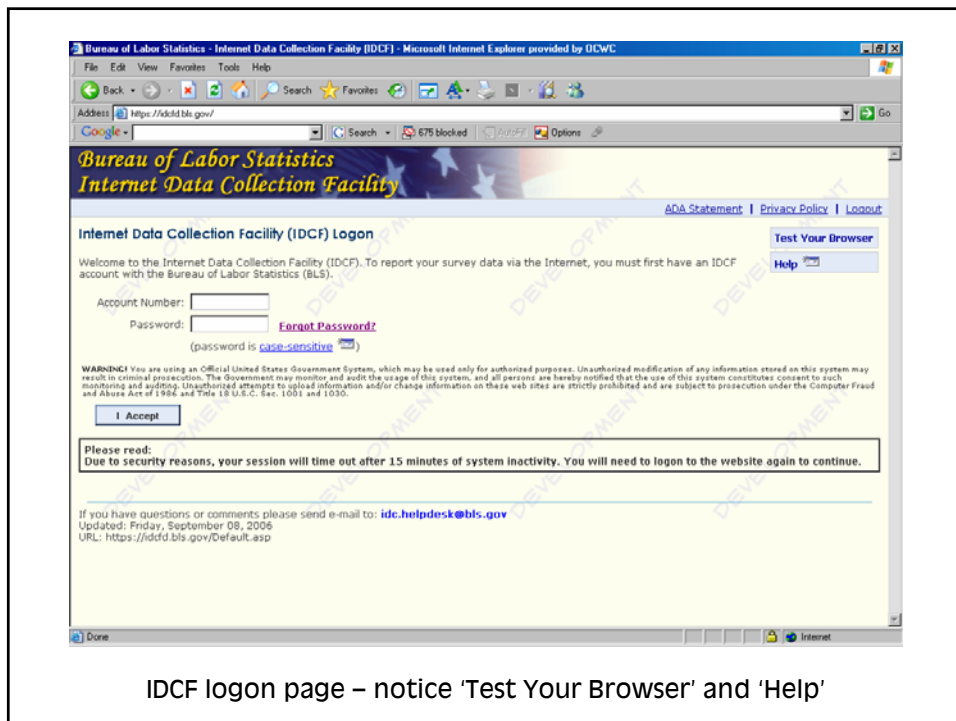
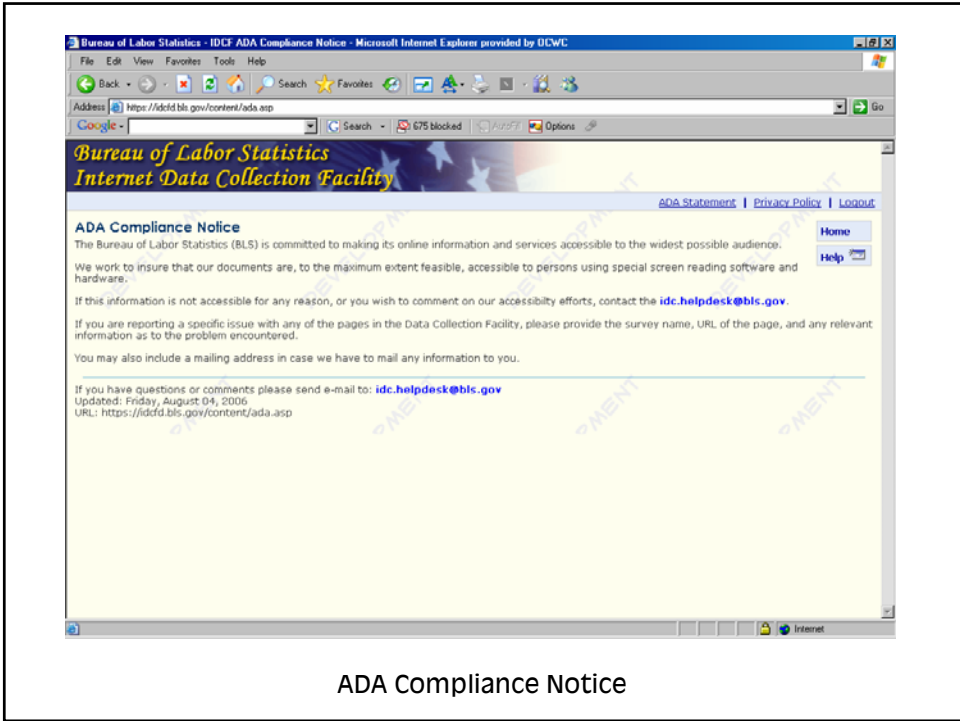


The Gatekeeper



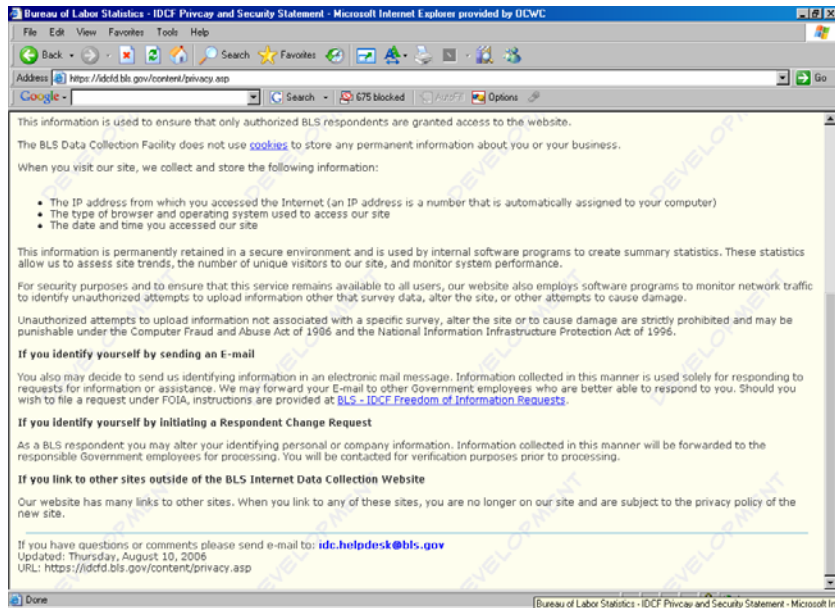
IDCF logon page – notice 'Test Your Browser' and 'Help'



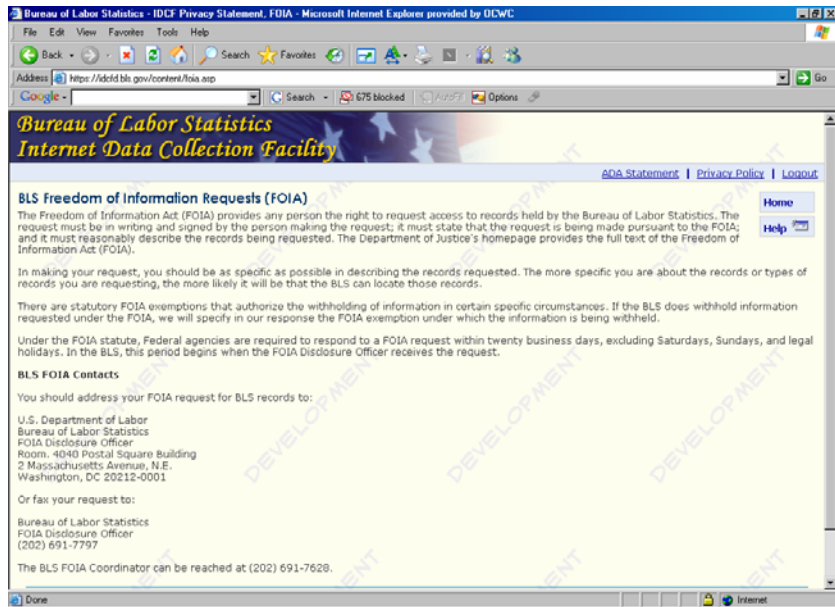
ADA Compliance Notice



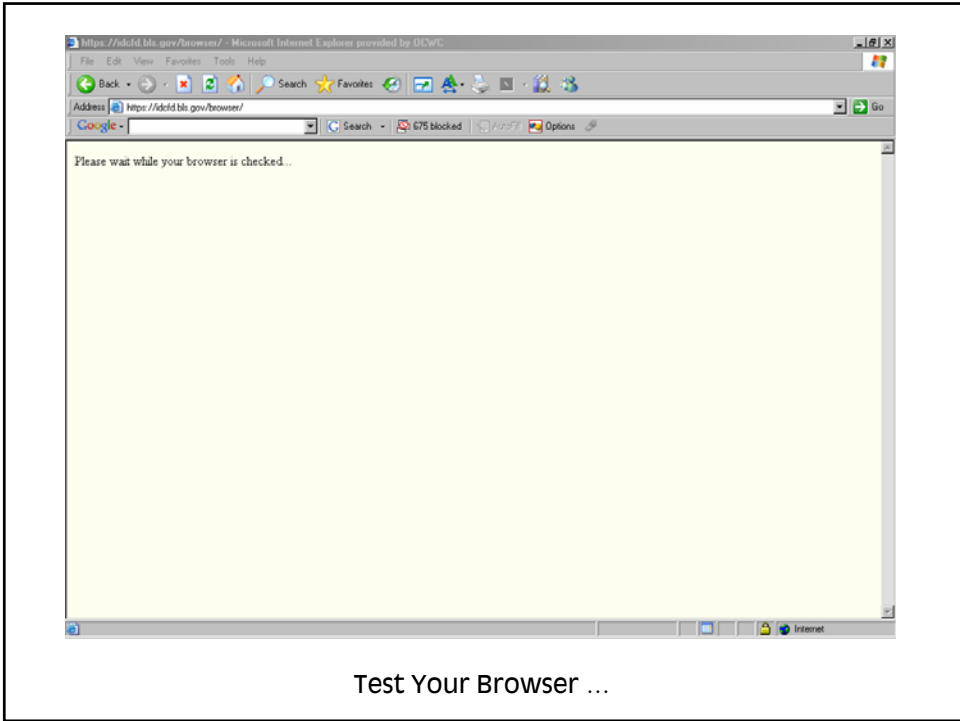
Privacy and Security Statement



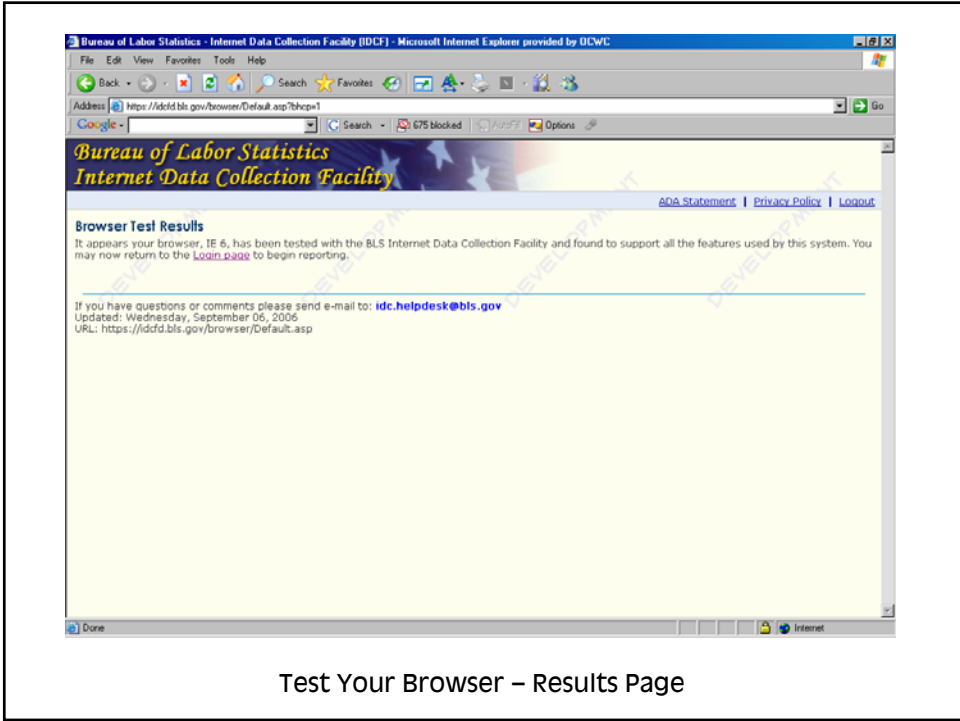
Page 2 of Privacy and Security Statement



BLS FOIA Statement



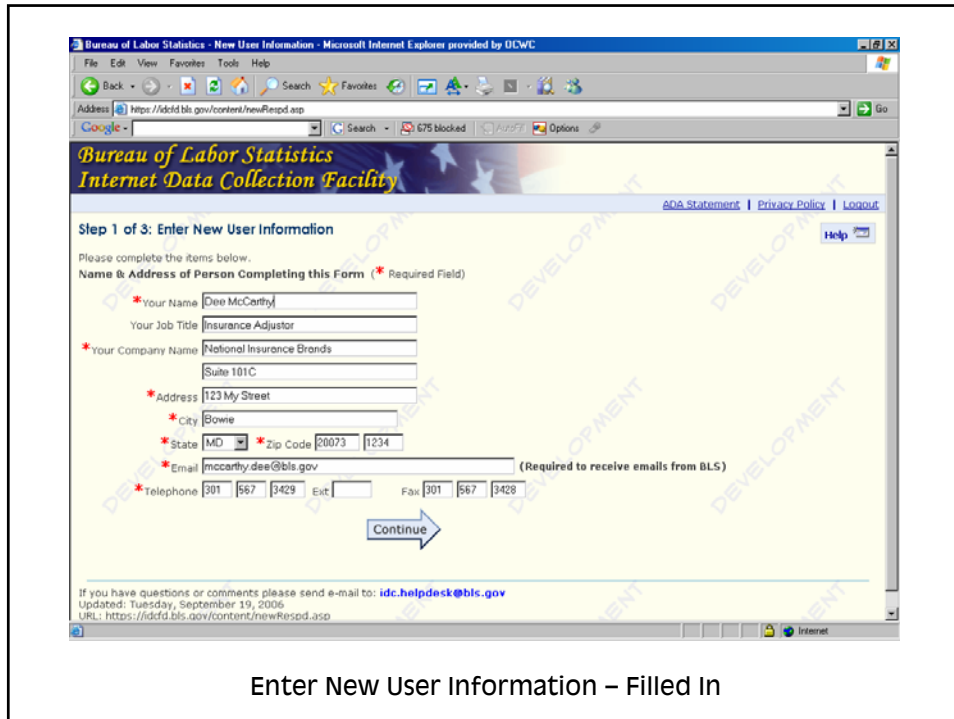
Test Your Browser ...



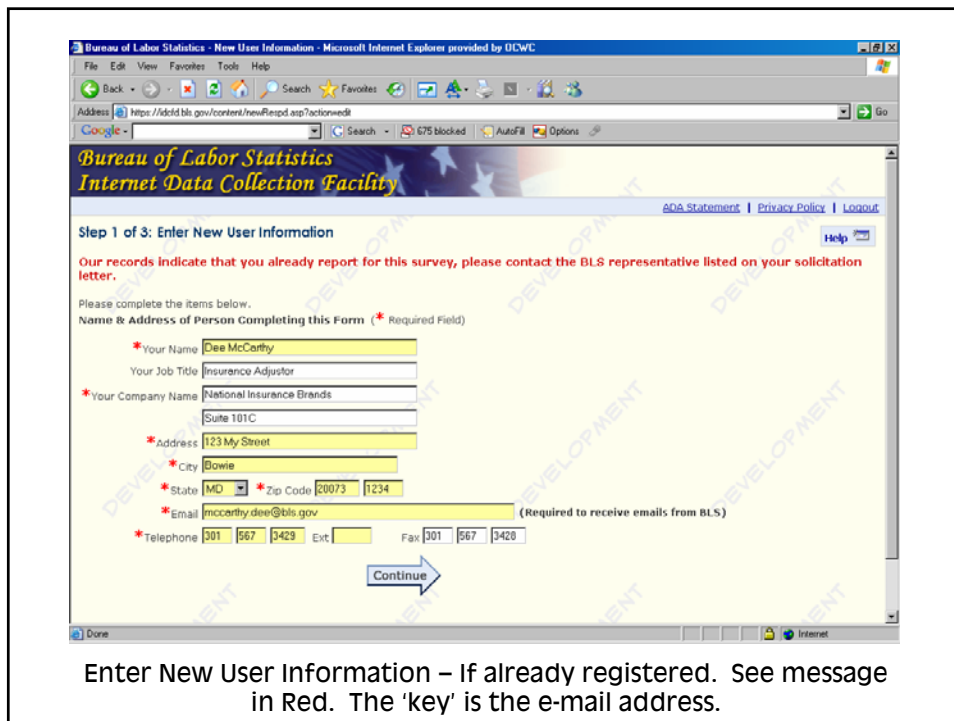
Test Your Browser – Results Page

Click 'I Accept' after entering Permanent User ID and Temporary Password from Survey form

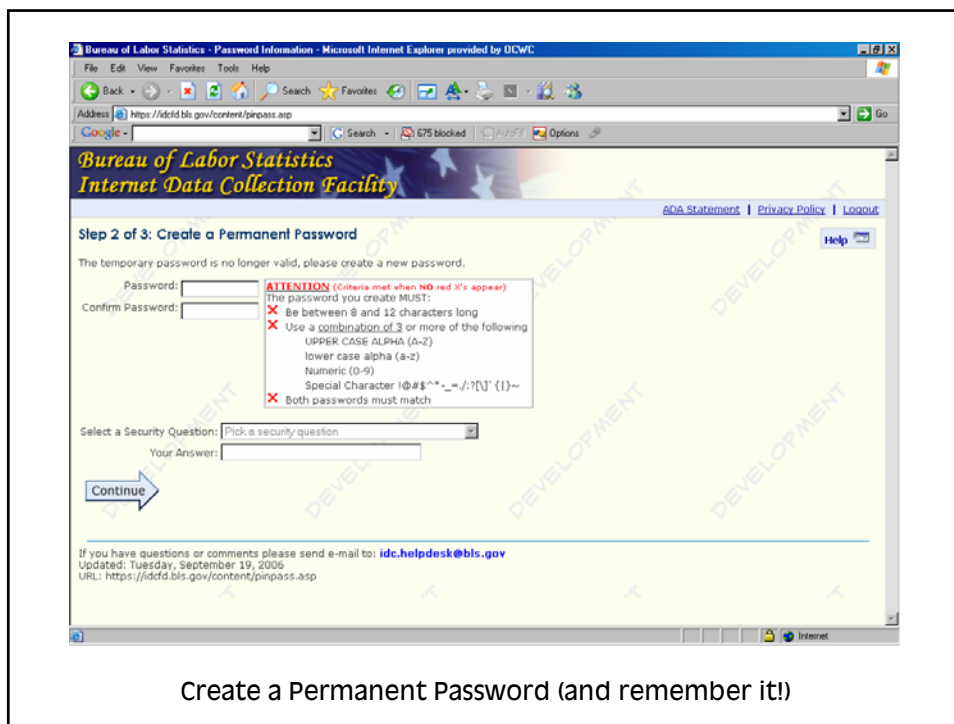
Enter New User Information – Page 1



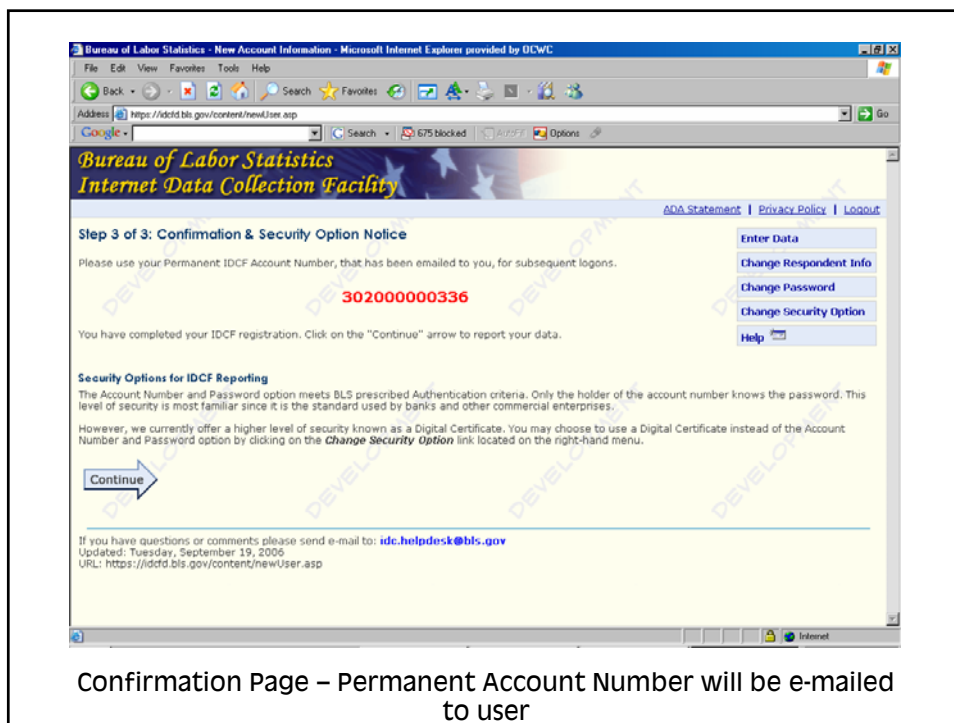
Enter New User Information – Filled In



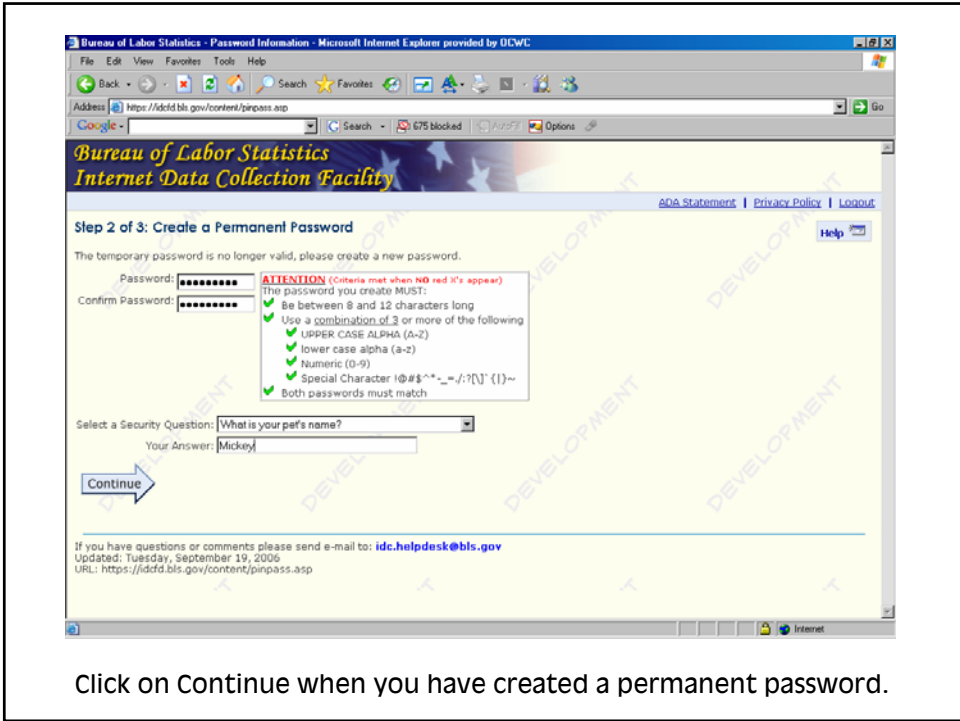
Enter New User Information – If already registered. See message in Red. The 'key' is the e-mail address.



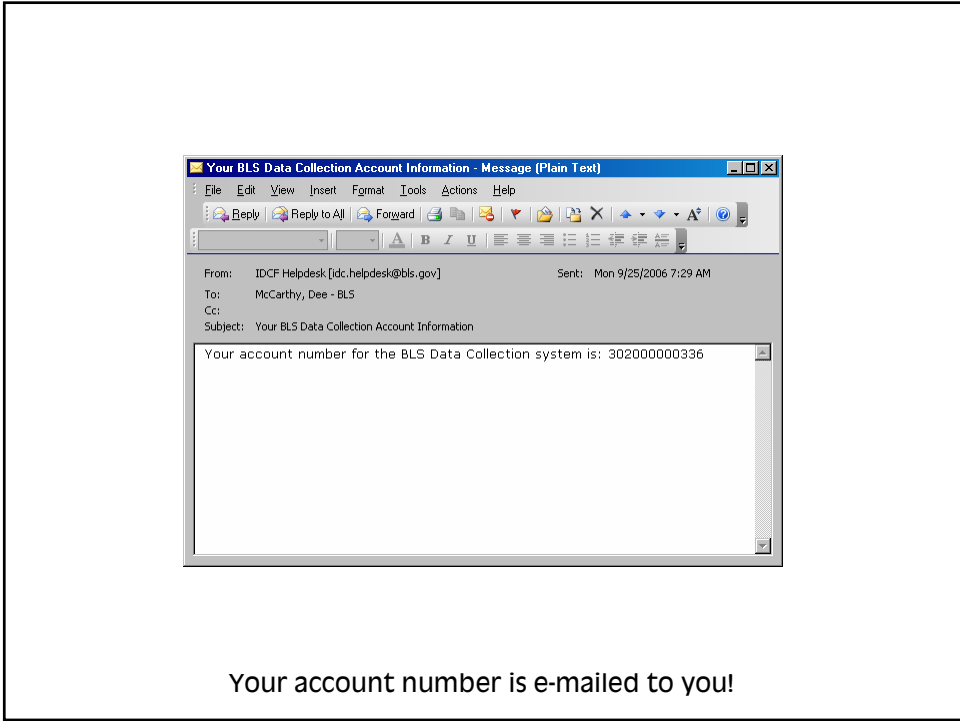
Create a Permanent Password (and remember it!)



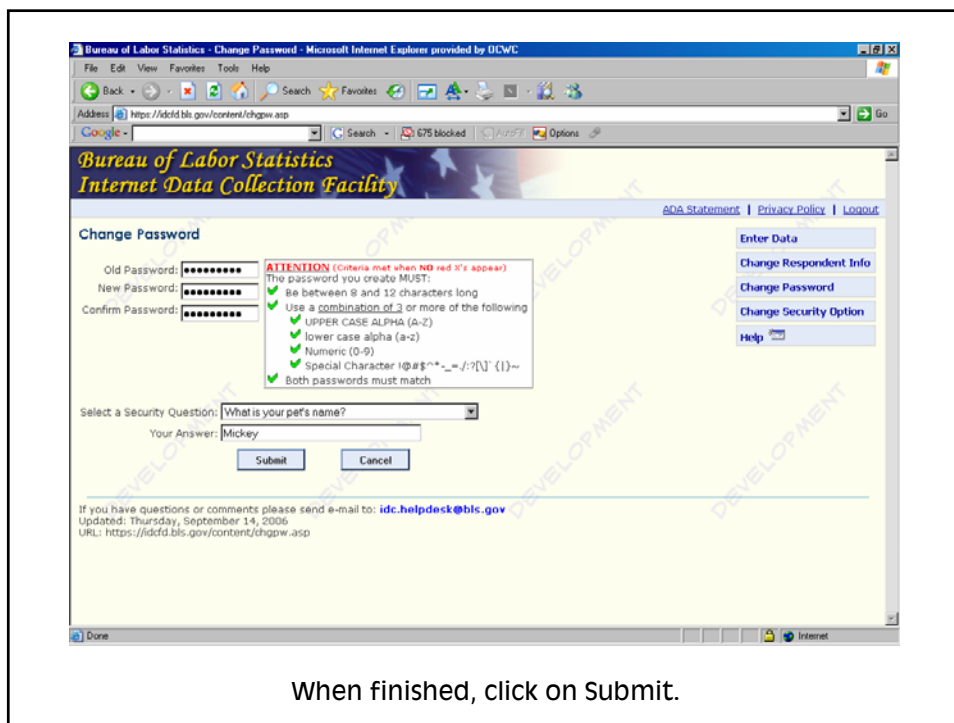
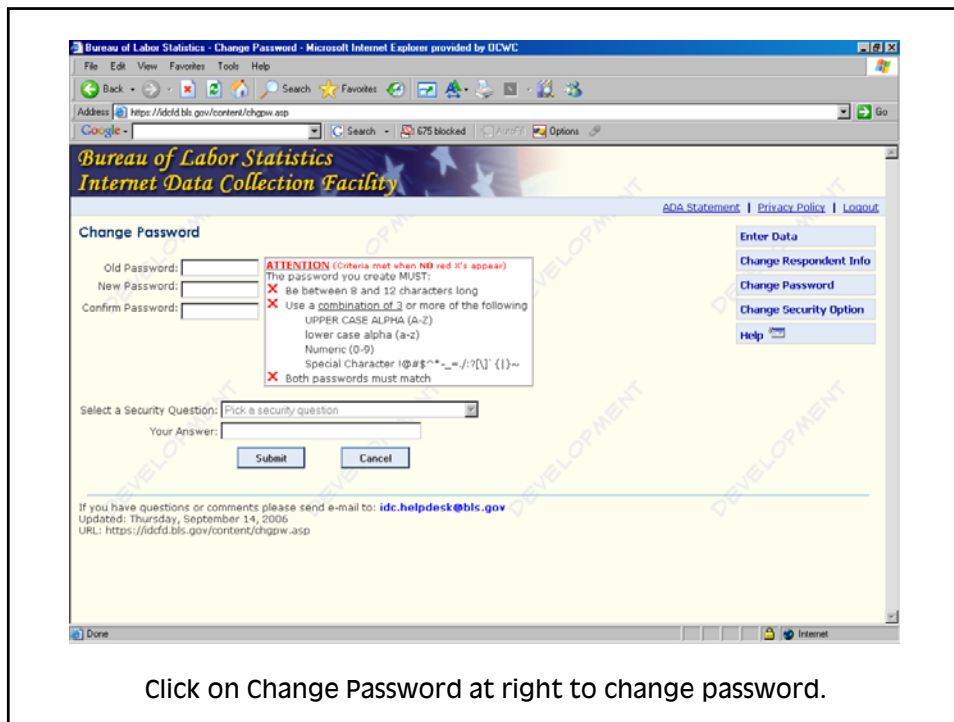
Confirmation Page – Permanent Account Number will be e-mailed to user

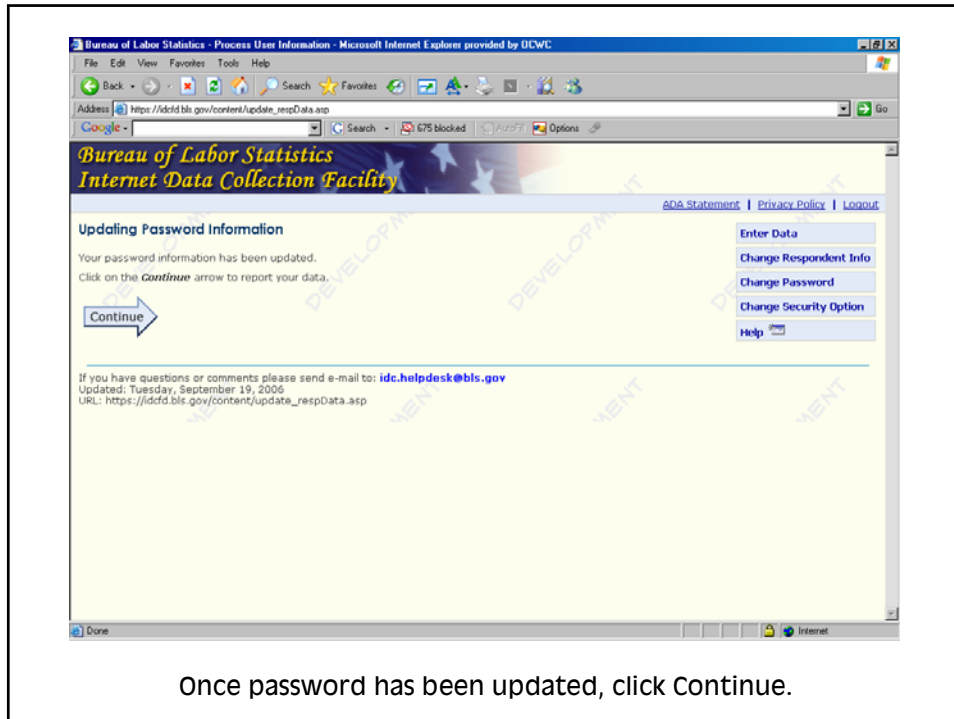


Click on Continue when you have created a permanent password.

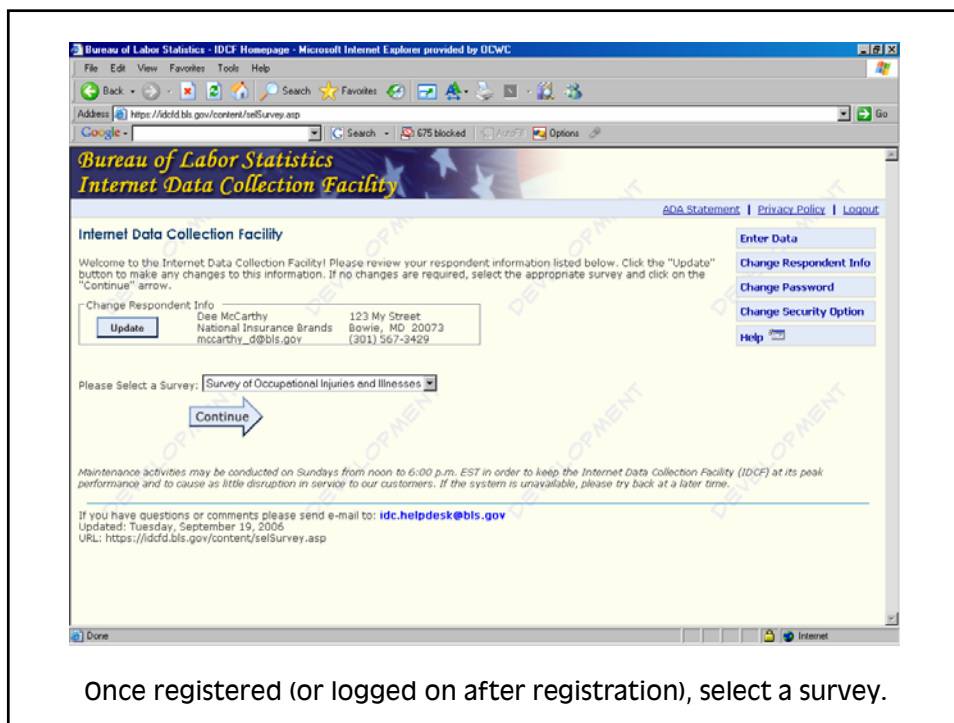


Your account number is e-mailed to you!





Once password has been updated, click Continue.



Once registered (or logged on after registration), select a survey.

The screenshot shows a web browser window titled "Bureau of Labor Statistics - Informed Consent - Microsoft Internet Explorer provided by DCWC". The address bar shows the URL "https://iddfd.bls.gov/content/consent.asp". The page header includes "Bureau of Labor Statistics" and "Internet Data Collection Facility". A navigation menu contains links for "ADA Statement", "Privacy Policy", and "Logout".

The main content area is titled "Select Your Security Option". It contains the following text:

We currently offer two levels of security: Digital Certificates, which offers the highest level of security; or an Account Number and Password, which is a less restrictive but no less safe, level of security. [If you would like more information about these options, click here](#)

As a participant in the Bureau of Labor Statistics (BLS) statistical survey, you should be aware that use of electronic transmittal methods in reporting data to the BLS involves certain inherent risks to the confidentiality of those data. Further, you should be aware that responsible electronic transmittal practices employed by the BLS cannot completely eliminate those risks.

Select your Security Option:

It is our goal to provide both security and ease of use. The continued success of the BLS to provide accurate and timely statistics relies both on our ability to offer services to you in a secure manner as well as your responsibility in keeping any certificates, account numbers and passwords private. If you are not sure which option to choose, please ask the security officer within your company.

[You have an account number and password, click here to obtain a digital certificate.](#)

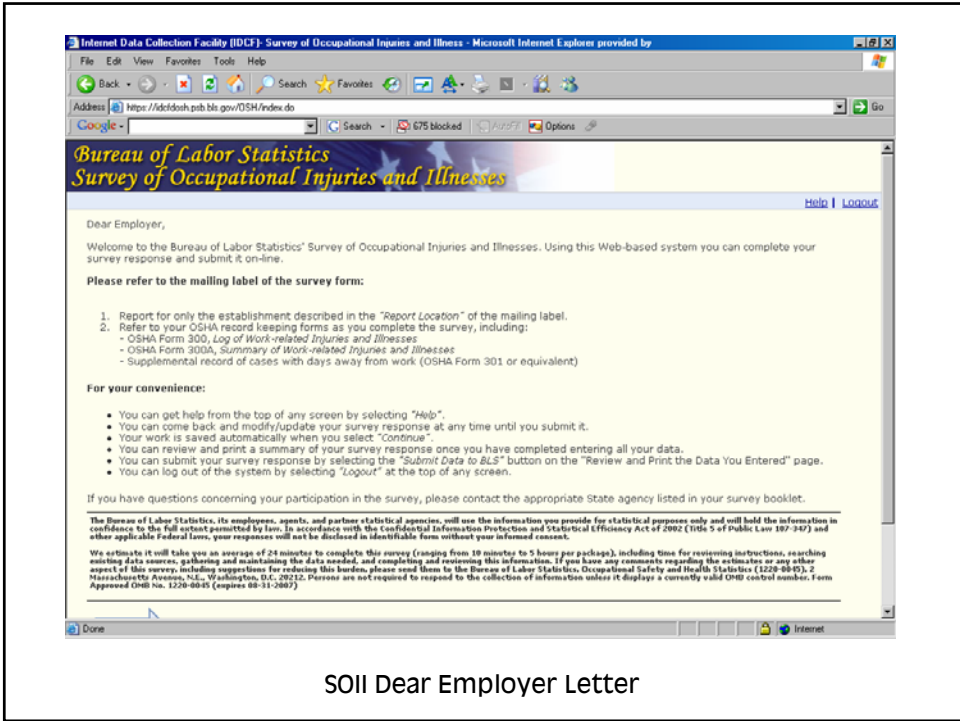
ATTENTION NETSCAPE USERS: At this time we are unable to offer digital certificates to our netscape users. Netscape users may obtain access to the system by choosing the account number and password security level.

If you have questions or comments please send e-mail to: iddc.helpdesk@bls.gov
 Updated: Tuesday, September 05, 2006
 URL: <https://iddfd.bls.gov/content/consent.asp>

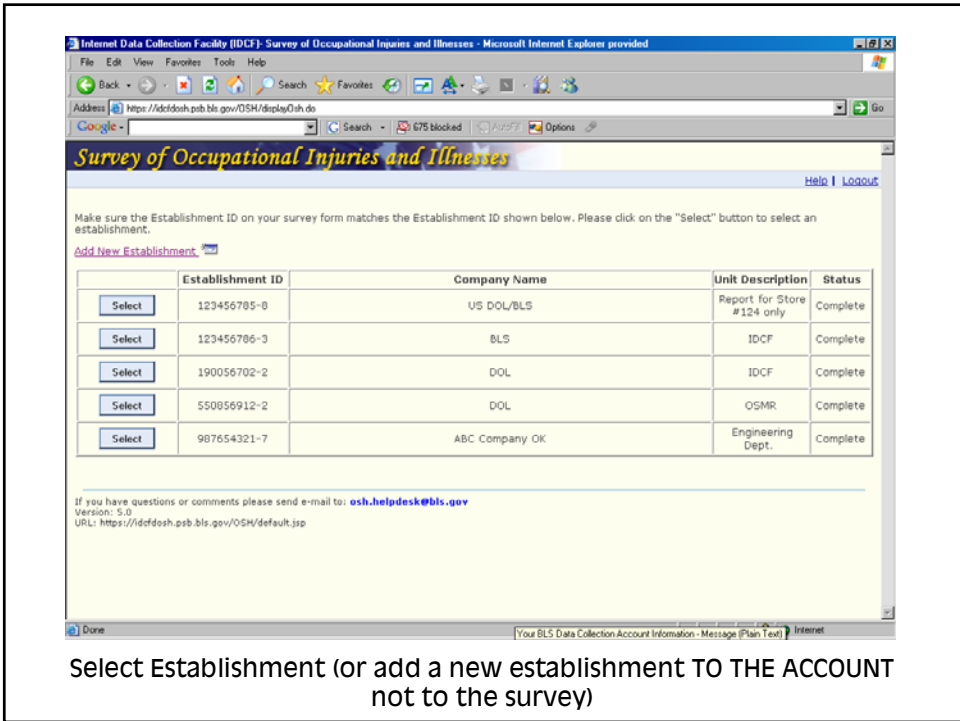
On the right side of the page, there is a vertical menu of buttons: "Enter Data", "Change Respondent Info", "Change Password", "Change Security Option", and "Help".

Below the screenshot, the text reads: "Change Security Option – if respondent wants a digital certificate."

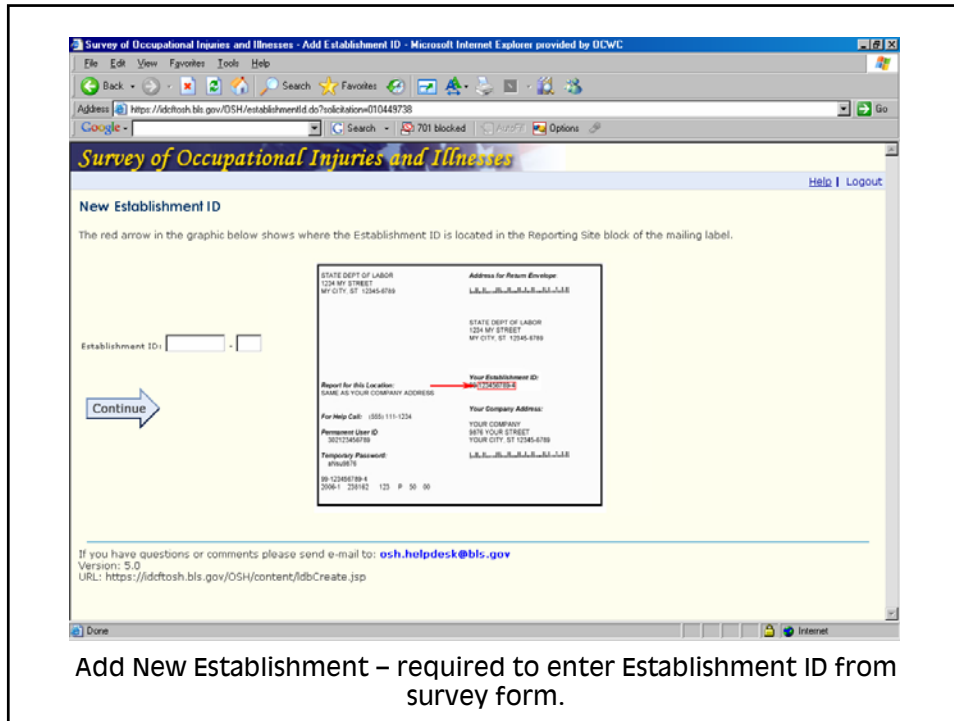
The SOII Instrument



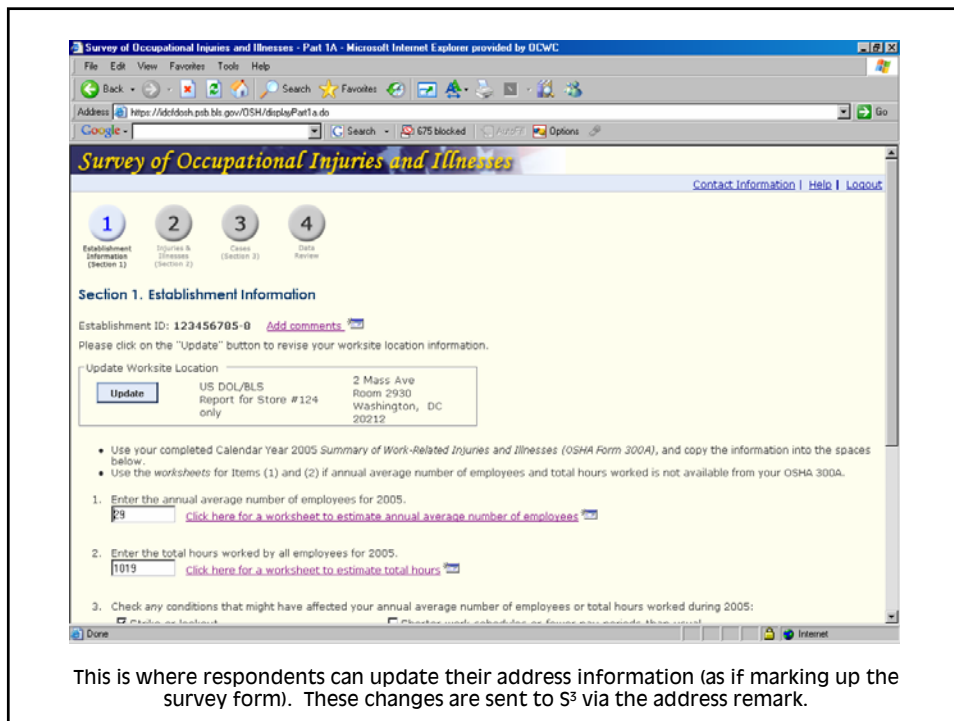
SOI Dear Employer Letter



Select Establishment (or add a new establishment TO THE ACCOUNT not to the survey)



Add New Establishment – required to enter Establishment ID from survey form.



This is where respondents can update their address information (as if marking up the survey form). These changes are sent to S³ via the address remark.

Survey of Occupational Injuries and Illnesses - Estimate Employment Worksheet - Microsoft...

Worksheet for Estimating Annual Average Number of Employees

Step 1. Enter the number of pay periods during 2005.

5

Step 2.

- Enter the number of employees that your establishment paid in every pay period during 2005.
- Include all employees: full-time, part-time, temporary, seasonal, salaried, and hourly.

In this pay period	You paid this many employees
1	<input type="text"/>
2	<input type="text"/>
3	<input type="text"/>
4	<input type="text"/>
5	<input type="text"/>

Done Internet

Worksheet for estimating annual average number of employees

Survey of Occupational Injuries and Illnesses - Estimate Hours Worksheet - Microsoft Inter...

Worksheet for Estimating Total Hours Worked

A. Hours worked by full-time employees:

Enter the number of full-time employees

Enter the number of hours generally worked by a full-time employee for a year

Enter the number of overtime hours worked by full-time employees

Total hours for full-time employees

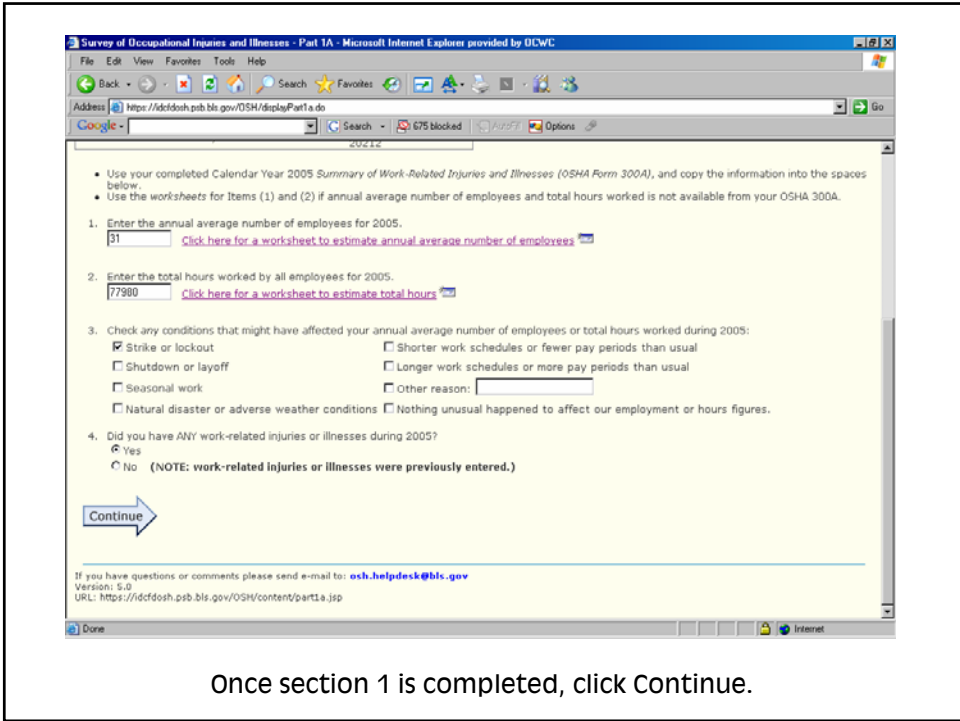
B. Hours worked by other employees: (including part-time, temporary and seasonal)

Enter the number of hours worked by all non-full-time employees including part-time, temporary, and seasonal

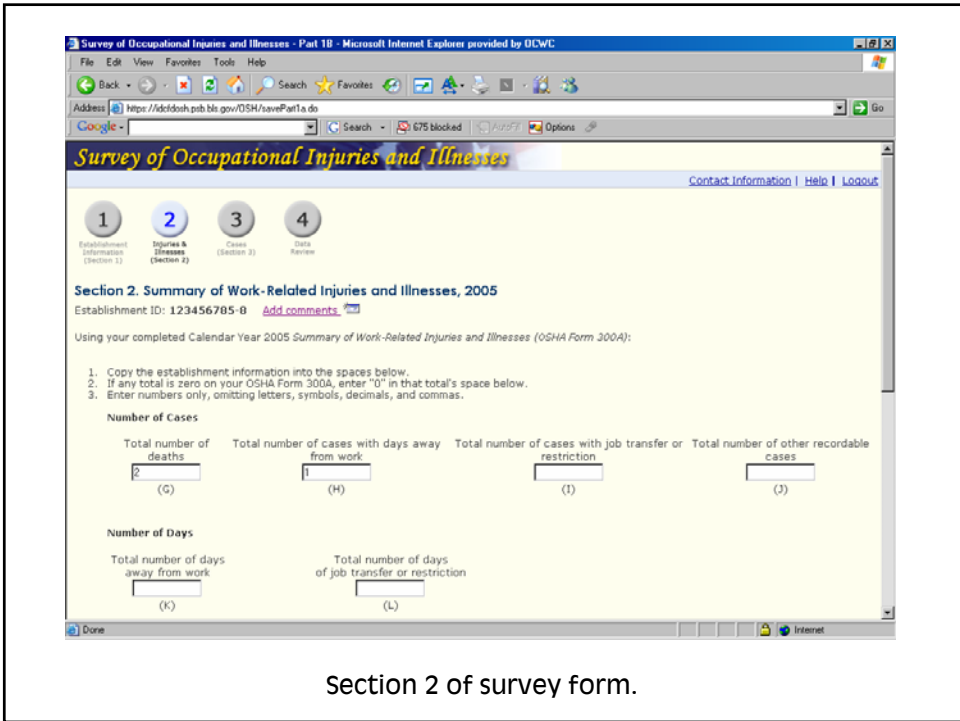
C. Total hours worked by all employees:

Done Internet

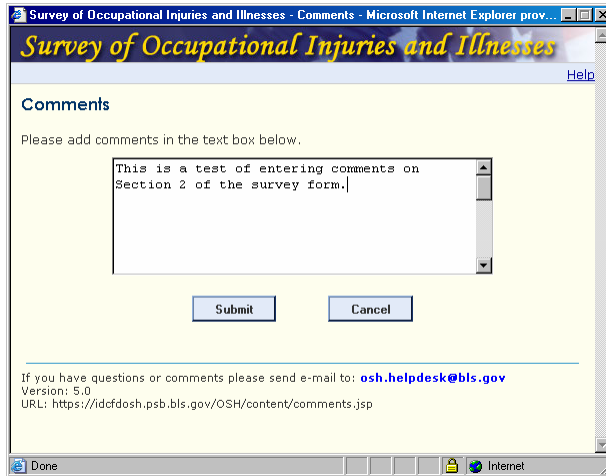
Worksheet for estimating total hours worked (by all employees)



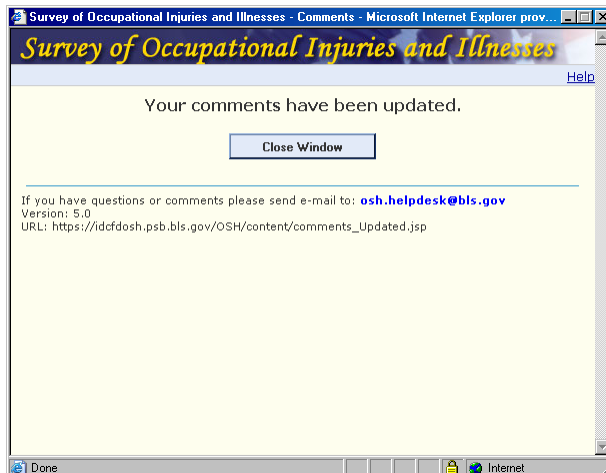
Once section 1 is completed, click Continue.

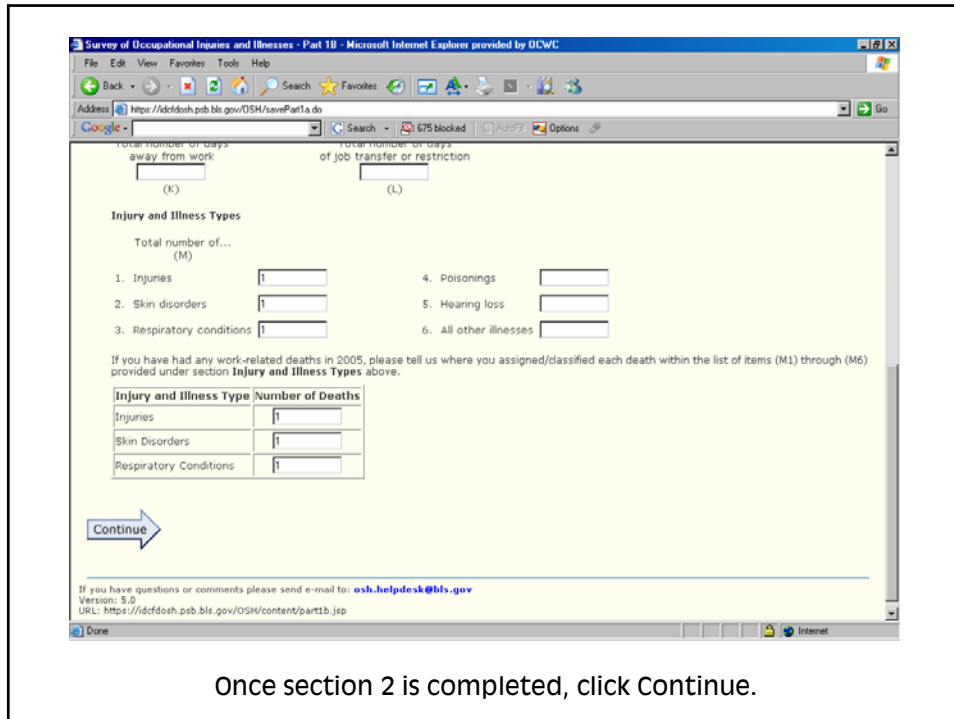


Section 2 of survey form.

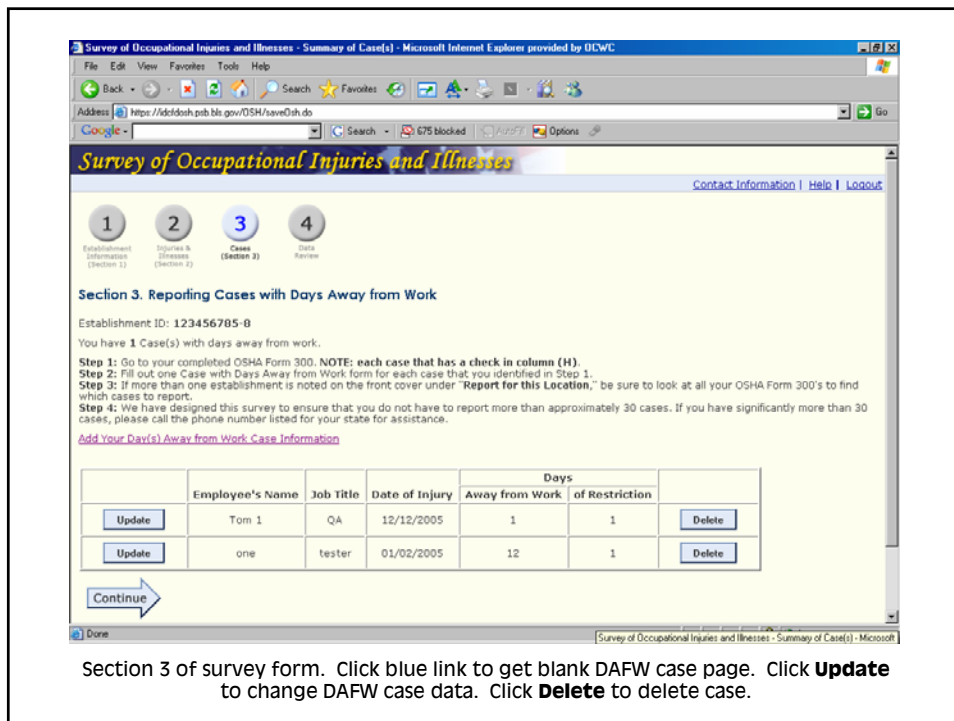


Respondent can enter 'comments.' These will be transferred to S³ as a summary remark.

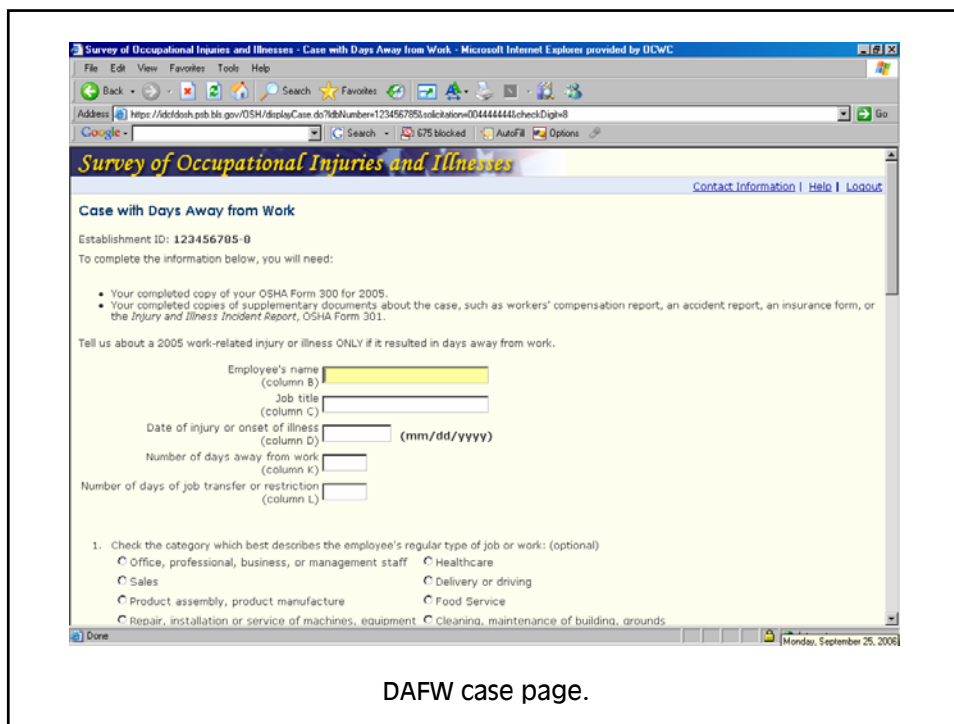




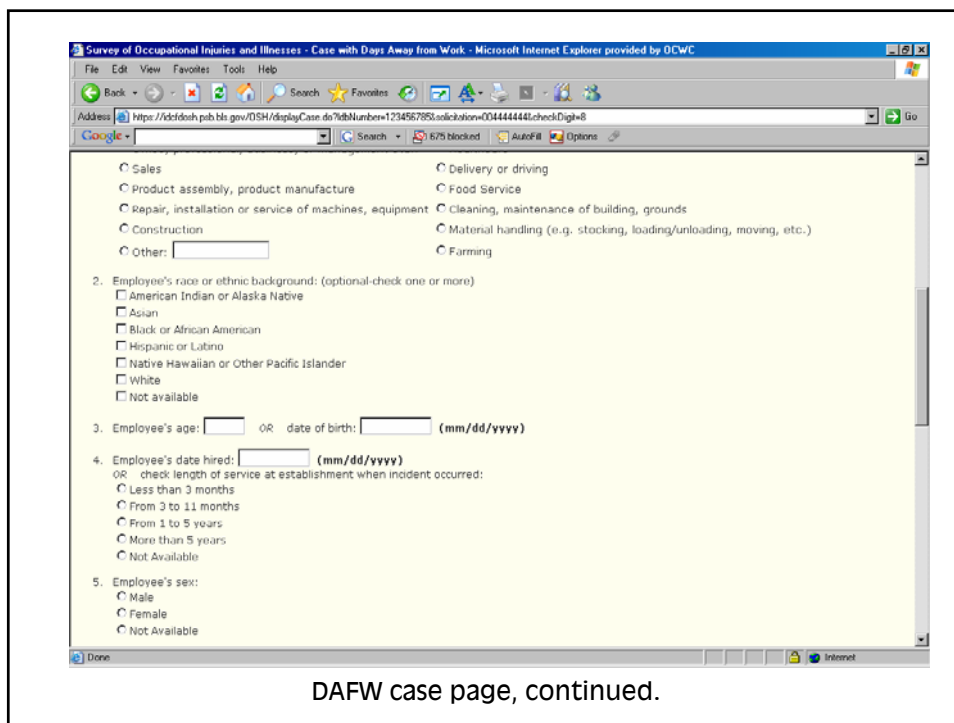
Once section 2 is completed, click Continue.



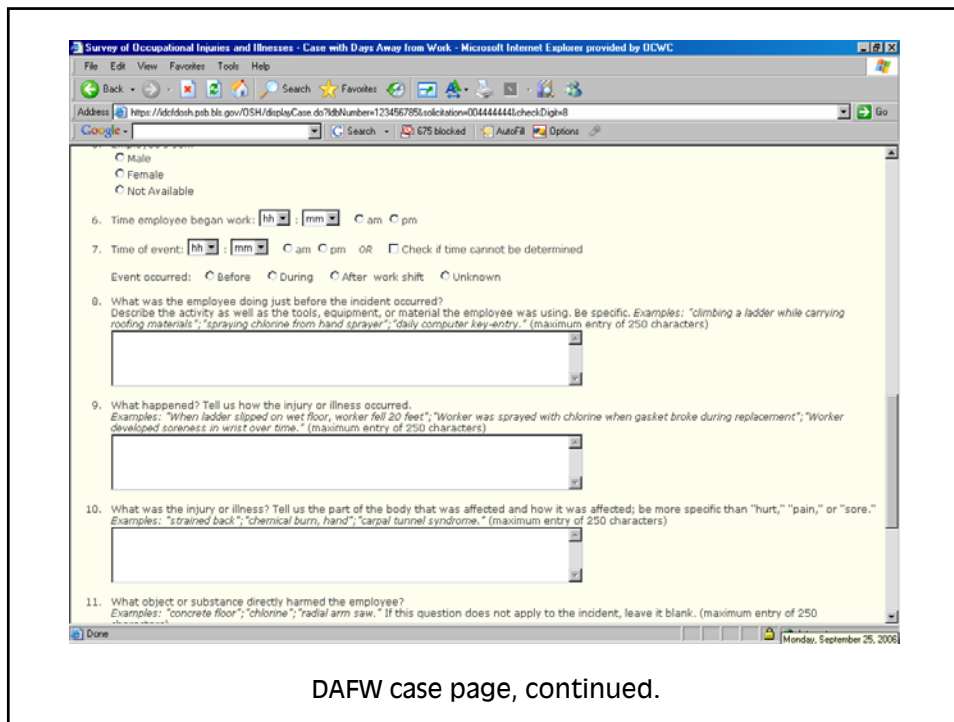
Section 3 of survey form. Click blue link to get blank DAFW case page. Click **Update** to change DAFW case data. Click **Delete** to delete case.



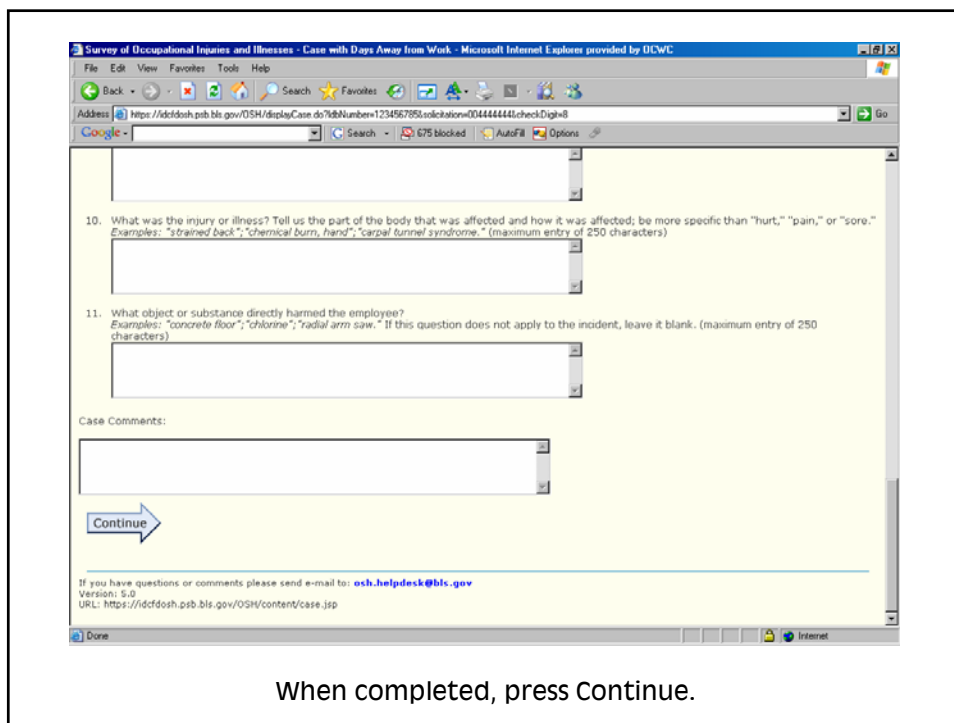
DAFW case page.



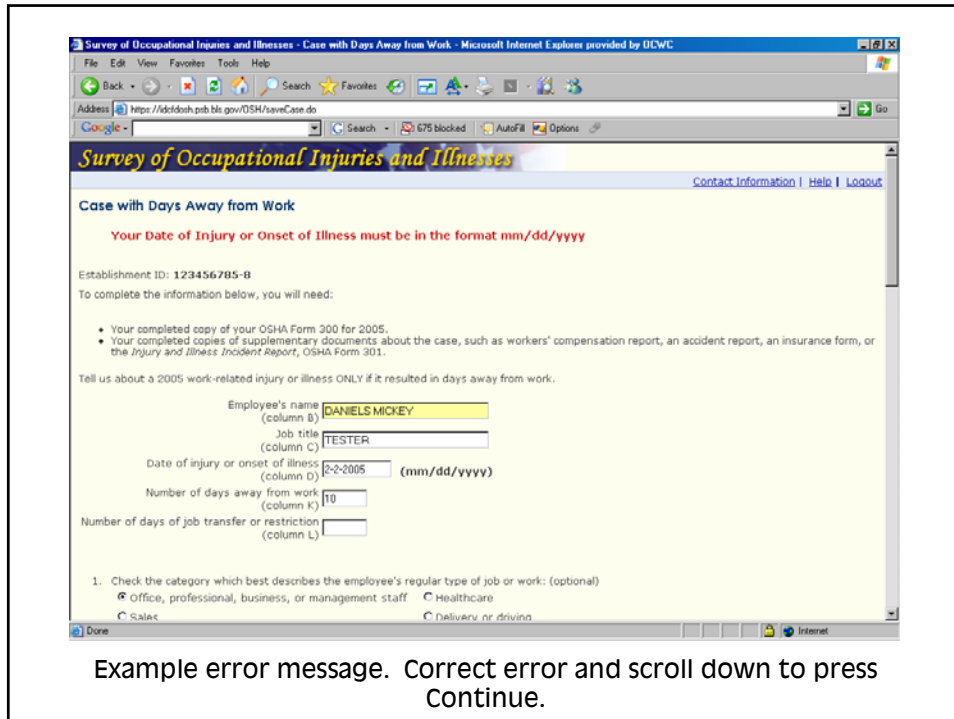
DAFW case page, continued.



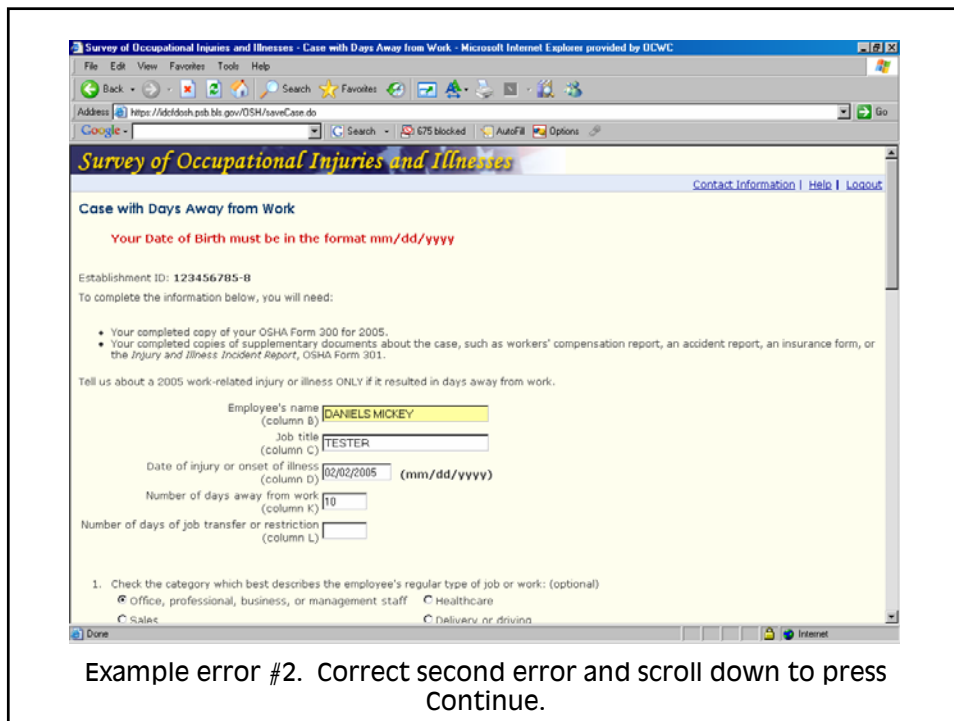
DAFW case page, continued.



When completed, press Continue.



Example error message. Correct error and scroll down to press Continue.



Example error #2. Correct second error and scroll down to press Continue.

Survey of Occupational Injuries and Illnesses - Summary of Case(s) - Microsoft Internet Explorer provided by OLCWC

Address: <https://doldosh.psb.blr.gov/OSH/saveCase.do>

Survey of Occupational Injuries and Illnesses

Contact Information | Help | Logout

1 Establishment Information (Section 1) | 2 Injuries & Illnesses (Section 2) | **3 Cases (Section 3)** | 4 Data Review

Section 3. Reporting Cases with Days Away from Work

Establishment ID: 123456785-8

You have 1 Case(s) with days away from work.

Step 1: Go to your completed OSHA Form 300. NOTE: each case that has a check in column (H).
Step 2: Fill out one Case with Days Away from Work form for each case that you identified in Step 1.
Step 3: If more than one establishment is noted on the front cover under "Report for this Location," be sure to look at all your OSHA Form 300's to find which cases to report.
Step 4: We have designed this survey to ensure that you do not have to report more than approximately 30 cases. If you have significantly more than 30 cases, please call the phone number listed for your state for assistance.

[Add Your Day\(s\) Away from Work Case Information](#)

	Employee's Name	Job Title	Date of Injury	Days		
				Away from Work	of Restriction	
<input type="button" value="Update"/>	Tom 1	QA	12/12/2005	1	1	<input type="button" value="Delete"/>
<input type="button" value="Update"/>	one	tester	01/02/2005	12	1	<input type="button" value="Delete"/>
<input type="button" value="Update"/>	MICKY DANIELS	TESTER	02/02/2005	10	0	<input type="button" value="Delete"/>

If no errors, returned to this page. If finished entering cases, click Continue.

Survey of Occupational Injuries and Illnesses - Review and Print Data - Microsoft Internet Explorer provided by OLCWC

Address: <https://doldosh.psb.blr.gov/OSH/displayReview.do>

Survey of Occupational Injuries and Illnesses

Help | Logout

1 Establishment Information (Section 1) | 2 Injuries & Illnesses (Section 2) | 3 Cases (Section 3) | **4 Data Review**

Review and Print the Data You Entered

You can click on the buttons above to return to a section to correct an entry.

Establishment ID: 123456785-8

Section 1 - Establishment Information

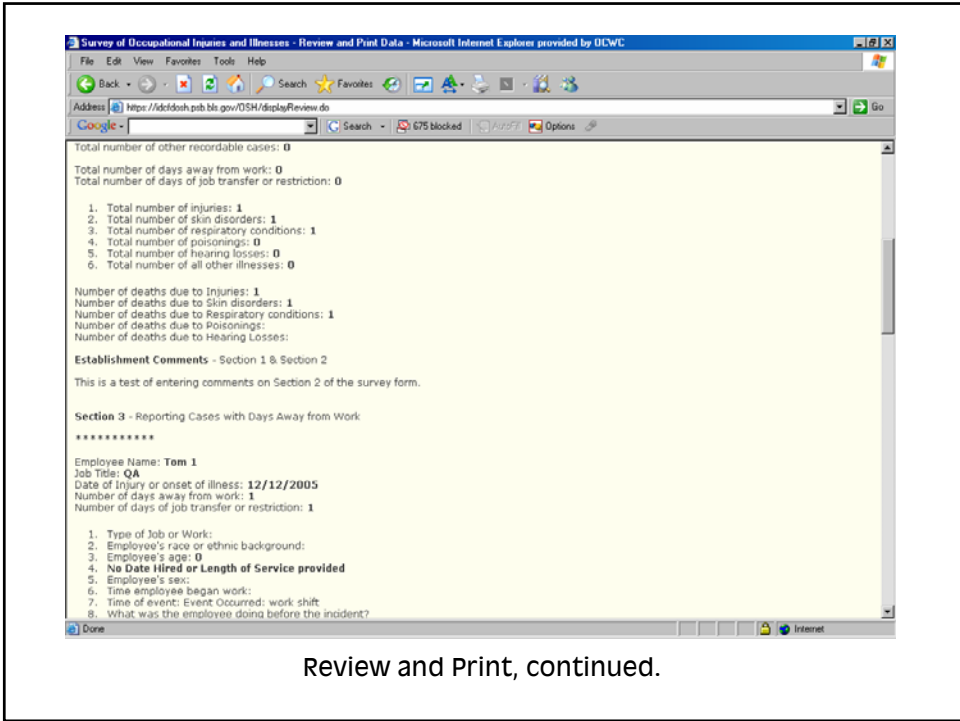
- Annual Average Number of Employees for 2005 is 31
- Total Hours Worked for 2005 is 77980
- Conditions that might have affected your annual average number of employees or total hours worked during 2005 are
 - Strike or lockout
- Did you have ANY work-related injuries or illnesses during 2005? Yes

Section 2 - Summary of Work-Related Injuries and Illnesses, 2005

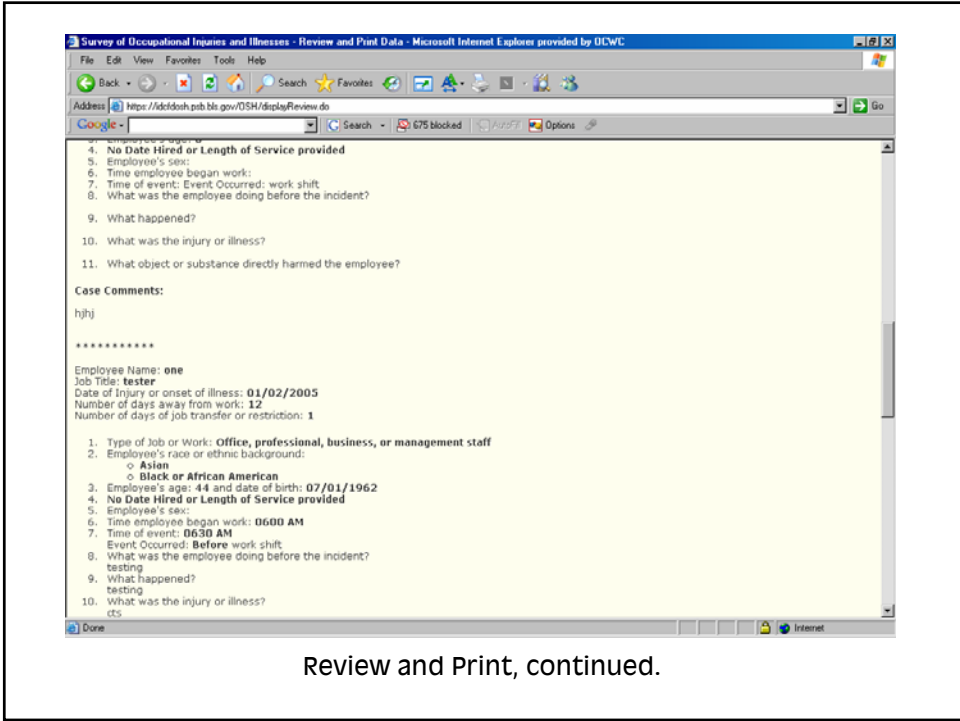
Total number of deaths: 2
 Total number of cases with days away from work: 1
 Total number of cases with job transfer or restriction: 0
 Total number of other recordable cases: 0

Total number of days away from work: 0
 Total number of days of job transfer or restriction: 0

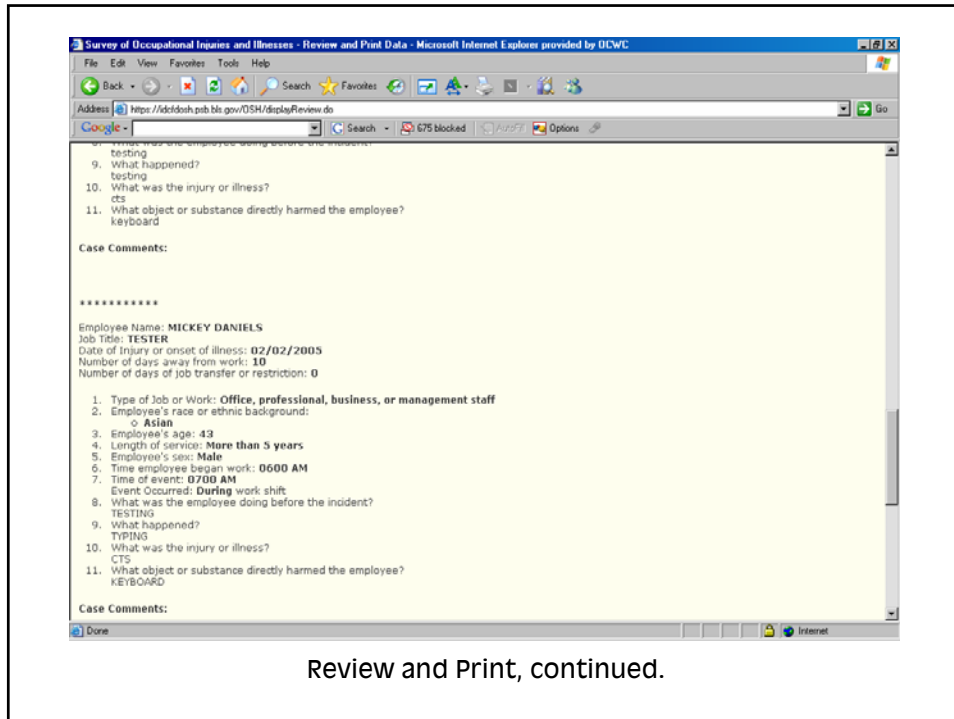
Review and Print Data You Entered.



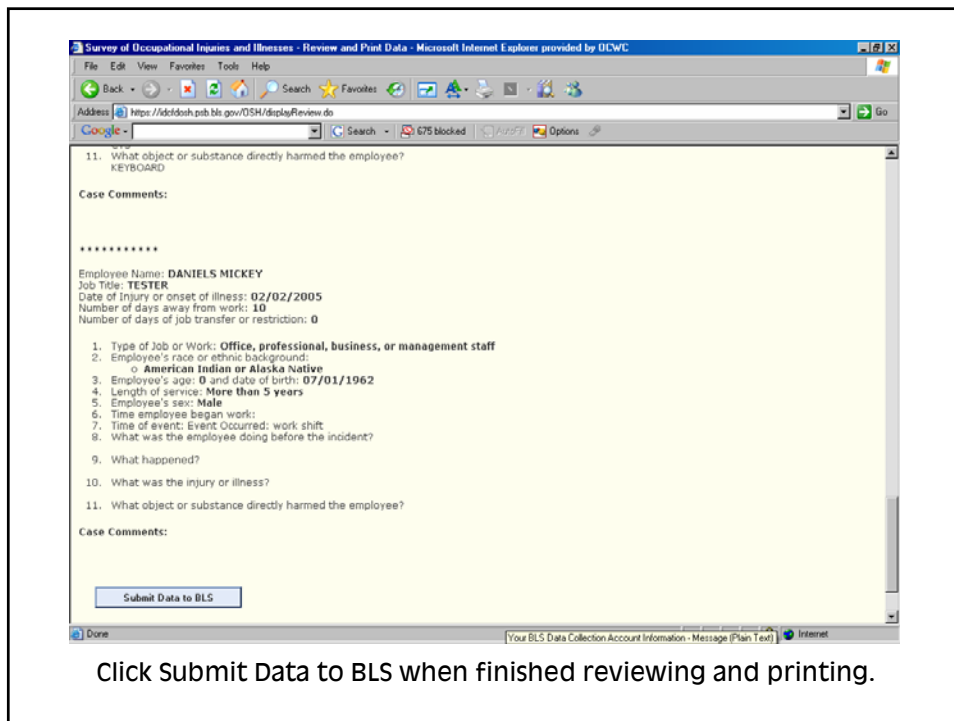
Review and Print, continued.



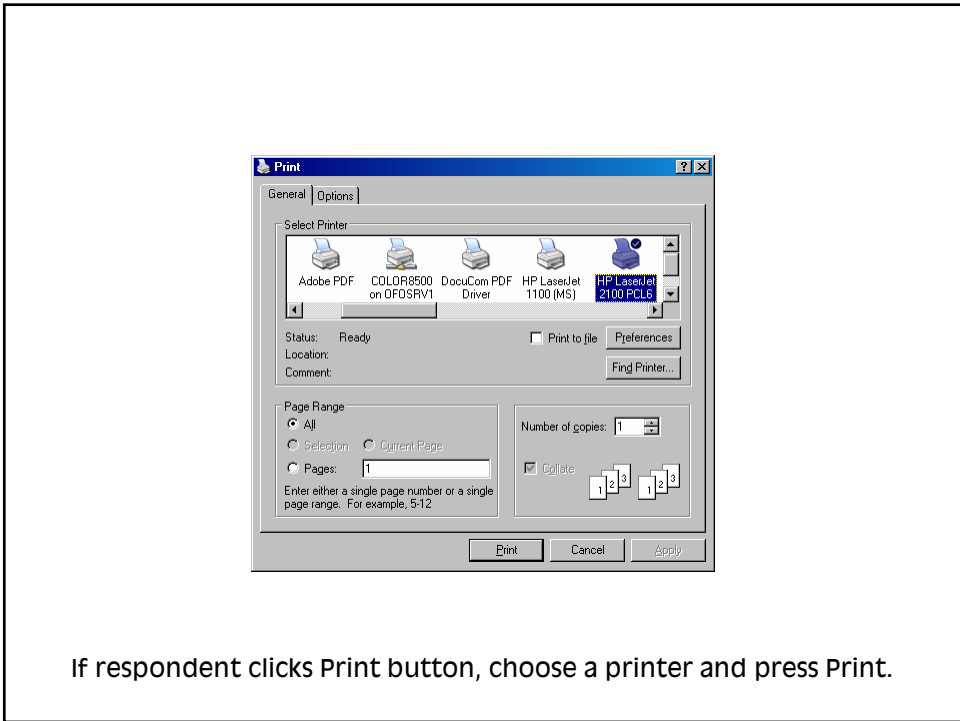
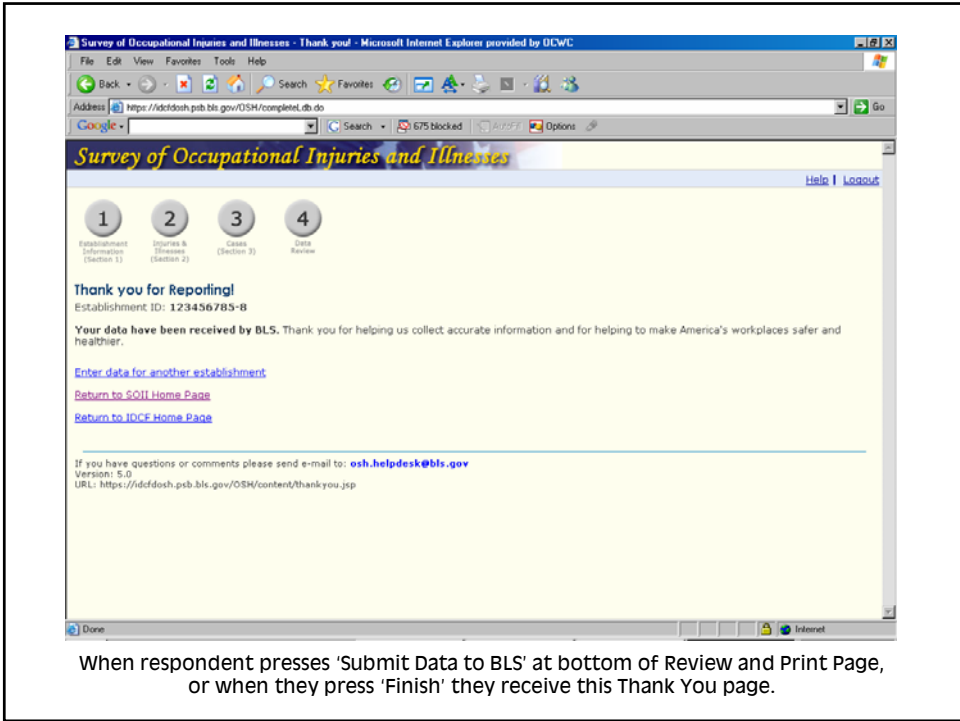
Review and Print, continued.

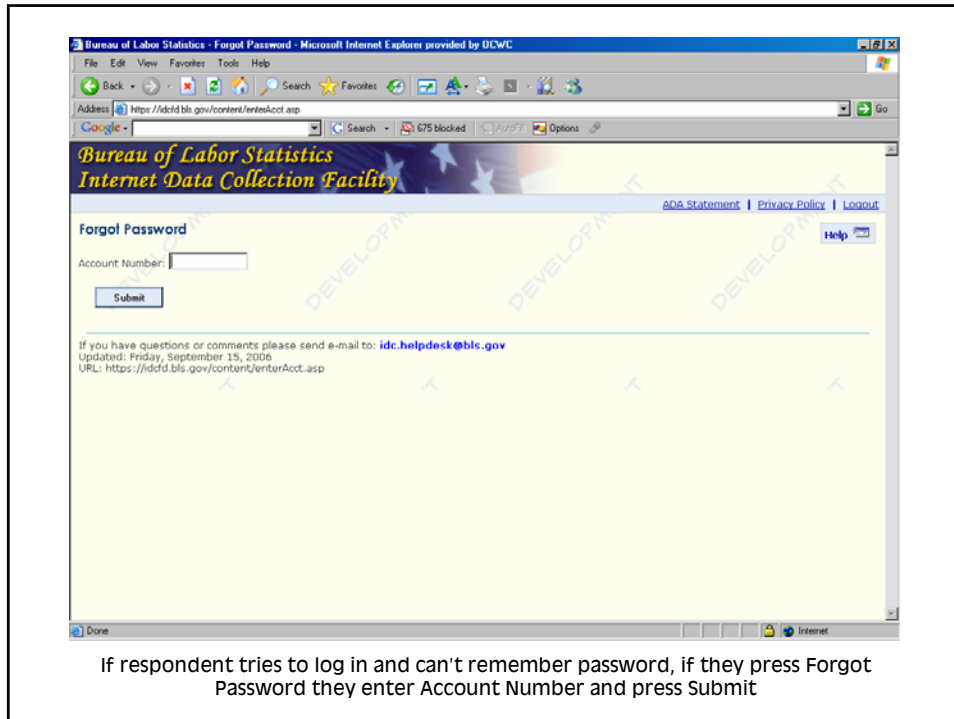


Review and Print, continued.

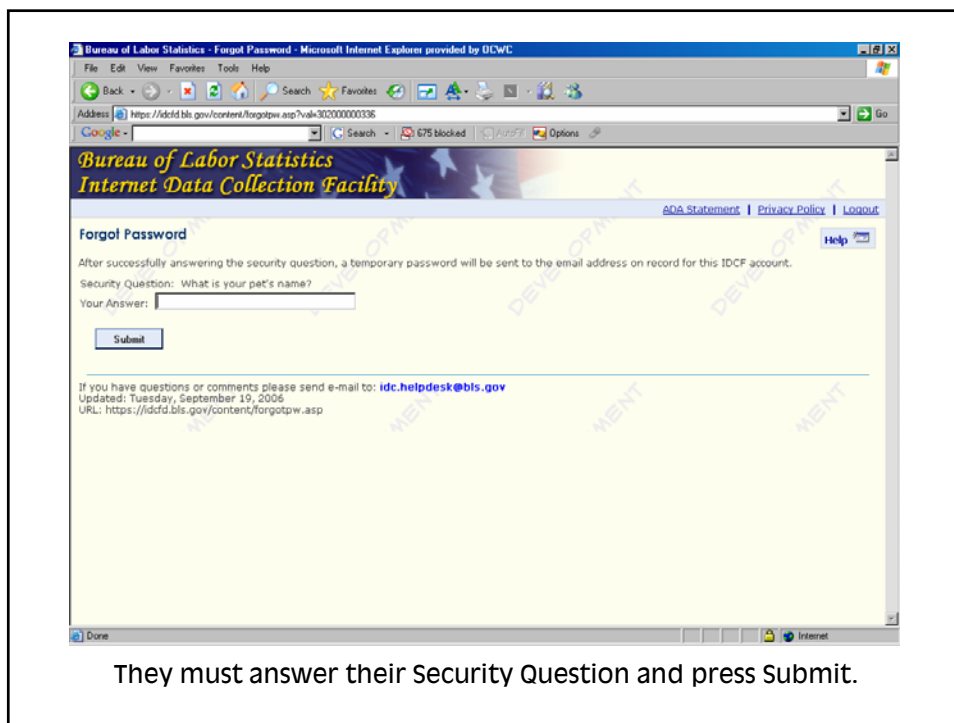


Click Submit Data to BLS when finished reviewing and printing.

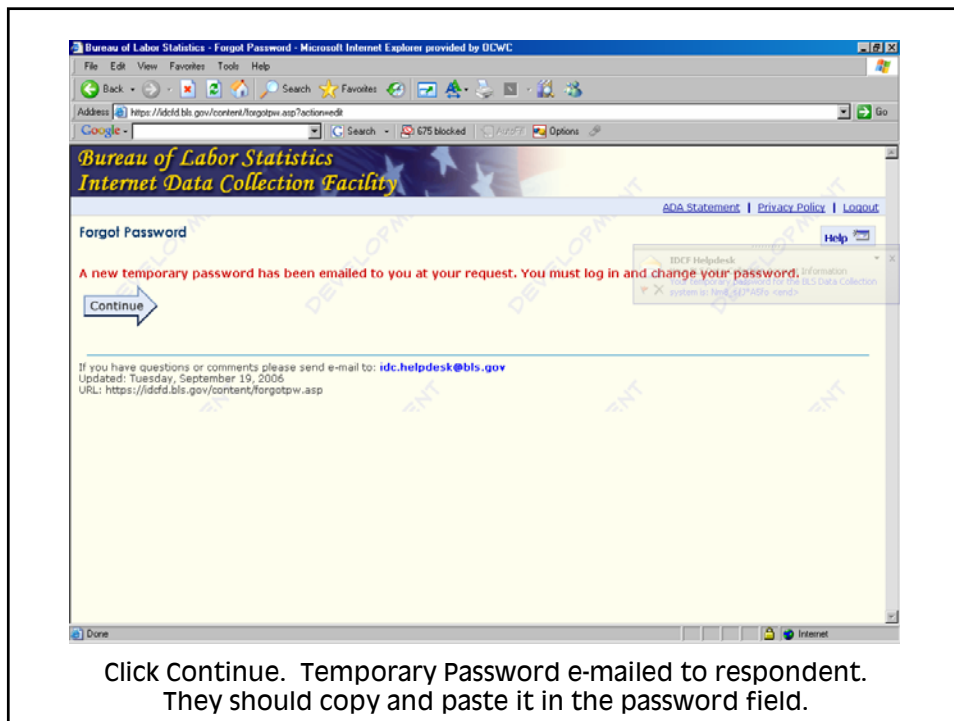
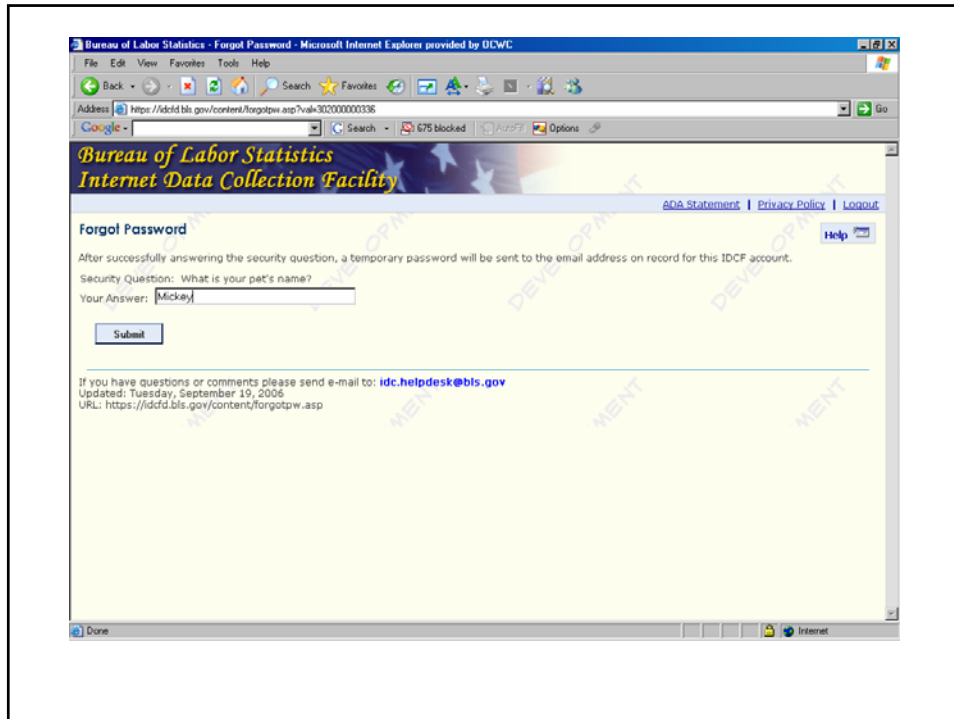


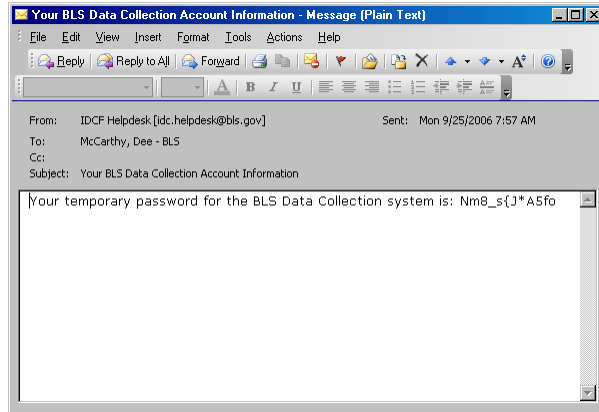


If respondent tries to log in and can't remember password, if they press Forgot Password they enter Account Number and press Submit

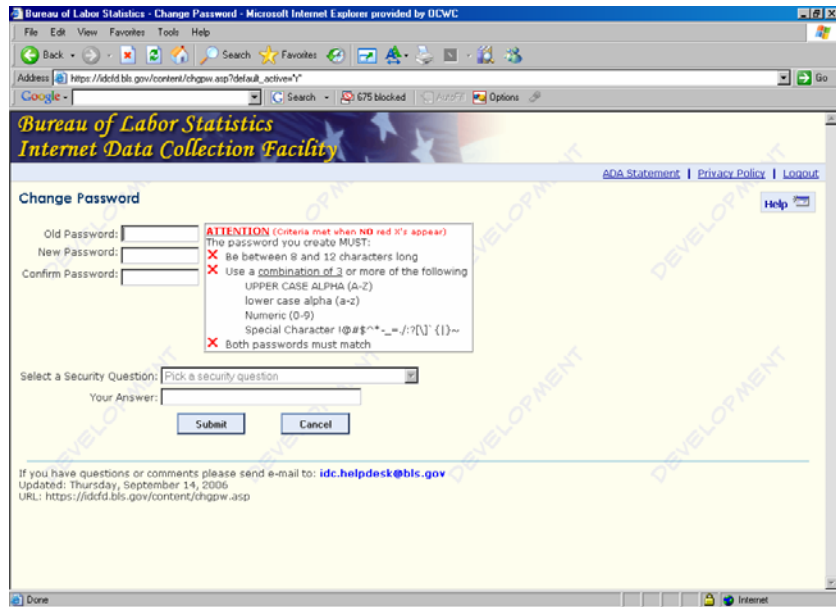


They must answer their Security Question and press Submit.





E-mail containing new temporary password.



Respondent is prompted to change their password.