Attachment 1

OMB No.: 0607-0452 Approval Expires: 11/30/2018





Website: <u>Survey of Public Employment & Payroll</u> Telephone: 1-800-832-2839 weekdays, 8AM to 5PM ET

Welcome to the Annual Survey of Public Employment & Payroll

- The due date is DUE April 25, 2019
- Title 13, United States Code, Sections 161 and 182 authorizes the Census Bureau to conduct this collection and to request your voluntary assistance. These data are subject to provisions of Title 13, United State Code, Section 9(b) exempting data that are customarily provided in public records from rules of confidentiality. Per the Federal Cybersecurity Enhancement Act of 2015, your data are protected from cybersecurity risks through screening of the systems that transmit your data.
- This collection has been approved by the Office of Management and Budget (OMB). The eight-digit OMB approval number is 0607-0452 and appears at the upper right of this screen. Without this approval we could not conduct this survey.

Login

- To log in, please enter the User ID and Password indicated on your letter and press the "Login" button.
- User ID and Password are case sensitive.

Please note: You will be logged out of the system after 45 minutes of inactivity. No data will be lost.

User ID:

Password:

U.S. Census Bureau Notice and Consent Warning

You are accessing a United States Government computer network. Any information you enter into this system is confidential. It may be used by the Census Bureau for statistical purposes and to improve the website. If you want to know more about the use of this system, and how your privacy is protected, visit our online privacy webpage at http://www.census.gov/about/policies/privacy-policy.html.

Use of this system indicates your consent to collection, monitoring, recording, and use of the information that you provide for any lawful government purpose. So that our website remains safe and available for its intended use, network traffic is monitored to identify unauthorized attempts to access, upload, change information, or otherwise cause damage to the web service. Use of the government computer network for unauthorized purposes is a violation of Federal law and can be punished with fines or imprisonment (PUBLIC LAW 99-474).

Burden Statement Accessibility Privacy Security

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Burden Statement

We estimate this survey will take between 10 minutes to 15 hours to complete, with an average of 50 minutes, including the 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:

ITMD Survey Comments 0607-0452 U.S. Census Bureau 4600 Silver Hill Road Room ITMD-5K168 Washington, DC 20233

You may e-mail comments to ITMD.Surveys@census.gov; use "ITMD Survey Comments 0607-0452" as the subject.

Burden Statement Accessibility Privacy Security

Security

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Annual Survey of Public Employment & Payroll (ASPEP)

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U.S. Census Bureau as authorized by Title 13, United States Code, Section 161 for Census years and 182 for non-Census years.

Purpose

Measure the number of federal, state, and local civilian government employees and their gross monthly payroll for March of the survey year for state and local governments and for the Federal Government.

Content

The survey provides state and local government data on full-time and part-time employment, part-time hours worked, full-time equivalent employment, and payroll statistics by governmental function (i.e., elementary and secondary education, higher education, police protection, fire protection, financial administration, central staff services, judicial and legal, highways, public welfare, solid waste management, sewerage, parks and recreation, health, hospitals, water supply, electric power, gas supply, transit, natural resources, correction, libraries, air transportation, water transport and terminals, other education, state liquor stores, social insurance administration, and housing and community development).

The survey provides Federal Government data on total employees, full-time employees, and total March payroll by governmental function. There is no detail available for part-time employment, part-time hours worked, full-time equivalent, or full-time or part-time employee payrolls. Three functions apply only to the Federal Government and have no counterpart at the state and local government levels: national defense and international relations, postal service, and space research and technology.

Frequency

Data have been collected annually since 1957 with the exception of 1996. There was no Annual Survey of Public Employment & Payroll for 1996. The base reporting period for measuring employment and payrolls was changed from October to March. This change became effective with the 1997 Census of Governments. A census is conducted every five years (years ending in '2' and '7'). A sample of state and local governments is used to collect data in the intervening years. A new sample is selected every five years (years ending in '4' and '9').

Products

Viewable summary tables for each state for each level of government and downloadable data files including summary tables, files of individual government data and files of county area data. Data are presented in total and by function.

How Data Are Used

The U.S. Congress, federal agencies, state and local governments, educational and research organizations, and the general public employ these results. Some major uses include the following:

- Development of the government component of the gross domestic product estimates
- Development of the national income accounts
- Development of personal income figures for state and county areas
- Allocation of certain federal grant funds
- Legislative research
- Wage and salary negotiations by state and local governments
- · Comparative studies of state and local government employment