

U.S. DEPARTMENT OF COMMERCE Economics and Statistics Administration U.S. CENSUS BUREAU

FORM

2012 CENSUS OF GOVERNMENTS SURVEY OF PUBLIC EMPLOYMENT & PAYROLL March 2012 – State Agencies

	E-1 (08-12-201	.,		OIVIB I	10. 0007-0432. App	roval Expires 04/30/2	.013
DUE	DATE:						
RETURN 1							
J.S. Census 201 East 10							
leffersonvill	le, IN 47132-0001						
f vou have	any questions,						
lease call 1	I-800-642-4901 7am to 5pm EST.						
	_						
mailed to:	nay also be						
jovs.emplo	y@census.gov						
n correspor	ndence						
olease refer	o this report, to the User ID						
pelow the a	ddress box.						
REPORT O	DNLINE: It's fast a	nd secure. Respone	d veh	User ID:			
address usi	ing the supplied L	Jser ID and Passwo	rd: ———	→			
https://res	pond.census.gov	v/aspep		Password:			
1	1.1 4141	,, , ,	*** ***				
1 Is you	Yes – Go to 2 Addressee Title or		mailing address t	ne same as showi		label?	1
	Yes – Go to 2					label?	
	Yes – Go to 2 Addressee Title or					label?	
	Yes – Go to 2					alabel?	
	Yes – Go to 2 Addressee Title or					label?	
	Yes – Go to 2 Addressee Title or					alabel?	
	Yes – Go to 2 Addressee Title or Street 1					alabel?	
	Yes – Go to 2 Addressee Title or Street 1 Street 2			correct information	below	label?	
	Yes – Go to 2 Addressee Title or Street 1					a label?	
	Yes – Go to 2 Addressee Title or Street 1 Street 2			correct information	below	alabel?	
	Yes – Go to 2 Addressee Title or Street 1 Street 2			correct information	below		
	Yes – Go to 2 Addressee Title or Street 1 Street 2			correct information	below		
	Yes – Go to 2 Addressee Title or Street 1 Street 2			correct information	below		
	Yes – Go to 2 Addressee Title or Street 1 Street 2			correct information	below		
	Yes – Go to 2 Addressee Title or Street 1 Street 2			correct information	below		
	Yes – Go to 2 Addressee Title or Street 1 Street 2			correct information	below		

PART 1 – FULL-TIME EMPLOYEES STANDARD WEEKLY HOURS On average, how many hours per week do the majority of your full-time employees work? Include Persons paid to work the number of hours that represents regular, full-time employment. Temporary or seasonal employees who are working the number of hours that represents regular, full-time employment. Officials paid on salary basis; by fees or commissions; on a per meeting basis; or a flat sum quarterly, semiannually, or annually.

Exclude

• Employees on unpaid leave, unpaid officials, pensioners, and contractors and their employees.

Mark "X" only on	e box.
------------------	--------

	40 hours or more	С	;
--	------------------	---	---

	34 to 37.4 hours

No Full-Time Employees

Part-Time Employees

	37.5 to 39.9 hours	D	32 to 33.9 hours
--	--------------------	---	------------------

PART 2 - EMPLOYEES, PAYROLL, AND PART-TIME HOURS



For each applicable pay interval, what were the TOTAL number of employees and TOTAL gross payroll amounts for the pay periods which include MARCH 12, 2012 for both full-time and part-time employees? Please also report hours paid for each applicable pay interval for part-time employees.

Include

- · Salaries, wages, fees, or commissions.
- · Amounts withheld for taxes, employee contributions to retirement systems, etc.

Full-Time Employees

- An estimate of hours worked during the pay interval for part-time employees, not compensation on an hourly basis.
- Part-time employees working less than the regular, full-time workweek.
- Current employees whether paid from the general fund or special funds.

Exclude

• Lump sum payments and the value of living quarters and subsistence allowances furnished to employees.

Do not report

- Cumulative salaries since the beginning of the calendar or fiscal year.
- Payroll amounts from last fiscal year.
- Employer costs of non-wage employee benefits such as workers' compensation, FICA, health insurance, etc.

		Number of Full-Time Employees	Gross Payroll	Number of Part-Time Employees	Gross Payroll	Hours Paid
Example	Monthly	27	\$ 9 4 5 0 0 .00	 5	\$ 6 0 0 0 .00	600
	Weekly	15	\$ 8 2 5 0 .00		\$.00	
	Annually		\$.00	 2	\$ 2 1 0 0 0 .00	625
Weekly			\$.00		\$.00	
Bi-Weekly			\$.00		\$.00	
Twice a Mon	ıth		\$.00		\$.00	
Monthly			\$.00		\$.00	
Quarterly			\$.00		\$.00	
Semi-Annual	lly		\$.00		\$.00	
Annually			\$.00		\$.00	



1901202

	-
Use this space to: a) Explain any significant changes to employment aid in understanding this report; b) Describe any difficulties you encountered in cocc) List the groups of employees for which you we d) Provide contact information for other people we	ere unable to supply information;
PART 4 – CERTIFICATION 5 This report is substantially accurate and has been p	
Name of person to contact about this report - Please print	Title of person to contact about this report - Please print
Area code and phone number Extension	Area code and fax number
E-mail Address - Please print	Date form was completed

Thank you for completing this form.

Retain a copy of the completed questionnaire for your records.

NOTE: The U.S. Census Bureau receives its authorization to conduct this survey from Title 13, United States Code, Section 161. This form has been approved by the Office of Management and Budget (OMB) and given the number 0607-0452. Please note the number displayed in the upper right-hand corner of this form. Display of this number confirms that we have approval from OMB to conduct this survey. If this number was not displayed, under the Paperwork Reduction Act, we could not request your participation in this voluntary survey. Information provided on this questionnaire compiled from or customarily provided in public records are exempt from confidential treatment as cited in Title 13, United States Code, Section 9.

Please note that this is a national form that applies to governments with wide differences in the size of their service areas, the amount of population served, and the extent and complexity of their activities. Public reporting burden for this collection of information is estimated to vary from 10 minutes to 1½ hours per response, with an average of 20 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to: Paperwork Project 0607-0452, U.S. Census Bureau, 4600 Silver Hill Road, AMSD-3K138, Washington, DC 20233. You may e-mail comments to Paperwork@census.gov; use Paperwork Project 0607-0452 as the subject.