

April 7, 2010

MEMORANDUM FOR : Reviewer of 1220-0042

FROM : George Stamas, Chief
Occupational Employment Statistics
Bureau of Labor Statistics

SUBJECT : New Fax Collection Form for the Survey of
Occupational Employment Statistics

In May 2010, the Bureau of Labor Statistics (BLS) will begin using a new fax collection form for the Survey of Occupational Employment Statistics (OES). BLS has offered fax collection of this survey for several years as an option for respondents to provide data.

In an effort to ease respondent burden, respondents will have the option to request this simplified, one page fax form. The form will not be included in any solicitation materials, but will be made available to respondents upon request after they have received the standard OES solicitation packet.

The revised fax collection form is included with this note to the reviewer, and has the following characteristics:

- Although the form will be generic, each State will have the opportunity to add State specific contact information.
- The instructions are an abbreviated version of the language already used on OES survey forms.
- The form contains the same table used to collect employment and wage information already in place on OES survey forms.

This change is expected to reduce burden on smaller establishments. If you have any questions about this request, please contact George Stamas by telephone at 202-691-6350 or by e-mail at stamas.george@bls.gov.