



## Occupational Employment Statistics

Welcome to the Bureau of Labor Statistics - Occupational Employment Statistics Program. Using this web-based system, you can complete your survey response and submit it on-line or securely upload your data.

1. Please enter your IDCF Number:

2. Enter the numeral below in the text box:



3. Read the Terms and Conditions of Use and click "I Accept" to log in:

Example Address Label:

IDCF # 001234567898	00	Est. Emp: 100
Reference Date: MM DD, YYYY	60	621991 ABC
		QC# 000001
HR DIRECTOR		
FIRST NATIONAL BLOOD BANK		
REPORT FOR: THIS LOCATION ONLY		
100 STATE AVE		
CITYVILLE, ST 22222-3333		

### Terms and Conditions of Use

**WARNING!** You are using an Official United States Government System, which may be used only for authorized purposes. Unauthorized modification of any information stored on this system may result in criminal prosecution. The Government may monitor and audit the usage of this system, and all persons are hereby notified that the use of this system constitutes consent to such monitoring and auditing. Unauthorized attempts to upload information and/or change information on these web sites are strictly prohibited and are subject to prosecution under the Computer Fraud and Abuse Act of 1986 and Title 18 U.S.C. Sec. 1001 and 1030.

*Maintenance activities may be conducted on Sundays from noon to 6:00 p.m. Eastern Time in order to keep the Internet Data Collection Facility (IDCF) at its peak performance and to cause as little disruption in service as possible to our customers. If the system is unavailable, please try back at a later time.*

**Please read:**  
Due to security reasons, your session will time out after 30 minutes of system inactivity. You will need to logon to the website again to continue.

If you have questions or comments, [contact your state agency](#) or email : [oes.helodesk@bls.gov](mailto:oes.helodesk@bls.gov)

Version: 6.0

## 1. Contact information only



Dear Employer,

Next month, you will receive a request to complete the Occupational Employment Statistics Report, which is the primary source of occupational employment and wage statistics in the U.S. OES data are used to calculate employment and wage estimates annually for over 800 occupations. These estimates are available for the nation as a whole, for individual states, and for metropolitan and nonmetropolitan areas, as well as for specific industries. Data are collected by the State Workforce Agencies in cooperation with the Bureau of Labor Statistics, U.S. Department of Labor.

We would like to identify a contact person who will report information for the Occupational Employment Statistics Report next month.

For assistance, please [contact your state agency](#) or email [oes.helodesk@bls.gov](mailto:oes.helodesk@bls.gov).

Visit our [OES Respondent page](#) for more information on reporting.

Click "Continue" to provide the name and contact information of the person who should receive the OES data request.

We estimate that the time required to complete this report will vary from 10 minutes to 2 hours, depending on factors such as the size of the establishment. This includes time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing this information. If you have any comments regarding these estimates or any other aspects of this report, including suggestions for reducing this burden, send them to the U.S. Bureau of Labor Statistics, Division of Occupational Employment Statistics (1220-0042), 2 Massachusetts Ave NE, Suite 2135, Washington, DC 20212. This report is authorized by law 29 U.S.C. §2. We request your cooperation to make the results of this report comprehensive, accurate, and timely. You do not have to complete this questionnaire if it does not display a currently valid OMB control number. Form Approved, O.M.B. No. 1220-0042.

The Bureau of Labor Statistics, its employees, agents, and partner statistical agencies, will use the information you provide for statistical purposes only and will hold the information in confidence to the full extent permitted by law. In accordance with the Confidential Information Protection and Statistical Efficiency Act (44 USC Section 3572 and other applicable federal laws, your responses will not be disclosed in identifiable form without your informed consent except in the case of state and local governments. The BLS publishes statistical tabulations from this report that may reveal the information reported by state and local governments. Upon request, however, the BLS will hold the information provided by state and local governments on this report in confidence. Per the Federal Cybersecurity Enhancement Act of 2015, Federal information systems are protected from malicious activities through cybersecurity screening of transmitted data.

If you have questions or comments, [contact your state agency](#) or email : [oes.helodesk@bls.gov](mailto:oes.helodesk@bls.gov)

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### Enter Contact Information

Please tell us who to contact if we have questions about your data (\*Required Field).

\*Contact Name :

\*Job Title :

\*Company Name :

\*Address :

\*City :

\*State :

\*Zip :

\*Email :

\*Confirm Email :

\*Telephone :  Ext :

If you have questions or comments, [contact your state agency](#) or email : [oes.helodesk@bls.gov](mailto:oes.helodesk@bls.gov)

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**Thank you for providing your contact information**

**We will contact you soon via email or postal mail to request your establishment's occupational employment and wage data.**

For more information, visit our [OES Respondent page](#) or the main [OES webpage](#).

If you have questions or comments, [contact your state agency](#) or email : [oes.helodesk@bls.gov](mailto:oes.helodesk@bls.gov)

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## 2. Submit data

**BUREAU OF LABOR STATISTICS**  
Occupational Employment Statistics

[Logout](#)

Dear Employer,

Welcome to the Occupational Employment Statistics (OES) data collection website. The OES program collects data from a sample of all nonfarm establishments in all 50 States, the District of Columbia, Puerto Rico, the US Virgin Islands, and Guam. The data are used to calculate employment and wage estimates annually for over 800 occupations. These estimates are available for the nation as a whole, for individual States, and for metropolitan and non-metropolitan areas, as well as for specific industries.

Data are collected by the State Workforce Agencies in cooperation with the Bureau of Labor Statistics, US Department of Labor. For assistance, please [contact your state agency](#) or email [oes.helpdesk@bls.gov](mailto:oes.helpdesk@bls.gov).

### Before you get started

To save time and prevent the system from logging you out, we recommend you prepare your data now. Many companies find it easiest to upload a file, while others prefer to enter their data manually.

Please see our instructions, including file examples, on our [respondent page](#). We also have an [Excel template](#) available.

Thank you for your participation in the Occupational Employment Statistics program!

[Continue](#)

We estimate that the time required to complete this report will vary from 10 minutes to 2 hours, depending on factors such as the size of the establishment. This includes time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing this information. If you have any comments regarding these estimates or any other aspects of this report, including suggestions for reducing this burden, send them to the U.S. Bureau of Labor Statistics, Division of Occupational Employment Statistics (1220-0042), 2 Massachusetts Ave NE, Suite 2135, Washington, DC 20212. This report is authorized by law 29 U.S.C. §2. We request your cooperation to make the results of this report comprehensive, accurate, and timely. You do not have to complete this questionnaire if it does not display a currently valid OMB control number. Form Approved, O.M.B. No. 1220-0042.

The Bureau of Labor Statistics, its employees, agents, and partner statistical agencies, will use the information you provide for statistical purposes only and will hold the information in confidence to the full extent permitted by law. In accordance with the Confidential Information Protection and Statistical Efficiency Act (44 USC Section 3572 and other applicable federal laws, your responses will not be disclosed in identifiable form without your informed consent except in the case of state and local governments. The BLS publishes statistical tabulations from this report that may reveal the information reported by state and local governments. Upon request, however, the BLS will hold the information provided by state and local governments on this report in confidence. Per the Federal Cybersecurity Enhancement Act of 2015, Federal information systems are protected from malicious activities through cybersecurity screening of transmitted data.

If you have questions or comments, [contact your state agency](#) or email : [oes.helpdesk@bls.gov](mailto:oes.helpdesk@bls.gov)

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Occupational Employment Statistics

[Logout](#)

### Enter Contact Information

Please tell us who to contact if we have questions about your data (\*Required Field).

*Contact Name :	<input type="text"/>
*Job Title :	<input type="text"/>
*Company Name :	<input type="text"/>
*Address :	<input type="text"/> <input type="text"/>
*City :	<input type="text"/>
*State :	<input type="text"/>
*Zip :	<input type="text"/> <input type="text"/>
*Email :	<input type="text"/>
*Confirm Email :	<input type="text"/>
*Telephone :	<input type="text"/>
Ext :	<input type="text"/>

[Continue](#)

If you have questions or comments, [contact your state agency](#) or email : [oes.helpdesk@bls.gov](mailto:oes.helpdesk@bls.gov)

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[Grab your reader's attention with a great quote from the document or use this space to emphasize a key point. To place this text box anywhere on the page, just drag it.]

### Work Location and Establishment Data

Please complete Items 1 through 5 on this page. (\*Required)

\*1. Which of the options below best describes the **operating status** of the location on the address label on MM DD, YYYY?

- Operating
- Temporarily closed during the pay period that included MM DD, YYYY
- Permanently out of business as of  (MM/DD/YYYY)
- Sold or merged

\*2. Is the **industry description** in your notification correct?

- Yes
- No
- There is no industry description

\*3. How many employees, both full- and part-time, worked at this location during the pay period that included MM DD, YYYY?

\*4. Do all employees reported above work at one location?

- Yes
- No

5. Do you have any comments or additional information for us?

[Continue](#)

## 2a. Data entry (small establishments)



**Example:**

Registered nurse - Provide nursing care to sick or injured patients.	<i>A</i>	<i>B</i>	<i>C</i>	<i>D</i>	<i>E</i>	<i>F</i>	<i>G</i>	<i>H</i>	<i>I</i>	<i>J</i>	<i>K</i>	<i>L</i>	<i>T</i>
	under \$9.25/hr	\$9.25 - 11.74/hr	\$11.75 - 14.74/hr	\$14.75 - 18.74/hr	\$18.75 - 23.99/hr	\$24.00 - 30.24/hr	\$30.25 - 38.49/hr	\$38.50 - 48.99/hr	\$49.00 - 61.99/hr	\$62.00 - 78.74/hr	\$78.75 - 99.99/hr	\$100.00/hr and over	Total
	under \$19,240/yr	\$19,240 - 24,439/yr	\$24,440 - 30,679/yr	\$30,680 - 38,999/yr	\$39,000 - 49,919/yr	\$49,920 - 62,919/yr	\$62,920 - 80,079/yr	\$80,080 - 101,919/yr	\$101,920 - 128,959/yr	\$128,960 - 163,799/yr	\$163,800 - 207,999/yr	\$208,000/yr and over	
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text" value="2"/>	<input type="text" value="4"/>	<input type="text" value="1"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text" value="7"/>

### Reporting Instructions

- Report each employee at the establishment described in the "Report for:" line on the address label for the pay period including MM DD, YYYY. Please exclude contract workers.
- Report each employee by occupational title and duties. Please separate occupations performed by different employees, even if paid the same wage. Example: Separate administrative assistant from general office clerk, and construction laborer from carpenter. Report an employee who works in two or more occupations in the job that requires the highest skill level. If there is no measurable difference in skill, report the employee in the occupation in which they spend the most time.
- Report part-time workers at an hourly rate. Full-time workers can be reported by their annual or hourly rate.

### Follow these steps to enter your Data Online

- Click the **Add Occupations** button to add three lines. Use this button to add as many lines as needed. You will need one line for each occupation you are reporting.
- Enter a job title and short description of duties in the larger box. (Maximum length: 800 characters)
- Enter the number of employees for that occupation in the appropriate wage intervals.
- Repeat as necessary.

Another option: [I would prefer to upload a file](#)

<input type="text"/>	<i>A</i>	<i>B</i>	<i>C</i>	<i>D</i>	<i>E</i>	<i>F</i>	<i>G</i>	<i>H</i>	<i>I</i>	<i>J</i>	<i>K</i>	<i>L</i>	<i>T</i>
	under \$9.25/hr	\$9.25 - 11.74/hr	\$11.75 - 14.74/hr	\$14.75 - 18.74/hr	\$18.75 - 23.99/hr	\$24.00 - 30.24/hr	\$30.25 - 38.49/hr	\$38.50 - 48.99/hr	\$49.00 - 61.99/hr	\$62.00 - 78.74/hr	\$78.75 - 99.99/hr	\$100.00/hr and over	Total
	under \$19,240/yr	\$19,240 - 24,439/yr	\$24,440 - 30,679/yr	\$30,680 - 38,999/yr	\$39,000 - 49,919/yr	\$49,920 - 62,919/yr	\$62,920 - 80,079/yr	\$80,080 - 101,919/yr	\$101,920 - 128,959/yr	\$128,960 - 163,799/yr	\$163,800 - 207,999/yr	\$208,000/yr and over	
<input type="button" value="Delete"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

<input type="text"/>	<i>A</i>	<i>B</i>	<i>C</i>	<i>D</i>	<i>E</i>	<i>F</i>	<i>G</i>	<i>H</i>	<i>I</i>	<i>J</i>	<i>K</i>	<i>L</i>	<i>T</i>
	under \$9.25/hr	\$9.25 - 11.74/hr	\$11.75 - 14.74/hr	\$14.75 - 18.74/hr	\$18.75 - 23.99/hr	\$24.00 - 30.24/hr	\$30.25 - 38.49/hr	\$38.50 - 48.99/hr	\$49.00 - 61.99/hr	\$62.00 - 78.74/hr	\$78.75 - 99.99/hr	\$100.00/hr and over	Total
	under \$19,240/yr	\$19,240 - 24,439/yr	\$24,440 - 30,679/yr	\$30,680 - 38,999/yr	\$39,000 - 49,919/yr	\$49,920 - 62,919/yr	\$62,920 - 80,079/yr	\$80,080 - 101,919/yr	\$101,920 - 128,959/yr	\$128,960 - 163,799/yr	\$163,800 - 207,999/yr	\$208,000/yr and over	
<input type="button" value="Delete"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

<input type="text"/>	<i>A</i>	<i>B</i>	<i>C</i>	<i>D</i>	<i>E</i>	<i>F</i>	<i>G</i>	<i>H</i>	<i>I</i>	<i>J</i>	<i>K</i>	<i>L</i>	<i>T</i>
	under \$9.25/hr	\$9.25 - 11.74/hr	\$11.75 - 14.74/hr	\$14.75 - 18.74/hr	\$18.75 - 23.99/hr	\$24.00 - 30.24/hr	\$30.25 - 38.49/hr	\$38.50 - 48.99/hr	\$49.00 - 61.99/hr	\$62.00 - 78.74/hr	\$78.75 - 99.99/hr	\$100.00/hr and over	Total
	under \$19,240/yr	\$19,240 - 24,439/yr	\$24,440 - 30,679/yr	\$30,680 - 38,999/yr	\$39,000 - 49,919/yr	\$49,920 - 62,919/yr	\$62,920 - 80,079/yr	\$80,080 - 101,919/yr	\$101,920 - 128,959/yr	\$128,960 - 163,799/yr	\$163,800 - 207,999/yr	\$208,000/yr and over	
<input type="button" value="Delete"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Total Employment :**



### Review Your Online Data

1. Click the **Edit** button below if you would like to make any changes to the data.

[Edit](#)

Occupation title 1	A	B	C	D	E	F	G	H	I	J	K	L	T
under \$9.25/hr	\$9.25 - 11.74/hr	\$11.75 - 14.74/hr	\$14.75 - 18.74/hr	\$18.75 - 23.99/hr	\$24.00 - 30.24/hr	\$30.25 - 38.49/hr	\$38.50 - 48.99/hr	\$49.00 - 61.99/hr	\$62.00 - 78.74/hr	\$78.75 - 99.99/hr	\$100.00/hr and over	Total	
under \$19,240/yr	\$19,240 - 24,439/yr	\$24,440 - 30,679/yr	\$30,680 - 38,999/yr	\$39,000 - 49,919/yr	\$49,920 - 62,919/yr	\$62,920 - 80,079/yr	\$80,080 - 101,919/yr	\$101,920 - 128,959/yr	\$128,960 - 163,799/yr	\$163,800 - 207,999/yr	\$208,000/yr and over		
												1	1

  

Occupation title 2	A	B	C	D	E	F	G	H	I	J	K	L	T
under \$9.25/hr	\$9.25 - 11.74/hr	\$11.75 - 14.74/hr	\$14.75 - 18.74/hr	\$18.75 - 23.99/hr	\$24.00 - 30.24/hr	\$30.25 - 38.49/hr	\$38.50 - 48.99/hr	\$49.00 - 61.99/hr	\$62.00 - 78.74/hr	\$78.75 - 99.99/hr	\$100.00/hr and over	Total	
under \$19,240/yr	\$19,240 - 24,439/yr	\$24,440 - 30,679/yr	\$30,680 - 38,999/yr	\$39,000 - 49,919/yr	\$49,920 - 62,919/yr	\$62,920 - 80,079/yr	\$80,080 - 101,919/yr	\$101,920 - 128,959/yr	\$128,960 - 163,799/yr	\$163,800 - 207,999/yr	\$208,000/yr and over		
												2	2

  

Occupation title 3	A	B	C	D	E	F	G	H	I	J	K	L	T
under \$9.25/hr	\$9.25 - 11.74/hr	\$11.75 - 14.74/hr	\$14.75 - 18.74/hr	\$18.75 - 23.99/hr	\$24.00 - 30.24/hr	\$30.25 - 38.49/hr	\$38.50 - 48.99/hr	\$49.00 - 61.99/hr	\$62.00 - 78.74/hr	\$78.75 - 99.99/hr	\$100.00/hr and over	Total	
under \$19,240/yr	\$19,240 - 24,439/yr	\$24,440 - 30,679/yr	\$30,680 - 38,999/yr	\$39,000 - 49,919/yr	\$49,920 - 62,919/yr	\$62,920 - 80,079/yr	\$80,080 - 101,919/yr	\$101,920 - 128,959/yr	\$128,960 - 163,799/yr	\$163,800 - 207,999/yr	\$208,000/yr and over		
												3	3

2. Click the **Save as Excel File** button below to save a copy of this data for your records.

**Total Employment : 6**

[Save As Excel File](#)

3. Click the **Submit Data to BLS** button below, if no changes are required.

[Submit Data to BLS](#)

## 2b. File upload (large establishments)



### Upload a File

Uploading a file listing the occupation and wage rate for each of your employees is the easiest way to submit your data. Many payroll and personnel systems will generate a report with all of the information we are requesting.

Alternately, you can create a spreadsheet. Do not include employee names or social security numbers.

Here is an example of the type of information we are requesting:

	A	B	C	D
	Job Title	Hourly wage	Annual wage	Department
1				
2	General manager		\$ 72,000.00	Office
3	Secretary		\$ 34,000.00	Office
4	Forklift operator	\$ 13.20		Warehouse
5	Forklift operator	\$ 12.90		Warehouse
6	Truck driver	\$ 19.00		Warehouse
7	Truck driver	\$ 23.50		Warehouse
8	Truck loader/unloader	\$ 10.10		Warehouse
9	Systems analyst		\$ 45,000.00	IT
10	Database administrator		\$ 62,000.00	IT
11	Programmer		\$ 58,000.00	IT
12				

### Instructions

#### Create a File

##### [Download a Template](#)

1. Report each employee by job title. Report an employee who works in two or more occupations in the job that requires the highest skill level. If there is no difference in skill, report the employee in the occupation in which they spend the most time.
2. Report part-time employees by their hourly wage. Hourly or annual wages can be reported for full-time employees. Please include tips and commissions.
3. Department and description of duties are optional but helpful, and can reduce the need for follow up phone calls. Unit description is also optional, but useful if you are reporting for more than one location or IDCF number.
4. Save your file.

Another option: [I would prefer to enter data manually.](#)

#### Select File(s) to Send to OES

Select the file you wish to send to BLS using the "**Browse**" button. You can use this button to attach multiple files.

We prefer Excel files, but can accept Word and PDF files. We cannot accept .EXE files.

Repeat the process if you are sending more than one file (maximum 30 MB total).

Select your file:

Attached Files:

#### Send File(s)

Once you have selected the file(s) you want to send to OES, click the "**Send**" button to submit your data.



### Uploading File(s)...

All files uploaded

### Processing File(s)...

- **File Description**  
OES\_06\_1713115270.xlsx 12,228 bytes
- **Encrypting...**  
Encrypted File: /fileupload/upload/oes\_stage/OES\_06\_1713115293\_093019\_150439\_OES\_06\_1713115270.xlsx.ent

### Moving File(s)...

- **Moving File...**  
File: /fileupload/upload/oes/OES\_06\_1713115293\_093019\_150439\_OES\_06\_1713115270.xlsx.ent
- **Moving File...**  
File: /fileupload/upload/oes/OES\_06\_1713115293\_093019\_150439.header.ent

Continue →

If you have questions or comments, please complete and submit the [Help Request Form](#)

Version: 6.0.1



IDCF Number: **061713115293**

Your file(s) have been received by BLS on **Sep 30, 2019 at 03:05:04 PM EDT**.

### Thank You!

Thank you for completing the Occupational Employment Statistics Report.  
You have submitted data successfully.

An email confirming your data submission has been sent to the address provided. You may also want to print this page for your records.

#### [Report for another IDCF number](#)

[Learn more about the Occupational Employment Statistics program](#)

[Ask a question or submit feedback](#)

If you have questions or comments, [contact your state agency](#) or email : [oes.helpdesk@bls.gov](mailto:oes.helpdesk@bls.gov)

Version: 6.0