

**FREQUENTLY ASKED QUESTIONS
OCCUPATIONAL EMPLOYMENT STATISTICS (OES) REPORT**

Q: What is the Occupational Employment Statistics (OES) report?

A: The OES report is a cooperative effort between Pennsylvania's Department of Labor & Industry's Center for Workforce Information & Analysis and the U.S. Department of Labor's Bureau of Labor Statistics (BLS). Our agencies work together to produce employment and wage estimates for more than 800 occupations for various state and sub-state areas.

Q: How is this information used?

A: Your data, as well as other Pennsylvania businesses' data, is used to produce wage information. This information is used by economic developers, planners, educators, and government officials to make informed decisions regarding our workforce.

Q: My company is concerned with confidentiality, what is your stand on this issue?

A: Your information is compiled in such a way that no private employer can be identified. As a partnering statistical agency with BLS, we will use the information you provide for statistical purposes only, in accordance with the Confidential Information Protection and Statistical Efficiency Act of 2002 (Title 5 of Public Law 107-347). We will hold the information in confidence to the full extent permitted by law.

Q: Why did I receive this form and how was I selected?

A: You were randomly selected based on your Pennsylvania tax records by BLS. Your response is extremely valuable, as we only sample a small portion of PA employers (approximately 3%).

Q: Where are the results of this report?

A: This information is available at www.paworkstats.pa.gov under the Products tab at the top right of the page. National data can be found at: www.bls.gov/oes

Q: How do I complete the OES report?

A: Below are some guidelines for completing the report:

1. The report contains directions for completion. Just return the form in the postage paid envelope provided within two weeks of receipt. Other response alternatives are listed in #5 below.
2. Assign an occupational title and wage range to each employee regardless of whether he or she is part-time, full-time, hourly or salaried.
3. Report each employee only once regardless of the number of jobs he/she performs. Classify each in a job title that reflects his/her highest skill level.
4. Report the number of employees by occupation as shown in the sample report section on the back of this sheet.
5. Alternatives
 - a. Call us at (800) 832-2090 and we will take the information over the phone
 - b. Fax us at (866) 798-8100 or (717) 705-4318
 - c. Mail us a file with job titles, number of active employees in each title and rates of pay (hourly or annually), and we will complete the form for you
 - d. E-mail a spreadsheet, text file, database file, or HRIS extract file to OESPA@IDCF.BLS.GOV
 - e. Enter your information online at <https://idcfoes.bls.gov>



TOO BUSY TO FILL OUT FORMS???

Job Title	Wage (Annual or Hourly)
City Planner	\$19,711
Welder	\$21.41
Backhoe Operator	\$18.81
Solar Panel Installer	\$5.27
Police Dispatcher	\$17.15
Fire Inspector	\$23,581
General Maintenance	\$41,223
Electrician	\$22.43
Plumber	\$21.00
Carpenter	\$17.75
Maintenance Supervisor	\$51,000

Job Title	A	B	C	D	E	F	G	H	I	J	K	L	TOTAL
Accountant						1							1
Secretary			3	1									4
Registered Nurse					1	3							5
Cook													1
Certified Nursing Asst									3				3
Midwife													2
Computer Support Specialist						1							1
Public Relations Specialist				1	2								3
Medical Equipment Repair													3
Receptionist			3										3

U.S. Bureau of Labor Statistics
Statement to Respondent on the Use of Electronic Data Transmission

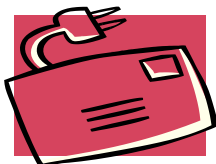
As a participant in the U.S. Bureau of Labor Statistics (BLS) statistical survey, you should be aware that use of electronic transmittal methods in reporting data involves certain inherent risks to the confidentiality of those data. Further, you should be aware that responsible electronic transmittal practices employed by BLS cannot completely eliminate those risks. The BLS is committed to the responsible treatment of the data you report and will take appropriate steps within their ability to protect confidentiality of those data.



Give us a call!! Typically, we can take your information over the phone in a few minutes, Mon-Fri 8 AM – 4 PM:
(800) 832-2090



Fax a completed form or your own printout to us:
(866) 798-8100



E-mail us a file directly:
OESPA@IDCF.BLS.GOV



NEW!!!!
Enter your information on-line at our secure site:

<https://idcfoes.bls.gov>