

[date]

Dear Employer:

As the chief source of government data on employment, the U.S. Bureau of Labor Statistics (BLS) intends to produce data on business employment involved in the production of green goods and services. Green goods and services are defined as goods and services produced by a firm that benefit the environment or conserve natural resources. This data collection will produce regular tabulations of aggregate employment for businesses whose primary output(s) falls into the green goods and services sector.

BLS recently sent a letter to your business establishment to request your participation in the Green Goods and Services Survey. We have not yet received the survey form included in that letter. Your participation is important to BLS, so we are attaching an additional form for the Green Goods and Services Survey. If you have not filled out and mailed in the original form, please complete and return the attached form **within 7 days** of receipt, whether or not your company is involved in the green activities. If you have already returned the original form, please disregard this message.

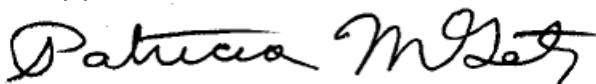
Please note that if your business has more than one location, these locations may be involved in different activities. We are requesting you to complete this form for the activities performed at the individual worksite identified in Item 1 of the survey.

We estimate that it will take you an average of 15 minutes to complete this form. The OMB control number for this survey is 1220-0181 and expires September 30, 2010.

If you have any questions please contact Kristin Fairman or Robert Viegas at 202-691-5185 or GGS@bls.gov.

Thank you for your voluntary cooperation and participation.

Sincerely yours,



Patricia M. Getz
Assistant Commissioner
Office of Industry Employment Statistics, Office of Employment and Unemployment Statistics

Green Goods and Services Categories

The BLS definition of Green Goods and Services includes the following categories: renewable energy; energy efficiency; pollution and greenhouse gas reduction, pollution clean-up, and recycling and reuse; natural resources conservation; and education, compliance, and public awareness. Examples of what is and what is not included in each category for this survey are listed below.

Renewable Energy	Energy Efficiency	Pollution & greenhouse gas reduction, pollution clean-up, & recycling & reuse	Natural Resources Conservation	Education, Compliance, and Public Awareness
Included:	Included:	Included:	Included:	Included:
<ul style="list-style-type: none"> - Operating a renewable energy plant <ul style="list-style-type: none"> o wind o biomass o geothermal o solar o ocean energy (tidal, wave, current, and thermal) o hydropower o landfill gas and municipal solid waste - Designing, developing or building a renewable energy plant - Manufacturing parts for use in a renewable energy plant, such as solar cells or wind turbine blades 	<ul style="list-style-type: none"> - Designing or building: <ul style="list-style-type: none"> o energy efficient homes or buildings (EnergyStar or LEED certified buildings) o weatherization projects o retrofitting projects - Developing, manufacturing, installing or maintaining: <ul style="list-style-type: none"> o EnergyStar-certified products o products certified or eligible for use in LEED construction projects o Smart Grid products such as meters, distribution automation devices, software 	<ul style="list-style-type: none"> - Carbon emissions monitoring - Cap and trade - Hazardous waste clean-up - Developing, building, manufacturing parts for , or operating: <ul style="list-style-type: none"> o waste or water treatment plant o waste to energy facility o recycling center or compost facility - Developing, manufacturing, installing, or maintaining scrubbers on power plants or other facilities - Developing, manufacturing, or maintaining low-emission vehicles, such as hybrids - Manufacturing fertilizers from compost or other natural waste products - Selling reused merchandise including clothes - Salvaging building materials for re-use 	<ul style="list-style-type: none"> - Developing or manufacturing WaterSense-certified products - Wetlands restoration - Sustainability planning - Bioscience - Environmental research, consulting 	<ul style="list-style-type: none"> - Environmental law - Education and training related to the prior 4 categories - Educational research related to prior 4 categories - Environmental media and publications - Environmental advocacy - Environmental compliance - Energy audits - Environmental standard certification agencies
NOT included:	NOT included:	NOT included:	NOT included:	NOT included:
<ul style="list-style-type: none"> - Distributing renewable energy to customers - Worksites that use renewable energy to operate their business 	<ul style="list-style-type: none"> - Using EnergyStar products at your workplace - Green practices such as adjusting thermostat temperatures or using fuel efficient vehicles 	<ul style="list-style-type: none"> - Operating a power plant or manufacturing facility that uses scrubbers or other methods to reduce pollution - Using green products, such as cleaners, at your workplace - Carpooling or telecommuting - Selling used books, used cars - Building with salvaged building materials 	<ul style="list-style-type: none"> - Using water conservation practices at your workplace - Manufacturers using reused or recycled materials 	<ul style="list-style-type: none"> - Distribution of green goods and services