (2) remote monitoring of electronic security alarm systems.

The data published with NAICS code 561621 are comprised of the following SIC industry:

7382 Security Systems Services (Except Locksmiths)

#### **561622 Locksmiths**

This U.S. industry comprises establishments primarily engaged in (1) selling mechanical or electronic locking devices, safes, and security vaults, along with installation, repair, rebuilding, or adjusting services or (2) installing, repairing, rebuilding, and adjusting mechanical or electronic locking devices, safes, and security vaults.

The data published with NAICS code 561622 are comprised of this part of the following SIC industry:

7699 (pt) Locksmiths

### **5617 Services to Buildings and Dwellings**

This NAICS industry group includes establishments classified in the following NAICS industries: 56171, Exterminating and Pest Control Services; 56172, Janitorial Services; 56174, Carpet and Upholstery Cleaning Services; and 56179, Other Services to Buildings and Dwellings.

#### **56171 Exterminating and Pest Control Services**

This industry comprises establishments primarily engaged in exterminating and controlling birds, mosquitoes, rodents, termites, and other insects and pests (except for crop production and forestry production). Establishments providing fumigation services are included in this industry.

#### **561710 Exterminating and Pest Control Services**

This industry comprises establishments primarily engaged in exterminating and controlling birds, mosquitoes, rodents, termites, and other insects and pests (except for crop production and forestry production). Establishments providing fumigation services are included in this industry.

The data published with NAICS code 561710 are comprised of this part of the following SIC industry:

7342 (pt) Exterminating and Pest Control Services

#### **56172 Janitorial Services**

This industry comprises establishments primarily engaged in cleaning building interiors, interiors of transportation equipment (e.g., aircraft, rail cars, ships), and/or windows.

#### **561720 Janitorial Services**

This industry comprises establishments primarily engaged in cleaning building interiors, interiors of transportation equipment (e.g., aircraft, rail cars, ships), and/or windows.

The data published with NAICS code 561720 are comprised of these parts of the following SIC industries:

4581 (pt) Airport Cleaning and Janitorial Services

7342 (pt) Disinfecting and Deodorizing Services

7349 All Other Building Cleaning and Maintenance Services

#### **5617201 Disinfecting Services**

Establishments primarily engaged in disinfecting and deodorizing services.

#### **5617202 Airplane Cleaning and Janitorial Services**

Establishments primarily engaged in providing cleaning and janitorial services for airplanes.

#### **5617209 Other Janitorial Services**

Establishments primarily engaged in cleaning building interiors and/or windows.

#### **56174 Carpet and Upholstery Cleaning Services**

This industry comprises establishments primarily engaged in cleaning and dyeing used rugs, carpets, and upholstery.

#### **561740 Carpet and Upholstery Cleaning Services**

This industry comprises establishments primarily engaged in cleaning and dyeing used rugs, carpets, and upholstery.

The data published with NAICS code 561740 are comprised of the following SIC industry:

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7217 Carpet and Upholstery Cleaning Services

### **56179 Other Services to Buildings and Dwellings**

This industry comprises establishments primarily engaged in providing services to buildings and dwellings (except exterminating and pest control; janitorial; landscaping care and maintenance; and carpet and upholstery cleaning).

### **561790 Other Services to Buildings and Dwellings**

This industry comprises establishments primarily engaged in providing services to buildings and dwellings (except exterminating and pest control; janitorial; landscaping care and maintenance; and carpet and upholstery cleaning).

The data published with NAICS code 561790 are comprised of these parts of the following SIC industries:

4959 (pt) Snowplowing and Street Cleaning Services

7389 (pt) Swimming Pool Cleaning and Maintenance Services

7699 (pt) Furnace, Duct, Chimney, and Gutter Cleaning Services

7699 (pt) Drain Cleaning Services

### **5617901 Furnace, Duct, Chimney, and Gutter Cleaning**

Establishments primarily engaged in cleaning furnaces, ducts, chimneys, and gutters.

### **5617902 Swimming Pool Cleaning and Maintenance**

Establishments primarily engaged in providing swimming pool cleaning and maintenance services.

### **5617903 Drain Cleaning**

Establishments primarily engaged in cleaning drains.

### **5617904 Snowplowing and Street Cleaning Services**

Establishments primarily engaged in cleaning dirt or plowing snow from roads, airports, parking lots, and driveways.

### **5619 Other Support Services**

This industry group comprises establishments primarily engaged in providing day-to-day business and other organizational support services (except office administrative services; facilities support services; employment services; business support services; travel arrangement and reservation services; security and investigation services; and services to buildings and dwellings).

### **56191 Packaging and Labeling Services**

This industry comprises establishments primarily engaged in packaging client owned materials. The services may include labeling and/or imprinting the package.

### **561910 Packaging and Labeling Services**

This industry comprises establishments primarily engaged in packaging client owned materials. The services may include labeling and/or imprinting the package.

The data published with NAICS code 561910 are comprised of this part of the following SIC industry:

7389 (pt) Packaging and Labeling Services

### **56192 Convention and Trade Show Organizers**

This industry comprises establishments primarily engaged in organizing, promoting, and/or managing events, such as business and trade shows, conventions, conferences, and meetings (whether or not they manage and provide the staff to operate the facilities in which these events take place).

### **561920 Convention and Trade Show Organizers**

This industry comprises establishments primarily engaged in organizing, promoting, and/or managing events, such as business and trade shows, conventions, conferences, and meetings (whether or not they manage and provide the staff to operate the facilities in which these events take place).

The data published with NAICS code 561920 are comprised of this part of the following SIC industry:

7389 (pt) Convention and Trade Show Organizers

### **56199 All Other Support Services**

This industry comprises establishments primarily engaged in providing day-to-day business and other organizational support services (except office administrative services, facilities support services, employment services, business support services, travel arrangement and reservation services, security and investigation services, services to buildings and other structures, packaging and labeling services, and convention and trade show organizing services).

### **561990 All Other Support Services**

This industry comprises establishments primarily engaged in providing day-to-day business and other organizational support services (except office administrative services, facilities support services, employment services, business support services, travel arrangement and reservation services, security and investigation services, services to buildings and other structures, packaging and labeling services, and convention and trade show organizing services).



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The data published with NAICS code 561990 are comprised of these parts of the following SIC industries:

- 7389 (pt) Trading Stamp Services
- 7389 (pt) Water Softening and Conditioning Services
- 7389 (pt) All Other Miscellaneous Support Services
- 8748 (pt) Economic or Industrial Planning or Development Organizations

### **5619901 Trading Stamp Services**

Establishment primarily engaged in selling trading stamps or merchandise coupons to merchants.

### **5619902 Water Softening and Conditioning Services**

Establishments primarily engaged in water softening or conditioning using methods, such as chemical treatment or filtration.

### **5619903 Economic or Industrial Planning or Development Organizations**

Establishments primarily engaged in providing advice and assistance to business and other organizations on economic or industrial planning or development issues.

### **5619909 Other Miscellaneous Support Services**

Establishments primarily engaged in providing day-to-day business and other organizational support services to businesses (except employment services, administrative support services, travel arrangement and reservation services, security and investigation services, services to buildings and other structures, packaging and labeling services, and convention and trade show organizers).

## **562 Waste Management and Remediation Services**

Industries in the Waste Management and Remediation Services subsector group establishments engaged in the collection, treatment, and disposal of waste materials. This includes establishments engaged in local hauling of waste materials; operating materials recovery facilities (i.e., those that sort recyclable materials from the trash stream); providing remediation services (i.e., those that provide for the cleanup of contaminated buildings, mine sites, soil, or ground water); and providing septic pumping and other miscellaneous waste management services. There are three industry groups within the subsector that separate these activities into waste collection, waste treatment and disposal, and remediation and other waste management.

Excluded from this subsector are establishments primarily engaged in collecting, treating, and disposing waste through sewer systems or sewage treatment facilities that are classified in Industry 22132, Sewage Treatment Facilities and establishments primarily engaged in long-distance hauling of waste materials that are classified in

Industry 48423, Specialized Freight (except Used Goods) Trucking, Long-Distance. Also, there are some activities that appear to be related to waste management, but that are not included in this subsector. For example, establishments primarily engaged in providing waste management consulting services are classified in Industry 54162, Environmental Consulting Services.

## **5621 Waste Collection**

This industry comprises establishments primarily engaged in (1) collecting and/or hauling hazardous waste, nonhazardous waste, and/or recyclable materials within a local area and/or (2) operating hazardous or nonhazardous waste transfer stations. Hazardous waste collection establishments may be responsible for the identification, treatment, packaging, and labeling of wastes for the purposes of transport.

### **56211 Waste Collection**

This industry comprises establishments primarily engaged in (1) collecting and/or hauling hazardous waste, nonhazardous waste, and/or recyclable materials within a local area and/or (2) operating hazardous or nonhazardous waste transfer stations. Hazardous waste collection establishments may be responsible for the identification, treatment, packaging, and labeling of wastes for the purposes of transport.

#### **562111 Solid Waste Collection**

This U.S. industry comprises establishments primarily engaged in one or more of the following: (1) collecting and/or hauling nonhazardous solid waste (i.e., garbage) within a local area; (2) operating nonhazardous solid waste transfer stations; and (3) collecting and/or hauling mixed recyclable materials within a local area.

The data published with NAICS code 562111 are comprised of this part of the following SIC industry:

- 4212 (pt) Solid Waste Collection

#### **562112 Hazardous Waste Collection**

This U.S. industry comprises establishments primarily engaged in collecting and/or hauling hazardous waste within a local area and/or operating hazardous waste transfer stations. Hazardous waste collection establishments may be responsible for the identification, treatment, packaging, and labeling of wastes for the purposes of transport.

The data published with NAICS code 562112 are comprised of this part of the following SIC industry:

- 4212 (pt) Hazardous Waste Collection

#### **562119 Other Waste Collection**

This U.S. industry comprises establishments primarily engaged in collecting and/or hauling waste (except nonhazardous solid waste and hazardous waste) within a local area. Establishments engaged in brush or rubble removal services are included in this industry.

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The data published with NAICS code 562119 are comprised of this part of the following SIC industry:

4212 (pt) Other Waste Collection

### **5622 Waste Treatment and Disposal**

This industry comprises establishments primarily engaged in (1) operating waste treatment or disposal facilities (except sewer systems or sewage treatment facilities) or (2) the combined activity of collecting and/or hauling of waste materials within a local area and operating waste treatment or disposal facilities. Waste combustors or incinerators (including those that may produce byproducts such as electricity), solid waste landfills, and compost dumps are included in this industry.

#### **56221 Waste Treatment and Disposal**

This industry comprises establishments primarily engaged in (1) operating waste treatment or disposal facilities (except sewer systems or sewage treatment facilities) or (2) the combined activity of collecting and/or hauling of waste materials within a local area and operating waste treatment or disposal facilities. Waste combustors or incinerators (including those that may produce byproducts such as electricity), solid waste landfills, and compost dumps are included in this industry.

#### **562211 Hazardous Waste Treatment and Disposal**

This U.S. industry comprises establishments primarily engaged in (1) operating treatment and/or disposal facilities for hazardous waste or (2) the combined activity of collecting and/or hauling of hazardous waste materials within a local area and operating treatment or disposal facilities for hazardous waste.

The data published with NAICS code 562211 are comprised of this part of the following SIC industry:

4953 (pt) Hazardous Waste Treatment and Disposal

#### **562212 Solid Waste Landfill**

This U.S. industry comprises establishments primarily engaged in (1) operating landfills for the disposal of nonhazardous solid waste or (2) the combined activity of collecting and/or hauling nonhazardous waste materials within a local area and operating landfills for the disposal of nonhazardous solid waste.

The data published with NAICS code 562212 are comprised of this part of the following SIC industry:

4953 (pt) Solid Waste Landfill

#### **562213 Solid Waste Combustors and Incinerators**

This U.S. industry comprises establishments primarily engaged in operating combustors and incinerators for the disposal of nonhazardous solid waste. These establishments may produce byproducts, such as electricity and steam.

The data published with NAICS code 562213 are comprised of this part of the following SIC industry:

4953 (pt) Solid Waste Combustors and Incinerators

### **562219 Other Nonhazardous Waste Treatment and Disposal**

This U.S. industry comprises establishments primarily engaged in (1) operating nonhazardous waste treatment and disposal facilities (except landfills, combustors, incinerators and sewer systems or sewage treatment facilities) or (2) the combined activity of collecting and/or hauling of nonhazardous waste materials within a local area and operating waste treatment or disposal facilities (except landfills, combustors, incinerators and sewer systems, or sewage treatment facilities). Compost dumps are included in this industry.

The data published with NAICS code 562219 are comprised of this part of the following SIC industry:

4953 (pt) Other Nonhazardous Waste Treatment and Disposal

### **5629 Remediation and Other Waste Management Services**

This industry group comprises establishments primarily engaged in remediation and other waste management services (except waste collection, waste treatment and disposal, and waste management consulting services).

#### **56291 Remediation Services**

This industry comprises establishments primarily engaged in one or more of the following: (1) remediation and cleanup of contaminated buildings, mine sites, soil, or ground water; (2) integrated mine reclamation activities, including demolition, soil remediation, waste water treatment, hazardous material removal, contouring land, and revegetation; and (3) asbestos, lead paint, and other toxic material abatement.

#### **562910 Remediation Services**

This industry comprises establishments primarily engaged in one or more of the following: (1) remediation and cleanup of contaminated buildings, mine sites, soil, or ground water; (2) integrated mine reclamation activities, including demolition, soil remediation, waste water treatment, hazardous material removal, contouring land, and revegetation; and (3) asbestos, lead paint, and other toxic material abatement.

The data published with NAICS code 562910 are comprised of these parts of the following SIC industries:

1799 (pt) Asbestos Abatement and Lead Paint Removal

4959 (pt) Remediation Services

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### **5629101 Remediation Services (Except Asbestos Abatement and Lead Paint Removal)**

Establishments primarily engaged in the remediation and cleanup of contaminated buildings, mine sites, soil, or ground water; mine reclamation including demolition, soil remediation, waste water treatment, hazardous material removal, contouring of land, and revegetation.

### **5629102 Asbestos Abatement and Lead Paint Removal**

Establishments primarily engaged in asbestos abatement or lead paint removal.

### **56292 Materials Recovery Facilities**

This industry comprises establishments primarily engaged in (1) operating facilities for separating and sorting recyclable materials from nonhazardous waste streams (i.e., garbage) and/or (2) operating facilities where commingled recyclable materials, such as paper, plastics, used beverage cans, and metals, are sorted into distinct categories.

### **562920 Materials Recovery Facilities**

This industry comprises establishments primarily engaged in (1) operating facilities for separating and sorting recyclable materials from nonhazardous waste streams (i.e., garbage) and/or (2) operating facilities where commingled recyclable materials, such as paper, plastics, used beverage cans, and metals, are sorted into distinct categories.

The data published with NAICS code 562920 are comprised of this part of the following SIC industry:

4953 (pt) Materials Recovery Facilities

### **56299 All Other Waste Management Services**

This industry comprises establishments primarily engaged in waste management services (except waste collection, waste treatment and disposal, remediation, operation of materials recovery facilities, and waste management consulting services).

### **562991 Septic Tank and Related Services**

This U.S. industry comprises establishments primarily engaged in (1) pumping (i.e., cleaning) septic tanks and cesspools and/or (2) renting and/or servicing portable toilets.

The data published with NAICS code 562991 are comprised of these parts of the following SIC industries:

7359 (pt) Portable Toilet Rental

7699 (pt) Cesspool Cleaning, Sewer Cleaning, and Rodding

### **5629911 Cesspool Cleaning, Sewer Cleaning, and Rodding**

Establishments primarily engaged in pumping septic tanks and cesspools and/or sewer rodding services.

### **5629912 Portable Toilet Rental**

Establishments primarily engaged in renting or leasing portable toilets. Included here are establishments servicing portable toilets.

### **562998 All Other Miscellaneous Waste Management Services**

This U.S. industry comprises establishments primarily engaged in providing waste management services (except waste collection, waste treatment and disposal, remediation, operation of materials recovery facilities, septic tank pumping and related services, and waste management consulting services).

The data published with NAICS code 562998 are comprised of this part of the following SIC industry:

4959 (pt) Other Waste Management Services

# Appendix C.

## Coverage and Methodology

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### MAIL/NONMAIL UNIVERSE

For this sector, large- and medium-size firms, plus all firms known to operate more than one establishment, were sent questionnaires to be completed and returned to the Census Bureau by mail. For most very small firms, data from existing administrative records of other Federal agencies were used instead. These records provided basic information on location, kind of business, receipts, payroll, number of employees, and legal form of organization.

Firms in the 1997 Economic Census were divided into the mail universe and nonmail universe. The coverage of and the method of obtaining census information from each are described below:

1. The mail universe consisted of firms for which information was obtained by means of a mail canvass and included:
  - a. Large employers, i.e., all multiestablishment firms, and all employer firms with payroll above a specified cutoff (The term “employers” refers to firms with one or more paid employees at any time during 1997 as shown in the active administrative records of other Federal agencies.).
  - b. A sample of small employers, i.e., single-establishment firms with payroll below a specified cutoff, in classifications for which specialized data precluded reliance solely on administrative records sources.
2. The nonmail universe consisted of firms that were not required to file a regular census return and included:
  - a. Selected small employers, i.e., single-establishment firms with payroll below a specified cutoff. Although the payroll cutoff varied by kind of business, small employers in the nonmail universe generally included firms with less than 10 employees and represented about 10 percent of total receipts of establishments covered in the census. Data on receipts, payroll, and employment for small employers in the nonmail universe were derived or estimated from administrative records of other Federal agencies.
  - b. All taxable nonemployers, i.e., all firms subject to Federal income tax with no paid employees during 1997. Receipts information for these firms was obtained from administrative records of other Federal agencies. Although consisting of many firms,

nonemployers accounted for less than 10-percent of total receipts of all establishments covered in the census. The census included only those nonemployer firms which reported a receipts volume of \$1,000 or more during 1997. Data for nonemployers are not included in this report, but are released as part of the Core Business Statistics Series.

### INDUSTRY CLASSIFICATION OF ESTABLISHMENTS

The classifications for all establishments in this sector were assigned in accordance with the 1997 North American Industry Classification System (NAICS) Manual, United States. NAICS is a common classification system developed by the United States, Canada, and Mexico. This system replaces the 1987 Standard Industrial Classification (SIC) that was used in previous censuses. Appendix A of the 1997 NAICS manual provides information on the comparability between the 1987 SIC and the 1997 NAICS. More information on NAICS is available in the NAICS manual and at [www.census.gov/naics](http://www.census.gov/naics).

The method of assigning classifications, and the level of detail at which establishments were classified, differed between the mail and nonmail universe as follows:

1. The mail universe.
  - a. Establishments in the mail universe were classified on the basis of their self-designation, sources of receipts, and other industry-specific inquiries.
2. The nonmail universe.
  - a. Selected small employers were classified on the basis of the most current kind-of-business classification available from one of the Census Bureau's current sample surveys or the 1992 Economic Census. Otherwise, the classification was obtained from administrative records of other Federal agencies. If the census or administrative record classifications proved inadequate (none corresponded to a 1997 Economic Census classification in the detail required for employers), the firm was sent a brief inquiry requesting information necessary to assign a 1997 census kind-of-business code.
  - b. Nonemployers were classified on the basis of information obtained from administrative records of other Federal agencies.

### RELIABILITY OF DATA

All data compiled for this sector are subject to nonsampling errors. Nonsampling errors can be attributed to many sources: inability to identify all cases in the actual

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universe; definition and classification difficulties; differences in the interpretation of questions; errors in recording or coding the data obtained; and other errors of collection, response, coverage, processing, and estimation for missing or misreported data.

Data presented in the Miscellaneous Subjects and the Sources of Receipts reports for this sector are subject to sampling errors as well as nonsampling errors. Specifically, these data are estimated based on information obtained from census questionnaires mailed to all large employers and to a sample of small employers in the universe. Sampling errors affect these estimates insofar as they may differ from results that would be obtained from a complete enumeration.

The accuracy of these tabulated data is determined by the joint effects of the various nonsampling errors or by the joint effects of sampling and nonsampling errors. No direct measurement of these effects has been obtained except for estimation for missing or misreported data; however, precautionary steps were taken in all phases of the collection, processing, and tabulation of the data in an effort to minimize the effects of nonsampling errors.

The Census Bureau obtains limited information extracted from administrative records of other Federal agencies. This information is used in conjunction with other information available to the Census Bureau to develop estimates for nonemployers, small employers, and other establishments for which responses were not received in time for publication.

#### **TREATMENT OF NONRESPONSE**

Census report forms included two different types of inquiries, "basic" and "industry-specific." Data for the basic inquiries, which include location, kind of business or

operation, receipts, payroll, number of employees, and legal form of organization, were available from a combination of sources for all establishments. Data for industry-specific inquiries, tailored to the particular kinds of business or operation covered by the report, were available only from the establishments in the mail universe that completed the appropriate inquiries on the questionnaire.

Data for industry-specific inquiries in this sector were expanded in most cases to account for establishments that did not respond to the particular inquiry for which data are presented. Data presented for industry-specific inquiries based on a December 31 reference date were expanded in direct relationship to total receipts of only those establishments in business at the end of the year. Unless otherwise noted in specific reports, data for other industry-specific inquiries were expanded in direct relationship to total receipts of all establishments included in the category. In a few cases expansion on the basis of the receipts item was not appropriate, and another basic data item was used as the basis for expansion of reported data to account for nonrespondents.

All reports in which data were expanded to account for nonmail employers and nonrespondents include a coverage indicator for each publication category, which shows the receipts of establishments responding to the industry-specific inquiry as a percent of total receipts for all establishments for which data are shown. For some inquiries, coverage is determined by the ratio of total payroll or employment of establishments responding to the inquiry to total payroll or employment of all establishments in the category.



# Appendix D. Geographic Notes

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Not applicable for this report.

# Appendix E. Metropolitan Areas

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Not applicable for this report.

