


# IDCF/BLSCompdata Web-Lite Authentication

This application uses the Web-Lite authentication (Schedule Number with Captcha) to allow the respondents to upload data files.

## Login Page:

 **BUREAU OF LABOR STATISTICS**  
National Compensation Survey

[ADA Statement](#) | [Privacy Policy](#) | [Logout](#)


### National Compensation Survey

Welcome to the Internet reporting site for the National Compensation Survey. Use your schedule number to enter the site and to send us your data.

Please enter your Schedule Number:

#### CAPTCHA

To help us determine that you are a human visitor, please type in the numeral seen in the image below. This will allow you to enter the NCS data collection site. This will only take a moment.

#### 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 please send e-mail to: [BLSCompData@bls.gov](mailto:BLSCompData@bls.gov) | Version: 3.2.1

**Welcome Page:** this page displays the CIPSEA and OMB Statements. Only one CIPSEA statement is used for all schedules in this application (no government CIPSEA statement is displayed).

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Dear Employer,

Welcome to the BLSCompData Internet reporting page for the National Compensation Survey (NCS). NCS collects wage and benefit data to provide comprehensive measures of occupational wages, employment cost trends, benefit incidence, and detailed plan provisions.

Thank you for participating in our survey.

Has your contact information changed?

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As a participant in a Bureau of Labor Statistics (BLS) statistical survey, you should be aware that use of electronic transmittal methods in reporting data to the BLS 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 its ability to protect the confidentiality of those data.

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 U.S.C. 3572) and other applicable Federal laws, your responses will not be disclosed in identifiable form without your informed consent. Per the Federal Cybersecurity Enhancement Act of 2015, Federal information systems are protected from malicious activities through cybersecurity screening of transmitted data. This report is authorized by law, 29 U.S.C. 2. Your voluntary cooperation is needed to make the results of this survey comprehensive, accurate, and timely.


We estimate that it will take an average of 40 minutes to complete this form, including 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 this estimate or any other aspect of this survey; including suggestions for reducing this burden, please send them to the Bureau of Labor Statistics, Office of Compensation and Working Conditions (1220-0164), 2 Massachusetts Avenue N.E., Washington, D.C. 20212. You are not required to respond to the collection of information unless it displays a currently valid OMB control number.

Form Approved, O.M.B. #1220-0164, Expires

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If you have questions or comments about the website, please send e-mail to: [E-Update\\_Help@bls.gov](mailto:E-Update_Help@bls.gov) | Version: 2.1

## Enter Respondent Information Page: respondent isn't required to provide information

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### Enter Respondent Information

Name and Address of Person Completing this Form.

Company Details	
Your Name: <input type="text"/>	<b>Why?</b> Your name, title, and company name will help verify which company the data are from.
Your Job Title: <input type="text"/>	
Your Company Name: <input type="text"/>	
<input type="text"/>	
Address: <input type="text"/>	
City: <input type="text"/>	
State: <input type="text" value="State"/> Zip Code: <input type="text"/> - <input type="text"/>	


Contact Information	
Email: <input type="text"/>	<b>Why?</b> In case we need to contact you with a question about the data.
Telephone: ( <input type="text"/> ) <input type="text"/> - <input type="text"/> Ext: <input type="text"/>	

Employment Data	
Enter Your Current Employment: <input type="text"/>	<b>Why?</b> Total employment and average reference date are two of the statistics we include in the survey. Enter the current employment (head count), and the corresponding payroll date of the data. If reporting data for multiple locations, please list them in the "Message:" box. Use the "Message:" box for any information or notes you want to convey to the BLS data collector.
Payroll Date for Current Employment: <input type="text" value="month"/> <input type="text" value="day"/> <input type="text" value="year"/>	
Message: <input type="text"/>	
<input type="text"/>	

[Continue →](#)

If you have questions or comments please send e-mail to: [BLSCompData@bls.gov](mailto:BLSCompData@bls.gov) | Version: 3.2.1

## Select Files Page: respondent can upload one or more files. The total size of the files cannot exceed 35 MB.

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### 1. Review Respondent and Company Information

Click the "Edit" button to make any changes to this information. If no changes are required go to **Step 2** (below) to attach the file(s) you wish to send to BLS.

[Edit](#)      **Respondent Information**      **Company Information**

Current Employment:

Message:

( ) - Ext:

### 2. Select Files to Send to BLS

Select the file you wish to send to BLS using the "Browse" button. Repeat the process if you are sending more than one file.

Select your file:

No file chosen

Attached Files:

### 3. Send Files

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

[Send](#)

If you have questions or comments please send e-mail to: [BLSCompData@bls.gov](mailto:BLSCompData@bls.gov) | Version: 3.2.1

**\*\*File Transfer – Upload File(s) page\*\*** - This page is part of the File Transfer application that is used by all surveys that upload files in the IDCF environment.

### Uploading File(s)...

All files uploaded

### Processing File(s)...

- **File Description**  
IDCFTest.txt 13 bytes
- **Encrypting...**  
Encrypted File: /fileupload/upload/ncs\_stage/NCS.999999.060320\_093717.IDCFTest.txt.ent

### Moving File(s)...

- **Moving File...**  
File: /fileupload/upload/ncs/NCS.999999.060320\_093717.IDCFTest.txt.ent
- **Moving File...**  
File: /fileupload/upload/ncs/NCS.999999.060320\_093717.header.ent

Continue →

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

Version: 6.1.1

## Confirmation/Thank You Page:

### Thank You!

Thank you for participating in the National Compensation Survey!  
You have submitted data successfully.

Schedule Number: **999999**

Your file(s) have been received by BLS on **6/3/2020** at **9:37:39 AM**

**IDCFTest.txt**

Please remember to **print** this page for your records.

If you would like to send us a comment, use the e-mail link below.

To learn more about useful NCS data and publications or to create customized tables, use the links below.

- [Wages](#)
- [Occupational Pay Relatives](#)
- [Compensation Cost Trends](#)
- [Benefits](#)
- [National Compensation Survey Homepage](#)
- [BLS Homepage](#)
- [Request NCS Information](#)

If you have questions or comments please send e-mail to: [BLSCompData@bls.gov](mailto:BLSCompData@bls.gov) | Version: 3.2.1

## ADA Statement Page:

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### ADA Compliance Notice

The Bureau of Labor Statistics (BLS) is committed to making its online information and services accessible to the widest possible audience.

We work to insure that our documents are, to the maximum extent feasible, accessible to persons using special screen reading software and hardware.

If this information is not accessible for any reason, or you wish to comment on our accessibility efforts, contact the [IDC HelpDesk](#).

If you are reporting a specific issue with any of the pages in the Data Collection Facility, please provide the survey name, URL of the page, and any relevant information as to the problem encountered.

You may also include a mailing address in case we have to mail any information to you.

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If you have questions or comments please send e-mail to: [BLSCompData@bls.gov](mailto:BLSCompData@bls.gov) | Version: 3.2.1

## Privacy Policy Page:

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### Privacy and Security Statement

Thank you for visiting the Bureau of Labor Statistics (BLS) Internet Data Collection Website. BLS is strongly committed to maintaining the privacy of your personal and company information, the confidentiality of your data, and the security of our computer systems.

With respect to the collection, use, and disclosure of personal information, BLS makes every effort to ensure compliance with applicable Federal law, including, but not limited to, the Confidential Information Protection and Statistical Efficiency Act, the Privacy Act of 1974, the Paperwork Reduction Act of 1995, the Trade Secrets Act, and the Freedom of Information Act.

Data submitted to the BLS are used for statistical purposes only. BLS and State agencies (when applicable) will hold your data in confidence to the full extent permitted by law.

When you visit our site, we authenticate the account number and password or other respondent identifier assigned to you by BLS. This information is used to ensure that only authorized BLS respondents are granted access to the website.

The BLS Data Collection Facility does not use [cookies](#) to store any permanent information about you or your business.

When you visit our site, we collect and store the following information:

- The IP address from which you accessed the Internet (an IP address is a number that is automatically assigned to your computer)
- The type of browser and operating system used to access our site
- The date and time you accessed our site

This information is permanently retained in a secure environment and is used by internal software programs to create summary statistics. These statistics allow us to assess site trends, the number of unique visitors to our site, and monitor system performance.

For security purposes and to ensure that this service remains available to all users, our website also employs software programs to monitor network traffic to identify unauthorized attempts to upload information other than survey data, alter the site, or other attempts to cause damage. Per the Cybersecurity Enhancement Act of 2015, Federal information systems are protected from malicious activities through cybersecurity screening of transmitted data.

Unauthorized attempts to upload information not associated with a specific survey, alter the site or to cause damage are strictly prohibited and may be punishable under the Computer Fraud and Abuse Act of 1986 and the National Information Infrastructure Protection Act of 1996.

#### If you identify yourself by sending an E-mail

You also may decide to send us identifying information in an electronic mail message. Information collected in this manner is used solely for responding to requests for information or assistance. We may forward your E-mail to other Government employees who are better able to respond to you. Should you wish to file a request under FOIA, instructions are provided at [BLS - IDC Freedom of Information Requests](#).

#### If you identify yourself by initiating a Respondent Change Request

As a BLS respondent you may alter your identifying personal or company information. Information collected in this manner will be forwarded to the responsible Government employees for processing. You will be contacted for verification purposes prior to processing.

#### If you link to other sites outside of the BLS Internet Data Collection Website

Our website has many links to other sites. When you link to any of these sites, you are no longer on our site and are subject to the privacy policy of the new site.

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If you have questions or comments please send e-mail to: [BLSCompData@bls.gov](mailto:BLSCompData@bls.gov) | Version: 3.2.1

## Cookies Page:



### Cookie Notice

The Bureau of Labor Statistics (BLS) Internet Data Collection website uses what is known as a session cookie. When you access our site, this cookie is sent to your browser and is used to establish and maintain "communication" between your browser and the BLS web server and tracks your session on the website.

The session cookie does not contain any personally identifying information. The cookie is transitory and is stored in memory until your web browser is closed. The companion cookie on the BLS Web Server is destroyed after 30 minutes of inactivity.

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If you have questions or comments please send e-mail to: [BLSCompData@bls.gov](mailto:BLSCompData@bls.gov) | Version: 3.2.1

## FOIA Page:



### BLS Freedom of Information Requests (FOIA)

The Freedom of Information Act (FOIA) provides any person the right to request access to records held by the Bureau of Labor Statistics. The request must be in writing and signed by the person making the request; it must state that the request is being made pursuant to the FOIA; and it must reasonably describe the records being requested. The Department of Justice's homepage provides the full text of the Freedom of Information Act (FOIA).

In making your request, you should be as specific as possible in describing the records requested. The more specific you are about the records or types of records you are requesting, the more likely it will be that the BLS can locate those records.

There are statutory FOIA exemptions that authorize the withholding of information in certain specific circumstances. If the BLS does withhold information requested under the FOIA, we will specify in our response the FOIA exemption under which the information is being withheld.

Under the FOIA statute, Federal agencies are required to respond to a FOIA request within twenty business days, excluding Saturdays, Sundays, and legal holidays. In the BLS, this period begins when the FOIA Disclosure Officer receives the request.

#### BLS FOIA Contacts

You should address your FOIA request for BLS records to:

U.S. Department of Labor  
Bureau of Labor Statistics  
FOIA Disclosure Officer  
Room. 4040 Postal Square Building  
2 Massachusetts Avenue, N.E.  
Washington, DC 20212-0001

Or fax your request to:

Bureau of Labor Statistics  
FOIA Disclosure Officer  
(202) 691-7797

The BLS FOIA Coordinator can be reached at (202) 691-7628.

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If you have questions or comments please send e-mail to: [BLSCompData@bls.gov](mailto:BLSCompData@bls.gov) | Version: 3.2.1