



COMMISSIONER MARK BUTLER

Workforce Statistics & Economic Research
223 Courtland Street, Suite 300
Atlanta, Georgia 30303-1751 · 404.232.3875
Mark G. Watson, Director

Dear Georgia Employer:

The Georgia Department of Labor, in cooperation with the U.S. Bureau of Labor Statistics (BLS), conducts periodic employment and wage data collection through the Occupational Employment Statistics (OES) program. Information from this report is an important factor in planning education and training programs that prepare our work force for tomorrow's jobs. To an employer, this can mean lower training costs and improved productivity of new employees.

Your firm has been statistically selected to participate in the current report and your cooperation is needed to make the results of this report complete, accurate, and timely. **This report is mandatory under the Official Code of Georgia Annotated Section 34-8-121 and is authorized by law, 29 U.S.C. 2.** The report solicits information about the composition of your workforce, specifically about employment and wages by occupation.

The information you provide will be used for statistical purposes only and any identifying information for non-government establishments will be held in strict confidence. However, the statistical tabulations published by the BLS from this report may reveal information reported by State or local government units, including State-owned hospitals and education units. For these units, the BLS will hold the information provided on the survey in confidence upon your request. Visit and learn more about the OES program at the Georgia Department of Labor's home page at www.dol.state.ga.us/em/occupational_wages.htm.

Instructions for the methods of providing the data are enclosed. The two methods of reporting the data via the internet are the quickest. You may send a data file electronically to OESgeorgia@idcf.bls.gov or provide the data on-line at <https://idcfoes.bls.gov>. You may also return the completed form in the enclosed postage-paid envelope. However, regardless of the method you select please return the data to us by **May 30, 2016** to avoid another mailing and save tax payer dollars. Please see the enclosed "helpful hints" for detailed instructions. If you need assistance, please contact us at one of the following numbers:

Atlanta local area: **404-232-3875**
Toll free: **1-800-338-2082**
Fax: **404-232-3885**

Thank you for your cooperation. We appreciate your help.

A handwritten signature in black ink that reads "Ridley Hubbard".

Ridley Hubbard, Unit Chief
Workforce Statistics & Economic Research

Enclosure

Bureau of Labor Statistics - Statement to Respondent on the Use of Electronic Data Transmission

As a participant in a BLS statistical report, 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 the 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 the confidentiality of those data.
