

Occupational Employment and Wage Statistics Report

IDCF #: _____

Company name: _____

Report for: _____

Contact name: _____

Email: _____

Phone: _____

Fax: _____

Return to:

Return form by email, fax, or upload at [IDCFOEWS.BLS.GOV](https://idcfoews.bls.gov).

If this establishment closed before November 12, 2024, please notify us electronically or by phone.

The information you provide will be used for statistical purposes only. All identifying information for non-government establishments will be held in strict confidence to the full extent permitted by law.

List each employee who worked during the pay period that included **November 12, 2024**. Please report online if you need more space.

- Report:**

 - Each employee's job title and a brief description of duties
 - Exact hourly wage rate or annual salary for each employee
 - Employees who work remotely or off-site
 - Hourly wage rates for part-time employees
- Do not report:**

 - Contract workers
 - Employee names or Social Security numbers
 - Owners or partners of unincorporated firms
 - Annual wages for part-time employees

Job title and brief description of duties	Wage rate (hourly or annual)	# of employees in this job with this exact wage rate
EXAMPLE: Human Resources Specialist – Recruit and interview potential new employees	\$71,445.00	1
EXAMPLE: Human Resources Specialist – Recruit and interview potential new employees	\$68,050.00	1
EXAMPLE: Human Resources Assistants – Assist HR department	\$25.50	3
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