**Attachment B – Accompanying Instructions**

The Bureau of Labor Statistics (BLS) is looking to provide information about the effects of the Coronavirus pandemic on sick leave plans to companies, researchers, and government officials. In addition to our regular request, please provide answers to the questions in the attached PDF (OMB number 1220-xxxx) by June 30, 2020.

Instructions

1. Answer questions based on your overall establishment, not specific jobs.
2. Please enter schedule number **XXXXXX** in the Schedule Number field in the lower left-hand corner of the form.
3. Enter any additional information in the optional text box provided at the bottom of the form.
4. When complete, select the “Submit Form” button and the form will automatically be routed to a centralized BLS email address.

If you have questions about the form or problems submitting the form, please email [ncsinfo@bls.gov](mailto:ncsinfo@bls.gov). Thank you.