

U.S. Department of Labor Employment and Training Administration Washington, D.C. 20210	CLASSIFICATION UI
	CORRESPONDENCE SYMBOL TEURA
	DATE October 9, 1990

DIRECTIVE FISCAL LETTER NO. 1-90
 TO ALL STATE EMPLOYMENT SECURITY AGENCIES
 FROM DONALD J. KULICK
 Administrator
 for Regional Management

SUBJECT Appropriate Charging of Costs for Data Collection for the
 Employer's Quarterly Contribution Report

1. Purpose. To reiterate the policy concerning the appropriate use of UI funds in the collection of data on the quarterly report of employment, wages, and contributions for the ES 202 report.

2. Reference. Fiscal Letter No. 1-86.

3. Background. Beginning with Fiscal Year 1986, the Bureau of Labor Statistics (BLS) assumed all responsibility for funding and overseeing the ES 202 report. Most of the data for the ES 202 are by-products of the information collected on the Employer's Quarterly Contribution Report. These data - covered employment, wages, and contributions - are necessary for Unemployment Insurance (UI) operations.

4. Instructions. All functions (e.g. data entry, printing of forms, etc.) associated with the collection and follow-up for late or missing data of the SESA Employer Quarterly Contributions Report are appropriate to charge to the UI tax function. However, collection and/or follow-up for late or missing data for other ES 202 reporting items (e.g. SIC refiling, quarterly report on employment in Federal installations, statistical supplement, etc.) which are not normally collected on the Employer's Quarterly Contributions Report are to be charged to the BLS funded ES 202 program.

These instructions were first promulgated in Fiscal Letter No. 1-86. They are being reiterated in this fiscal letter to emphasize that SESA's should not charge BLS for work associated with mailing delinquent or clarification notices.

5. Action Required. SESA administrators are requested to inform appropriate staff that costs for data collection by the tax unit on the Employer Quarterly Contributions Report, even though it is also used by the ES 202 program, shall be charged to the tax function.

6. Inquiries. Direct inquiries to the appropriate Regional Office.

RESCISSIONS	EXPIRATION DATE October 31, 1991
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