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ABSTRACT

The objective of the project was to develop methods for establishing output and input performance standards for the placement and placement support functions of the United States Employment Service (ES). This part of Volume 2 reports substantive findings and recommendations developed during the course of the project. A key recommendation is that performance standards be used in an Integrated Management System context in conjunction with planning, budgeting, evaluation, and diagnostic tools to improve overall performance. The volume presents findings from an intensive analysis of the internal structure of the Balanced Payment Formula (BPF), the ES performance-based budgeting tool; findings from an analysis of the effects of external economic, policy, and law factors on ES performance; and findings from field tests of data collection and analysis methods to be used for establishing ES input standards. Appended materials include: BPF Formula Tables for fiscal years 1975 and 1976; 1976 BPF Arithmetic Statement; BPF Simulation Results; and other tables. (Author/SA)

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VOLUME 2
FINDINGS AND RECOMMENDATIONS
DEVELOPMENT OF PERFORMANCE
STANDARDS FOR ES
PART B

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16. Abstracts The objective of the project was to develop methods for establishing output and input performance standards for the placement and placement support functions of the United States Employment Service (ES). Volume 2, <u>Findings and Recommendations</u> , reports substantive findings and recommendations developed during the course of the project. A key recommendation is that performance standards be used in an Integrated Management System context, in conjunction with planning, budgeting, evaluation and diagnostic tools to improve overall performance. The volume presents findings from an intensive analysis of the internal structure of the Balanced Placement Formula (BPF), the ES performance-based budgeting tool; findings from analysis of the efforts of external economic, policy and law factors on ES performance; and findings from field tests of data collection and analysis methods to be used for establishing ES input standards. Detailed statistical appendices are included.				
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3

TABLE OF CONTENTS
VOLUME 2

	<u>Page</u>
CHAPTER I	
INTEGRATED MANAGEMENT SYSTEM FOR THE ES	
A. Theory of Integrated Management System	1
B. Assessing Output Performance	2
C. Assessing Input Performance	3
D. Planning for Improvement	4
CHAPTER II	
FINDINGS FROM RESEARCH INTO THE BALANCED PLACEMENT FORMULA AND IMPLICATIONS FOR OUTPUT STANDARDS FOR THE EMPLOYMENT SERVICE	
A. Introduction	7
B. Overview of the Balanced Placement Formula	10
C. Analysis of Internal BPF Performance Measures and Structure	12
D. Analysis of the Effects of External Factors on ES Performance	32
E. Interpretation and Recommendations	40
Appendices	
CHAPTER III	
FINDINGS RELATIVE TO THE DEVELOPMENT OF INPUT STANDARDS	
A. Theory of Performance Standards for the ES	45
B. Significant Survey Findings	48
C. Reference Charts of Compiled Survey Data	63
1. Summaries of Data for LO's Visited	65
2. LO Summary for each LO(19) Visited	69
3. Activity Summary for each ES(13) Activity Reviewed	109

Preface

This Volume contains the results of the field work and analysis under this contract. It also contains a description of an integrated management system which we believe provides the proper conceptual framework for relating output standards to the inputs and other internal ES factors. Our findings have led us to conclude that only an integrated approach should be used in further development of BPF (output) type measure and performance standards (inputs). Chapter one sets the stage by describing and illustrating the relationship of outputs and inputs within the conceptual framework. Chapters two and three present detailed findings of our project.

2. LO Summary, for each LO(19) visited



LOCAL OFFICE NO. 1A OFFICE NAME CITY NAME, STATE NAME TOTAL STAFF

ACTIVITY	TOTAL MINUTES	TOTAL QUANTITY	UNIT COST IN MIN.	PCT. OF RESOURCE	SERVICE PERCENT
AT	5100	439	11.6	11.6	37.5
CS	30	N/A	N/A	0.1	N/A
CO	3175	66	48.1	7.2	9.0
ES	160	26	6.2	0.4	N/A
FC	4460	730	6.1	10.1	37.6
JD	625	43	14.5	1.4	7.1
JIS	1040	166	6.3	2.4	N/A
JO	478	40	12.0	1.1	N/A
RC	5	1	5.0	0.01	N/A
RE	2655	1138	2.3	6.0	0.4
RI	5930	604	9.8	13.4	53.1
TE	550	99	5.6	1.2	1.8
VE	1974	368	5.4	4.5	183.6
X	17912	N/A	N/A	40.6	N/A

RI/I N/A
 RI/J N/A

CODE	ACTIVITY NAME	QUANTITY	ACTIVITY KEY	ACTIVITY NAME	QUANTITY
AT	APPLICATION TAKING	APPLICATIONS	JO	JOB ORDER TAKING	JOB ORDERS
CS	COMMUNITY SERVICE	N/A	RE	RECEPTION	APPLICANTS
CO	COUNSELING	APPLICANTS	RC	REFERRAL CONTROL	REFERRAL REQUESTS
ES	EMPLOYER SERVICE	ESR ACCOUNTS	RI	REFERRAL INTERVIEWING	APPLICANTS
FC	FILE SEARCH/CALL-IN	CALL-IN ATTEMPTS	TE	TESTING	APPLICANTS
JD	JOB DEVELOPMENT	ATTEMPTS	VE	VERIFICATION/VALIDATION RESULTS/ORDERS VERIFIED.	RESULTS/ORDERS VERIFIED.
JIS	JOB INFORMATION SERVICE	APPLICANTS	X	NONE OF THE ABOVE	N/A
AT	NEW APPLICANTS + RENEWALS/TOTAL TRAFFIC	SERVICE PERCENT			
CS	N/A	TOTAL TRAFFIC			
ES	ESR PROGRAM CONTACTS/ESR ROUTINE CONTACTS	CONTACTS			
FC	CALL-IN ATTEMPTS/ACTIVE APPLICANT FILE	FILE			
JD	JD ATTEMPTS/REFERRAL INTERVIEWS	INTERVIEWS			
JIS	JIS REFERRAL INTERVIEWS FROM JIS/TOTAL TRAFFIC	TOTAL TRAFFIC			

PERFORMANCE STANDARDS
 LOCAL OFFICE ANALYSIS OF NON-PLACEMENT TIME - REPORT NO. 2 WEEK 10/15/74

LOCAL OFFICE NO. 1A OFFICE NAME CITY NAME, STATE NAME TOTAL STAFF -

ACTIVITY	TOTAL MINUTES	PCT. OF RESOURCE
XC	1065	2.4
XE	500	1.1
XF	1075	2.4
XI	1410	3.2
XJ	3265	7.4
XM	1785	4.0
XS	1520	3.4
XV	480	1.1
XX	6812	15.4

- ACTIVITY KEY
- CODE
- XC PA
- XE IS STUDY
- XF LING, TYPING, CLERICAL, SWITCHBOARD
- XI SICK
- XJ B CORPS, FOOD STAMP, UI, ETC.
- XM MEETING, TRAINING
- XS SUPERVISION, MANAGEMENT, SELF-APPRAISAL SYSTEM
- XV VACATION, ANNUAL LEAVE
- XX PERSONAL, COFFEE BREAK, JOB BANK, ALL ELSE
-

LOCAL OFFICE NO. 1B OFFICE NAME CITY NAME, STATE NAME

ACTIVITY	TOTAL MINUTES	TOTAL QUANTITY	UNIT COST IN MIN.	PCT. OF RESOURCE	SERVICE PERCENT
AT	5585	410	13.6	7.9	22.2
CS	690	7	N/A	1.0	N/A
CO	1260	42	30.0	.8	2.6
ES	200	11	18.2	0.3	N/A
FC	2060	198	10.4	2.9	7.5
JD	1160	116	10.0	1.6	8.4
JIS	1175	114	10.3	1.7	N/A
JO	2370	171	13.9	3.3	N/A
RC	0	N/A	N/A	.0	N/A
RE	2775	1920	1.5	3.9	0.7
RI	14750	1383	10.7	20.8	72.0
TE	240	4	60.0	0.3	0.5
VE	1765	324	5.4	2.5	187.8
X	36945			52.0	

RI/I N/A
RI/J N/A

CODE	ACTIVITY NAME	QUANTITY	ACTIVITY KEY	ACTIVITY NAME	QUANTITY
AT	APPLICATION TAKING	APPLICATIONS	JO	JOB ORDER TAKING	JOB ORDERS
CS	COMMUNITY SERVICE	N/A	RE	RECEPTION	APPLICANTS
CO	COUNSELING	APPLICANTS	RC	REFERRAL CONTROL	REFERRAL REQUESTS
ES	EMPLOYER SERVICE	ESR ACCOUNTS	RI	REFERRAL INTERVIEWING	APPLICANTS
FC	FILE SEARCH/CALL-IN	CALL-IN ATTEMPTS	TE	TESTING	APPLICANTS
JD	JOB DEVELOPMENT	ATTEMPTS	VE	VERIFICATION/VALIDATION	RESULTS/ORDERS VERIFIED
JIS	JOB INFORMATION SERVICE	APPLICANTS	X	NONE OF THE ABOVE	N/A
AT	NEW APPLICANTS + RENEWALS/TOTAL TRAFFIC	SERVICE PERCENT DERIVATIVES			
CS	N/A				
ES	ESR PROGRAM CONTACTS/ESR ROUTINE CONTACTS				
FC	CALL-IN ATTEMPTS/ACTIVE APPLICANT FILE				
JD	JD ATTEMPTS/REFERRAL INTERVIEWS				
JIS	JIS REFERRAL INTERVIEWS FROM JIS/TOTAL TRAFFIC				
AT	NEW APPLICANTS + RENEWALS/TOTAL TRAFFIC	SERVICE PERCENT DERIVATIVES			
CS	N/A				
ES	ESR PROGRAM CONTACTS/ESR ROUTINE CONTACTS				
FC	CALL-IN ATTEMPTS/ACTIVE APPLICANT FILE				
JD	JD ATTEMPTS/REFERRAL INTERVIEWS				
JIS	JIS REFERRAL INTERVIEWS FROM JIS/TOTAL TRAFFIC				

PERFORMANCE STANDARDS

LOCAL OFFICE ANALYSIS OF NON-PLACEMENT TIME - REPORT NO. 2

WEEK 10/15/74

TOTAL STAFFS - 30

CITY NAME, STATE NAME

OFFICE NAME

LOCAL OFFICE NO. LB

TOTAL PCT. OF
MINUTES RESOURCE

ACTIVITY	TOTAL MINUTES	PCT. OF RESOURCE
XC	0	0
XE	400	0.6
XF	1840	2.6
XI	6780	9.5
XJ	7425	10.4
XM	210	0.3
XS	4080	5.7
XV	8330	11.7
XX	7980	11.2

ACTIVITY KEY

CODE

XC TA

XE STUDY

XF LING, TYPING, CLERICAL, SWITCHBOARD

XI CK

XJ B CORPS, FOOD STAMP, UI, ETC.

XM TING, TRAINING

XS PERVISION, MANAGEMENT, SELF-APPRAISAL SYSTEM

XV CATION, ANNUAL LEAVE

XX PERSONAL, COFFEE BREAK, JOB BANK, ALL ELSE

.....



LOCAL OFFICE NO. 1C OFFICE NAME CITY NAME, STATE NAME TOTAL STAFF - 34

ACTIVITY	TOTAL MINUTES	TOTAL QUANTITY	UNIT COST IN MIN.	PCT. OF RESOURCE	SERVICE PERCENT
AT	10575	496	21.3	14.7	34.0
CS	720		N/A	1.0	
CO	110	28	39.6	1.5	4.2
ES	255	32	8.0	0.4	
FC	9600	653	14.7	13.3	30.7
JD	1035	163	6.4	1.4	14.0
JIS	955	N/A	N/A	1.3	
JO	821	99	8.3	1.1	N/A
RC	N/A	N/A			N/A
RE	2890	1426	2.0	4.0	0.5
RI	14019	1164	12.0	19.5	81.6
TE	205	14	14.6	.03	1.4
VE	1790	250	7.2	2.5	143.0
X	28314			39.3	

RI/I N/A
RI/J N/A

CODE	ACTIVITY NAME	QUANTITY	ACTIVITY KEY	ACTIVITY NAME	QUANTITY
AT	APPLICATION TAKING	APPLICATIONS	JO	JOB ORDER TAKING	JOB ORDERS
CS	COMMUNITY SERVICE	N/A	RE	RECEPTION	APPLICANTS
CO	COUNSELING	APPLICANTS	RC	REFERRAL CONTROL	REFERRAL REQUESTS
ES	EMPLOYER SERVICE	ESR ACCOUNTS	RI	REFERRAL INTERVIEWING	APPLICANTS
FC	FILE SEARCH/CALL-IN	CALL-IN ATTEMPTS	TE	TESTING	APPLICANTS
JD	JOB DEVELOPMENT	ATTEMPTS	VE	VERIFICATION/VALIDATION RESULTS/ORDERS VERIFIED	
JIS	JOB INFORMATION SERVICE	APPLICANTS		NONE OF THE ABOVE	N/A
AT	NEW APPLICANTS + RENEWALS/TOTAL TRAFFIC	SERVICE PERCENT DERIVATIVES			
CS	N/A				
ES	ESR PROBLEM CONTACTS/ESR ROUTINE CONTACTS				
FC	CALL-IN ATTEMPTS/ACTIVE APPLICANT FILE				
JD	JD ATTEMPTS/REFERRAL INTERVIEWS				
JIS	JIS REFERRAL INTERVIEWS FROM JIS/TOTAL TRAFFIC				
AT	NEW APPLICANTS + RENEWALS/TOTAL TRAFFIC				
CS	N/A				
ES	ESR PROBLEM CONTACTS/ESR ROUTINE CONTACTS				
FC	CALL-IN ATTEMPTS/ACTIVE APPLICANT FILE				
JD	JD ATTEMPTS/REFERRAL INTERVIEWS				
JIS	JIS REFERRAL INTERVIEWS FROM JIS/TOTAL TRAFFIC				
AT	NEW APPLICANTS + RENEWALS/TOTAL TRAFFIC				
CS	N/A				
ES	ESR PROBLEM CONTACTS/ESR ROUTINE CONTACTS				
FC	CALL-IN ATTEMPTS/ACTIVE APPLICANT FILE				
JD	JD ATTEMPTS/REFERRAL INTERVIEWS				
JIS	JIS REFERRAL INTERVIEWS FROM JIS/TOTAL TRAFFIC				
AT	NEW APPLICANTS + RENEWALS/TOTAL TRAFFIC				
CS	N/A				
ES	ESR PROBLEM CONTACTS/ESR ROUTINE CONTACTS				
FC	CALL-IN ATTEMPTS/ACTIVE APPLICANT FILE				
JD	JD ATTEMPTS/REFERRAL INTERVIEWS				
JIS	JIS REFERRAL INTERVIEWS FROM JIS/TOTAL TRAFFIC				

PERFORMANCE STANDARDS
LOCAL OFFICE ANALYSIS OF NON-PLACEMENT TIME - REPORT NO. 2 WEEK 10/15/74

LOCAL OFFICE NO. 1C OFFICE NAME CITY NAME, STATE NAME TOTAL STAFF (-34)

ACTIVITY MINUTES PCT. OF RESOURCE

XC	1225	1.7
XE	25	.0
XF	2380	3.3
ZI	2990	4.1
XJ	5000	6.9
ZM	3700	5.1
XS	1850	2.6
XV	4044	5.6
XX	7100	9.8

- ACTIVITY KEY
- ACTIVITY NAME
- STUDY
- TYPING, CLERICAL, SWITCHBOARD
- FOOD STAMP, UI, ETC.
- TRAINING
- MANAGEMENT, SELF-APPRAISAL SYSTEM
- ANNUAL LEAVE
- COFFEE BREAK, JOB BANK, ALL ELSE

PERFORMANCE STANDARDS
LOCAL OFFICE SUMMARY - REPORT NO. 1

WEEK 12/9/74

LOCAL OFFICE ID OFFICE NAME CITY NAME, STATE NAME LOCAL STAFF - 014

ACTIVITY TOTAL QUANTITY TOTAL UNIT COST IN MIN. PCT. OF RESOURCE SERVICE PERCENT

AD	137	179	7.7	4.2	47.4
AG	107	N/A	N/A	3.3	N/A
AL	10	16	06.0	2.8	11.6
AM	1	1	00.0	0.2	---
AN	183	226	8.2	5.8	10.2
AO	20	37	1.7	0.9	11.8
AP	50	70	1.1	1.5	79.7
AQ	100	112	16.2	5.6	0.03
AR		0	---	0.0	N/A
AS	112	617	1.8	3.5	0.2
AT	637	314	20.3	19.7	50.9
AE		0	---	0.0	0.6
AF	100	264	6.3	5.1	265.9
AG	1520	N/A	N/A	47.4	N/A

RT/1	23	64	37.3	7.4	
RT/2	39	250	15.9	12.3	



LOCAL OFFICE J. LD- OFFICE NAME CITY NAME, STATE NAME

WEEK 12/9/74

TOTAL STAFF - 014

ACTIVITY HOURS PCT. OF RESOURCE

ACTIVITY	HOURS	PCT. OF RESOURCE
AC	0.0	0.0
AD	1.3	1.3
AE	2.8	2.8
AF	5.7	5.7
AG	9.3	9.3
AH	10.0	10.0
AI	0.0	0.0
AJ	2.0	2.0
AK	13.0	13.0

ACTIVITY KEY	ACTIVITY NAME
AC	CLERK
AD	CLERK
AE	CLERK
AF	CLERK
AG	CLERK
AH	CLERK
AI	CLERK
AJ	CLERK
AK	CLERK

PERFORMANCE STANDARDS

LOCAL OFFICE ANALYSIS OF NON-PLACEMENT TIME - REPORT NO. 2*

WEEK 10/15/74

TOTAL STAFF - 20

LOCAL OFFICE NO. 1E-X OFFICE NAME CITY NAME, STATE NAME

ACTIVITY TOTAL MINUTES PCT. OF RESOURCE

XC	50	.1
XE	100	.2
XF	2930	6.2
XI	3780	8.0
XJ	0	-
XK	865	1.8
XL	150	.3
XM	660	1.4
XX	4980	10.6

CODE ACTIVITY KEY
 XC ACTIVITY NAME
 XE STUDY
 XF TYPING, CLERICAL, SWITCHBOARD
 XI
 XJ FOOD STAMP, UI, ETC.
 XM TRAINING
 XS SUPERVISION, MANAGEMENT, SELF-APPRAISAL SYSTEM
 XV ANNUAL LEAVE
 XX PERSONAL, COFFEE BREAK, JOB BANK, ALL ELSE

LOCAL OFFICE SUMMARY - REPORT NO. 1

WEEK 10/15/74

TOTAL STAFF - 16

CITY NAME, STATE NAME

OFFICE NAME

LOCAL OFFICE NO. IF-X

SERVICE PERCENT

PCT. OF RESOURCE

UNIT COST IN MIN.

TOTAL QUANTITY

TOTAL MINUTES

ACTIVITY	TOTAL MINUTES	TOTAL QUANTITY	UNIT COST IN MIN.	PCT. OF RESOURCE	SERVICE PERCENT
AT	6390	249	25.7	17.6	
CS	7077	234	30.1	19.4	
CO	3335	736	4.5	9.2	
ES					
FC					
JD					
JIS					
JO	6985	1941	3.6	19.2	
RC	12550			34.5	
RI					
RI/I					
RI/J					
VE					
X					

RI/I N/A
RI/J N/A

ACTIVITY	CODE	ACTIVITY NAME	QUANTITY	ACTIVITY KEY	QUANTITY
AT	JO	JOB ORDER TAKING			JOB ORDERS
CS	RE	RECEPTION			APPLICANTS
CO	RC	REFERRAL CONTROL			REFERRAL REQUESTS
ES	RI	REFERRAL INTERVIEWING			APPLICANTS
FC	TS	TESTING			APPLICANTS
JD	VE	VERIFICATION/VALIDATION RESULTS/ORDERS VERIFIED			N/A
JIS	X	NONE OF THE ABOVE			N/A
AT		NEW APPLICANTS + RENEWALS/TOTAL TRAFFIC			SERVICE PERCENT DERIVATIVES
CS		N/A			JO OPENINGS RECEIVED/TOTAL EMPLOYMENT
ES		ESR PROBLEM CONTACTS/ESR ROUTINE CONTACTS			RE TOTAL TRAFFIC/TOTAL EMPLOYMENT
FC		CALL-IN ATTEMPTS/ACTIVE APPLICANT FILE			RC REFERRAL REQUESTS/JOB REFERRALS
JD		JD ATTEMPTS/REFERRAL INTERVIEWS			RI REFERRAL INTERVIEWS/TOTAL TRAFFIC
JIS		JIS REFERRAL INTERVIEWS FROM JIS/TOTAL TRAFFIC			TE TESTED/TOTAL TRAFFIC
					VE VERIFIED + VALIDATED/OPENINGS RECEIVED

PERFORMANCE STANDARDS

LOCAL OFFICE ANALYSIS OF NON-PLACEMENT TIME - REPORT NO. 2

WEEK 10/15/74

TOTAL STAFF - 16

LOCAL OFFICE NO. 1F-X OFFICE NAME CITY NAME, STATE NAME

ACTIVITY TOTAL MINUTES PCT. OF RESOURCE

XC	0	-
XE	1055	2.9
XF	270	0.7
XI	3045	8.4
XJ	0	-
XK	0	-
XS	85	0.2
XV	1845	5.1
ZX	6240	17.2

18

81

..... ACTIVITY KEY
 .. CODE .. ACTIVITY NAME ..
 .. XC .. DATA
 .. XE .. STUDY
 .. XF .. LIAISON, TYPING, CLERICAL, SWITCHBOARD
 .. XI .. STAFF
 .. XJ .. CORES, FOOD STAMP, UI, ETC.
 .. XK .. TRAINING, TRAINING
 .. XS .. SUPERVISION, MANAGEMENT, SELF-APPRAISAL SYSTEM
 .. XV .. VACATION, ANNUAL LEAVE
 .. XX .. PERSONAL, COFFEE BREAK, JOB BANK, ALL ELSE

ACTIVITY	TOTAL MINUTES	TOTAL QUANTITY	UNIT COST IN MIN.	PCT. OF RESOURCE	SERVICE PERCENT
AT	5519	351	15.7	14.5	46.9
CS	220	N/A	N/A	0.6	N/A
CO	4213	89	47.3	11.0	31.7
ES	115	11	10.5	0.3	N/A
FC	395	43	9.2	1.0	5.3
JD	1736	216	8.0	4.6	71.8
JIS	820	73	11.2	2.1	N/A
JO	1021	116	8.8	2.7	.7
JO	870	120	7.3	2.3	62.8
RE	2500	580	4.3	6.6	4.6
VE	4300	301	14.3	11.3	51.9
VE	40	5	8.0	0.1	1.2
VE	512	201	2.5	1.3	224.3
X	15892	N/A	N/A	41.7	N/A

ACTIVITY KEY	CODE	ACTIVITY NAME	QUANTITY	SERVICE PERCENT DERIVATIVES
AT	JO	JOB ORDER TAKING	APPLICATIONS	JO OPENINGS RECEIVED/TOTAL EMPLO MENT
CS	RE	RECEPTION	N/A	RE TOTAL TRAFFIC/TOTAL EMPLOYMENT
CO	RC	REFERRAL CONTROL	APPLICANTS	RC REFERRAL REQUESTS/JOB REFERRALS
ES	RI	REFERRAL INTERVIEWING	ESR ACCOUNTS	RI REFERRAL INTERVIEWS/TOTAL TRAFFIC
FC	TE	TESTING	CALL-IN ATTEMPTS	TE TESTED/TOTAL TRAFFIC
JD	VE	VERIFICATION/VALIDATION	ATTEMPTS	VE VERIFIED + VALIDATED/OPENINGS RECEIVED
JIS	X	NONE OF THE ABOVE	APPLICANTS	X NONE OF THE ABOVE
AT	JO	NEW APPLICANTS + RENEWALS	TOTAL TRAFFIC	SERVICE PERCENT DERIVATIVES
CS	N/A	CONTACTS/ESR ROUTINE CONTACTS		
ES	RI	REFERRAL REQUESTS/ACTIVE APPLICANT FILE		
FC	TE	TESTED/TOTAL TRAFFIC		
JD	VE	VERIFIED + VALIDATED/OPENINGS RECEIVED		

RI/I
 RI/J
 N/A
 N/A

82

WEEK 9/19/74

PERFORMANCE STANDARDS

LOCAL OFFICE ANALYSIS OF NON-PLACEMENT TIME - REPORT NO. 2

LOCAL OFFICE NO. 2A OFFICE NAME CITY NAME, STATE NAME TOTAL PAFF - 21

ACTIVITY LOCAL M.NOTES PCT. OF RESOURCE

KC	610	1.6
KE	380	1.0
XF	3390	8.9
KI	915	2.4
KJ	1030	2.7
KK	150	0.4
KL	1675	4.4
KV	1905	5.0
KX	5837	15.3

CODE	ACTIVITY KEY	ACTIVITY NAME
KC	SEARCHING	
KE	INTERVIEW	
XF	CONTACT	
KI	TRAINING	
KJ	COMMUNICATION	
KK	PLACEMENT	
KL	ADVISORY	
KN	TRAINING, TYPING, CLERICAL, SWITCHBOARD	
KO	SEARCHING, FOOD STAMP, UI, ETC.	
KP	TRAINING, TRAINING	
KQ	PERMISSION, MANAGEMENT, SELF-APPRAISAL SYSTEM	
KR	VACATION, ANNUAL LEAVE	
KS	PERSONAL, COFFEE BREAK, JOB BANK, ALL ELSE	



WEEK: 12/9/75

TOTAL STAFF - 013

PERFORMANCE STANDARDS LOCAL OFFICE SUMMARY - REPORT NO. 1

LOCAL OFFICE NO. 2B OFFICE NAME CITY NAME, STATE NAME

TOTAL ACTIVITY MINUTES LOCAL OFFICE NO. 2B OFFICE NAME CITY NAME, STATE NAME

ACTIVITY MINUTES LOCAL OFFICE NO. 2B OFFICE NAME CITY NAME, STATE NAME

ACTIVITY MINUTES LOCAL OFFICE NO. 2B OFFICE NAME CITY NAME, STATE NAME

ACTIVITY MINUTES LOCAL OFFICE NO. 2B OFFICE NAME CITY NAME, STATE NAME

ACTIVITY MINUTES LOCAL OFFICE NO. 2B OFFICE NAME CITY NAME, STATE NAME

ACTIVITY MINUTES LOCAL OFFICE NO. 2B OFFICE NAME CITY NAME, STATE NAME

ACTIVITY MINUTES LOCAL OFFICE NO. 2B OFFICE NAME CITY NAME, STATE NAME

ACTIVITY MINUTES LOCAL OFFICE NO. 2B OFFICE NAME CITY NAME, STATE NAME

ACTIVITY MINUTES LOCAL OFFICE NO. 2B OFFICE NAME CITY NAME, STATE NAME

ACTIVITY MINUTES LOCAL OFFICE NO. 2B OFFICE NAME CITY NAME, STATE NAME

ACTIVITY MINUTES LOCAL OFFICE NO. 2B OFFICE NAME CITY NAME, STATE NAME

ACTIVITY MINUTES LOCAL OFFICE NO. 2B OFFICE NAME CITY NAME, STATE NAME

ACTIVITY MINUTES LOCAL OFFICE NO. 2B OFFICE NAME CITY NAME, STATE NAME

ACTIVITY MINUTES LOCAL OFFICE NO. 2B OFFICE NAME CITY NAME, STATE NAME

ACTIVITY MINUTES LOCAL OFFICE NO. 2B OFFICE NAME CITY NAME, STATE NAME

ACTIVITY MINUTES LOCAL OFFICE NO. 2B OFFICE NAME CITY NAME, STATE NAME

PERFORMANCE STANDARDS
LOCAL OFFICE ANALYSIS OF NON-PLACEMENT TIME - REPORT NO. 2

WEEK: 12/9/74

TOTAL STAFF - 013

LOCAL OFFICE NO. 2B OFFICE NAME CITY NAME, STATE NAME

ACTIVITY MINUTES PCT. OF RESOURCE

ACTIVITY	MINUTES	PCT. OF RESOURCE
XC	2109	7.4
XE	320	1.1
XF	5520	17.1
XI	733	2.3
XJ	1700	5.0
XK	1475	4.4
XL	1115	3.6
XV	600	2.1
XX	2660	9.2

- ACTIVITY KEY
- ACTIVITY NAME
- COTA
- EFS STUDY
- FILING, TYPING, CLERICAL, SWITCHBOARD
- SICK
- JOB CORPS, FOOD STAMP, UI, ETC.
- MEETING, TRAINING
- SUPERVISION, MANAGEMENT, SELF-APPRAISAL SYSTEM
- VACATION, ANNUAL LEAVE
- PERSONAL, COFFEE BREAK, JOB GANN, ALL ELSE

PERFORMANCE SUMMARY - REPORT NO. 1

WEEK 10/11/74

LOCAL OFFICE NO. 3A OFFICE NAME CITY NAME, STATE NAME TOTAL STAFF

ACTIVITY	TOTAL MINUTES	TOTAL QUANTITY	UNIT COST IN. MIN.	PCT. OF RESOURCE	SERVICE PERCENT
AT	7486	651	11.5	8.2	44.0
CS	3660	N/A	N/A	4.0	N/A
CO	1925	53	36.3	2.1	42.5
ES	5670	55	103.1	6.2	N/A
FC	6545	1243	5.3	7.1	56.0
JD	2460	415	5.9	2.7	49.2
JIS	1430	300	4.8	1.5	N/A
JO	1720	128	13.4	1.9	1.1
RC	3930	908	4.3	4.3	183.3
RE	4115	1393	3.0	4.5	5.1
RI	9015	843	10.7	9.8	60.5
TE	2282	188	12.1	2.5	7.2
VE	1885	1120	1.7	2.0	384.5
X	39662	N/A	N/A	43.2	N/A

RI/I N/A
RI/J N/A

CODE	ACTIVITY NAME	QUANTITY	ACTIVITY KEY	ACTIVITY NAME	QUANTITY
AT	APPLICATION TAKING	APPLICATIONS	JO	JOB ORDER TAKING	JOB ORDERS
CS	COMMUNITY SERVICE	N/A	RE	RECEPTION	APPLICANTS
CO	COUNSELING	APPLICANTS	RC	REFERRAL CONTROL	REFERRAL REQUESTS
ES	EMPLOYER SERVICE	ESR ACCOUNTS	RI	REFERRAL INTERVIEWING	APPLICANTS
FC	FILE SEARCH/CALL-IN	CALL-IN ATTEMPTS	TE	TESTING	APPLICANTS
JD	JOB DEVELOPMENT	ATTEMPTS	VE	VERIFICATION/VALIDATION RESULTS/ORDERS	VERIFIED
JIS	JOB INFORMATION SERVICE	APPLICANTS	X	NONE OF THE ABOVE	N/A
AT	NEW APPLICANTS + RENEWALS/TOTAL TRAFFIC	SERVICE PERCENT DERIVATIVES			
CS	N/A	JO OPENINGS RECEIVED/TOTAL EMPLOYMENT			
ES	ESR PROBLEM CONTACTS/ESR ROUTINE CONTACTS	RE TOTAL TRAFFIC/TOTAL EMPLOYMENT			
FC	CALL-IN ATTEMPTS/ACTIVE APPLICANT FILE	RC REFERRAL REQUESTS/JOB REFERRALS			
JD	ATTEMPTS/REFERRAL INTERVIEWS	RI REFERRAL INTERVIEWS/TOTAL TRAFFIC			
JIS	REFERRAL INTERVIEWS FROM JIS/TOTAL TRAFFIC	TE TESTED/TOTAL TRAFFIC			
		VE VERIFIED + VALIDATED/OPENINGS RECEIVED			

PERFORMANCE STANDARDS

WEEK 10/7/74

LOCAL OFFICE ANALYSIS OF NON-PLACEMENT TIME - REPORT NO. 2

LOCAL OFFICE NO. 3A OFFICE NAME CITY NAME, STATE NAME TOTAL STAFF -

ACTIVITY TOTAL MINUTES PCT. OF RESOURCE

XC	0	0.0
XE	459	0.5
XF	10283	11.2
XI	4039	4.4
XJ	918	1.0
XM	6060	6.6
XS	5967	6.5
XV	5325	5.8
XX	6611	7.2

..... ACTIVITY KEY
 . CODE ACTIVITY NAME
 . XC CETA
 . XE EFS STUDY
 . XF FILING, TYPING, CLERICAL, SWITCHBOARD
 . XI SICK
 . XJ JOB CORPS, FOOD STAMP, UI, ETC.
 . XM MEETING, TRAINING
 . XS SUPERVISION, MANAGEMENT, SELF-APPRAISAL SYSTEM
 . XV VACATION, ANNUAL LEAVE
 . XX PERSONAL, COFFEE BREAK, JOB BANK, ALL ELSE

PERFORMANCE STANDARDS
LOCAL OFFICE SUMMARY - REPORT NO. 1

WEEK 12/9/74

TOTAL STAFF - 024

CITY NAME, STATE NAME

OFFICE NAME

LOCAL OFFICE NO. 3B

ACTIVITY - ANALYSES TOTAL QUANTITY UNIT COST IN MIN. PCT. OF RESOURCE SERVICE PERCENT

AT	4267	224	13.2	7.3	41.1
CS	230	N/A	N/A	0.4	N/A
CC	1810	60	30.2	2.1	11.4
FS	1525	31	18.9	2.6	---
FC	1975	237	8.3	3.4	39.1
JF	725	68	10.7	1.2	12.0
JFS	0	0	--	0.0	N/A
JC	420	33	12.7	0.7	0.8
JSC	20	4	5.0	0.0	N/A
KE	2913	685	4.3	5.0	6.7
SI	4497	568	7.8	7.7	82.9
RE	1910	120	15.9	3.3	21.4
VE	935	121	7.7	1.6	149.8
X	30500	N/A	N/A	63.5	N/A

FI/J 4457 568 7.8 7.7

PI/L C 0 0.0

PERFORMANCE STANDARDS
 LOCAL OFFICE ANALYSIS OF ACA-PLACEMENT TIME REPORT NC. 2. WEEK 12/9/74
 LOCAL OFFICE NC. 3B OFFICE NAME CITY NAME, STATE NAME SOCIAL STAFF - 024

ACTIVITY	MINUTES	PCT. OF RESOURCE
XC	3775	6.5
XF	5375	9.2
XI	450	0.8
XJ	1050	1.9
XK	1255	2.2
XL	5475	9.6
XV	540	0.9
XW	19840	32.4

26 89

ACTIVITY KEY
 ACTIVITY NAME
 CETA
 SPS STUDY
 FILING, TYPING, CLEFICAL, SWITCHBOARD
 SICK
 JCE: CONF, FICE STAMP, UT, ETC.
 MEETING, TRAINING
 SUPERVISION, MANAGEMENT, SELF-APPRAISAL
 VACATION, ANNUAL LEAVE
 PERSONAL, COFFEE BREAK, JCE BANK, ALL ELSE

PERFORMANCE STANDARDS

LOCAL OFFICE SUMMARY - REPORT NO. 1

WEEK 11/4/74

TOTAL STAFF -

LOCAL OFFICE NO. 4A

OFFICE NAME

CITY NAME, STATE NAME

ACTIVITY TOTAL MINUTES

TOTAL QUANTITY

UNIT COST IN MIN.

PCT. OF RESOURCE

SERVICE PERCENT

ACTIVITY	TOTAL MINUTES	TOTAL QUANTITY	UNIT COST IN MIN.	PCT. OF RESOURCE	SERVICE PERCENT
AT	9820	641	15.3	11.2	15.3
CS	419	1	N/A	0.5	N/A
CO	7930	169	46.9	9.1	17.9
ES	N/A	N/A	N/A	N/A	N/A
FC	4860	814	6.0	5.6	58.1
JD	2025	223	9.1	2.3	13.5
JIS	2720	N/A	N/A	3.1	N/A
JO	1525	130	11.7	1.7	N/A
RC	1800	743	2.4	2.1	N/A
RE	3940	3879	1.0	4.5	2.2
RI	25375	1651	15.4	29.0	42.6
TE	1430	78	18.3	1.6	2.8
VE	365	34	10.7	0.4	N/A
X	25250	N/A	N/A	28.9	N/A

RI/I N/A
RI/J N/A

CODE	ACTIVITY NAME	QUANTITY	ACTIVITY KEY	ACTIVITY NAME	QUANTITY
AT	APPLICATION TAKING	APPLICATIONS	JO	JOB ORDER TAKING	JOB ORDERS
CS	COMMUNITY SERVICE	N/A	RE	RECEPTION	APPLICANTS
CO	COUNSELLING	APPLICANTS	RC	REFERRAL CONTROL	REFERRAL REQUESTS
ES	EMPLOYER SERVICE	ESR ACCOUNTS	RI	REFERRAL INTERVIEWING	APPLICANTS
FC	FILE SEARCH/CALL-IN	CALL-IN ATTEMPTS	TE	TESTING	APPLICANTS
JD	JOB DEVELOPMENT	ATTEMPTS	VE	VERIFICATION/VALIDATION RESULTS/ORDERS	VERIFIED
JIS	JOB INFORMATION SERVICE	APPLICANTS	X	NONE OF THE ABOVE	N/A
AT	NEW APPLICANTS + RENEWALS/TOTAL TRAFFIC	SERVICE PERCENT DERIVATIVES			
CS	N/A	JO OPENINGS RECEIVED/TOTAL EMPLOYMENT			
ES	ESR PROBLEM CONTACTS/ESR ROUTINE CONTACTS	RE TOTAL TRAFFIC/TOTAL EMPLOYMENT			
FC	CALL-IN ATTEMPTS/ACTIVE APPLICANT FILE	RC REFERRAL REQUESTS/JOB REFERRALS			
JD	ATTEMPTS/REFERRAL INTERVIEWS	RI REFERRAL INTERVIEWS/TOTAL TRAFFIC			
JIS	REFERRAL INTERVIEWS FROM JIS/TOTAL TRAFFIC	TE TESTED/TOTAL TRAFFIC			
		VE VERIFIED + VALIDATED/OPENINGS RECEIVED			

PERFORMANCE STANDARDS
 LOCAL OFFICE ANALYSIS OF NON-PLACEMENT TIME - REPORT NO. 2

WEEK 11/4/74

LOCAL OFFICE NO. 4A OFFICE NAME CITY-NAME, STATE NAME TOTAL STAFF -

ACTIVITY TOTAL MINUTES PCT. OF RESOURCE

XC	450	0.5
XE	675	0.8
XF	6335	7.2
XI	390	0.4
XJ	2730	3.1
XM	1125	1.3
XS	2215	2.5
XV	1440	1.6
XX	10290	11.8

..... ACTIVITY KEY
 . CODE ACTIVITY NAME
 . XC CETA
 . XE EFS STUDY
 . XF FILING, TYPING, CLERICAL, SWITCHBOARD
 . XI SICK
 . XJ JOB CORPS, FOOD STAMP, UI, ETC.
 . XM MEETING, TRAINING
 . XS SUPERVISION, MANAGEMENT, SELF-APPRAISAL SYSTEM
 . XV VACATION, ANNUAL LEAVE
 . XX PERSONAL, COFFEE BREAK, JOB BANK, ALL ELSE



ACTIVITY	TOTAL MINUTES	TOTAL QUANTITY	UNIT COST IN MIN.	PCT. OF RESOURCE	SERVICE PERCENT
AT	5860	304	19.3	11.4	28.1
CS	485	N/A	N/A	0.9	N/A
CO	2245	50	44.9	4.4	11.4
ES	1655	87	19.0	3.2	N/A
FC	3265	254	12.9	6.3	26.9
JD	420	30	14.0	0.8	4.0
JIS	20	3	6.7	0.0	N/A
JO	605	48	12.6	1.2	N/A
RC	N/A	N/A	N/A	N/A	N/A
RE	2950	1307	2.3	5.7	7
RI	14005	755	18.6	27.2	57.8
TE	955	20	47.8	1.9	1.0
VE	225	27	8.3	0.4	N/A
X	18860	N/A	N/A	36.6	N/A

RI/I N/A
PI/J N/A

CODE	ACTIVITY NAME	QUANTITY	ACTIVITY KEY	ACTIVITY NAME	QUANTITY
AT	APPLICATION TAKING	APPLICANTS	JO	JOB ORDER TAKING	JOB ORDERS
CS	COMMUNITY SERVICE	N/A	RE	RECEPTION	APPLICANTS
CO	COUNSELING	APPLICANTS	RC	REFERRAL CONTROL	REFERRAL REQUESTS
ES	EMPLOYER SERVICE	ESR ACCOUNTS	RI	REFERRAL INTERVIEWING	APPLICANTS
FC	FILE SEARCH/CALL-IN	CALL-IN ATTEMPTS	TE	TESTING	APPLICANTS
JD	JOB DEVELOPMENT	ATTEMPTS	VE	VERIFICATION/VALIDATION	RESULTS/ORDERS
JIS	JOB INFORMATION SERVICE	APPLICANTS	X	NONE OF THE ABOVE	VERIFIE
					N/A
AT	NEW APPLICANTS + RENEWALS/TOTAL TRAFFIC		JO	OPENINGS RECEIVED/TOTAL EMPLOYMENT	
CS	N/A		RE	TOTAL TRAFFIC/TOTAL EMPLOYMENT	
ES	ESR PROBLEM CONTACTS/ESR ROUTINE CONTACTS		RC	REFERRAL REQUESTS/JOB REFERRALS	
FC	CALL-IN ATTEMPTS/ACTIVE APPLICANT FILE		RI	REFERRAL INTERVIEWS/TOTAL TRAFFIC	
JD	JD ATTEMPTS/REFERRAL INTERVIEWS		TE	TESTED/TOTAL TRAFFIC	
JIS	JIS REFERRAL INTERVIEWS FROM JIS/TOTAL TRAFFIC		VE	VERIFIED + VALIDATED/OPENINGS RECEIVED	

PERFORMANCE STANDARDS
 LOCAL OFFICE ANALYSIS OF NON-PLACEMENT TIME - REPORT NO. 2 WEEK 11/4/74
 LOCAL OFFICE NO. 4B OFFICE NAME CITY NAME, STATE NAME TOTAL STAFF - 25

ACTIVITY	TOTAL MINUTES	PCT. OF RESOURCE
XC	0	0.0
XE	1000	1.9
XF	2380	4.6
XI	3360	6.5
XJ	8400	16.3
XK	480	0.9
XS	260	0.5
XV	480	0.9
XX	2500	4.8

..... ACTIVITY KEY
 : CODE ACTIVITY NAME
 : XC CETA
 : YE EPS STUDY
 : XF FILING, TYPING, CLERICAL, SWITCHBOARD
 : XI SICK
 : XJ JOB CORPS, FOOD STAMP, UI, ETC.
 : XM MEETING, TRAINING
 : XS SUPERVISION, MANAGEMENT, SELF-APPRAISAL SYSTEM
 : XV VACATION, ANNUAL LEAVE
 : XX PERSONAL, COFFEE BREAK, JOB BANK, ALL ELSE
 :

LOCAL OFFICE NO. 4C OFFICE NAME

CITY NAME, STATE NAME

UNIT COST IN MIN. PCT. OF RESOURCE SERVICE PERCENT

TOTAL MINUTES TOTAL QUANTITY

ACTIVITY	TOTAL MINUTES	TOTAL QUANTITY	UNIT COST IN MIN.	PCT. OF RESOURCE	SERVICE PERCENT
AT	3065	259	11.8	9.5	33.3
CS	255	N/A	N/A	0.8	N/A
CO	550	14	39.3	1.7	2.3
ES	1900	41	46.3	5.9	N/A
FC	345	60	5.8	1.1	9.1
JD	485	49	9.9	1.5	12.2
JIS	165	56	2.9	0.5	N/A
JO	280	19	14.7	0.9	N/A
RC	70	9	7.8	0.2	N/A
RE	3120	869	3.6	9.7	.5
RI	6740	403	16.7	21.0	46.4
TE	130	3	43.3	0.4	3
VE	565	26	21.7	1.8	N/A
X	14480	N/A	N/A	45.0	N/A

RI/I N/A
RI/J N/A

CODE	ACTIVITY NAME	QUANTITY	ACTIVITY KEY	ACTIVITY NAME	QUANTITY
AT	APPLICATION TAKING	APPLICATIONS	JO	JOB ORDER TAKING	JOB ORDERS
CS	COMMUNITY SERVICE	N/A	RE	RECEPTION	APPLICANTS
CO	COUNSELING	APPLICANTS	RC	REFERRAL CONTROL	REFERRAL REQUESTS
ES	EMPLOYER SERVICE	ESR ACCOUNTS	RI	REFERRAL INTERVIEWING	APPLICANTS
FC	FILE SEARCH/CALL-IN	CALL-IN ATTEMPTS	TE	TESTING	APPLICANTS
JD	JOB DEVELOPMENT	ATTEMPTS	VE	VERIFICATION/VALIDATION	RESULTS/ORDERS
JIS	JOB INFORMATION SERVICE	APPLICANTS	X	NONE OF THE ABOVE	VERIFIED
SERVICE PERCENT DERIVATIVES					
AT	NEW APPLICANTS + RENEWALS/TOTAL TRAFFIC		JO	OPENINGS RECEIVED/TOTAL EMPLOYMENT	
CS	N/A		RE	TOTAL TRAFFIC/TOTAL EMPLOYMENT	
ES	ESR PROBLEM CONTACTS/ESR ROUTINE CONTACTS		RC	REFERRAL REQUESTS/JOB REFERRALS	
FC	CALL-IN ATTEMPTS/ACTIVE APPLICANT FILE		RI	REFERRAL INTERVIEWS/TOTAL TRAFFIC	
JD	JD ATTEMPTS/REFERRAL INTERVIEWS		TE	TESTED/TOTAL TRAFFIC	
JIS	REFERRAL INTERVIEWS FROM JIS/TOTAL TRAFFIC		VE	VERIFIED + VALIDATED/OPENINGS RECEIVED	

PERFORMANCE STANDARDS

LOCAL OFFICE ANALYSIS OF NON-PLACEMENT TIME - REPORT NO. 2

WEEK 11/4/74

LOCAL OFFICE NO. 4C OFFICE NAME CITY NAME / STATE NAME TOTAL STAFF - 17

ACTIVITY TOTAL MINUTES PCT. OF RESOURCE

XC	300	0.9
XE	120	0.4
XF	4175	13.0
XI	540	1.7
XJ	3810	11.9
XK	390	1.2
XS	2400	7.5
XV	450	1.4
XX	2295	7.1

..... ACTIVITY KEY

..... CODE ACTIVITY NAME

XC CETA

XE EFS STUDY

XF FILING, TYPING, CLERICAL, SWITCHBOARD

XI SICK

XJ JOB CORPS, FOOD STAMP, UI, ETC.

XM MEETING, TRAINING

XS SUPERVISION, MANAGEMENT, SELF-APPRAISAL SYSTEM

XV VACATION, ANNUAL LEAVE

XX PERSONAL, COFFEE BREAK, JOB BANK, ALL ELSE

.....

PERFORMANCE STANDARDS
LOCAL OFFICE SUMMARY - REPORT NO. 1

WEEK 12/9/74

TOTAL STAFF - 014

CITY NAME, STATE NAME

OFFICE NAME

LOCAL OFFICE NO. 4D

SERVICE PERCENT

PCT. OF RESOURCE

UNIT COST IN MIN.

TOTAL QUANTITY

TOTAL MINUTES

ACTIVITY

30.7

10.0

16.3

178

3250

N/A

1.1

N/A

N/A

350

8.1

3.7

41.6

29

1200

5.8

57.1

55

1680

50.9

7.6

6.3

391

2770

2.2

0.4

10.0

14

140

24.5

1.6

6.4

79

2050

N/A

0.4

12.1

12

140

N/A

0.0

0

0

0.9

0.3

4.0

794

2050

79.1

19.8

10.2

626

6450

2.4

1.9

26.2

22

620

N/A

0.0

0

0

N/A

41.4

N/A

N/A

15450

26.0

11.0

474

2205

3.8

8.0

154

1250

PERFORMANCE STANDARDS
 LOCAL OFFICE ANALYSIS OF NON-PLACEMENT TIME - REPORT NO. 2 WEEK. 12/9/74

LOCAL OFFICE NO. 4D OFFICE NAME CITY NAME, STATE NAME TOTAL STAFF - 014

ACTIVITY	TOTAL MINUTES	PCT. OF RESOURCE
XC	0	0.0
XE	20	0.1
XF	525	10.8
XI	2650	6.8
XJ	90	0.3
XM	480	1.5
XS	2710	8.3
XV	1200	4.0
XX	2270	7.0

34 97

- ACTIVITY KEY
- CODE ACTIVITY NAME
- XC CETA
- XE EFS STUDY
- XF FILING, TYPING, CLERICAL, SWITCHBOARD
- XI SICK
- XJ JOB CORPS, FOOD STAMP, UI, ETC.
- XM MEETING, TRAINING
- XS SUPERVISION, MANAGEMENT, SELF-APPRAISAL SYSTEM
- XV VACATION, ANNUAL LEAVE
- XX PERSONAL, COFFEE BREAK, JOB BANK, ALL ELSE
-

LOCAL OFFICE NO. 4E-X OFFICE NAME CITY NAME, STATE NAME TOTAL STAFF - 36

ACTIVITY	TOTAL MINUTES	TOTAL QUANTITY	UNIT COST IN MIN.	PCT. OF RESOURCE	SERVICE PERCENT
AT					
CS					
CO					
ES	18670			25.0	
FC					
JD	25			0.03	
JIS					
CO	17720			23.8	
RC	8050			10.8	
RE					
RI					
TE					
VE	12825			17.2	
X	17250			23.1	

RI/I N/A
 RI/J N/A

ACTIVITY KEY

.....
CODE	ACTIVITY NAME	QUANTITY	ACTIVITY NAME
AT	APPLICATION TAKING	APPLICATIONS	JO JOB ORDER TAKING
CS	COMMUNITY SERVICE	N/A	RE RECEPTION
CO	COUNSELING	APPLICANTS	RC REFERRAL CONTROL
ES	EMPLOYER SERVICE	ESR ACCOUNTS	RI REFERRAL INTERVIEWING
FC	FILE SEARCH/CALL-IN	CALL-IN ATTEMPTS	TE TESTING
JD	JOB DEVELOPMENT	ATTEMPTS	VE VERIFICATION/VALIDATION RESULTS/ORDERS VERIFIED
JIS	JOB INFORMATION SERVICE	APPLICANTS	X NONE OF THE ABOVE
.....
.....
AT	NEW APPLICANTS + RENEWALS/TOTAL TRAFFIC	SERVICE PERCENT DERIVATIVES	JO OPENINGS RECEIVED/TOTAL EMPLOYMENT
CS	N/A	RE TOTAL TRAFFIC/TOTAL EMPLOYMENT
ES	ESR PROBLEM CONTACTS/ESR ROUTINE CONTACTS	RC REFERRAL REQUESTS/JOB REFERRALS
FC	CALL-IN ATTEMPTS/ACTIVE APPLICANT FILE	RI REFERRAL INTERVIEWS/TOTAL TRAFFIC
JD	ATTEMPTS/REFERRAL INTERVIEWS	TE TESTED/TOTAL TRAFFIC
JIS	REFERRAL INTERVIEWS FROM JIS/TOTAL TRAFFIC	VE VERIFIED + VALIDATED/OPENINGS RECEIVED

PERFORMANCE STANDARDS

LOCAL OFFICE ANALYSIS OF NON-PLACEMENT TIME - REPORT NO. 2

WEEK 11/4/74

TOTAL STAFF - 36

CITY NAME, STATE NAME

OFFICE NAME

4E-X

LOCAL OFFICE NO.

PCT. OF RESOURCE

TOTAL MINUTES

ACTIVITY

ACTIVITY	TOTAL MINUTES	PCT. OF RESOURCE
XC	0	
XE	395	.5
XF	2470	3.3
XI	1235	1.7
XJ	230	.3
XM	180	.2
XS	1215	1.6
XV	660	.9
XX	10865	14.6

- ACTIVITY KEY
- ACTIVITY NAME
- XC CETA
- XE EFS STUDY
- XF FILING, TYPING, CLERICAL, SWITCHBOARD
- XI SICK
- XJ JOB CORPS, FOOD STAMP, UI, ETC.
- XM MEETING, TRAINING
- XS SUPERVISION, MANAGEMENT, SELF-APPRAISAL SYSTEM
- XV VACATION, ANNUAL LEAVE
- XX PERSONAL, COFFEE BREAK, JOB BANK, ALL ELSE
-





REFERRAL STATION REPORT NO. 1

WEEK

LOCAL OFFICE NO. 5A OFFICE NAME CITY NAME, STATE NAME TOTAL STAFF - 12

ACTIVITY	TOTAL MINUTES	TOTAL QUANTITY	UNIT COST IN MIN.	PCT. OF RESOURCE	SERVICE PERCENT
AT	3155	293	10.8	11.9	28.0
CS	470	N/A	N/A	1.8	N/A
CO	2080	77	27.0	7.9	17.1
ES	280	18	15.6	0.1	N/A
FC	165	21	7.9	0.6	1.8
JD	225	22	10.2	0.9	5.9
JIS	N/A	N/A	N/A	N/A	N/A
JO	375	29	12.9	1.4	N/A
RC	N/A	N/A	N/A	N/A	N/A
RE	2295	1034	2.2	8.7	36.4
RI	3800	376	10.1	14.4	5.6
TE	780	71	11.0	3.0	102.1
VE	715	71	10.1	2.7	N/A
X	12075	N/A	N/A	45.7	N/A

RI/I N/A
RI/J N/A

CODE	ACTIVITY NAME	QUANTITY	ACTIVITY KEY	ACTIVITY NAME	QUANTITY
AT	APPLICATIONS		JO	JOB ORDER TAKING	JOB ORDERS
CS	COMMUNITY SERVICE	N/A	RE	RECEPTION	APPLICANTS
CO	COUNSELING		RC	REFERRAL CONTROL	REFERRAL REQUESTS
ES	EMPLOYER SERVICE		RI	REFERRAL INTERVIEWING	APPLICANTS
FC	FILE SEARCH/CALL-IN		TE	TESTING	APPLICANTS
JD	JOB DEVELOPMENT		VE	VERIFICATION/VALIDATION	RESULTS/ORDERS
JIS	JOB INFORMATION SERVICE		X	NONE OF THE ABOVE	N/A
AT	NEW APPLICANTS + RENEWALS/TOTAL TRAFFIC				
CS	N/A				
ES	ESR PROBLEM CONTACTS/ESR ROUTINE CONTACTS				
FC	CALL-IN ATTEMPTS/ACTIVE APPLICANT FILE				
JD	JD ATTEMPTS/REFERRAL INTERVIEWS				
JIS	JIS REFERRAL INTERVIEWS-FROM JIS/TOTAL TRAFFIC				

PERFORMANCE STANDARDS

LOCAL OFFICE ANALYSIS OF NON-PLACEMENT TIME - REPORT NO. 2 WEEK 10/15/74

LOCAL OFFICE NO. 5A OFFICE NAME CITY NAME, STATE NAME TOTAL STAFF - 12

ACTIVITY TOTAL MINUTES PCT. OF RESOURCE

XC	725	2.7
XE	1190	4.5
XF	1985	7.5
XI	3360	12.7
XJ	1900	7.2
XK	50	0.2
XS	980	3.7
XV	105	0.4
XX	1780	6.7

38

101

..... ACTIVITY KEY
 . CODE ACTIVITY NAME
 . XC CETA
 . XE EFS STUDY
 . XF FILING, TYPING, CLERICAL, SWITCHBOARD
 . XI SICK
 . XJ JOB CORPS, FOOD STAMP, UI, ETC.
 . XK MEETING, TRAINING
 . XS SUPERVISION, MANAGEMENT, SELF-APPRAISAL SYSTEM
 . XV VACATION, ANNUAL LEAVE
 . XX PERSONAL, COFFEE BREAK, JOB BANK, ALL ELSE

PERFORMANCE STANDARDS
LOCAL OFFICE SUMMARY - REPORT NO. 1

WEEK 12/9/74

TOTAL STAFF - 006

LOCAL OFFICE NO. 5B OFFICE NAME CITY NAME, STATE NAME

ACTIVITY, MINUTES TOTAL QUANTITY TOTAL UNIT COST IN MIN. PCT. OF RESOURCE SERVICE PERCENT

AF	4425	120	16.4	14.2	26.1
CS	220	N/A	N/A	1.4	N/A
CU	250	10	55.0	3.5	1.5
ES	320	16	17.6	4.0	---
FLC	190	20	7.3	1.2	5.3
JD	50	4	7.5	0.2	11.4
JIS	30	0	---	0.2	N/A
JD	160	14	11.4	1.0	0.02
AC	0	0	---	0.0	N/A
RE	1003	4007	5.3	10.3	5.1
RI	360	35	10.3	2.3	7.3
TE	85	3	28.3	0.5	0.7
VE	405	104	4.2	3.0	642.4
X	9305	N/A	N/A	00.1	N/A

RI/I	300	35	10.3	2.3
RI/J	0	0	---	0.0

PERFORMANCE STANDARDS
LOCAL OFFICE ANALYSIS OF NON-PLACEMENT TIME - REPORT NO. 2

WEEK 12/9/74
TOTAL STAFF - 006

LOCAL OFFICE NO. 5B OFFICE NAME CITY NAME, STATE NAME

TOTAL
ACTIVITY MINUTES PCT. OF
RESOURCE

XC	110	0.1
XE	40	0.3
XF	3500	22.4
XG	0	0.0
XJ	3000	22.9
XK	00	0.0
XL	0	0.0
XV	0	0.0
XW	1740	11.2

ACTIVITY KEY
 ACTIVITY NAME
 XA META
 XB LPS STUDY
 XC FILING, TYPING, CLERICAL, SWITCHBOARD
 XD SIGN CORPS, FOODSTAMP, UI, ETC.
 XE MEETING, TRAINING
 XF SUPERVISION, MANAGEMENT, SELF-APPRAISAL SYSTEM
 XG VACATION, ANNUAL LEAVE
 XH PERSONAL, COFFEE BREAK, JOB BANK, ALL ELSE



RF. AMC WTA RDS
 LOCAL OFFICE SUMMARY - REPORT NO. 1

WEEK 10/7/74

TOTAL STAFF - 93

CITY NAME, STATE NAME

OFFICE NAME

LOCAL OFFICE NO. 6A

ACTIVITY	TOTAL MINUTES	TOTAL QUANTITY	UNIT COST IN MIN.	PCT. OF RESOURCE	SERVICE PERCENT
**DW	3960.	544	7.3	1.9	61.6
AT	9320	815	11.4	4.4	N/A
CS	2610	-	-	1.2	7.7
CO	7550	150	50.3	3.6	-
ES	13340	254	52.5	6.3	15.5
FC	16405	697	23.5	7.7	99.2
JD	5665	537	10.5	2.7	N/A
JIS	1630	149	10.9	0.8	0.4
JO	3530	199	17.7	1.7	N/A
RC	8785	3117	3.2	4.2	1.9
RE	855	222	3.9	0.4	50.2
RI	24575	1370	17.9	11.6	2.4
TE	1810	84	21.5	0.8	20.8
VE	8161	-	-	3.9	-
X	100876	-	-	47.6	-

**DW = Descriptor Writing.

CODE	ACTIVITY NAME	QUANTITY	ACTIVITY KEY	ACTIVITY NAME	QUANTITY
AT	APPLICATION TAKING	APPLICATIONS	JO	JOB ORDER TAKING	JOB ORDERS
CS	COMMUNITY SERVICE	N/A	RE	RECEPTION	APPLICANTS
CO	COUNSELING	APPLICANTS	RC	REFERRAL CONTROL	REFERRAL REQUESTS
ES	EMPLOYER SERVICE	ESR ACCOUNTS	RI	REFERRAL INTERVIEWING	APPLICANTS
FC	FILE SEARCH/CALL-IN	CALL-IN ATTEMPTS	TE	TESTING	APPLICANTS
JD	JOB DEVELOPMENT	ATTEMPTS	VE	VERIFICATION/VALIDATION	RESULTS/ORDERS
JIS	JOB INFORMATION SERVICE	APPLICANTS	X	NONE OF THE ABOVE	N/A
AT	NEW APPLICANTS + RENEWALS/TOTAL TRAFFIC	SERVICE PERCENT DERIVATIVES			
CS	N/A				
ES	PROBLEM CONTACTS/ESR ROUTINE CONTACTS				
FC	CALL-IN ATTEMPTS/ACTIVE APPLICANT FILE				
JD	ATTEMPTS/REFERRAL INTERVIEWS				
JIS	REFERRAL INTERVIEWS FROM JIS/TOTAL TRAFFIC				

PERFORMANCE STANDARDS

LOCAL OFFICE ANALYSIS OF NON-PLACEMENT TIME - REPORT NO. 2

WEEK 10/7/74

LOCAL OFFICE NO. 6A

CITY NAME, STATE NAME

TOTAL STAFF - 93

ACTIVITY TOTAL MINUTES PCT. OF RESOURCE

XC	3215	1.5
XE	1420	0.7
XF	14770	7.0
XI	5020	2.4
XJ	13375	6.3
XK	1525	0.7
XS	9860	4.7
XV	2393	1.1
YX	49298	23.3

..... ACTIVITY KEY
 . CODE . ACTIVITY NAME
 . XC . CETA
 . XE . EFS STUDY
 . XF . FILING, TYPING, CLERICAL, SWITCHBOARD
 . XI . SICK
 . XJ . JOB CORPS, FOOD STAMP, UI, ETC.
 . XK . MEETING, TRAINING
 . XS . SUPERVISION, MANAGEMENT, SELF-APPRAISAL SYSTEM
 . XV . VACATION, ANNUAL LEAVE
 . XX . PERSONAL, COFFEE BREAK, JOB BANK, ALL ELSE



WEEK 12/9/74

ICIAL STAFF - 019

PERFORMANCE STANDARDS
LOCAL OFFICE SUMMARY - REPORT NO. 1

LOCAL OFFICE NO. 6B OFFICE NAME CITY NAME, STATE NAME

ACTIVITY MINUTES TOTAL QUANTITY UNIT COST IN MIN. PCT. OF RESOURCE SERVICE PERCENT

AT	474C	460	10.3	10.0	44.7
CS	1112	N/A	N/A	2.4	N/A
CC	2100	28	77.1	4.6	20.0
ES	535	54	15.1	1.1	---
FC	4360	410	10.7	5.3	26.0
JU	360	36	10.0	0.6	10.1
JIS	1100	90	12.6	2.4	3.4
JC	942	67	14.1	2.0	0.8
KC	15	1	15.0	0.0	N/A
KE	4750	574	8.2	10.0	5.6
KI	3750	355	10.7	3.0	61.8
TE	620	16	38.8	1.3	0.9
VE	1320	228	5.8	2.8	269.8
X	21410	N/A	N/A	45.3	N/A

106

43

RI/I	3006	343	10.7	7.8
RI/J	130	12	10.5	0.3

SERVICE PERCENT FORMULAS FOR LOCAL OFFICES AND FOR LABOR AREAS

<u>AT</u>	<u>New Apps + Renewals</u> Total Traffic	=	* (E90010) + (E90020) ** S (REs) ***
<u>CO</u>	<u>Counseled</u> New Apps + Renewals	=	(E90025) (E10010) + (E90020)
<u>ES</u>	<u>ESR Problem Contacts</u> <u>ESR Routine Contacts</u>	=	(EPs) (EPs) + (ESs)
<u>FC</u>	<u>Call-In Attempts</u> Active File	=	S (FCs) E91305
<u>JD</u>	<u>Job Development Attempts</u> Referral Interviews	=	(JDb) (JNs) + (IJs)
<u>JIS</u>	<u>Ref. Interviews from JIS</u> Referral Interviews	=	(IJs) (INs) + (IJs)
**** <u>(JO)OT</u>	<u>Openings Received</u> Total Employment	=	E90185 + E90200 Most current Employment statistic ● SMSA or ● For city, including all area served (if not part of SMSA)
<u>RE</u>	<u>Total Traffic</u> Total Unemployment	=	S (RE Qty) Most Current Unemployment Statistic (see above)
*** <u>RC</u>	<u>Referral Requests</u> Job Referrals	=	E90075 (RCs) X S
<u>RI</u>	<u>Referral Interviews</u> Total Traffic	=	INs + IJs REs
<u>TE</u>	<u>Tested</u> Total Traffic	=	E90030 S (REs)
*** <u>VV</u>	<u>Verified Ref's</u> <u>+ Validated Orders</u> Openings Received	=	S (VVs) E90185 + E90200

* E90010 represents ESARS TBL.90, Line 010

** S = Study Week-Month Normalizer $\frac{\#Work\ days\ in\ Study\ Month}{\#Days\ in\ Study\ Week}$

*** Quantity accumulated on time ladders in Study Week

**** If the LO is part of an area with centralized order taking these service percents are meaningless at the LO level.

3. Activity Summary, for each
ES (13) activity reviewed

QUALITY ANALYSIS

ACTIVITY: OFFICE STATISTICS

SUMMARY OF LO MANAGER
FORM C/A

I	How Many Title III Positions ?	la	Current Rate Local Unemploy. ?	lb	How I.D. Major Mkt. Emp'ts-Over ?	lc	How Many Maj. Mkt. Employers ?	ld	How Many MME. Use E.S. ?	NO. FORMS RETURNED					LO #	
										%	Yes	%	Yes	%		Yes
10	8.5	50	15	44	90											1A
10	7.0	15	15	185												1B
19	3.2	15	185													1C
																1D
																2A
																2B
																3A
																3B
																4A
																4B
																4C
																4D
																5A
																5B
																6A
																6B

Note: Those Statistics were collected on a form for the last 5 visits only.



RECEPTION (RE)

Unit: Applicants Received
 Service Percent: $\frac{\text{Total Traffic (Applicants Received)}}{\text{Total Employment}^{**}}$

Plcmnts/*
 equiv.pos.

LO #	Unit Cost In Minutes	Percent Of Resources	Service Percent	Time ladders -direct plcmnt time only-
A	2.3	6.0	0.4	44.9
1B	1.5	3.9	0.7	43.0
1C	2.0	4.0	0.5	55.2
D	1.8	3.5	0.2	35.6
A	4.3	6.6	4.6	28.6
B	2.8	4.0	3.5	6.7
A	3.0	4.5	5.1	45.8
3B	4.3	5.0	6.7	35.6
4A	1.0	4.5	2.2	20.2
4B	2.3	5.7	0.7	18.1
C	3.6	9.7	0.5	21.1
D	2.6	6.3	0.9	
A	2.2	8.7		55.1
5B	3.3	10.3	5.1	15.8
6A	3.2	4.2	1.9	35.2
6B	8.2	10.0	5.6	28.1

*ESARS Placements

Time Ladder Placement
 Equivalent Positions

**Service % Formula Revised in Handbook

QUALITY ANALYSIS

ACTIVITY: RECEPTION
SUMMARY OF STAFF
FORM B-1

Method for Monitoring	1	2	3	4	5	6	7	8	8a	% Yes					NO. FORMS RETURNED			
										Walt Times?	Peak Day (Min.)	Typical Wait?	Appointments kept on Schedules?	# Using JIS only?		Alert - Special Problems?	Procedure for Locating Previous Cards?	Job Ready Applicant to JIS?
	100	19	86	100	100	100	4	67	11								1A	7
	24	13	100	100	100	94	3	71	6								1B	17
	0	-	0	100	100	100	2	0	-								1C	1
	32	24	100	100	66	66	1	0	-								1D	3
	-	-	-	100	100	100	-	-	-								2A	1
	0	45	100	100	100	100	2	0	-								2B	2
	0	10	100	100	100	100	0	100	5								3A	2
	50	4	100	100	100	100	1	100	5								3B	4
	60	54	100	100	80	80	3	60	4								4A	5
	100	15	100	100	100	100	0	100	20								4B	1
	100	3	-	100	100	100	0	100	1								4C	1
	25	3	100	100	100	100	0	50	169								4D	4
	0	22	100	100	100	0	5	100	10								5A	6
	0	20	100	100	100	100	1	100	8								5B	2
	80	15	86	100	91	91	2	29	5								6A	11
	33	15-20	0	100	100	67	0	100	8								6B	3



2

QUALITY ANALYSIS

ACTIVITY: RECEPTION

SUMMARY OF APPLICANT
FORM DI / I

~~1~~

1	2	3	4	5	6	7		8		9		10		NO. FORMS RETURNED
						%	Yes	%	Yes	%	Yes	%	Yes	
Avg. Min.	Given Reasonable Estimate Wait ?	Person at Recep. Friendly ?	Help Direct to Service ?	Easy to find Direction ?	Signs Easy to Read ?	%	Yes	%	Yes	%	Yes	%	Yes	IO #
5.5	62	98	97	97	99	99	99	97	94	94	94	82		1A 101
5	62	98	94	98	94	94	94	98	94	94	94	82		1B 52
-	67	98	97	98	94	94	94	98	94	94	94	82		1C 80
10	38	94	90	88	82	82	82	90	88	82	82			1D 141
1.7	73	99	96	98	97	97	97	96	98	97	97			2A 137
-	54	98	98	97	99	99	99	98	97	99	99			2B 137
7	40	97	100	100	60	60	60	100	100	60	60			3A 211
-	54	97	98	98	97	97	97	98	98	97	97			3B 105
-	60	96	100	91	79	79	79	100	91	79	79			4A 87
-	57	98	98	100	100	100	100	98	100	100	100			4B 83
1	64	98	95	100	98	98	98	95	100	98	98			4C 46
4.5	71	99	97	98	96	96	96	97	98	96	96			4D 123
2	80	100	100	98	100	100	100	100	98	100	100			5A 138
-	43	96	97	99	98	98	98	97	99	98	98			5B 49
5.7	51	99	95	93	99	99	99	95	93	99	99			6A 72
														6B 166



QUALITY ANALYSIS

ACTIVITY: RECEPTION

SUMMARY OF IO MANAGER
FORM C/I

NO. FORMS
RETURNED

1	2	3	4a	4b	4c	4d	4e	4f	4g	5a	5b	5c	5d	6	IO #
Rec. Centrally Located ?	Reception Welcoming ?	Equipped with Pamphlets ?	New App. Informed of JIS ?	New App. Informed of Job Search Library?	New App. Informed of Other Services ?	New App. Informed of Veterans Preferences?	New App. Informed of U.I. Claims ?	New App. Informed of Labor Mkt. Info. ?	Other ?	Form of Orientation Verbal ?	Form of Orientation Pamphlets ?	Form of Orientation Film Strip ?	Other ?	Tally of App. Received ?	
N	N	Y	Y	Y	Y	N	N	N	N	Y	Y	N	Y	N	1A
N	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	N	N	N	1B
N	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	N	N	Y	N	1C
N	Y	Y	Y	N	N	Y	N/A	N/A	-	Y	-	N	-	N	1D
Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	N	N	N	N	2A
Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	N	2B
Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	N	3A
Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	N	3B
Y	Y	Y	Y	Y	Y	N	N	N	N	Y	Y	Y	Y	Y	4A
Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	4B
Y	Y	Y	Y	Y	Y	Y	Y	N	-	Y	Y	Y	-	Y	4C
Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	4D
Y	Y	Y	N/A	Y	Y	Y	Y	Y	Y	Y	N	N	N	N	5A
Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	5B
Y	Y	Y	Y	Y	Y	Y	Y	Y	-	Y	N	N	N	Y	6A
															6R



QUALITY ANALYSIS

ACTIVITY: RECEPTION
 SUMMARY OF LO MANAGER
 FORM C/1a.

	NO. FORMS RETURNED																
	LO #	1A	1B	1C	1D	2A	2B	3A	3B	4A	4B	4C	4D	5A	5B	6A	6B
Daily list of Applicants ?	Yes	Y	Y	Y	Y												
7																	



APPLICATION TAKING (AT)

Unit: Applications Taken
 Service Percent: $\frac{\text{New Applicants and Renewals}}{\text{Total Traffic}}$

LO #	Unit Cost In Minutes	Percent Of Resources	Service Percent	Plcmnts/ equiv.pos. Time ladders -direct plcmnt time only-
1A	11.6	11.6	37.5	44.9
1B	13.6	7.9	22.2	43.0
1C	21.3	14.7	34.0	55.2
1D	7.7	4.2	47.4	35.6
2A	15.7	14.5	46.9	28.6
2B	16.6	13.9	26.7	6.7
3A	11.5	8.2	44.0	45.8
3B	13.2	7.3	41.1	35.6
4A	15.3	11.2	15.3	20.2
4B	19.3	11.4	28.1	18.1
4C	11.8	9.5	33.3	21.1
4D	18.3	10.0	30.7	
5A	10.8	11.9	28.0	55.1
5B	16.4	14.2	26.1	15.8
6A	11.4	4.4	61.6	35.2
6B	10.3	10.0	44.7	28.1

QUALITY ANALYSIS

ACTIVITY: APPLICATION TAKIN

SUMMARY OF STAFF

FORM B-2

Average Time Full?		Average Time Partial?		# Estimate Incorrect 1 out of 3	Min	Min	Avg #	% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	LO #	NO. FORMS RETURNED
1	2	3	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
16	7	25															1A	14
15	4	9															1B	25
23	7	9															1C	22
12	4	9															1D	5
17	7	-															2A	9
19	10	9															2B	7
8	4	25															3A	6
16	10	10															3B	12
18	10	8															4A	5
17	-	100															4B	1A
11	7	18															4C	9
18	-	139															4D	7
16	8	12															5A	9
17	8	-															5B	2
15	8	10															6A	34
13	5	26															6B	



QUALITY ANALYSIS

ACTIVITY: APP. TAKING

SUMMARY OF APPLICANT
FORM DI / II

NO. FORMS
RETURNED

1	2	3	4	5	6	7	8		9		10		11		12		13		14		LO #	NO. FORMS RETURNED
							Yes	%	Yes	%	Yes	%	Yes	%	Yes	%	Yes	%	Yes	%		
33	77	96	79	96	96	96	96	96	96	96	96	96	96	96	96	96	96	96	96	96	LA	99
62	81	95	88	95	95	98	95	98	95	98	95	98	95	98	95	98	95	98	95	98	LB	45
38	78	98	74	93	93	99	93	99	93	99	93	99	93	99	93	99	93	99	93	99	LC	87
52	58	90	66	64	64	84	64	84	64	84	64	84	64	84	64	84	64	84	64	84	LD	132
52	71	93	91	91	91	100	91	100	91	100	91	100	91	100	91	100	91	100	91	100	2A	23
71	97	99.5	88	96	96	98	96	98	96	98	96	98	96	98	96	98	96	98	96	98	3A	196
45	51	89	71	86	86	89	86	89	86	89	86	89	86	89	86	89	86	89	86	89	3B	93
65	90	97	90	94	94	100	94	100	94	100	94	100	94	100	94	100	94	100	94	100	4A	67
97	99	99	91	95	95	97	95	97	95	97	95	97	95	97	95	97	95	97	95	97	4B	71
50	86	98	95	93	93	98	93	98	93	98	93	98	93	98	93	98	93	98	93	98	4C	39
63	87	96	97	99	99	99	99	99	99	99	99	99	99	99	99	99	99	99	99	99	4D	89
84	99	98	91	99	99	100	99	100	99	100	99	100	99	100	99	100	99	100	99	100	5A	89
49	96	96	98	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	5B	46
33	79	98	78	98	98	98	98	98	98	98	98	98	98	98	98	98	98	98	98	98	6A	56
23	80	99	86	91	91	100	91	100	91	100	91	100	91	100	91	100	91	100	91	100	6B	136



QUALITY ANALYSIS

ACTIVITY: APPLICATION
TAKING
SUMMARY OF LO MANAGER
FORM C/II

NO. FORMS
RETURNED

Self-Applic. When Capable?	Visual Aids?	Adequate Fac.?	Partial App. on JIS?	Partial App. on Summer Youth?	Partial App. on Transients?	Partial App. on Casual Workers?	Partial App. on Domestic Day?	Partial App. on First Visit Ref.?	SATB Only?	Empl. Attached?	Full App. on Vets.?	Full App. on Disadvantage?	Full App. on Handicap?	Full App. on Add'l Services?	NO. FORMS RETURNED	
															LO #	Returned
Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	LO #	Returned
1	1a	1b	2a	2b	2c	2d	2e	2f	2g	2h	3a	3b	3c	3d	1A	1B
Y	N	N	N	Y	Y	Y	N	N	Y	Y	Y	Y	Y	Y	1A	1B
Y	N	Y	Y	Y	Y	Y	Y & N	Y	Y	Y	Y	Y	Y	Y	1C	1D
Y	N	Y	Y	Y	Y	Y	N	Y	Y	N	Y	Y	Y	Y	2A	2B
Y	N	N	Y	Y	Y	Y	N	N	N	N	Y	Y	Y	Y	3A	3B
Y	N	N	N	Y	Y	Y	N/A	N	N	Y	Y	Y	Y	Y	4A	4B
Y	N	Y	N	N	N	N	N	N	N	N	Y	Y	Y	Y	4C	4D
Y	N	Y	N/A	Y	Y	Y	N	N	N	N	Y	Y	Y	Y	5A	5B
Y	N	Y	Y	Y	Y	Y	Y	N	N	Y	Y	Y	Y	Y	6A	6B



QUALITY ANALYSIS

**ACTIVITY: APPLICATION TAKING
SUMMARY OF LO MANAGER
FORM C/IIa.**

Skills in Demand	No Openings ?	Periodic Review of Card File ?	% Yes										NO. FORMS RETURNED							
			3e	4	1A	1B	1C	1D	2A	2B	3A	3B	4A	4B	4C	4D	5A	5B	6A	6B
Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y

REFERRAL INTERVIEWING (RI)

Unit: Applicants Interviewed
 Service Percent: $\frac{\text{Referral Interviews}}{\text{Total Traffic}}$
 (Applicants received)

Plcmnts/*
 equiv.pos.

LO #	Unit Cost In Minutes	Percent Of Resources	Service Percent	Time ladders -direct plcmnt time only-
A	9.8	13.4	53.1	44.9
1B	10.7	20.8	72.0	43.0
1C	12.0	19.5		55.2
D	20.3	19.7	50.9	35.6
A	14.3	11.3	51.9	28.6
B	15.3	10.6	48.9	6.7
A	10.7	9.8	60.5	45.8
3B	7.8	7.7	82.9	35.6
4A	15.4	29.0	42.6	20.2
4B	18.6	27.2	57.8	18.1
C	16.7	21.0	46.4	21.1
D	10.2	19.8	79.1	
A	10.1	14.4	36.4	55.1
5B	10.3	2.3	7.3	15.8
6A	17.9	11.6	50.2	35.2
6B	10.7	8.0	61.8	28.1

*ESARS Placements
Time Ladder Placement
 Equivalent Positions

QUALITY ANALYSIS

ACTIVITY: REFERRAL INTERVIEWING
SUMMARY OF STAFF
FORM B-3 (Part 1 of 2)

How long R.I. for ISS?	1		2		3		4		5		6		7a		7b		7c		7d		7e		8		NO. FORMS RETURNED
	%	Yes	Avg #	%	Yes	%	Yes	%	Yes	Avg #	%	Yes	%	Yes	%	Yes	%	Yes	%	Yes	%	Yes	%	Yes	
* 7	0	14	27	100	100	100	100	100	27	100	100	100	75	66	0	50	0	0	0	0	0	0	70	10	
* 6	25	75	11	100	100	100	100	100	12	92	100	100	33	100	66	0	66	25	25	25	83	92	13		
* 5	67	56	10	100	100	100	33	100	7	100	100	-	-	-	-	-	-	-	-	-	-	-	9		
* 8	86	14	6	100	100	100	100	100	-	22	100	80	56	29	14	29	29	29	29	14	29	89	10		
* 7	17	93	5	100	100	100	100	100	20	100	100	64	55	9	9	9	9	9	9	9	27	30	12		
* 5	67	56	10	100	100	100	33	100	31	100	100	71	63	25	17	67	25	25	25	14	36	79	34		
* 7	-	-	10	100	100	100	100	100	39	100	100	-	-	-	-	-	-	-	-	-	-	50	7		
* 7	-	-	9	100	100	100	100	100	20	100	100	-	-	-	-	-	-	-	-	-	-	-	2		
* 7	26	78	17	100	97	100	97	100	20	95	100	52	83	46	29	23	46	46	46	29	23	66	40		
* 7	0	80	23	93	87	100	87	100	34	87	100	71	92	29	0	33	29	29	29	0	33	88	15		

*First group IO's visited - Questions not on Form



QUALITY ANALYSIS

ACTIVITY: REFERRAL INTERVIEWING
 SUMMARY OF STAFF
 FORM B-3 (Part 2 of 2)

8a	8b	9	9a	9b	9c	9d	10	11	12	12a	12b	13	14	14a	NO. FORMS RETURNED
% Yes	Avg. Days	% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	Avg #	% Yes	% Yes	Avg #	IO #
100		100	100	10	11	50	67	14			6	50	56	4	1A
100		100	100	20	59	12	59	11		30	81	53	-	-	1B
92		100	100	58	30	8	30	0		-	-	58	4	4	1C
-		-	-	-	100	100	100	-		-	-	71	-	-	1D
-		89	90	-	60	90	60	-		-	-	-	-	-	2A
80		100	100	0	100	86	100	71		-	-	71	71	5	2B
100		100	100	0	88	0	88	25		54	100	88	6	6	3A
0		-	-	-	100	83	100	11		-	-	83	75	13	3B
96		100	100	0	94	71	94	15		9	77	56	9	9	4A
100		100	100	17	100	92	100	50		58	91	73	3	3	4B
80		100	100	20	100	67	100	83		26	100	100	4	4	4C
100		89	100	14	75	75	75	13		20	89	75	3	3	4D
0		-	-	-	60	80	60	33		-	-	29	71	-	5A
-		-	-	-	0	100	0	100		8	100	50	1	1	5B
90		94	92	26	18	30	18	0		-	-	60	23	4	6A
0		13	-	-	60	60	60	9		-	-	67	67	6	6B

Question invalid - Revision required



QUALITY ANALYSIS

ACTIVITY: REFERRAL INTERVIEW
 SUMMARY OF APPLICANT FORM D1/III

1	2	3	4	5	6	6a	6b	6c	IO #		NO. FORMS RETURNED
									Yes	%	
Wait 15 Min. or Less for Intw'r ?	Did Intw'r Understand You ?	Used ES Before ?	Return to ES ?	Intw'r Encourage You to Call ?	Referred to Job ?	Intw'r Discuss Employer Arrange ?	Intw'r Tell You Report Results ?	Given Referral Slip ?	% Yes	% Yes	
97	96	58	99	72	55	83	56	81			107
99	99	73	97	82	73	74	51	77			42
99	99	58	98	77	38	76	68	78			84
48	48	22	54	28	24	26	28	32			66
99	99	71	100	81	27	58	65	72			92
100	100	69	99.5	82	59	84	71	81			194
69	69	43	71	63	49	49	34	43			78
98	98	76	99	84	83	85	81	94			86
99	99	66	99	84	69	88	63	100			79
93	93	64	98	87	73	88	94	100			45
98	98	58	99	83	82	86	70	98			107
100	100	86	98	70	71	77	69	91			98
98	98	38	100	91	15	86	43	50			47
97	97	61	97	74	59	81	60	93			65
98	98	64	100	84	47	79	70	81			159



QUALITY ANALYSIS

ACTIVITY: REFERRAL
INTERVIEWING
SUMMARY OF LO MANAGER
FORM C/III

1	2	3	4	5	NO. FORMS RETURNED			
					LO #	% Yes	% Yes	% Yes
Y	N	N/A	N/A	N/A	1A			
Y	Y	Y	4	20	1B			
Y	Y	N	N/A	16	1C			
Y	Y	-	-	5-8	1D			
Y	Y	Y&N	20	10	2A			
Y	N	Y	17	17	2B			
N	N	Y	14	8	3A			
N	N	Y	14-5	34	3B			
Y	Y	Y	3	12	4A			
Y&N	Y	Y	7*	6	4B			
Y	Y	Y	2	6	4C			
Y	N	N/A	-	8	4D			
N	N	-	-	8	5A			
N	N	-	-	-	5B			
Y	Y	N/A	56	60	6A			
Y	Y	N/A	N/A	N/A	6B			

JOB DEVELOPMENT (JD)

Unit: Job Development Attempts
 Service Percent: $\frac{\text{Job Development Attempts}}{\text{Referral Interviews}}$

Plcmnts/*
 equiv.pos.

Time ladders
 -direct plcmnt
 time only-

LO #	Unit Cost In Minutes	Percent Of Resources	Service Percent	Time ladders -direct plcmnt time only-
1	14.5	1.4	7.1	44.9
1L	10.0	1.6	8.4	43.0
1C	6.3	1.4	14.0	55.2
1	7.7	0.9	11.8	35.6
2	8.0	4.6	71.8	28.6
2	10.5	0.8	10.5	6.7
3	5.9	2.7	49.2	45.8
3	10.7	1.2	12.0	35.6
4	9.1	2.3	13.5	20.2
4B	14.0	0.8	4.0	18.1
4	9.9	1.5	12.2	21.1
4	10.0	0.4	2.2	
5	10.2	0.9	5.9	55.1
5B	7.5	0.2	11.4	15.8
6	10.5	2.7	39.2	35.2
6B	10.0	0.8	10.1	28.1

*ESARS Placements
Time Ladder Placement
 Equivalent Positions

QUALITY ANALYSIS

ACTIVITY: JOB DEVELOPMENT

SUMMARY OF STAFF

FORM B-4 (part 1 of 2)

Average # Attempts per Applicant?	Formal Courses?		Self-Study?		QTR?		Other - Explain		JIS?		Open Closed Orders?		Employers Records?		Card Work History?		Newspaper Ads?		Trade Professional Periodicals?		Directories?		Job Opportunities?		Area Skill Studies?		Other		NO. FORMS RETURNED
	2a	2b	2c	2d	3a	3b	3c	3d	3e	3f	3g	3h	3i	3j	3k	3l	3m	3n	3o	3p	3q	3r	3s	3t	3u	3v	3w	3x	
50	38	100	29	38	88	75	63	50	13	75	25	13	71	13	71	25	13	50	13	75	25	13	71	13	71	25	13	71	8
53	53	87	38	64	93	72	46	64	36	79	50	36	60	36	60	50	29	64	36	79	50	29	60	29	60	29	60	15	
50	22	67	29	67	89	13	33	78	13	89	0	13	50	13	50	0	0	78	13	89	0	0	50	0	50	0	50	10	
67	56	100	50	67	100	78	67	67	44	67	22	44	33	44	33	22	22	67	44	67	22	22	33	22	33	22	33	9	
First IO visit - Questions from visit completely revised.																													
0	33	83	25	0	17	66	86	86	17	66	17	33	20	17	33	17	33	86	17	66	17	33	20	33	20	33	20	7	
46	71	100	43	69	93	85	57	100	23	86	29	23	43	23	43	29	100	100	23	86	29	36	43	36	43	36	43	14	
42	100	100	8	8	92	92	92	92	33	92	42	33	17	33	17	42	92	92	33	92	42	17	17	42	17	42	17	12	
64	59	97	35	76	86	94	80	64	30	71	34	30	50	30	71	34	64	30	71	34	34	50	32	50	32	50	35		
17	42	100	29	58	100	100	92	100	33	58	25	33	45	33	58	25	100	100	33	58	25	45	25	45	25	45	12		
17	17	100	17	83	100	50	100	100	33	83	0	33	33	33	83	0	100	100	33	83	0	33	33	33	33	33	6		
43	29	86	83	57	71	71	71	100	29	57	43	29	50	29	57	43	100	100	29	57	43	50	29	50	29	50	7		
83	86	100	67	34	86	57	86	100	14	43	43	14	50	14	43	43	100	100	14	43	43	50	29	50	29	50	7		
100	0	100	100	100	100	100	100	100	0	100	0	0	0	0	100	0	100	100	0	100	0	0	0	0	0	0	0	2	
25	55	76	18	30	82	44	71	87	27	67	18	27	22	27	67	18	87	27	67	18	67	18	22	26	22	22	50		
36	67	93	25	60	93	80	87	73	13	100	33	13	25	13	100	33	73	13	13	100	33	25	25	29	25	25	15		

Invalid question; Response inadequate, therefore question revised.



QUALITY ANALYSIS

ACTIVITY: JOB DEVELOPMENT

SUMMARY OF STAFF

FORM B-4 (part 2 of 2)

4	5	6	7	% Yes										NO. FORMS RETURNED									
				Review Openings First?	Attempt JO During Calls?	Share New JO With Interviewers?	Wait Time Before Follow Up?	Avg Days	1A	1B	1C	1D	2A		2B	3A	3B	4A	4B	4C	4D	5A	5B
100	75	88	2																				8
100	77	92	2																				15
100	33	100	4																				10
100	89	89	3																				9
-	-	-	-																				10
100	43	100	4																				7
93	79	93	2																				14
100	100	92	1																				12
100	64	97	4																				35
92	88	100	3																				12
100	17	100	4																				6
100	100	100																					7
100	86	100	3																				7
100	100	50	2																				2
98	53	76	4																				50
100	100	100																					15

QUALITY ANALYSIS

ACTIVITY: JOB DEVELOPMENT
 SUMMARY OF IO MANAGER
 FORM C/IV

IO #	NO. FORMS RETURNED	JP Contacts Noted on Rec. of Employer?		How Many Contacted Last Mo.?	Random Sample Cards that Ind. JP?	JP Contacts		1		2	
		Yes	No			Yes	No	Yes	No	Yes	No
1A											
1B											
1C											
1D											
2A											
2B											
3A											
3B											
4A											
4B											
4C											
4D											
5A											
5B											
6A											
6B											

JOB INFORMATION SERVICE (JIS)

Unit: Applicants
 Service Percent: Referral Interview from JIS***
 Total Traffic (Applicants Received)

LO #	Unit Cost In Minutes	Percent of Resources	Service Percent	Plcmts/* equiv. pos.
				Time ladders -direct plcmnt time only-
1	6.3	2.4	N/A	44.9
1L	10.3	1.7	N/A	43.0
1C	**	1.3	N/A	55.2
I	7.1	1.5	79.7	35.6
2*	11.2	2.1	N/A	28.6
2	7.5	0.1	6.0	6.7
3	4.8	1.5	N/A	45.8
3L		0.0	N/A	35.6
4	N/A	3.1	N/A	20.2
4B	6.7	0.0	N/A	18.1
4~	2.9	0.5	N/A	21.1
4	6.4	1.6	24.5	
5	N/A	N/A	N/A	55.1
5L		0.2	N/A	15.8
6	10.9	0.8	N/A	35.2
6B	12.6	2.4	3.4	28.1

* SARS Placements
 Time Ladder Placement
 Equivalent Positions

** Quantity data collected incorrectly
 *** Service % Formula Revised in Handbook

QUALITY ANALYSIS

ACTIVITY: JOB INFORMATION SERVICE
 SUMMARY OF STAFF
 FORM B-5

At Least One Referral?	Abbreviations Eliminated JIS Listings?	Are Applicants Confused?	Frequent Applicant Unqualified? 1 in every	1		2		2a		3		NO. FORMS RETURNED
				Avg #	% Yes	% Yes	% Yes	Avg #	% Yes	% Yes	% Yes	
51	60	50	4	% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	5	
47	23	89	5	% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	22	
66	0	100	5	% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	4	
38	22	60	11	% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	9	
-	-	-	-	% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	0	
50	0	43	4	% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	7	
-	-	-	-	% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	0	
-	-	-	-	% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	0	
77	0	100	4	% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	3	
21	0	50	5	% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	2	
-	0	100	-	% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	1	
65	17	100	5	% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	6	
-	-	-	-	% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	0	
-	-	-	-	% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	0	
90	0	100	4	% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	3	



QUALITY ANALYSIS

ACTIVITY: JIS

SUMMARY OF APPLICANT
FORM D3/I

Area Well-Lit ?	Area Pleasant ?	Find Material Wanted ?	Easy to Write Job Selection ?	Would Return to Use JIS ?	Someone to Answer Quest's ?	Materials Other Than Job Lists ?	Use Other Materials ?	Which ?	Use Any Job Lists ?	Job Lists Easy to Read ?	List Jobs Clear-Easy Read ?	Job Descriptions Easy Understand ?	NO. FORMS RETURNED	
													IO #	%
1	1a	2	3	4	5	6	6a	7	7a	7b	7c			
% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	%
98	93	82	84	100	96	71	29	73	98	97	97	97	46	1A
97	91	88	97	94	94	59	58	82	88	81	90	90	33	1B
97	100	94	97	100	100	74	61	82	97	100	100	100	35	1C
100	93	73	73	100	87	80	40	67	67	67	80	80	45	1D
														2A
														2B
														3A
														3B
100	100	86	84	100	100	63	45	91	98	97	97	97	45	4A
100	96	72	76	100	93	59	5	68	100	100	100	100	29	4B
96	98	87	86	100	100	41		81	95	100	95	95	49	4C
100	100	66	57	100	100	57	26	51	89	94	97	97	48	4D
														5A
														5B
97	97	83	100	100	100	68	43	97	100	93	100	100	30	6A
100	98	98	97	100	98	62	53	97	98	100	100	100	50	6B

QUALITY ANALYSIS

ACTIVITY: JIS

SUMMARY OF LO MANAGER

FORM C/V

1	2a	2b	2c	2d	3	3a	4	4a	5	6	NO. FORMS RETURNED				
											LO #	% Yes	% Yes	% Yes	
Job Listings In JIS ?	Alpha DDT ?	How Listed: Alpha Location ?	How Listed: Alpha DDT/Salary ?	Other ?	Schools/Comm. Agencies Listings ?	How Often ?	Do They Visit Local Office ?	When Last ?	Check on JIS Apps. w/o Placement ?	One or More Staff Assigned Monitor	1A	1B	1C	1D	
Y	N	N	N	Y	Y	-	Y	9/74	Y	Y	Y				
Y	N	N	N	Y	Y	M	Y	7/74	Y	N	N				
Y	N	-	-	Y	N	-	Y	5/74	Y	Y	Y				
Y	-	-	-	Y	N	-	N	-	N	Y	Y				
Y	N	N	N	N	Y	D	Y	12/74	N	N	N				
Y	N	N	N	Y	Y	W	Y	8/74	N	N	N				
Y	-	-	-	-	-	-	-	-	-	-	-				
Y	-	-	-	Y	Y+N	D	N	-	Y	Y	Y				
Y	N	N	N	Y	N	-	Y	3/73	Y	Y	N				
Y	Y	N	N	-	N	-	Y	10/74	Y	N	N				
Y	-	-	-	Y	N/A	N/A	Y	12/74	Y	Y	Y				
N/A	N/A	-	-	-	Y	N/A	Y	10/74	N/A	N/A	N/A				
N	-	-	-	-	N	-	-	-	-	-	-				
Y	N	N	N	Y	N	-	Y	10/74	Y	Y	Y				

REFERRAL CONTROL (RC)

Unit: Referral Requests

Service Percent: $\frac{\text{Referral Requests}}{\text{Job Referrals}} \times 100$ ***

Plcmnts/*
equiv.pos.

LO #	Unit Cost In Minutes	Percent Of Resources	Service Percent	Time ladders -direct plcmnt time only-
A	5.0	0.01	N/A	44.9
B	7.1	0.1	N/A	43.0
1C	19.0	0.03	N/A	55.2
D	-	0.0	N/A	35.6
E-X	**	12.8	**	
1F-X	**	9.2	**	
2A	7.3	2.3	62.8	28.6
B	N/A	0.1	N/A	6.7
A	4.3	4.3	183.3	45.8
B	N/A	0.0	N/A	35.6
A	2.4	2.1	N/A	20.2
4B	-	0.0	N/A	18.1
C	N/A	0.2	N/A	21.1
D	N/A	0.0	N/A	
4E-X	**	10.8	**	
A	-	0.0	N/A	55.1
5B	N/A	0.0	N/A	15.8
6A	N/A	0.4	N/A	35.2
6B	15.0	0.0	N/A	28.1

*ESARS Placements.
Time Ladder Placement
Equivalent Positions

**Could not be developed for sample. Sample included only
a part of LO's served by this central order taking office.

***Service % Formula Revised in Handbook

QUALITY ANALYSIS

ACTIVITY: REFERRAL CONTROL

SUMMARY OF STAFF
FORM B-6

In Job Bank Area?		(JD) One-Over Referrals?		(JD) Established Dialogue?		(JD) Less Than 30 seconds?		(JD) (change Info To Interviews?		(JD) Written Procedures Monitor Transmission?		(Now JB) Is Referral Posted?		NO. OF RETURNED
1	2	2a	2b	3	4	5	% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	LO #	
100	66	100	66	100	0	100	66	100	100	0	100	100	1A	4
COT													1B	
0	-	-	-	-	-	100	-	-	-	-	100	100	1C	
20	0	100	66	75	100	100	66	75	100	100	100	100	1D	
100	100	100	100	100	100	100	100	100	100	100	100	100	1E-X	11
100	100	100	100	100	100	100	100	100	100	100	100	100	1F-X	6
100	100	100	100	100	100	100	100	100	100	100	100	100	2A	6
100	100	100	100	100	100	100	100	100	100	100	100	100	2B	5
100	100	100	100	100	100	100	100	100	100	100	100	100	3A	3
100	100	100	100	100	100	100	100	100	100	100	100	100	3B	
100	100	100	100	100	100	100	100	100	100	100	100	100	4A	
100	100	100	100	100	100	100	100	100	100	100	100	100	4B	
100	100	100	100	100	100	100	100	100	100	100	100	100	4C	
100	100	100	100	100	100	100	100	100	100	100	100	100	4D	
100	100	100	100	100	100	100	100	100	100	100	100	100	4E-X	4
100	100	100	100	100	100	100	100	100	100	100	100	100	5A	
100	100	100	100	100	100	100	100	100	100	100	100	100	5B	
0	-	0	0	-	-	66	0	-	-	-	66	66	6A	3
													6B	

QUALITY ANALYSIS

ACTIVITY: REFERRAL CONTROL

SUMMARY OF IO MANAGER

FORM C/VI

Daily Peak # Ref. Approved ?	1	# R. C. Staff ?	1a	Work Separate ?	2	Supr. Check Positions ?	2a	#	3	Forms For Change Control ?	4	Key Changes to Interviewers ?	5	Sta./Desk & Ref. Form #'s Audit ?	5a	#	NO. FORMS RETURNED				IO #	
																	% Yes	% Yes	% Yes	% Yes		
150	3	-	N	Y	Reg	Y	Y	Y	Y	Y	Y	Y	N	-	-	-	-	-	-	-	1A	
-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1B
-	-	-	-	Y	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1C
-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1D
-	-	-	-	-	-	-	-	-	-	-	-	-	-	Y	WK	-	-	-	-	-	-	2A
-	-	-	-	-	-	-	-	-	-	-	-	-	-	Y	MO	-	-	-	-	-	-	2B
-	-	2	Y	Y	-	-	-	-	-	-	Y	-	-	Y	-	-	-	-	-	-	-	3A
-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	3B
-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	4A
-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	4B
-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	4C
-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	4D
N/A	-	4	-	Y	WKLY	Y	N	N	Y	N	Y	Y	N	Y	-	-	-	-	-	-	-	5A
-	-	-	Y	-	-	N	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	5B
N/A	-	-	-	-	-	N/A	-	N	N	Y	Y	Y	N/A	-	-	-	-	-	-	-	-	6A
-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	GP



VERIFICATION (VE)

Unit: Verified Referrals & Validated Orders
 Service Percent: $\frac{\text{Verified Referrals \& Validated Orders}}{\text{Openings Received}}$

Plcmnts/*
 equiv.pos.

<u>LO #</u>	<u>Unit Cost In Minutes</u>	<u>Percent Of Resources</u>	<u>Service Percent</u>	<u>Time ladders -direct plcmnt time only-</u>
A	5.4	4.5	183.6	44.9
1B	5.4	2.5	N/A	43.0
1C	7.2	2.5	N/A	55.2
D	6.3	5.1	265.9	35.6
-E-X	**	21.7	**	
1F-X	**	19.2	**	
A	2.5	1.3	224.3	28.6
B	6.6	1.1	280.8	6.7
A	1.7	2.0	384.5	45.8
3B	7.7	1.6	149.8	35.6
A	N/A	0.4	N/A	20.2
4B	N/A	0.4	N/A	18.1
C	21.7	1.8	N/A	21.1
D	N/A	0.0	N/A	
4E-X	**	17.2	**	
A	10.1	2.7	102.1	55.1
5B	4.5	3.0	642.4	15.8
6A	71.0	3.9		35.2
6B	5.8	2.8	269.8	28.1

*ESARS Placements
 Time Ladder Placement
 Equivalent Positions

**Could not be developed for sample. Sample included only a part of LO's served by this central order taking office.

QUALITY ANALYSIS

ACTIVITY: VERIFICATION/
VALIDATION

SUMMARY OF STAFF
FORM B-7

Other Employer- Related Procedures Training?	# Verifications After 2/Hrs.?	# V/V Attempts	Mandatory Listings? 1 out of	Is Mailer Verifica- tion Used? 4	Returned in 72 Hrs.? 4a	Verification By Mail. 4b	Frequency of Recording and Forwarding:			Avg #	Avg %	NO. OF RETURNED			
							Ref. Results? 1 out of	Order Changes 1 out of	Order Status 1 out of				Avg #	Avg %	LO #
1	2	3	4	4a	4b	5a	5b	5c	% Yes	% Yes	% Yes	% Yes	% Yes	LO #	RETURNED
75	4	3	100	11	10	4	1	1	1	1	4	4		1A	4
100	6	6	78	33	17	1	1	1	1	1	9	9		1B	
91	3	5	100	2	2	2	1	1	1	1	11	11		1C	
83	1	1	100	0	2	1	2	1	1	1	6	6		1D	
100	-	-	-	-	-	-	-	-	-	-	2	2		1E-X	
67	4	1	100	69	12	1	1	1	1	1	6	6		2A	
33	-	-	0	-	-	-	-	-	-	-	3	3		2B	
100	4	3	89	42	32	5	6	5	5	5	3	9		3A	
														3B	
														4A	
														4B	
														4C	
														4D	
71	3	3	100	17	2						7	7		4E-X	
80	10	3	80	43	45	1	1	1	1	1	5	5		5A	
100	5		100	45	50	1	1	1	1	1	2	2		5B	
33	1	1	100	15	54	1	1	1	1	1	4	4		6A	
44	4	3	100	28	34	2	1	1	1	1	9	9		6B	

74

138

QUALITY ANALYSIS

ACTIVITY: VERIFICATION/
VALIDATION
SUMMARY OF LO MANAGER
FORM C/VII

Unverif. After 24 Hours ?	1	2a		2b		2c		3	4	5	5a	6a	6b	%	%	%	%	%	NO. FORMS RETURNED
		Yes	Yes	Yes	Yes	Yes	Yes												
*		Y	Y	Y	Y	Y	N	-	N	Y	-	Y	Y						1A
		-	-	-	-	-	-	-	-	-	-	-	-						1B
		-	-	-	-	-	-	-	-	-	-	-	-						1C
		Y	Y	Y	Y	Y	Y	Y	Y	Y	-	-	-						1D
10		Y	Y	Y	Y	Y	Y	Y	Y	Y	RI	N	Y						2A
40		Y	Y	Y	Y	Y	Y	Y	Y	Y	OT	Y	Y						2B
		Y	Y	Y	Y	Y	Y	Y	Y	Y	-	-	-						3A
		-	-	-	-	-	-	-	-	-	-	-	-						3B
		-	-	-	-	-	-	-	-	-	-	-	-						4A
		-	-	-	-	-	-	-	-	-	-	-	-						4B
		-	-	-	-	-	-	-	-	-	-	-	-						4C
		-	-	-	-	-	-	-	-	-	-	-	-						4D
80		Y	Y	Y	Y	Y	N/A	Y	N	N/A	-	-	-						5A
50		Y	Y	Y	Y	Y	-	Y	Y	-	-	-	-						5B
*		Y	Y	Y	Y	Y	-Y	Y	N	-Y	V/CLK	Y	Y						6A
																			6B

75

COUNSELLING (CO)

Unit: Counseled Applicants
 Service Percent: Counseled Applicants
 New Applicants & Renewals

Plcmnts/*
 equiv. pos.

Time ladders
 -direct plcmnt
 time only-

<u>Lo #</u>	<u>Unit Cost In Minutes</u>	<u>Percent Of Resources</u>	<u>Service Percent</u>	
A	48.1	7.2	9.0	44.9
B	30.0	1.8	2.6	43.0
1C	39.6	1.5	4.2	55.2
D	56.3	2.8	11.6	35.6
2A	47.3	11.0	31.7	28.6
B	29.9	3.5	15.8	6.7
A	36.3	2.1	42.5	45.8
B	30.2	3.1	11.4	35.6
A	46.9	9.1	17.9	20.2
4B	44.9	4.4	11.4	18.1
1C	39.3	1.7	2.3	21.1
D	41.6	3.7	8.1	
A	27.0	7.9	17.1	55.1
B	55.0	3.5	1.5	15.8
A	50.3	3.6	7.7	35.2
6B	77.1	4.6	20.0	28.1

*ESARS Placements
Time Ladder Placement
 Equivalent Positions

QUALITY ANALYSIS

ACTIVITY: COUNSELING

SUMMARY OF STAFF

FORM B-8 (part 1 of 2)

How long Counseling?	One to One Private	Maintain Separate Files		Problem Statements?		Record Analysis?		Diagnostic Tools?		Possible Options?		Plan of Action?		Intra/Inter Resources?		Knowledge of		5	6	7	8a	NO. FORMS RETURNED	
		Area?	%	Yes	%	Yes	%	Yes	%	Yes	%	Yes	%	Yes	%	Yes	%						Yes
	1	2	3a	3b	3c	3d	3e	4a	4b	4c	4a	4b	4c	5	6	7	8a	IO #					
AVG Yrs	15	12	14	10	5	4	5	10	8	7	12	4	6	10	4	6	10	4	6	7	8a	1	
	0	66	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	3
	0	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	1
	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	2
	17	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	6
	0	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	1
	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	3
	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	3
	57	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	7
	0	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	2
	0	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	1
	0	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	1
	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	2
	86	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	7
	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	4



QUALITY ANALYSIS

ACTIVITY: COUNSELING

SUMMARY OF STAFF

FORM B-8 (part 2 of 2)

If No, Same Day Interview?		Edu/Psych. Background?		Professional Organizations?		% Yes												NO. FORMS RETURNED	
8b	9	% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	LO #		
100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	1A	1	
100	100	100	66	100	100	100	100	100	100	100	100	100	100	100	100	100	1B	3	
-	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	1C	1	
-	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	1D	2	
-	100	100	17	100	100	100	100	100	100	100	100	100	100	100	100	100	2A	6	
-	100	100	0	100	100	100	100	100	100	100	100	100	100	100	100	100	2B	1	
-	100	100	67	100	100	100	100	100	100	100	100	100	100	100	100	100	3A	3	
-	100	100	66	100	100	100	100	100	100	100	100	100	100	100	100	100	3B	3	
100	100	100	57	100	100	100	100	100	100	100	100	100	100	100	100	100	4A	7	
-	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	4B	2	
0	100	100	0	100	100	100	100	100	100	100	100	100	100	100	100	100	4C	1	
-	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	4D	1	
-	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	5A	2	
-	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	5B	1	
100	100	100	86	100	100	100	100	100	100	100	100	100	100	100	100	100	6A	7	
100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	6B	4	

QUALITY ANALYSIS

ACTIVITY: COUNSELING
 SUMMARY OF APPLICANT
 FORM D2/I

Wait 15 Min. or Less Couns. Inlv'w ?	1	2		3	3a		Counselor Explain Need Test ?											NO. FORMS RETURNED	
		%	Yes		%	Yes		%	Yes	%	Yes	%	Yes	%	Yes	%	Yes		LO #
		100	100	100	80	80												1A	5
		92	18	27	27	27												1B	12
		100	23	63	63	63												1C	24
		93	7	13	13	13												1D	14
		100	20	50	50	50												2A	77
		93	8	67	67	67												2B	15
		96	53	69	69	69												3A	47
		47	47	47	47	47												3B	27
		94	94	81	81	81												4A	16
		100	94	100	100	100												4B	19
		83	33	50	50	50												4C	5
		100	34	67	67	67												4D	29
		85	17	45	45	45												5A	31
		0	0	0	0	0												5B	0
		100	51	93	93	93												6A	51
		80	60	100	100	100												6B	8

QUALITY ANALYSIS

ACTIVITY: COUNSELING
 SUMMARY OF LO MANAGER
 FORM C/VIII

Caseload Assmnts ?	1	2	%										NO. FORMS RETURNED		
			Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes			
Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	1A
Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	1B
Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	1C
Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	1D
Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	2A
Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	2B
Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	3A
Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	3B
Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	4A
Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	4B
Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	4C
Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	4D
Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	5A
Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	5B
Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	6A
Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	6B



TESTING (TE)

Unit: Applicants

Service Percent: $\frac{\text{Applicants Tested}}{\text{Total Traffic}}$ (Applicants Received)

Plcmts/*
equiv. pos.

Time ladders
-direct plcmt
time only-

LO #	Unit Cost In Minutes	Percent of Resources	Service Percent	Plcmts/* equiv. pos.
1	5.6	1.2	1.8	44.9
1B	60.0	0.3	0.5	43.0
1C	14.6	0.3	1.4	55.2
1	-	0.0	0.6	35.6
2	8.0	0.1	1.2	28.6
2L	13.3	0.1	0.0	6.7
3	12.1	2.5	7.2	45.8
3B	15.9	3.3	21.4	35.6
4A	18.3	1.6	2.8	20.2
4R	47.8	1.9	1.0	18.1
4	43.3	0.4	0.3	21.1
4D	28.2	1.9	2.4	
5	11.0	3.0	5.6	55.1
5B	28.3	0.5	0.7	15.8
6A	21.5	0.8	2.4	35.2
6B	38.8	1.3	0.9	28.1

* SARS Placements
Time Ladder Placement
Equivalent Positions

QUALITY ANALYSIS

ACTIVITY: TESTING

SUMMARY OF STAFF

FORM B-9

1	2	3	4	5	6	7	8	NOT FORMS RETURNED										
								LO #	% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	
Sign Posted - Testing In Progress?	Scheduled Test Always Given-Appri- Arrivals?	Prior Inspection of All Test Booklets?	Testing Materials Up-To-date?	Always Read Instructions. Verbatim?	Special Attention to NATB/BOLT?	Time Limits Always Observed?	Trained for Tests Administered?	LA	100	66	100	100	100	100	100	100	100	3
								LB	100	100	100	100	100	100	100	100	100	2
								LC	100	100	100	100	66	100	100	100	100	3
								LD	100	100	100	100	100	100	100	100	100	2
								2A	100	100	100	100	100	100	100	100	100	1
								2B	100	100	100	100	100	100	100	100	100	1
								3A	100	100	100	100	100	100	100	100	100	2
								3B	100	66	100	100	100	100	100	100	100	3
								4A	100	75	100	100	100	100	100	100	100	4
								4B	0	100	100	100	100	100	100	100	100	2
								4C	100	100	100	100	100	100	100	100	100	3
								4D	100	100	100	100	67	100	100	100	100	3
								5A	100	100	100	100	83	100	100	100	100	6
								5B	0	100	100	0	100	100	100	100	100	1
								6A	100	100	100	100	100	100	100	100	100	2
								6R	0	100	100	100	100	100	100	100	100	1

QUALITY ANALYSIS

ACTIVITY: TESTING

SUMMARY OF APPLICANT
FORM D2/II

NO. FORMS
RETURNED

LO #

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
Test Area Free of Noise ?	Good Light In Test Area ?	Temperature Comfortable ?	Test Admin. Explain Purpose ?	Test Admin. Check Practice ?	Test Admin. Available for Questions ?	Booklet Clean ?	Typewriter Good Condition ?	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
100	100	86	100	50	100	86	100	%	%	%	%	%	%	%	%	%	%	%	%
67	83	83	100	100	83	100	100	%	%	%	%	%	%	%	%	%	%	%	%
88	100	75	100	100	100	100	88	%	%	%	%	%	%	%	%	%	%	%	%
13	13	13	7	13	13	13	7	%	%	%	%	%	%	%	%	%	%	%	%
100	89	89	89	88	100	-	-	%	%	%	%	%	%	%	%	%	%	%	%
100	100	100	100	100	100	100	100	%	%	%	%	%	%	%	%	%	%	%	%
100	92	100	100	83	100	-	-	%	%	%	%	%	%	%	%	%	%	%	%
80	80	80	73	80	80	80	67	%	%	%	%	%	%	%	%	%	%	%	%
100	100	86	93	92	85	100	75	%	%	%	%	%	%	%	%	%	%	%	%
100	100	100	100	100	100	100	90	%	%	%	%	%	%	%	%	%	%	%	%
67	50	67	67	67	67	33	67	%	%	%	%	%	%	%	%	%	%	%	%
100	100	100	96	84	100	100	95	%	%	%	%	%	%	%	%	%	%	%	%
86	100	100	100	79	92	100	100	%	%	%	%	%	%	%	%	%	%	%	%
100	100	100	0	0	0	100	100	%	%	%	%	%	%	%	%	%	%	%	%
94	100	100	100	94	82	72	93	%	%	%	%	%	%	%	%	%	%	%	%
100	100	100	63	100	100	100	100	%	%	%	%	%	%	%	%	%	%	%	%

QUALITY ANALYSIS

ACTIVITY: TESTING

SUMMARY OF LO MANAGER
FORM C/IX

1	2	3	4	5a	5b	5c	6	7	7a	8	9	10	11	NO. OF RETURNED	
														Yes	%
Separate Rooms or Different Times?	Areas w/out Telephones?	Mats. Locked?	Annual Inventory?	Max. Ratios: 1-10 BOLT, GATB?	Max. Ratios: 1-6 NAB?	Max. Ratios: 1-5 Apparatus?	In Other Lang's?	Score Test Twice?	By Dif. People?	Test Cards Held 3 Years?	Age 40-65 Tests Held 1 Year?	Test Devel. Reports Available?	Timely SARB Results?	LA	NO. OF RETURNED
Y	Y	Y	Y	Y	Y	Y	N	Y	Y	N	Y	Y	Y	1B	
Y	Y	Y	Y	Y	N/A	Y	N	-	-	Y	Y	N	Y	1C	
Y	Y	Y	N	Y	Y	Y	N	N	-	-	-	N	Y	1D	
Y	Y	Y	Y	Y	Y	Y	N	N	N	Y	Y	Y	Y	2A	
Y	Y	Y	Y	Y	Y	Y	N	N	N	Y	Y	Y	Y	2B	
Y	Y	Y	Y	Y	Y	Y	N	Y	Y	Y	Y	Y	Y	3A	
Y	Y	Y	Y	Y	Y	Y	N	Y	Y	Y	Y	Y	Y	3B	
Y	Y	Y	Y	Y	Y	Y	N	Y	Y	Y	Y	Y	Y	4A	
Y	Y	Y	Y	Y	Y	Y	N	Y	Y	Y	Y	Y	Y	4B	
Y	Y	Y	Y	Y	Y	Y	N	Y	Y	Y	Y	N/A	Y	4C	
Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	4D	
Y	Y	N	Y	N	Y	N	N	N	-	Y	Y	Y	Y	5A	
N	Y	N	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	5B	
Y	Y	Y	Y	Y	Y	Y	N	N	-	Y	Y	Y	Y	6A	
Y	Y	Y	Y	Y	Y	Y	N	N	-	Y	Y	Y	Y	6B	

FILE SEARCH/CALL-IN (FC)

Unit: Call-In Attempts
 Service Percent: Call-In Attempts
 Active Appl. File

Plcmnts/*
 equiv. pos.

Time Ladders
-direct plcmnt
time only-

<u>LO #</u>	<u>Unit Cost</u> <u>In Minutes</u>	<u>Percent Of</u> <u>Resources</u>	<u>Service Percent</u>	
1A	6.1	10.1	37.6	44.9
1B	10.4	2.9	7.5	43.0
1C	14.7	13.3	30.7	55.2
1D	8.2	5.8	10.2	35.6
2A	9.2	1.0	5.3	28.6
2B	9.1	2.8	20.3	6.7
3A	5.3	7.1	56.0	45.8
3B	8.3	3.4	39.1	35.6
4A	6.0	5.6	58.1	20.2
4B	12.9	6.3	26.9	18.1
4C	5.8	1.1	9.1	21.1
4D	6.3	7.6	50.9	
5A	7.9	0.6	1.8	55.1
5B	7.3	1.2	5.3	15.8
6A	23.5	7.7	15.5	35.2
6B	10.7	9.3	26.0	28.1

ESARS Placements
Time Ladder Placement
Equivalent Positions

QUALITY ANALYSIS
ACTIVITY: FILE SEARCH/
CALL-IN
SUMMARY OF STAFF
FORM B-10

How Long for ES? (Years)	Time Spent Per Order?	No Recent Service Reviews?	How Frequent?	If Yes:				2a Avg Days	2b Specified Position?	2c Send Letter?	2d Phone Follow Up?	2e If Yes, How Soon?	3 Direct Phone Referrals?	4 Multiple Referrals?	5 Try Alternate Phone Numbers?	6 Try Telegram or Mail?	7 Time Cards Out-of- File?	NO. FORMS RETURNED	LO #		
				% Yes	% Yes	% Yes	% Yes													% Yes	% Yes
10	23	78	Invalid Question, Revision Required	100	87	75	78	45	89	89	89	78	45	89	89	89	78	45	89	9	1A
9	13	56	Invalid Question, Revision Required	100	40	40	90	20	90	90	90	90	20	90	90	90	90	20	90	10	1B
4	62	70	Invalid Question, Revision Required	100	86	71	90	100	86	71	90	90	100	90	100	100	100	100	90	10	1C
7	14	44	Invalid Question, Revision Required	80	60	80	90	60	60	80	90	78	60	78	78	78	78	60	78	9	1D
5			Invalid Question, Revision Required	66	100	0	29	79	50	100	50	29	79	50	100	100	100	50	100	14	2A
11	3	100	Invalid Question, Revision Required	33	100	0	60	100	80	100	80	60	100	80	100	100	100	80	100	5	2B
8	27	100	Invalid Question, Revision Required	89	100	50	100	50	100	100	100	100	13	56	89	88	88	56	89	4	3A
6	13	94	Invalid Question, Revision Required	100	66	63	90	45	90	97	97	90	45	90	97	97	97	45	90	31	4A
10	15	100	Invalid Question, Revision Required	100	72	36	73	64	100	100	100	73	64	100	100	100	100	64	100	11	4B
2	22	100	Invalid Question, Revision Required	100	100	40	100	80	80	100	100	100	80	80	100	100	100	80	80	5	4C
4	26	100	Invalid Question, Revision Required	100	100	25	100	25	50	100	100	100	25	50	100	100	100	25	50	4	4D
6	16	40	Invalid Question, Revision Required	33	66	33	80	60	60	80	80	80	60	60	80	80	80	60	60	5	5A
5	18	100	Invalid Question, Revision Required	100	100	0	100	100	100	100	100	100	100	100	100	100	100	100	100	2	5B
4	28	45	Invalid Question, Revision Required	80	96	68	85	95	61	88	88	85	95	61	88	88	88	95	61	46	6A
6	50	85	Invalid Question, Revision Required	100	100	83	100	85	83	100	100	100	85	83	100	100	100	85	83	100	1A

QUALITY ANALYSIS

ACTIVITY: FILE SEARCH/
CALL-IN

SUMMARY OF LO MANAGER
FORM C/X

151-87

1	2	3	3a	3b	4	4a	4b	4c	5	NO. OF				LO #	RETURNED
										Yes	%	Yes	%		
Y	Y	Y	N	90	Y	N	Y	Y	Y	%	%	%	%	1A	
Y	Y	Y	N	5-10	Y	Y Card	Y	Y	Y					1B	
Y	Y	Y	N	95	Y	Y Card	N	Y	Y					1C	
N	N	Y	N	80	Y	Y	Y	Y	Y					1D	
Y	Y	Y	N	25	Y	Y	Y	Y	Y					2A	
Y	Y	Y	Y	85	Y	Y Card	Y	Y	Y					2B	
N	Y	Y	Y	75	Y	N	Y	Y	Y					3A	
Y	Y	Y	N	75	Y	Y Card	Y	Y	Y					3B	
Y	Y	Y	N	60	Y	Y Card	Y	Y	Y					4A	
Y	Y	Y	N	15	Y	N	Y	Y	Y					4B	
Y	Y	Y	N	20	Y	Y	Y	Y	Y					4C	
Y	Y	Y	N	50	Y	Y	Y	Y	Y					4D	
Y	Y	Y	N	80	Y	Y	Y	Y	Y					5A	
Y	Y	Y	N	75	Y	Y	Y	Y	Y					5B	
Y	Y	Y	Y		Y	Y	Y	Y	Y					6A	
Y	Y	Y	Y		Y	Y	Y	Y	Y					6B	

JOB ORDER TAKING (JO)

Unit: Job Orders Taker

Service Percent: $\frac{\text{Openings Received}}{\text{Total Employment}}$

Plcmnts/*
equiv.pos.

<u>LQ #</u>	<u>Unit Cost In Minutes</u>	<u>Percent Of Resources</u>	<u>Service Percent</u>	<u>Time ladders -direct plcmnt time only-</u>
1A	12.0	1.1	N/A	44.9
1B	13.9	3.3	N/A	43.0
1C	8.3	1.1	N/A	55.2
1D	16.2	5.6	N/A	35.6
E-X	**	20.0	**	
-X	**	19.4	**	
2A	8.8	2.7	0.7	28.6
2B	13.9	1.1	0.2	6.7
3A	13.4	1.9	1.1	45.8
3B	12.7	0.7	0.8	35.6
4A	11.7	1.7	N/A	20.2
B	12.6	1.2	N/A	18.1
4C	14.7	0.9	N/A	21.1
4D	12.1	0.4	N/A	
-X	**	23.8	**	
5A	12.9	1.4		55.1
B	11.4	1.0	0.2	15.8
6A	17.7	1.7	0.4	35.2
B	14.1	2.0	0.8	28.1

*ESARS Placements
Time Ladder Placement
Equivalent Positions

**Could not be developed for sample. Sample included only a part of LQ's served by this central order taking office.

QUALITY ANALYSIS

ACTIVITY: ORDER TAKING

SUMMARY OF STAFF

FORM B-11 (part 1 of 2)

How Long OT? (Years)	Access Master Files?		File Current?		Written Guidelines OT Form?		Written Guidelines Free-Flow Area?		Trained in OT?		Lead Employer Thru Form?		Transcription Unnecessary?		Advise Employers Min. Wage, EEOC, etc?		Written Procedures-Discrimination?		How Often Discrimination Occurred? 1 out of 100		Advise Employers Unrealistic, etc.?		Pass Info to ER?		Employer Complaints #		Inquire Accept Trainees?		
	Avg #	% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	
2	100	100	100	80	80	80	80	80	80	80	80	80	80	80	80	80	80	80	80	80	80	80	80	80	80	80	80	80	
3	100	100	100	89	89	89	89	89	89	89	89	89	89	89	89	89	89	89	89	89	89	89	89	89	89	89	89	89	
4	83	100	100	80	80	80	80	80	80	80	80	80	80	80	80	80	80	80	80	80	80	80	80	80	80	80	80	80	
5	79	100	100	89	89	89	89	89	89	89	89	89	89	89	89	89	89	89	89	89	89	89	89	89	89	89	89	89	
6	43	100	100	86	86	86	86	86	86	86	86	86	86	86	86	86	86	86	86	86	86	86	86	86	86	86	86	86	
7	79	100	100	83	83	83	83	83	83	83	83	83	83	83	83	83	83	83	83	83	83	83	83	83	83	83	83	83	
8	79	100	100	86	86	86	86	86	86	86	86	86	86	86	86	86	86	86	86	86	86	86	86	86	86	86	86	86	86
9	43	100	100	86	86	86	86	86	86	86	86	86	86	86	86	86	86	86	86	86	86	86	86	86	86	86	86	86	
10	43	100	100	86	86	86	86	86	86	86	86	86	86	86	86	86	86	86	86	86	86	86	86	86	86	86	86	86	
11	43	100	100	86	86	86	86	86	86	86	86	86	86	86	86	86	86	86	86	86	86	86	86	86	86	86	86	86	

of Job Bank

Check Errors?	Errors Last Weeks?
---------------	--------------------

11a 11b

% Yes	Avg #
100	1
-	-
-	-
43	0
57	0
33	0
89	0
100	0
50	3
57	6
44	-
-	-
0	20
36	-

QUALITY ANALYSIS

ACTIVITY: ORDER TAKING

SUMMARY OF STAFF

FORM B-11 (part 2 of 2)

LO #	NO. OF RETURNED	% Yes													
		1	2	3	4	5	6	7	8	9	10				
LA	5														
LB															
LC															
LD	9														
LE-X	8														
LF-X	6														
2A	15														
2B	7														
3A	3														
3B	9														
4A															
4B	5														
4C	4														
4D	7														
4E-X	9														
5A	5														
5B	2														
6A	4														
6B	15														

QUALITY ANALYSIS

ACTIVITY: JOB ORDER TAKING

SUMMARY OF EMPLOYER
FORM E/I

1	2a	2b	2c	2d	3	4	5	Adequate Phones For ES ?		NO. OF RETURNED
								% Yes	% Yes	
100	100	93	100	100	100	79	93	% Yes	% Yes	15
88	94	82	88	88	88	82	75	% Yes	% Yes	18
80	82	91	73	91	89	70	90	% Yes	% Yes	12
100	100	81	93	100	100	93	100	% Yes	% Yes	15
88	*	*	88	*	100	*	100	% Yes	% Yes	15
95	95	90	89	90	100	95	95	% Yes	% Yes	20
100	*	*	100	*	93	*	93	% Yes	% Yes	15
100	100	100	100	100	100	100	100	% Yes	% Yes	11
91	*	*	91	*	94	*	100	% Yes	% Yes	35
90	*	*	90	*	94	*	95	% Yes	% Yes	21
84	85	75	85	85	100	90	100	% Yes	% Yes	20
90	90	81	90	86	90	100	100	% Yes	% Yes	22
82	97	93	89	86	100	94	97	% Yes	% Yes	36
100	100	100	92	100	100	100	100	% Yes	% Yes	13

* First group LO's visited-Questions not on form

QUALITY ANALYSIS

ACTIVITY: ORDER TAKING

SUMMARY OF LO MANAGER

FORM C/XI

NO. OF
RETURNED

LO #

%
Yes

%
Yes

%
Yes

%
Yes

%
Yes

%
Yes

%
Yes

%
Yes

%
Yes

%
Yes

%
Yes

%
Yes

%
Yes

%
Yes

%
Yes

%
Yes

1A

1B

1C

1D

1E-X

1F-X

2A

2B

3A

3B

4A

4B

4C

4D

4E-X

5A

5B

6A

6B

Control Proced.
to Prevent Loss ?

Orders to DP
Each Day ?

N/A

-

-

-

-

Y

Y

Y

N

Y

Y

Y

-

Y

N/A

-

Y

Y



EMPLOYER SERVICE (ES)

Unit: ESR Accounts

Service Percent: ESR Problem Contacts/ESR Routine Contacts **

Plcm /*
equiv. pos.

LO #	Unit Cost In Minutes	Percent of Resources.	Service Percent	Time ladders -direct plcmnt time only-
1	6.2	0.4	N/A	44.9
1B	18.2	0.3	N/A	43.0
1C	8.0	0.4	N/A	55.2
1	55.0	0.2	N/A	35.6
E-X	60.9	16.1	N/A	
F-X	17.6	25.7	N/A	
2	10.5	0.3	N/A	28.6
2	58.4	4.4	N/A	6.7
3	103.1	6.2	N/A	45.8
3B	18.8	2.6	N/A	35.6
4	N/A	N/A	N/A	20.2
4B	19.0	3.2	N/A	18.1
4	46.3	5.9	N/A	21.1
4 X	57.1	5.8	N/A	
E-X	N/A	25.0	N/A	
5	15.6	0.1	N/A	55.1
5B	17.8	2.0	N/A	15.8
6A	52.5	6.3	N/A	35.2
6B	15.7	1.1	N/A	28.1

*ESARS Placements

Time Ladder Placement

Equivalent Positions

**Service % Formula Revised in Handbook

QUALITY ANALYSIS

ACTIVITY: EMPLOYER SERVICES

SUMMARY OF STAFF

FORM B-12 (part 1 of 2)

1	2	3	4	5	5a	5b	5c	5d	5e	5f	6a	6b	6c	7	NO. OF RETURNED
Written Overall Plan for Contacts?	Individual Employer Files?	Current Tickler Files?	Illegal Practices Identified?	Use Job Bank?	Closed Summary?	Order Verification?	Hiring Patterns?	Ref. Results Analysts?	Order History?	Index By Occupation?	Supvr. Debrief.?	Weekly Bulletins?	Bulletin Boards?	Current Data Available?	LO #
% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	
100	100	100	100	100	100	100	100	50	100	100	100	0	0	100	2
0	50	0	100	0	-	-	-	-	-	-	100	0	0	100	2
100	75	75	100	0	-	-	-	-	-	-	100	0	25	100	4
100	100	100	100	0	0	0	0	0	0	0	100	33	66	100	3
100	100	0	50	100	0	100	0	0	100	100	100	50	50	100	2
50	75	0	0	100	100	100	33	66	50	50	75	50	50	100	5
100	33	0	100	100	0	0	0	0	0	0	100	100	40	100	3
100	100	100	80	100	100	100	25	80	25	50	100	40	40	100	5
100	100	100	100	100	100	100	100	0	0	0	100	0	0	100	2
100	100	100	100	100	100	100	100	0	0	0	100	0	0	100	1
100	100	100	100	100	100	100	100	0	0	100	100	0	0	100	1
100	100	100	100	100	100	100	100	0	0	100	100	0	0	100	6
100	100	100	100	0	-	-	-	-	-	-	100	100	100	100	1
100	100	100	100	0	-	-	-	-	-	-	100	0	0	100	1
89	89	89	55	100	87	100	57	67	25	25	57	43	43	89	9
100	100	100	100	100	100	100	0	0	0	0	100	0	100	100	1



QUALITY ANALYSIS

ACTIVITY: EMPLOYER SERVICES

SUMMARY OF STAFF
FORM B-12 (part 2 of 2)

8	9	10	11	12	12a	% Yes						NO. OF RETURNED
						10	11	12	12a	12b	12c	
0	100	100	100	0	-							2
0	100	100	100	0	-							2
100	100	100	100	25	4							4
100	100	100	100	100	2							3
50	75	33	66	0	-							2
66	75	33	66	0	-							5
100	100	100	100	0	-							3
100	100	100	100	42	3							5
100	100	100	100	0	-							2
100	100	100	100	0	-							1
100	100	100	100	0	-							1
100	100	100	100	22	6							6
0	100	100	100	0	-							1
100	100	100	100	0	-							1
86	78	89	67	34	9							9
100	100	100	100	0	-							1



QUALITY ANALYSIS

ACTIVITY: EMPLOYER SERVICE

SUMMARY OF EMPLOYER

FORM E/II

1	2	3	3a	4	4a	4b	5	5a	6	7		8		9		10		NO. OF RETURNED	
										% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	% Yes	% Yes		LO #
33	100	33	1-12	73	75	58	56	89	21									1A	15
38	93	42	1-52	75	73	83	43	88	6									1B	18
17	90	38	2-25	89	80	63	60	83	10									1C	12
19	100	56	2-52	87	67	50	70	100	8									1D	15
38	88	43	*	*	85	*	*	*	*									1E-X	15
74	89	65	1-30	77	69	77	96	94	11									2A	20
73	86	77	*	*	87	*	*	*	*									2B	15
78	100	82	1-52	100	100	86	100	100	33									3A	11
70	97	67	*	*	77	*	*	*	*									3B	35
70	84	65	*	*	90	*	*	*	*									4A	21
70	100	95	2-104	95	100	100	94	100	47									4B	20
67	95	54	1-20	90	83	84	82	100	40									4C	22
53	93	57	1-24	79	86	86	75	91	38									5A	36
54	92	23	1-25	85	67	60	86	100	8									6A	13

* First group LO's visited-Questions not on form

QUALITY ANALYSIS

ACTIVITY: EMPLOYER SERVICES
SUMMARY OF JO MANAGER
FORM C/XII

1	2	3	3a	4	5	6	7	8	NO. OF		
									LO #	RETURNED	
Cover All Fed. Contractors?	How Many New Ones Last 3 mos.?	Current Empl Information?	Program To Canvass Job Openings?	How Many Last 3 Months?	Ri's & OT's Use Emp'r Files?	Emp'r Assigned Specific ESR?	How Soon Debriefing?	Encourage Ri's Seek Info.?	Info. to JO's & Ref. Res. Vfr's	% Yes	% Yes
Y	3	Y	35	Y	Y	N	1 Day	Y	Y	Y	Y
Y	-	-	-	-	-	-	-	-	-	-	-
Y	-	-	-	-	-	-	-	-	-	-	-
Y	2	N	400	Y	Y	N	2 Day	N	Y	Y	Y
Y	9	Y	575	Y	Y	Y	Day	Y	Y	Y	Y
Y	-	Y	411	Y	Y	Y	1 Day	Y	Y	Y	Y
Y	500	Y	1000	Y	Y	Y	2 WK	Y	Y	Y	Y
Y	3	Y	95	Y	N	N	Day	Y	Y	Y	Y
Y	65	Y	900	Y	Y	Y	1 WK	Y	Y	Y	Y

29



COMMUNITY SERVICE (CS)

Unit: Not Applicable
 Service Percent: Not Applicable

Plcmt - /*
 equi/. pos.

Time ladders
 -direct plcmt
 time only-

LO #	Unit Cost In Minutes	Percent of Resources	Service Percent	Time ladders -direct plcmt time only-
1	N/A	0.1	N/A	44.9
1B	N/A	1.0	N/A	43.0
1C	N/A	3.3	N/A	55.2
2	N/A			35.6
3	N/A	0.6	N/A	28.6
3B	N/A	2.0	N/A	6.7
4	N/A	4.0	N/A	45.8
4B	N/A	0.4	N/A	35.6
5	N/A	0.5	N/A	20.2
5B	N/A	.9	N/A	18.1
6	N/A	.8	N/A	21.1
6B	N/A	1.1	N/A	
7	N/A	1.8	N/A	55.1
7B	N/A	1.4	N/A	15.8
8	N/A	1.2	N/A	35.2
8B	N/A	2.4	N/A	28.1

*ESARS Placements
Time Ladder Placement
 Equivalent Positions

QUALITY ANALYSIS

ACTIVITY: COMMUNITY SERVICES

SUMMARY OF LO MANAGER FORM C/XIII

NO. OF RETURNED

LO #

1	2	3	4	5	6	7	8	9	9a	10	10a	% Yes	% Yes	% Yes
Regular Radio Bulletins ?	Regular TV Bulletins ?	Regular Newspaper Ads ?	CSR Regular Mailings ?	Commun. Speaking Reg's. ?	Int'l. Presentations ?	# Speaking Engagements ?	Rept'd on Manpower Council ?	Train Agencies in ES ?	# Past Year ?	Contact w/Labor Unions ?	# Past Month ?	% Yes	% Yes	% Yes
N	N	N	Y	Y	Y	30	Y	Y	200+	Y	0			
Y	Y	N	Y	Y	Y	3-4	Y	Y	6-8	Y	-			
Y	Y	N	Y	Y	Y	4	Y	Y	50	N	-			
N	N	N	N	N	N	-	Y	N	-	N	-			
Y	N	N	Y	Y	N	5	Y	Y	45	Y	8-10			
Y	N	N	Y	Y	Y	15	Y	Y	30	Y	0			
Y	Y	Y	Y	Y	Y	100	Y	N	-	Y	3			
Y	N	N	Y	Y	Y	10-15	N/A	N	-	Y	0			
Y	-	-	-	Y	N	6-8	Y	Y	6-10	Y	0			
N	N	Y	N	Y	N	4	Y	N	0	N	0			
N	N	Y	N/A	Y	N	12	N	N	-	N	-			
Y	Y	N	Y	Y	N	5	Y	N	-	N	-			
Y	N	N	N	N	Y	2	N/A	Y	15	Y	2			
Y	Y	N	Y	Y	Y	14	Y	Y	5	Y	2			
Y	N	Y	Y	Y	Y	16	Y	N	-	N	-			
N	Y	N	Y	Y	Y	-	Y	-	-	Y	5			

NON-PLACEMENT ACTIVITY (X)

Unit: Not Applicable
 Service Percent: Not Applicable

Plcmt's/*
 equi . pos.

LC #	Unit Cost In Minutes	Percent of Resources	Service Percent	Time ladders -direct plcmnt time only-
J	N/A	40.6	N/A	44.9
J	N/A	52.0	N/A	43.0
1C	N/A	39.3	N/A	55.2
J	N/A	47.4	N/A	35.6
F-X	N/A	28.7	N/A	
F-X	N/A	34.5	N/A	
2A	N/A	41.7	N/A	28.6
2	N/A	55.6	N/A	6.7
	N/A	43.2	N/A	45.8
	N/A	63.5	N/A	35.6
	N/A	28.9	N/A	20.2
4B	N/A	36.6	N/A	18.1
4C	N/A	45.0	N/A	21.1
X	N/A	41.4	N/A	
-X	N/A	23.1	N/A	
	N/A	45.7	N/A	55.1
	N/A	60.1	N/A	15.8
	N/A	47.6	N/A	35.2
6E	N/A	45.3	N/A	28.1

*ESARS Placements
Time Ladder Placement
 Equivalent Positions

APPENDIX A

Example Balanced Placement Formula Tables

1. FY 1975 BPF
2. FY 1976 BPF

TABLE 1A

U.S. DEPARTMENT OF LABOR • Manpower Administration									
BALANCED PLACEMENT FORMULA FOR ALLOCATION OF FY 1975 ES TITLE III FUNDS									
PLACEMENT SERVICES									
QUANTITATIVE DATA WORKSHEET									
A. PERFORMANCE IN RELATION TO PLAN									
ITEM	PERFORMANCE IN RELATION TO PLAN			% FOR BUDGET ALLOCATION					
	Planned	Actual	% Achievement Col. 2 as % of Col. 1	National Average Achievement	Credit Index Ratio Col. 3 to Col. 4.	Budget Weight %	Adjusted Budget Weight % Col. 5 x Col. 6		
	1	2	3	4	5	6	7		
1. No. of Individuals Placed (Ag. & Non-Ag. Except Mass)									
a. FY 1973	66900	24800							
b. FY 1974 (1st quarter)	21000	27300							
c. TOTAL 1973 + 1974	87900	102100	116.15	96.09	120.88	10%	12.09		
2. No. of Placement Transactions (Ag. & Non-Ag. Except Mass)									
a. FY 1973	119000	101800							
b. FY 1974 (1st quarter)	24900	33700							
c. TOTAL 1973 + 1974	143900	135500	93.47	83.91	111.39	5% ¹	5.57		
TOTAL						15%	17.66		

U.S. DEPARTMENT OF LABOR • Manpower Administration
BALANCED PLACEMENT FORMULA FOR ALLOCATION OF FY 1975 ES TITLE III FUNDS
 PLACEMENT SERVICES
 QUALITATIVE DATA WORKSHEET

A. TYPES OF INDIVIDUALS PLACED

ITEM	TARGET GROUPS PLACED AND PERCENTAGE OF NEW APPLICANTS RENEWALS							% FOR BUDGET ALLOCATION		
	Number of Individuals Placed (FY 1973 - 1st quarter FY 1974)	Number of New Applicants & Renewals	% Accomplishment Col. 1 as % of Col. 2	Weight	% Accomplishment x Weight Col. 3 x Col. 4	National Average	% Credit Index Col. 5 as % of Col. 6	Budget Weight	Adj. Bnc Weig Col. 7 x	
	1	2	3	4	5	6	7	8	9	
Types of Individuals Placed (Ag. & Non-Ag. Except Mass)										
1. Veterans	13 900	55 900	24.87	4	99.48					
2. Minority	45 000	19 5400	23.03	3	69.09					
3. Poor	31 700	146 800	21.59	3	64.77					
4. Handicapped	2 900	14 000	20.71	3	62.13					
5. UI Claimants	11 500	80 300	14.34	3	43.02					
6. Youths (under 22)	47 500	185 900	25.50	2	51.00					
7. Older Workers (45 & over)	9 800	60 000	16.17	2	32.34					
TOTAL						50021	84.31	15%	121	



BALANCED PLACEMENT FORMULA FOR ALLOCATION OF FY 1975 ES TITLE III FUNDS
 PLACEMENT SERVICES
 QUALITATIVE DATA WORKSHEET

ITEM	No. of Individuals Placed (FY 1973 & 1st quarter FY 1974)	% Distribution of Individuals Placed			Weight	% x Weight (Col. 2 x Col. 3)	National Average	% FOR BUDGET ALLOCATION				
		1	2	3				Credit Index (Col. 4 as % of Col. 5)	Budget Weight (Col. 6 x Col. 7)	Adjusted Budget Weight (Col. 6 x Col. 7)		
1. DURATION												
a. Less than 4 days	9200	8.50	1	8.50	8.50							
b. 4 - 150 days	23 00	21.53	2	43.06								
c. Over 150	75 700	69.96	3	209.88								
Total	108 200				261.44	255.85	102.18	5%			5.11	
2. SKILL LEVEL												
a. Group I	3200	27.73	4	10.92								
b. Group II	27900	25.36	3	76.08								
c. Group III	25 200	23.91	3	68.73								
d. Group IV	21 300	19.36	3	58.08								
e. Group V	26 100	23.73	2	47.46								
f. Group VI	6500	5.91	1	5.91								
Total	110000				262.18	271.29	97.41	5%			4.87	
3. WAGES												
a. Under \$1.60	10400	9.34	1	9.34								
b. \$1.60 - \$2.49	87 500	22.90	2	157.80								
c. \$2.50 AND OVER	13 100	11.76	3	35.28								
Total	111400											
GRAND TOTAL							205.19	220.51	93.14	5%		4.66



U.S. DEPARTMENT OF LABOR • Manpower Administration
BALANCED PLACEMENT FORMULA FOR ALLOCATION OF FY 1975 ES TITLE III FUNDS
 ADJUSTMENT OF PLACEMENT PERFORMANCE FOR UNEMPLOYMENT RATE

1. BUDGET WEIGHTS (Tables 1A, 1B, 2A, 2B)	
a. Adjusted Budget Weight, Table 1A, Col. 7 (Performance in Relation to Plan)	17.66
b. Adjusted Budget Weight, Table 1B, Col. 7 (Productivity)	12.97
c. Adjusted Budget Weight, Table 2A, Col. 9 (Types of Individuals Placed)	12.65
d. Adjusted Budget Weight, Table 2B, Col. 9 (Types of Jobs)	14.64
e. TOTAL Adjusted Budget Weights, Placement Services	62.92

2. ADJUSTMENT FOR UNEMPLOYMENT RATE	
a. State Rate Calendar 1973	4.2
b. National Rate Calendar 1973 No Adjustment Range 4.4 thru 5.4	4.9%
c. Appropriate Adjustment to Item 1a. (See Item 4 below)	98%

3. Placement Services Budget Weight, Adjusted for Unemployment (% in Item 2c, applied to Item 1e)	61.66
---	-------

4. TABLE ON UNEMPLOYMENT ADJUSTMENT

a. State Rate Equal to National Average ± 0.5 percentage points = 100--No adjustment for States in this range.

b. Rate Above Range in Item 4a--100% plus 1% for each 1/10 percentage point that State rate is above top of range, up to maximum of 110 percent. Enter as Item 2c above.

c. Rate Below Range in Item 4a--100 percent minus 1% for each 1/10 percentage point below bottom of range, with a floor of 55%. Enter as Item 2c above.

$$\begin{array}{r}
 4.4 \\
 4.2 \\
 \hline
 2.9\%
 \end{array}
 \qquad
 \begin{array}{r}
 100 \\
 -2 \\
 \hline
 98
 \end{array}$$

TABLE 4

U.S. DEPARTMENT OF LABOR • Manpower Administration
BALANCED PLACEMENT FORMULA FOR ALLOCATION OF FY 1975 ES TITLE III FUNDS
EMPLOYER SERVICES WORKSHEET

ITEM	PENETRATION AND EFFECTIVENESS				% FOR BUDGET ALLOCATIONS		
	Number	Percent (Item a as % of Item b)	National Average %	Credit Index (Col. 2 as % of Col. 3)	Budget Weight %	Adjusted Budget Weight (Col. 4 x Col. 5)	
	1	2	3	4	5	6	
1. Penetration of Employment Market							
a. Job Openings Received (Non-Ag.) (FY 1973 + 1st quarter FY 1974)	204,500						
b. Non-Ag. Wage and Salary Employment (9/73) (Less Govt. + Constr.)	202,300						
c. Item a as Percent of Item b (x 100)		22.66	23.80	96.43	7%	6.75	
2. Effectiveness in Filling Jobs							
a. Job Openings Filled (Non-Ag.) (FY 1973 + 1st quarter FY 1974)	137,500						
b. Job Openings Received (Non-Ag.) (FY 1973 + 1st quarter FY 1974)	204,500						
c. Item a as Percent of Item b		67.79	59.85	108.25	8%	8.66	
TOTAL					15%	15.41	



TABLE 3

U.S. DEPARTMENT OF LABOR • Manpower Administration

BALANCED PLACEMENT FORMULA FOR ALLOCATION OF FY 1975 ES TITLE III FUNDS
EMPLOYMENT ASSISTANCE WORKSHEET

ITEM.	Number		Percent	National Average %	Credit Index (Col. 2 as % of Col. 3)	Budget % Weight	Adjusted Budget Weight (Col. 4 x Col. 5)
	1	2					
A. TESTING (FY 1973 + 1st Quarter FY 1974)							
1. Aptitude Testing (GATB & MATB)							
a. Individuals Tested	92331						
b. Individuals Counseled	26478						
c. Item a as % of Item b			34.86	44.53	78.28	3%	2.35
2. Performance & Selection Testing (incl. SATB)							
a. Individuals Tested	39515						
b. Job Openings Received	704500						
c. Item a as % of Item b			14.92	13.01	114.68	2%	2.29
Total Testing						5%	4.64
B. COUNSELING							
C. JOB INFORMATION SERVICE							
D. LABOR MARKET INFORMATION							
E. OCCUP. ANALYSIS & OTHER TECHNICAL SERVICES							
TOTAL						25%	24.64

*All items except testing will be kept in hold-fast positions shown until appropriate ratios for adjustment, can be devised.

SAMPLE



BALANCED PLACEMENT FORMULA FOR ALLOCATION OF FY 1976
ES TITLE III FUNDS
QUANTITATIVE WORKSHEET

TABLE I QUANTITATIVE FACTORS	1	2	3	4	5	6	7	8
	PLACEMENT PERFORMANCE	ES MANYEARS WORKED	PERFORMANCE PER MANYEAR Col. 1 ÷ Col. 2	NATIONAL AVERAGE	CREDIT INDEX Col. 3 ÷ Col. 4	BUDGET WEIGHT	ADJUSTED BUDGET WEIGHT	TOTAL
IA. PRODUCTIVITY (Agric. & Nonagric. except Staff)	85,030	480.00	177.146	139.178	127.280			
	49,900	266.30	187.271	167.764	111.627	20%	23.891	
AVERAGE CREDIT INDEX								
2. PLACEMENT TRANSACTIONS FY 1974 FY 1975								
								32.695
PRODUCTIVITY SUBTOTAL								
IB. EFFECTIVENESS IN PLACING APPLICANTS								
1. APPLICANTS SERVED FY 1974 FY 1975	NEW APPLICANTS AND RENEWALS	NUMBER UNEMPLOYED	PERCENT ACCOMPLISHED Col. 1 ÷ Col. 2	NATIONAL AVERAGE	CREDIT INDEX Col. 3 ÷ Col. 4	BUDGET WEIGHT	ADJUSTED BUDGET WEIGHT	TOTAL
	301,837 221,005	288,960 221,000	104.456 100.002	80.118 81.162	130.378 123.213 126.795	7%	8.876	
AVERAGE CREDIT INDEX								
2. PLACEMENT RATE FY 1974 FY 1975	INDIVIDUALS PLACED	NEW APPLICANTS AND RENEWALS	PERCENT ACCOMPLISHED Col. 1 ÷ Col. 2	NATIONAL AVERAGE	CREDIT INDEX Col. 3 ÷ Col. 4	BUDGET WEIGHT	ADJUSTED BUDGET WEIGHT	TOTAL
	85,030 49,900	301,837 221,005	28.171 22.579	26.619 25.551	105.830 88.368 97.099	8%	7.768	16.644
PLACEMENT SUBTOTAL								



2. FY 1976 BPF

110

175

BALANCE PLACEMENT FORMULA FOR ALLOCATION OF FY 1976
ES TITLE III FUNDS

QUANTITATIVE WORKSHEET

TABLE 1 QUANTITATIVE FACTORS	QUANTITATIVE WORKSHEET							
	1	2	3	4	5	6	7	8
IC. EFFECTIVENESS IN FILLING JOBS	OPENINGS RECEIVED	NONAGRIC. EMPLOYMENT	PERCENT ACCOMPLISHED Col. 1 ÷ Col. 2	NATIONAL AVERAGE	CREDIT INDEX Col. 3 ÷ Col. 4	BUDGET WEIGHT	ADJUSTED BUDGET WEIGHT	TOTAL
	189,975 93,021	2,000,900 2,051,800	9.494 4.534	9.979 4.325	95.140 104.832 99.986	5%	4.999	
	AVERAGE CREDIT INDEX							
1A. NONAGRIC. FILL RATE	OPENINGS FILLED	OPENINGS RECEIVED	PERCENT ACCOMPLISHED Col. 1 ÷ Col. 2	NATIONAL AVERAGE	CREDIT INDEX Col. 3 - Col. 4	BUDGET WEIGHT	ADJUSTED BUDGET WEIGHT	
	114,901 59,997	189,975 93,021	60.482 64.498	62.347 68.104	97.006 94.705 95.855	6%	5.751	
	AVERAGE CREDIT INDEX							
2. AGRICULTURAL FILL RATE	OPENINGS FILLED 150 Days or Less	OPENINGS RECEIVED 150 Days or Less	PERCENT ACCOMPLISHED Col. 1 ÷ Col. 2	NATIONAL AVERAGE	CREDIT INDEX Col. 3 - Col. 4	BUDGET WEIGHT	ADJUSTED BUDGET WEIGHT	
	1,306 675	1,413 698	92.427 96.705	96.155 96.357	96.123 100.361 98.242	4%	3.930	
	AVERAGE CREDIT INDEX							
	JOB OPENINGS SUBTOTAL							14.680
	TABLE 1 QUANTITATIVE TOTAL					60%		64.019

**BALANCED PLACEMENT FORMULA FOR ALLOCATION OF FY 1976
ES TITLE III FUNDS**

QUANTITATIVE WORKSHEET

II.A. TYPES OF INDIVIDUALS PLACED (Spec. & Nonagric. except Blind)	QUANTITATIVE WORKSHEET									
	1	2	3	4	5	6	7	8	9	10
	INDIVIDUALS PLACED	NEW APPS. AND RENEWALS	PERCENT ACCOUNTS Col 1 ÷ Col. 2	NATIONAL AVERAGE	CREDIT INDEX Col. 3 ÷ Col. 4	AVERAGE CREDIT INDEX	POLICY WEIGHT	POLICY WEIGHTED CREDIT INDEX Col. 6 x Col. 7	BUDGET WEIGHT	ADJUSTED BUDGET WEIGHT
1. TARGET GROUPS										
a. VETERANS										
FY 1974	14,503	58,000	25.001	27.329	91.482	85.132	5	425.660		
FY 1975	7,507	40,000	18.767	23.821	78.783					
b. MINORITY										
FY 1974	16,157	50,300	32.121	32.724	98.157	90.836	3	272.508		
FY 1975	7,613	30,715	24.786	29.678	83.516					
c. POOR										
FY 1974	9,751	24,630	39.589	37.309	106.111	101.729	3	305.187		
FY 1975	5,309	15,777	33.650	34.567	97.347					
d. UI CLAIM										
FY 1974	15,703	104,251	15.063	14.827	101.592	101.667	3	305.001		
FY 1975	1,250	11,703	10.681	10.498	101.743					
e. MIGRANTS										
FY 1975	387	863	44.843	45.790	97.932	97.932	3	293.796		
f. WOMEN										
FY 1974	34,903	133,706	26.104	25.414	102.715	95.350	3	286.050		
FY 1975	21,005	93,797	22.394	25.452	87.985					
g. HANDICAPPED										
FY 1974	3,459	13,490	25.641	27.954	91.726	86.747	3	250.241		
FY 1975	1,787	9,246	19.327	23.636	81.769					
h. OLDER WKR.										
FY 1974	7,299	49,903	14.626	17.718	82.549	77.509	3	232.527		
FY 1975	4,101	31,005	13.227	18.252	72.469					
i. YOUTH										
FY 1974	43,577	108,465	50.176	33.701	119.213	108.382	2	216.764		
FY 1975	27,631	83,527	33.080	33.910	97.552					
TOTAL CREDIT INDEX: TARGET GROUPS									2,597.734	
CORRECTED CREDIT INDEX: TOTAL X CORRECTION FACTOR 1/28									97.776	208
										18.555

U.S. DEPARTMENT OF LABOR • Manpower Administration
BALANCED PLACEMENT FORMULA FOR ALLOCATION OF FY 1976
ES TITLE III FUNDS
 QUALITATIVE WORKSHEET

TABLE II QUALITATIVE FACTORS	QUALITATIVE WORKSHEET									
	1	2	3	A	5	6	7	8	9	10
	INDIVIDUALS COUNSELED	NEW APPS. AND RENEWALS	PERCENT ACCOMPLISHED Col. 1 ÷ Col. 2	NATIONAL AVERAGE	CREDIT INDEX - Col. 3 ÷ Col. 4	AVERAGE CREDIT INDEX	BUDGET WEIGHT	ADJUSTED BUDGET WEIGHT	TOTAL BUDGET WEIGHT	TOTAL
11A. TYPES OF INDIVIDUALS PLACED (Active & Nonactive, except Nas)										
2. COUNSELED APPLICANTS										
a. INDIVIDUALS COUNSELED										
FY 1974	11,749	301,837	3.892	5.751	67.675	66.864	2%	1.337		
FY 1975	7,206	221,005	3.261	4.896	66.054					
b. PLACED AFTER COUNSEL- ING	NUMBER PLACED	NUMBER COUNSELED	PERCENT ACCOMPLISHED Col. 1 ÷ Col. 2	NATIONAL AVERAGE	CREDIT INDEX Col. 3 ÷ Col. 4	AVERAGE CREDIT INDEX	BUDGET WEIGHT	ADJUSTED BUDGET WEIGHT	TOTAL BUDGET WEIGHT	
FY 1974	2,749	11,749	23.398	23.076	101.395			3.150		
FY 1975	1,641	7,206	22.773	20.841	109.270			5%		
COUNSELED SUBTOTAL										
									25%	23,052

TABLE IIA TYPES OF APPLICANTS: TOTAL BUDGET WEIGHT.



BALANCED PLACEMENT FORMULA FOR ALLOCATION OF FY 1976
ES TITLE III FUNDS

QUALITATIVE WORKSHEET

TABLE II
QUALITATIVE FACTORS

118. TYPES OF JOBS FILLED (PART I)	1	2	3	4	5	6	7	8	9	10
	OPERINGS FILLED	OPENINGS RECEIVED	PERCENT ACCOMPLISHED Col. 1 ÷ Col. 2	NATIONAL AVERAGE	CREDIT INDEX Col. 3 ÷ Col. 4	AVERAGE CREDIT INDEX	POLICY WEIGHT	POLICY WEIGHTED CREDIT INDEX	BUDGET WEIGHT	ADJUSTED BUDGET WEIGHT
1. DURATION 1 - 3 Days FY 1974 - FY 1975	14,298	15,908	89.908	95.012	94.688					
	6,479	7,201	89.974	95.277	94.434	1	94.531			
	27,003	43,009	62.785	78.159	80.330					
4 - 150 Days FY 1974 FY 1975	19,899	28,989	68.643	84.832	80.916	3	241.869			
	73,979	132,006	56.042	53.142	105.457					
Over 150 Days FY 1974 FY 1975	35,000	56,475	61.974	59.211	104.666	5	525.305			
	TOTAL CREDIT INDEX FOR DURATION									
CORRECTED CREDIT INDEX: TOTAL X CORRECTION FACTOR 1/9										
2. WAGES Under \$2.50 FY 1974	72,607	111,215	65.285	71.274	91.597					
	36,283	54,317	66.799	77.419	86.282	1	88.939			
\$2.50 - 3.39 FY 1974	27,477	43,931	62.546	60.329	103.674					
	13,543	21,009	64.463	70.670	91.217	3	292.335			
\$3.40 & Over FY 1974	13,407	25,141	53.327	52.451	101.670					
	7,449	11,803	63.111	58.186	108.462	5	525.330			
3.50 & Over FY 1975	TOTAL CREDIT INDEX FOR WAGES									
	CORRECTED CREDIT INDEX: TOTAL X CORRECTION FACTOR 1/9									
								861.705		
								95.745	5%	4.787
								906.604		
								100.734	5%	5.037



**BALANCED PLACEMENT FORMULA FOR ALLOCATION OF FY 1976
ES TITLE III FUNDS**

QUALITATIVE WORKSHEET

TABLE II QUALITATIVE FACTORS	QUALITATIVE WORKSHEET									
	1	2	3	4	5	6	7	8	9	10
II B. TYPES OF JOBS FILLED (PART 2)	OPENINGS FILLED	OPENINGS RECEIVED	PERCENT ACCOMPLISHED Col. 1 ÷ Col. 2	NATIONAL AVERAGE	CREDIT INDEX Col. 3 × Col. 4	AVERAGE CREDIT INDEX	POLICY WEIGHT	POLICY WEIGHTED CREDIT INDEX	BUDGET WEIGHT	ADJUSTED BUDGET WEIGHT
I 3. OCCUPATIONAL LEVEL: FY 1974 FY 1975	2,397 1,187	6,895 3,201	34.764 37.082	47.786 50.851	72.750 72.921	72.835	5	364.175		
II FY 1974 FY 1975	34,107 17,509	61,976 29,989	55.033 58.384	55.132 60.271	99.820 96.869	98.344	3	295.032		
III FY 1974 FY 1975	24,472 11,379	36,467 15,337	67.107 74.193	60.168 68.428	111.533 108.425	109.980	3	329.940		
IV FY 1974 FY 1975	13,581 7,103	23,534 10,618	57.708 66.896	64.529 72.684	89.430 92.037	90.733	3	272.199		
V FY 1974 FY 1975	33,437 20,689	50,995 29,347	65.569 70.498	88.465 91.518	74.119 77.032	75.575	2	151.150		
VI FY 1974 FY 1975	8,701 3,827	12,927 5,601	67.309 68.327	79.808 84.080	84.339 81.264	82.801	1	82.801		
TOTAL CREDIT INDEX - SKILL LEVEL								1,495.297		
CORRECTED CREDIT INDEX - TOTAL X CORRECTION FACTOR 1/17								87.959	5%	4,398

TABLE IIB TYPES OF JOBS TOTAL BUDGET WEIGHT (PART 1 & 2)		15%	14,222
QUALITATIVE TOTAL		40%	37,272
TOTAL QUANTITATIVE AND QUALITATIVE		100%	100,091



APPENDIX B

Arithmetic Statement of FY 1976 BPF

116

181

Appendix B.1

Arithmetic Statement of the FY76 BPF:

Notation and Abbreviations (in order of appearance)

Subscripts: i - Indicates i-th state. Absence indicates national total.
j - Indicates j-th performance indicator.
Superscripts: 74 - Indicates data for FY74.
75 - Indicates data for first half of FY75.
76 - Indicates FY76.

MYP - Manyears Paid	IC - Individuals Counseled
PS - Summary Performance Score	IPC - Individuals Placed after Counseling
PI - Performance Indicator	
NA - National Average	
PW - Policy Weight (Integer equal to 1 unless otherwise stated)	D1 - Duration -13 days
CF - Correction Factor (Integer)	D2 - Duration 4-150 days
BW - Budget Weight (Decimal)	D3 - Duration over 150 days
IP - Individuals Placed	W1 - Wage Rate under 2.50
MYW - Manyears Worked	W2 - FY74 Wage Rate 2.50-3.39
P - Placement Transactions	FY75 Wage Rate 2.50-3.49
	W3 - FY74 Wage Rate 3.40 and over
	FY75 Wage Rate 3.50 and over
AR - New Applicants and Renewals	
U - Number of Individuals Unemployed	01 - Occupational Group I
	02 - Occupational Group II
Nonag - Nonagricultural	03 - Occupational Group III
Ag - Agricultural	04 - Occupational Group IV
Emp - Average Employment	05 - Occupational Group V
OR - Openings Received	06 - Occupational Group VI
OF - Opneings Filled	
Vet - Veterans	
Min - Minority	
Poor - Poor	
UI - UI Claimants	
Mig - Migrants	
Wmn - Women	
Hdcp - Handicapped	
OW - Older Workers	
Yth - Youth	

Appendix B.2

Arithmetic Statement of the FY76 BPF
Allocation Procedure:

$$MYP_i^{76} = \left\{ \left[1 + .4 (1 - PS_i) \right] MYP_i^{75} + 1242.37 \frac{U_i}{U_i} \right\} .8$$

Generalized Arithmetic Statement of FY76 BPF:

$$PS_i = \left[\frac{\frac{PI_{ij}^{74}}{NA_j^{74}} + \frac{PI_{ij}^{75}}{NA_j^{75}}}{2} \right] \frac{PW_j}{CF_j} BW_j$$

Detailed Arithmetic Statement of FY76 BPF: Computation of Summary Performance Score (PS)

I.A. Placement Productivity

$$\left(\frac{IP_{i,74}/MYW_{i,74} + IP_{i,75}/MYW_{i,75}}{2} + \frac{P_{i,74}/MYW_{i,74} + P_{i,75}/MYW_{i,75}}{2} \right) \cdot 20 + \left(\frac{AR_{i,74}/U_{i,74} + AR_{i,75}/U_{i,75}}{2} + \frac{AR_{i,74}/AR_{i,74} + AR_{i,75}/AR_{i,75}}{2} \right) \cdot 10 + \left(\frac{IP_{i,74}/AR_{i,74} + IP_{i,75}/AR_{i,75}}{2} + \frac{IP_{i,74}/AR_{i,74} + IP_{i,75}/AR_{i,75}}{2} \right) \cdot 07 + \left(\frac{IP_{i,74}/AR_{i,74} + IP_{i,75}/AR_{i,75}}{2} \right) \cdot 08$$

I.B.1 Applicants Served

$$\left(\frac{Nonag OR_{i,74}/Nonag Emp_{i,74} + Nonag OR_{i,75}/Nonag Emp_{i,75}}{2} + \frac{Nonag OR_{i,74}/Nonag OR_{i,74} + Nonag OR_{i,75}/Nonag OR_{i,75}}{2} \right) \cdot 05 + \left(\frac{Nonag OF_{i,74}/Nonag OR_{i,74} + Nonag OF_{i,75}/Nonag OR_{i,75}}{2} \right) \cdot 06$$

I.B.2 Placement Rate

$$\left(\frac{IP_{i,74}/AR_{i,74} + IP_{i,75}/AR_{i,75}}{2} \right) \cdot 07 + \left(\frac{IP_{i,74}/AR_{i,74} + IP_{i,75}/AR_{i,75}}{2} \right) \cdot 08$$

I.C.1.a. Nonag Penetration

$$\left(\frac{Nonag OR_{i,74}/Nonag Emp_{i,74} + Nonag OR_{i,75}/Nonag Emp_{i,75}}{2} + \frac{Nonag OR_{i,74}/Nonag OR_{i,74} + Nonag OR_{i,75}/Nonag OR_{i,75}}{2} \right) \cdot 05 + \left(\frac{Nonag OF_{i,74}/Nonag OR_{i,74} + Nonag OF_{i,75}/Nonag OR_{i,75}}{2} \right) \cdot 06$$

I.C.2 Ag Fill Rate

$$\left(\frac{Ag OF_{i,74}/Ag OR_{i,74} + Ag OF_{i,75}/Ag OR_{i,75}}{2} + \frac{Ag OF_{i,74}/Ag OR_{i,74} + Ag OF_{i,75}/Ag OR_{i,75}}{2} \right) \cdot 04$$

II.A.1 Target Groups (Placement Rate)

$$\left(\frac{Vet IP_{i,74}/Vet AR_{i,74} + Vet IP_{i,75}/Vet AR_{i,75}}{2} + \frac{MinIP_{i,74}/MinAR_{i,74} + MinIP_{i,75}/MinAR_{i,75}}{2} \right) \cdot 5 + \left(\frac{MinIP_{i,74}/MinAR_{i,74} + MinIP_{i,75}/MinAR_{i,75}}{2} + \frac{MinIP_{i,74}/MinAR_{i,74} + MinIP_{i,75}/MinAR_{i,75}}{2} \right) \cdot 3 + \left(\frac{MinIP_{i,74}/MinAR_{i,74} + MinIP_{i,75}/MinAR_{i,75}}{2} + \frac{MinIP_{i,74}/MinAR_{i,74} + MinIP_{i,75}/MinAR_{i,75}}{2} \right) \cdot 3$$

$$\left(\frac{UI IP_{i,74}/UI AR_{i,74} + UI IP_{i,75}/UI AR_{i,75}}{2} + \frac{Mig IP_{i,75}/Mig AR_{i,75}}{2} \right) \cdot 3 + \left(\frac{Mig IP_{i,75}/Mig AR_{i,75}}{2} + \frac{Mig IP_{i,75}/Mig AR_{i,75}}{2} \right) \cdot 3 + \left(\frac{Wmn IP_{i,74}/Wmn AR_{i,74} + Wmn IP_{i,75}/Wmn AR_{i,75}}{2} + \frac{Wmn IP_{i,74}/Wmn AR_{i,74} + Wmn IP_{i,75}/Wmn AR_{i,75}}{2} \right) \cdot 3$$

$$\left(\frac{Hdcp IP_{i,74}/Hdcp AR_{i,74} + Hdcp IP_{i,75}/Hdcp AR_{i,75}}{2} + \frac{OWIP_{i,74}/OWAR_{i,74} + OWIP_{i,75}/OWAR_{i,75}}{2} \right) \cdot 3 + \left(\frac{OWIP_{i,74}/OWAR_{i,74} + OWIP_{i,75}/OWAR_{i,75}}{2} + \frac{OWIP_{i,74}/OWAR_{i,74} + OWIP_{i,75}/OWAR_{i,75}}{2} \right) \cdot 3 + \left(\frac{YthIP_{i,74}/YthAR_{i,74} + YthIP_{i,75}/YthAR_{i,75}}{2} + \frac{YthIP_{i,74}/YthAR_{i,74} + YthIP_{i,75}/YthAR_{i,75}}{2} \right) \cdot 3 \cdot 20$$

II.A.2 Counseled Applicants

$$\left(\frac{IC_{i,74}/AR_{i,74} + IC_{i,75}/AR_{i,75}}{2} + \frac{IC_{i,74}/AR_{i,74} + IC_{i,75}/AR_{i,75}}{2} \right) \cdot 02 + \left(\frac{IPC_{i,74}/IC_{i,74} + IPC_{i,75}/IC_{i,75}}{2} + \frac{IPC_{i,74}/IC_{i,74} + IPC_{i,75}/IC_{i,75}}{2} \right) \cdot 03$$

II.B.1 Types of Jobs Filled, By Duration;

$$\left(\frac{D1OF_{i,74}/D1OR_{i,74}}{2} + \frac{D1OF_{i,75}/D1OR_{i,75}}{1} \right) + \left(\frac{D2OF_{i,74}/D2OR_{i,74}}{2} + \frac{D2OF_{i,75}/D2OR_{i,75}}{3} \right) + \left(\frac{D3OF_{i,74}/D3OR_{i,74}}{2} + \frac{D3OF_{i,75}/D3OR_{i,75}}{5} \right) = \frac{.05}{9}$$

II.B.2 by Wage Rate;

$$\left(\frac{W1OF_{i,74}/W1OR_{i,74}}{2} + \frac{W1OF_{i,75}/W1OR_{i,75}}{1} \right) + \left(\frac{W2OF_{i,74}/W2OR_{i,74}}{2} + \frac{W2OF_{i,75}/W2OR_{i,75}}{3} \right) + \left(\frac{W3OF_{i,74}/W3OR_{i,74}}{2} + \frac{W3OF_{i,75}/W3OR_{i,75}}{5} \right) = \frac{.05}{9}$$

II.B.3 and by Occupation

$$\left(\frac{O1OF_{i,74}/O1OR_{i,74}}{2} + \frac{O1OF_{i,75}/O1OR_{i,75}}{5} \right) + \left(\frac{O2OF_{i,74}/O2OR_{i,74}}{2} + \frac{O2OF_{i,75}/O2OR_{i,75}}{3} \right) + \left(\frac{O3OF_{i,74}/O3OR_{i,74}}{2} + \frac{O3OF_{i,75}/O3OR_{i,75}}{3} \right) = \frac{.05}{9}$$

$$\left(\frac{O4OF_{i,74}/O4OR_{i,74}}{2} + \frac{O4OF_{i,75}/O4OR_{i,75}}{3} \right) + \left(\frac{O5OF_{i,74}/O5OR_{i,74}}{2} + \frac{O5OF_{i,75}/O5OR_{i,75}}{2} \right) + \left(\frac{O6OF_{i,74}/O6OR_{i,74}}{2} + \frac{O6OF_{i,75}/O6OR_{i,75}}{2} \right) = \frac{.05}{17}$$

APPENDIX C

121

Appendix C.1

Multiple Regression of the Contribution
of FY75 BPF Performance Factors to the
Percent Change in Man-Year Allocation

		Coeff	F Ratio*	Order**
Individuals Placed, Percent of Plan (IP/Pln)		.071	31.55	8
Placement Transactions, Percent of Plan (P/Pln)		.0037	.06	4
Individuals Placed per Man Year (IP/MY)		.0257	15.99	1
Placements Transactions per Man Year (P/MY)		.0163	13.43	11
Percent of Target Groups Placed:				
Veterans	(V/VA&R)	.0234	.30	20
Minority	(M/MA&R)	.0690	4.21	7
Poor	(P/PA&R)	.0376	1.90	18
Handicapped	(H/HA&R)	.0417	1.51	6
UI Claimants	(UI/UIA&R)	.0625	2.95	14
Youth	(Y/YA&R)	.0685	4.18	13
Older Workers	(O/OA&R)	.0337	.58	23
Percent of Individuals Placed by Type of Job:				
Duration:	Less than 4 days	.0199	.16	25
	4-150 days	***	***	-
	Over 150 days	.0380	5.36	15
Skill Level:	I	-.0055	.01	26
	II	.0304	1.19	16
	III	***	***	-
	IV	.0337	.94	21
	V	.0448	2.50	19
	VI	-.0693	.71	22
Wages:	Under \$1.60	-.0312	2.41	10
	\$1.60-2.49	***	***	-
	\$2.50 and over	.0147	2.78	17
Penetration Rate		.0897	16.25	3
Percent of Openings Filled		.0429	4.13	2
Individuals Tested (GATB and NATB) as a Percent of Individuals Counseled		.0280	6.53	9
Individuals Tested (Other) as a Percent of Openings Received		.0496	6.63	12
Unemployment Rate		.7302	67.71	5
FY73 Man Years Paid		.0001	.25	24
Constant		-36.72		
Percent of Variance Explained		99.26		
Standard Error of Estimate		.5582		

Appendix C.2

Multiple Regression of the Contribution
of FY74 BPF Performance Factors to the
Percent Change in Man-Year Allocation
in the FY76 BPF

	<u>Coeff</u>	<u>F Ratio</u>	<u>Order</u>
Individuals Placed Per Man-Year (IP/MY)	.06005	.03149	6
Placement Transactions Per Man-Year (P/MY)	-.02981	.02546	1
Applicants Served (A&R/UNEMP)	.00970	.01298	16
Applicants Placed (IP/A&R)	.30954	.50746	2
Non-Agricultural Penetration	.46244	.16833	5
Non-Agricultural Fill Rate	-.21780	.22027	21
Agricultural Fill Rate	.10093	.04289	7
Veterans Placed	-.05638	.15140	27
Minority Placed	-.06166	.09130	18
Poor Placed	-.15466	.04275	4
U.I. Claimants Placed	.12816	.11200	11
Women Placed	-.10762	.29303	28
Handicapped Placed	.12800	.08671	9
Older Workers Placed	-.02775	.17557	30
Youths Placed	-.13705	.13266	8
Individuals Counseled	.11844	.14897	19
Placed After Counseling	-.03397	.04870	17
Duration 1-3 Days	.01033	.04183	26
Duration 4-150 Days	.02855	.04562	24
Duration Over 150 Days	.12103	.18032	22
Wages Under \$2.50	.09178	.08759	14
Wages \$2.50 - \$3.39	.04667	.07158	23
Wages \$3.40 & Over	.07737	.03760	12
Occupational Level I	.01478	.03543	20
Occupational Level II	.15336	.11812	3
Occupational Level III	-.07019	.08043	13
Occupational Level IV	-.00929	.07330	31
Occupational Level V	-.07532	.06216	10
Occupational Level VI	.00760	.04546	29

Constant = -47.15665

Percent of Variance Explained = 98.57

Appendix C.3

Multiple Regression of the Contribution
of FY75 BPF Performance Factors to the
Percent Change in Man-Year Allocation
in the FY76 BPF

	<u>Coëff</u>	<u>F Ratio</u>	<u>Order</u>
Individuals Placed Per Man-Year (IP/MY)	.04456	3.8456	1
Placement Transactions Per Man-Year (P/MY)	.01737	1.1719	10
Applicants Served (A&R/UNEMP)	.01498	2.7103	11
Applicants Placed (IP/A&R)	.06575	.0162	29
Non-Agricultural Penetration	-.06739	.0481	21
Non-Agricultural Fill Rate	.07486	.21953	2
Veterans Placed	-.00558	.01542	20
Minority Placed	.06995	.24929	25
Poor Placed	.00997	.07811	28
U.I. Claimants Placed	.01683	.02661	17
Migrants Placed	.02693	.03655	7
Women Placed	.01740	.01145	8
Handicapped Placed	.02499	.25400	16
Older Workers Placed	.09996	.16621	3
Youths Placed	.10177	.14350	12
Individuals Counseled	-.06192	.12881	15
Placed After Counseling	.02250	.12140	27
Duration 1-3 Days	-.01859	.05645	19
Duration 4-150 Days	-.05086	.03320	13
Duration Over 150 Days	.06130	.04624	9
Wages Under \$2.50	.05573	.15784	24
Wages \$2.50 - \$3.49	.05986	.07215	18
Wages \$3.50 & Qver	.01763	.06426	23
Occupational Level I	.02238	.04806	--
Occupational Level II	-.02980	.09488	4
Occupational Level III	-.04451	.04114	26
Occupational Level IV	.10684	.10107	14
Occupational Level V	-.02034	.03950	6
Occupational Level VI	-.08530	.04436	22

Constant = -41.83414

Percent of Variance Explained = 99.15

APPENDIX D

BPF Simulation Results

125

Appendix D.1

Assume a 10 Percent Increase in Placement Transactions per Man Year

SIMULATED PERCENT CHANGE IN MANYEARS - SIMULATION 1

ACTUAL PERCENT CHANGE IN MANYEARS	TOTAL	-9999.	-25.	-15.	-10.	-5.	0.	5.	10.	15.	25.	9999.
TOTAL	100.00	51	7.84	7.84	9.80	7.84	17.65	19.61	9.80	15.69	15.69	3.92
-9999.	-25.											
-25.	-15.	8	4	4								
-15.	-10.	15.69	50.00	50.00								
-10.	-5.	5			5							
-5.	0.	9.80			100.00							
0.	5.	4										
5.	10.	7.84										
10.	15.	11										
15.	25.	21.57							81.82	18.18		
25.	9999.	0.										
		0.										
		5.										
		10.										
		15.										
		25.										
		9999.										

Table II

Assume a 10 Percent Upward Manipulation
for Each Item in BPF Table 2B, Types of Jobs

Appendix D.2

SIMULATED PERCENT CHANGE IN MANYEARS - SIMULATION 2

ACTUAL PERCENT CHANGE IN MANYEARS	TOTAL	51	8	15.69	9.80	5	3	12	9	0	5	10	15	25
-9999.	100.00	100.00	15.69	9.80	5	3	12	17.65	7.84	9.80	15.69	9.80	5	25.
-25.			8											
-15.			15.69	100.00										
-10.			9.80	100.00										
-5.			7.84											
0.			21.57											
5.			19.61											
10.			5.88											
15.			9.80											
25.			9.80											
9999.														

SIMULATED PERCENT CHANGE IN MANYEARS • SIMULATION 3

TOTAL 51 100.00 15.69 87.50 20.00 25.00 27.27 10.00 33.33 33.33 60.00 20.00 9.80 9.80 25.00 21.57 19.61 5.88 9.80 9.80 25.00 9999.

ACTUAL
PERCENT
CHANGE IN
MANYEARS

-25. 0. 5. 10. 15. 20. 25. 30. 35. 40. 45. 50. 55. 60. 65. 70. 75. 80. 85. 90. 95. 100. 105. 110. 115. 120. 125. 130. 135. 140. 145. 150. 155. 160. 165. 170. 175. 180. 185. 190. 195. 200. 205. 210. 215. 220. 225. 230. 235. 240. 245. 250. 255. 260. 265. 270. 275. 280. 285. 290. 295. 300. 305. 310. 315. 320. 325. 330. 335. 340. 345. 350. 355. 360. 365. 370. 375. 380. 385. 390. 395. 400. 405. 410. 415. 420. 425. 430. 435. 440. 445. 450. 455. 460. 465. 470. 475. 480. 485. 490. 495. 500. 505. 510. 515. 520. 525. 530. 535. 540. 545. 550. 555. 560. 565. 570. 575. 580. 585. 590. 595. 600. 605. 610. 615. 620. 625. 630. 635. 640. 645. 650. 655. 660. 665. 670. 675. 680. 685. 690. 695. 700. 705. 710. 715. 720. 725. 730. 735. 740. 745. 750. 755. 760. 765. 770. 775. 780. 785. 790. 795. 800. 805. 810. 815. 820. 825. 830. 835. 840. 845. 850. 855. 860. 865. 870. 875. 880. 885. 890. 895. 900. 905. 910. 915. 920. 925. 930. 935. 940. 945. 950. 955. 960. 965. 970. 975. 980. 985. 990. 995. 1000.

128

.....MULTIPLIER PLACEMENT SUMMARY REPORT: MANYLARS.....

	FY76 APPLICATION		FY76 ALTERNATE		FY76 ALTERNATE		FY76 ALTERNATE	
	CHG	INATL	CHG	INATL	CHG	INATL	CHG	INATL
01CT	-13.66	372.10	-24.02	245.88	-25.74	249.48	-27.52	243.49
01MA	-7.69	540.14	-14.84	412.83	-17.75	403.43	-18.43	400.13
01ME	7.23	161.67	4.63	122.72	4.94	133.10	-2.80	123.29
01MH	4.65	90.14	-11.69	64.81	-11.44	69.16	-12.24	68.54
01RI	-3.21	143.93	-13.13	124.41	-10.48	107.60	-19.30	96.99
01VT	3.56	66.47	5.74	73.11	8.54	73.66	-1.89	67.97
02NJ	-14.64	699.02	-24.67	477.31	-22.01	494.20	-27.31	460.58
02NY	-9.14	2757.55	-20.03	1916.91	-18.39	1957.61	-26.92	1753.07
02PR	13.22	294.80	20.43	245.73	13.67	251.26	37.13	302.58
03CC	11.86	245.75	9.66	204.28	11.48	207.68	-2.77	181.14
03CE	-14.76	49.44	-24.62	35.29	-23.93	35.62	-31.14	32.23
03CV	-15.61	261.62	-11.70	211.04	-11.52	211.48	-11.75	210.92
03VA	8.65	423.94	15.96	342.11	11.39	367.05	-13.49	1041.27
03VA	11.91	224.14	11.75	193.22	7.54	185.88	21.12	399.12
04AL	9.75	460.97	9.51	490.22	9.64	389.26	11.39	192.53
04FL	1.14	763.40	4.67	653.64	2.05	637.31	10.94	393.88
04GA	3.47	462.39	5.62	409.11	3.48	400.81	7.79	673.12
04KY	7.52	380.74	17.58	355.85	1.70	356.22	9.71	424.98
04MS	32.15	451.62	51.61	473.49	50.45	469.86	12.57	340.67
04NC	-2.27	432.66	-2.76	502.86	-2.95	501.86	48.21	462.87
04SC	5.53	340.90	4.39	286.49	3.82	286.92	4.43	514.93
04TN	9.79	512.52	1.70	403.08	.51	398.71	2.66	283.73
05IL	-13.88	1005.49	-11.52	831.31	-10.30	812.34	-14.58	773.63
05PA	7.38	725.64	-4.87	541.20	-25.96	598.63	-2.43	555.08
05VA	-1.68	965.09	-24.61	575.54	2.53	598.63	-28.14	581.01
05VA	4.14	570.81	1.19	454.01	-6.14	421.11	5.77	422.77
05WA	-10.05	1025.83	-11.32	781.33	-27.53	638.34	-28.18	632.58
05WI	-4.10	427.23	-1.49	400.62	-4.72	367.50	-4.23	389.28
06AR	25.25	427.85	17.43	352.11	31.92	402.28	30.43	397.73
06LA	14.33	442.94	16.17	421.09	3.00	373.35	6.11	384.62
06MA	12.39	254.00	14.75	200.92	14.19	1605.94	18.18	199.95
06TX	22.24	559.31	17.44	472.54	32.66	533.73	23.86	498.38
07IA	0.94	194.43	9.00	1665.48	14.19	1605.94	15.47	1764.33
07IA	14.67	435.14	12.47	369.50	27.90	420.16	31.27	431.25
07KS	5.53	324.74	1.27	241.40	10.85	265.28	6.24	254.24
07VA	12.35	775.85	4.30	641.68	12.84	668.61	12.51	666.65
07AR	2.20	231.76	13.17	203.26	10.21	308.31	25.34	225.11
08CA	3.55	352.69	2.48	196.61	35.61	213.51	8.03	302.20
08AT	34.24	235.42	33.49	163.40	41.24	172.37	22.07	192.18
06VA	24.41	178.25	17.73	150.52	29.93	146.11	32.17	161.30
06SD	30.62	237.74	24.95	255.04	26.14	240.51	13.24	144.78
06UT	23.62	237.74	24.95	255.04	26.14	240.51	20.19	248.22
05VA	14.64	111.02	23.20	101.45	43.36	118.07	26.43	105.72
06AZ	24.13	426.90	22.09	366.60	33.41	400.53	33.48	400.78
06CA	5.34	2739.39	5.54	2305.45	-0.48	2165.27	4.80	2269.17
06MI	2.07	112.70	0.44	93.36	-14.04	78.33	-14.49	77.91
06VA	24.97	142.24	0.16	140.43	2.67	133.56	-6.36	121.58
10AK	24.51	92.74	40.97	90.43	7.41	77.30	10.25	72.59
10IN	14.86	200.35	23.37	154.63	24.67	194.01	24.47	187.38
10CA	13.37	422.29	11.34	357.10	23.70	325.98	22.83	393.99
10AA	3.93	445.61	25.46	449.49	49.67	533.74	64.33	586.41
TOTAL	394.35	2405.77	374.76	2293.03	432.33	22787.30	317.90	22536.38

Appendix D.5

SIMULATED PERCENT CHANGE IN MANYEARS - FY76 REPLICATION

ACTUAL PERCENT CHANGE IN MANYEARS FY75 BPF	TOTAL	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25				
TOTAL	100.00	0.00	0.00	3.85	9.62	5.77	17.31	11.54	11.54	7.69	11.54	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00				
-9999	0.00	0.00	0.00	3.85	9.62	5.77	17.31	11.54	11.54	7.69	11.54	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00			
-25	0.00	0.00	0.00	3.85	9.62	5.77	17.31	11.54	11.54	7.69	11.54	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00		
-15	0.00	0.00	0.00	3.85	9.62	5.77	17.31	11.54	11.54	7.69	11.54	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00		
-10	0.00	0.00	0.00	3.85	9.62	5.77	17.31	11.54	11.54	7.69	11.54	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00		
-5	0.00	0.00	0.00	3.85	9.62	5.77	17.31	11.54	11.54	7.69	11.54	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	
0	0.00	0.00	0.00	3.85	9.62	5.77	17.31	11.54	11.54	7.69	11.54	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	
5	0.00	0.00	0.00	3.85	9.62	5.77	17.31	11.54	11.54	7.69	11.54	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	
10	0.00	0.00	0.00	3.85	9.62	5.77	17.31	11.54	11.54	7.69	11.54	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	
15	0.00	0.00	0.00	3.85	9.62	5.77	17.31	11.54	11.54	7.69	11.54	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00
20	0.00	0.00	0.00	3.85	9.62	5.77	17.31	11.54	11.54	7.69	11.54	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00
25	0.00	0.00	0.00	3.85	9.62	5.77	17.31	11.54	11.54	7.69	11.54	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00
9999	0.00	0.00	0.00	3.85	9.62	5.77	17.31	11.54	11.54	7.69	11.54	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00
TOTAL	100.00	0.00	0.00	3.85	9.62	5.77	17.31	11.54	11.54	7.69	11.54	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00

130

Appendix D.6

SIMULATED PERCENT CHANGE IN MANYEARS, - FY76 ALTERNATE A

ACTUAL PERCENT CHANGE IN MANYEARS FY75 BPF	9999	25	15	10	5	0	5	10	15	20	25	TOTAL
TOTAL	100.00	5.77	7.69	3.85	3.85	7.69	11.54	7.69	7.69	15.00	15.00	100.00
-9999	0											
-25	.00											
-25	2	1	1	1	1	1	1	1	1	1	1	12
-15	3.85	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	23.08
-10	4	2	1	1	1	1	1	1	1	1	1	10
-10	7.69	50.00	25.00	25.00	25.00	25.00	25.00	25.00	25.00	25.00	25.00	19.23
-10	3	2	1	1	1	1	1	1	1	1	1	4
-5	5.77	66.67	33.33	33.33	33.33	33.33	33.33	33.33	33.33	33.33	33.33	25
-5	5	1	1	1	1	1	1	1	1	1	1	15
0	9.62	20.00	20.00	20.00	20.00	20.00	20.00	20.00	20.00	20.00	20.00	7.69
0	6	1	1	1	1	1	1	1	1	1	1	25
5	11.54	16.67	16.67	16.67	16.67	16.67	16.67	16.67	16.67	16.67	16.67	9999
5	12	2	2	2	2	2	2	2	2	2	2	25
10	23.08	8.33	16.67	8.33	8.33	8.33	8.33	8.33	8.33	8.33	8.33	11.54
10	10	1	1	1	1	1	1	1	1	1	1	25
15	19.23	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	9999
15	4	1	1	1	1	1	1	1	1	1	1	25
25	7.69	25.00	25.00	25.00	25.00	25.00	25.00	25.00	25.00	25.00	25.00	9999
25	6	1	1	1	1	1	1	1	1	1	1	25
9999	11.54											100.0

131



Appendix D.7

SIMULATED PERCENT CHANGE IN MANYEARS - FY76 ALTERNATE B

ACTUAL PERCENT CHANGE IN MANYEARS FY75 BPF	TOTAL	9999	25	15	10	5	0	5	10	15	25
TOTAL	100.00	5.77	7.69	9.62	7.69	3.85	11.54	9.62	9.62	11.54	23.0
9999	0										
25	0.00										
15	3.85		50.00	50.00							
10	7.69	50.00	25.00	25.00							
5	5.77	3	66.67	33.33							
0	9.62	20.00		40.00	20.00						
5	11.54			16.67							
10	23.08			16.67	8.33	16.67	8.33	16.67	8.33	25.00	30.0
15	19.23										
25	7.69										
9999	11.54										

132



Appendix D.8

SIMULATED PERCENT CHANGE IN MANYEARS - FY76 ALTERNATE C

ACTUAL PERCENT CHANGE IN MANYEARS FY75 BPF	TOTAL	-9999.	-25.	-15.	-10.	-5.	0.	5.	10.	15.	25.	9999.										
TOTAL	100.00	52	100.00	11.54	3.85	2	5	9.62	3.85	2	3.85	11.54	5.77	9.62	11.54	6	15.38	8	15.	25.	9999.	
-9999.	0	0	0.00																			
-25.	2	3.85	50.00																			
-15.	4	7.69	75.00																			
-10.	3	5.77	33.33	33.33	33.33	1	1	33.33														
-5.	5	9.62	20.00	20.00	20.00	1	1	20.00														
0.	6	11.54																				
5.	12	23.08																				
10.	10	19.23																				
15.	4	7.69																				
25.	6	11.54																				
9999.																						

133

Appendix D.9

Comparison of Effects of Performance
Ratio Specifications for Types of Jobs,
FY75 Replication compared with Alternate A
(2 States)

FY75 Replication Table 2B

Michigan

	<u>IP</u>	<u>%</u>	<u>PW</u>	<u>Weighted %</u>	<u>NA</u>	<u>CI</u>
L.R.	8249.0000	9.7955	1.0000	9.7955	H	H
	8932.0000	10.6066	2.0000	21.2131	H	H
	67031.0000	79.5979	3.0000	238.7938	H	H
	84212.0000	H	H	269.8025	260.0100	103.7662
Skill	2210.0000	2.3893	4.0000	9.5571	H	H
	26249.0000	28.3782	3.0000	85.1347	H	H
	25230.0000	27.2766	3.0000	81.8297	H	H
	20018.0000	21.6418	3.0000	64.9253	H	H
	16064.0000	17.3670	2.0000	34.7341	H	H
	2726.0000	2.9471	1.0000	2.9471	H	H
	92497.0000	H	H	279.1279	274.1700	101.8083
Wages	2036.0000	2.2016	1.0000	2.2016	H	H
	36835.0000	39.8307	2.0000	79.6613	H	H
	53608.0000	57.9678	3.0000	173.9033	H	H
	92479.0000			255.7662	229.6400	111.3770

Oklahoma

	<u>IP</u>	<u>%</u>	<u>PW</u>	<u>Weighted %</u>	<u>NA</u>	<u>CI</u>
D.R.	13215.0000	18.5247	1.0000	18.5247		
	3136.0000	4.3960	2.0000	8.7921		
	54986.0000	77.0792	3.0000	231.2376		
	71337.0000	H	H	258.5544	260.0100	99.4402
Skill	2186.0000	2.5601	4.0000	10.2404	H	H
	25978.0000	30.4238	3.0000	91.2715	H	H
	16133.0000	18.8940	3.0000	56.6819	H	H
	19710.0000	23.0831	3.0000	69.2494	H	H
	15439.0000	18.0812	2.0000	36.1624	H	H
	5941.0000	6.9577	1.0000	6.9577	H	H
	85387.0000	H	H	270.5635	274.1700	98.6846
Wages	4897.0000	5.7318	1.0000	5.7318	H	H
	55836.0000	65.3542	2.0000	130.7084	H	H
	24703.0000	28.9140	3.0000	86.7421	H	H
	85436.0000			223.1823	229.6400	97.1879

Appendix D.9 (cont'd.)
FY76 Alternate A Table 5

Michigan

	<u>OF</u>	<u>OR</u>	<u>% Filled</u>	<u>PW</u>	<u>Weighted %</u>	<u>NA</u>	<u>CI</u>
ur	42728.0	43356.0	98.5515	1	98.5515	97.2600	101.3279
	8684.0	14556.0	59.6592	2	119.3185	138.5000	86.1505
	64676.0	140828.0	45.9255	3	137.7766	165.3500	83.3242
					355.6466	401.1100	88.6656
kill	2292.0	11840.0	19.3581	4	77.4324	177.0500	43.7348
	29824.0	34580.0	86.2464	3	258.7392	302.6100	85.5025
	18420.0	38308.0	48.0840	3	144.2519	183.2100	78.7358
	38564.0	52368.0	73.6404	3	220.9212	203.4100	108.6088
	20408.0	27424.0	74.4166	2	148.8331	155.6500	95.6204
	6580.0	9092.0	72.3713	1	72.3713	83.3700	86.8074
					922.5491	1105.3000	83.4659
ages	9020.0	14588.0	61.8316	1	61.8316	76.9100	80.3948
	38068.0	55940.0	68.0515	2	136.1030	141.9400	95.8877
	41632.0	56208.0	74.0677	3	222.2032	191.2300	116.1969
	26484.0	46128.0	57.4142	4	229.6566	216.8200	105.9204
					649.7945	626.9000	103.6520

Oklahoma

	<u>OF</u>	<u>OR</u>	<u>% Filled</u>	<u>PW</u>	<u>Weighted %</u>	<u>NA</u>	<u>CI</u>
ur	72532.0	73536.0	98.6347	1	98.6347	97.2600	101.4134
	9232.0	11656.0	79.2038	2	158.4077	138.5000	114.3738
	81768.0	117044.0	69.8609	3	209.5827	165.3500	126.7510
					466.6251	401.1100	116.3334
ki	15124.0	10844.0	47.2519	4	189.0077	177.0500	106.7539
	33428.0	28788.0	116.1178	3	348.3535	302.6100	115.1163
	24392.0	29548.0	82.5504	3	247.6513	183.2100	135.1735
	39248.0	46668.0	84.1005	3	252.3014	203.4100	124.0359
	37036.0	39664.0	93.3743	2	186.7487	155.6500	119.9799
	24304.0	25060.0	96.9832	1	96.9832	83.3700	116.3287
					1321.0458	1105.3000	119.5192
ag	18472.0	23296.0	79.2926	1	79.2926	76.9100	103.0979
	135276.0	154464.0	87.5777	2	175.1554	141.9400	123.4010
	45316.0	54192.0	83.6212	3	250.8636	191.2300	131.1842
	11960.0	20148.0	59.3607	4	237.4429	216.8200	109.5115
					742.7545	626.9000	118.4805

APPENDIX E

Analysis of the Effects of External
Factors on ES Performance:
Regression Analysis Results

136

Appendix E.1

SUMMARY OF MULTIPLE REGRESSION ANALYSIS OF
RELATIONSHIPS BETWEEN
SELECTED ES PERFORMANCE MEASURES AND
SELECTED EXTERNAL ECONOMIC FACTORS
(7/1/72 - 9/30/73)

EXTERNAL FACTORS	ES PERFORMANCE MEASURES			
	INDIVIDUALS PLACED PER MAN YEAR	PLACEMENTS PER MAN YEAR	PENETRATION RATE	PERCENT OF OPENINGS FILLED
UNEMPLOYMENT: 1973 RATE	-6.22	-7.18	-.82*	-.42
PERCENT CHANGE, 72-73	.55	.59	.04	.07
PERCENT OF 1973 EMPLOYMENT IN:				
MANUFACTURING	-2.31	-5.11	-.83	-1.80**
CONTRACT CONSTRUCTION	-10.76	-19.59	-2.33	-6.73*
GOVERNMENT	-1.64	-.91	.37	-1.19
OTHER INDUSTRIES	-3.04	-4.98	-.57	-1.59**
PERCENT OF U.S. EMPLOYMENT, 1973	-2.54	-2.51	-.55	-.11
RATE OF GROWTH OF EMPLOYMENT, 1972-73	7.66**	9.55	.66	.55
RATE OF NEW HIRES IN MANUFACTURING, 1973	-2.87	12.67	2.01**	1.26
AVERAGE HOURLY WAGE IN MANUFACTURING, 1973	-9.02	NIL	-2.63	-.54
PERCENT IN UNIONS, 1970	NIL	1.10	.14	.07
PERCENT IN MINORITY GROUPS, 1970	.17	.56	-.02	.15
PERCENT LOW WAGE WORKERS, 1970	9.44**	8.53	.31	2.89**
PERCENT OF VARIANCE EXPLAINED	66.82%	60.74%	72.36%	70.65%
STANDARD ERROR OF ESTIMATE	27.52	48.91	5.90	7.21
CONSTANT	348.07	487.87	72.40	194.61
MEAN	135.13	200.39	21.80	59.59

* SIGNIFICANT AT .05 LEVEL.

137

NOVEMBER 6, 1974

Appendix E.2

STEPWISE REGRESSION ANALYSES OF
RELATIONSHIPS BETWEEN SELECTED ES
PERFORMANCE MEASURES AND
EXTERNAL ECONOMIC FACTORS*
(7/1/72 - 9/30/73)

<u>ES PERFORMANCE MEASURE</u>	<u>EXTERNAL FACTOR</u>	<u>REGRESSION COEFFICIENT</u>	<u>% VARIANCE EXPLAINED</u>	<u>STANDARD ERROR</u>	<u>CONSTANT</u>
INDIVIDUALS PLACED PER 1000 EMPLOYED PER YEAR	1. UNEMPLOYMENT RATE 1973	-8.50	56.63	27.83	- .52
	2. % LOW WAGE WORKERS	12.16			
PLACEMENTS PER 1000 EMPLOYED PER YEAR	1. RATE OF GROWTH OF EMPLOYMENT, 1973	11.11	48.55	49.53	-63.84
	2. % LOW WAGE WORKERS	14.77			
PENETRATION RATE	1. % EMPLOYMENT IN GOVERNMENT, 1973	1.59	64.80	5.81	-20.02
	2. RATE OF NEW HIRES IN MANUFACTURING, 1973	2.63			
PERCENT OF OPENINGS FILLED	1. % EMPLOYMENT IN CONSTRUCTION, 1973	-3.32	58.54	7.56	15.92
	2. % EMPLOYMENT IN GOVERNMENT, 1973	.77			
	3. % LOW WAGE WORKERS	3.33			

FACTORS SIGNIFICANT AT .05 LEVEL.

138

Appendix E.3

Summary of Multiple Regression Analysis of
 Relationships Between
 Selected ES Performance Measures and
 Selected External Economic Factors
 (FY74)

EXTERNAL FACTORS	ES PERFORMANCE MEASURES		
	INDIVIDUALS PLACED PER MAN YEAR	PENETRATION RATE	PERCENT OF OPENINGS FILLED
Unemployment: 1973 Rate	-1.79	.16	-1.05
Percent Change, 72-73	.18	.06	-.22**
Percent of 1973 Employment in:			
Manufacturing	-.35	-.11	.06
Contract Construction	-1.85	-.25	-.59
Government	2.26**	1.50**	1.07**
All Other Industries	-1.77**	-.14	.35
Percent of U.S. Employment, 1973	-1.04	-.72	-.53
Rate of Growth of Employment, 1972-73	4.83	-.24	-2.23**
Rate of New Hires in Manufacturing, 1973	-1.20	2.25**	3.92**
Average Hourly Wage in Manufacturing, 1973	-14.38	-.30	2.47
Percent in Unions, 1970	.61	.18	.05
Percent in Minority Groups, 1970	-.07	-.05	.23**
Percent Low Wage Workers, 1970	6.00**	-.13	2.31**
Percent of Variance Explained	62.27	88.72	70.95
Standard Error of Estimate	25.56	5.86	7.26
Constant	172.79	-8.52	-15.14
Mean	160.75	20.51	69.43

**Significant at .05 Level.

Appendix E.4

Stepwise Regression Analysis of Relationships Between Selected ES Performance Measures and External Economic Factors
(FY74)

<u>ES PERFORMANCE MEASURE (FY74)</u>	<u>EXTERNAL FACTOR</u>	<u>REGRESSION COEFFICIENT</u>	<u>% VARIANCE EXPLAINED</u>	<u>STANDARD ERROR</u>	<u>CONSTANT</u>
Individuals Placed Per Man Year	1. % Employed in misc. Industries, 1973	-1.89	57.56	24.58	100.90
	2. % Growth in Employment, 1972-73	4.78			
	3. % Change in Un-employment Rate, 1972	2.75			
	4. % Low Wage Workers 1970	5.74			
Penetration Rate	1. % Employed in Government, 1973	1.79	85.53	5.83	-24.96
	2. Rate of New Hires in Mfg., 1973	2.06			
Percent of Openings Filled	1. % Growth in Employment, 72-73	-1.49	63.68	7.36	9.37
	2. % Employed in Government, 1973	1.07			
	3. % Change in Un-employment Rate, 1972-73	-.14			
	4. % Low Wage Workers, 1970	2.38			
	5. Rate of New Hires in Mfg., 1973	2.55			
Percent of Applicants Placed	1. % Employed in Government, 1973	.18	32.02	5.50	11.10
	2. % Change in Un-employment Rate, 1972-73	.13			
	3. % Low Wage Workers, 1970	.86			

Correlation Matrix of Variables Used in Second Stage Analysis of Placement Productivity^a

	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)
(1) Individuals Placed Per Man Year FY74	1.000	-.232	.229	.399	.274	-.274	.349	.530	-.118	.673	-.702
(2) Unemployment Rate CY73		1.000	.095	-.275	-.358	-.166	-.161	.052	.278	-.066	.440
(3) Percent Change in Unemployment Rate, 1972-73			1.000	.109	.260	-.323	.429	.213	.280	.277	-.219
(4) Growth in Employment, 1972-73				1.000	.547	-.239	.454	.156	.142	.394	-.286
(5) Rate of New Hires in Manufacturing, 1973					1.000	-.135	.367	.133	.056	.394	-.369
(6) Percent Employed in Manufacturing, 1973						1.000	-.540	-.771	-.790	-.490	.183
(7) Percent Employed in Contract Construction, 1973							1.000	.340	.234	.484	-.267
(8) Percent Employed in Government, 1973								1.000	.329	.591	-.404
(9) Percent Employed in all Other Industries, 1973									1.000	.152	.176
(10) Percent Low Wage Workers, 1970										1.000	-.554
(11) UI Claimants as a Percent of New Applicants and Renewals, FY74											1.000

a- Correlation coefficient must exceed $\pm .300$ to be statistically significant at the .05 level.

Appendix E.6

Summary of Second Stage Multiple Regression
Analysis of the Effects of External
Factors on ES Productivity

Regression Coefficients

<u>Explanatory Variable</u>	<u>Beta^a</u>	<u>b^b</u>
Claimants as a Percent of New Applicants and Renewals, FY74	-.350	-.958
Percent Low Wage Workers, 1970	.289	4.472
Growth in Employment, 72-73	.174	3.440
Percent Employed in Government, 1973	.259	2.396
Percent Employed in Other Industries, 1973, (excluding Contract Construction)	-.210	-1.315

Constant 130.82 Standard Error of Estimate: 22.05

Percent of Variance Explained 67.24%

a- Measures relative variation in productivity attributable to the relative variation of each factor, irrespective of differing units of measurement.

b- Shows the number of units increase or decrease in productivity attributable to a one unit increase in each factor.

Appendix E.7

FY74 Regression Equation

Variable	Coefficient	Std. Error	F Ratio	BETA Coefficient
(Constant	101.47122)			
Low Wage	2 5.35051	2.43853	4.8143	.3224
Claimant	3 -1.07280	.38602	7.7234	-.3786
Growth	4 3.45328	2.37892	2.1072	.1634
Employment	5 -6.26752	6.76513	.8583	-.3572
Unemployment	6 3.39671	6.55435	.2686	.1982
Multiple R	.5670			
Std. Error of Est.	27.5061			

FY75 Regression Equation

Variable	Coefficient	Std. Error	F Ratio	BETA Coefficients
(Constant	167.80212)			
Low Wage	2 3.50117	2.68749	1.6972	.1737
Claimant	3 -1.10132	.34232	10.3508	-.3738
Growth	4 7.27357	2.28935	10.0941	.3261
Employment	5 -13.49751	7.04619	3.6694	-.6147
Unemployment	6 6.75408	6.08948	1.2302	.3451
Multiple R	.6666			
Std. Error of Est.	29.2862			

Appendix E-8

Selected ES Performance Measures for the First Half of FY 1975 and External Factors at the Labor Area Level for 80 SMSAs and 48 Balance of State Areas:

	<u>Mean</u>	<u>Standard Deviation</u>
<u>Performance Measures:</u>		
Individuals Placed as a Percent of New Applicants and Renewals	22.89	7.84
Openings Filled as a Percent of Openings Received	67.29	10.77
Individuals Placed as a Percent of the Number Unemployed	76.02	51.91
Openings Filled as a Percent of Nonagricultural Employment	3.52	2.51
<u>Explanatory Variables</u>		
Rate of Growth of Employment 10/73 - 10/74	3.38	5.08
Area Employment as a Percent of National Employment, 10/74	.78	.77
Area Unemployment as a Percent of National Unemployment, CY74	.78	.85
Unemployment Rate, CY74	5.39	1.71
Percent of Employment in:		
Construction	5.70	1.79
Manufacturing	23.48	10.10
Government	19.04	6.90
UI Claimants as a Percent of New Applicants and Renewals		
Size Class:*	26.15	14.60
Over 3 Million	.023	.152
1-3 Million	.070	.257
Under 1 Million	.531	.501
Balance of State	.375	.486

* Dummy variables. Mean indicates percent of the 128 observations in each size class.

Selected ES Performance Measures for the First Half of FY 1975 and External Factors at the Labor Area Level for 80 SMSAs and 48 Balance of State Areas:

Correlations between Performance Measures and Explanatory Variables

145

Explanatory Variables	Performance Measures			
	Individuals Placed as a Percent of New Applicants and Renewals	Openings Filled as a Percent of Openings Received	Individuals Placed as a Percent of the Number Unemployed	Openings Filled as a Percent of Nonagricultural Employment
Rate of Growth of Employment 10/73 - 10/74	.279	.359	.328	.440
Area Employment as a Percent of National Employment, 10/74	-.066	-.114	-.284	-.246
Area Unemployment as a Percent of National Unemployment, CY74	-.046	-.039	-.357	-.208
Unemployment Rate, CY74	-.118	.016	-.497	-.068
Percent of Employment in:				
Construction	.150	.173	.262	.443
Manufacturing	-.308	-.195	-.331	-.350
Government	.265	.365	.301	.612
UI Claimants as a Percent of New Applicants and Renewals	-.543	-.336	-.359	-.348
Size Class:				
Over 3 million	-.006	-.085	-.124	-.093
1-3 Million	-.066	-.233	-.181	-.163
Under 1 Million	-.196	-.284	-.139	-.273
Balance of State	.239	.442	.278	.397

Appendix E-10

Matrix of Correlations Among Explanatory Variables used in the Analysis of External Factors on ES Performance at the Labor Area Level for 80 SMSAs and 48 Balance of State Areas

Correlations

Explanatory Variables	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	
(1) Rate of Growth of Employment 10/73 - 10/74		-.067	-.010	.089	.300	-.252	.422	-.091	-.130	-.139	-.539	.670
(2) Area Employment as a Percent of National Employment, 10/74		.930	.158	-.275	.192	-.124	.035	.700	.290	-.459	.102	
(3) Area Unemployment as a Percent of National Unemployment, CY74		.422	-.295	.189	-.055	.043	.593	.282	-.491	.172		
(4) Unemployment Rate, CY74		-.237	-.001	.036	.169	.069	.092	-.148	.083			
(5) Percent of Employment in: Construction		-.484	.468	-.148	-.180	-.086	-.068	.172				
(6) Manufacturing		-.478	.251	.023	-.103	-.002	.050					
(7) Government		-.201	-.105	-.054	-.306	.376						
(8) UI Claimants as a Percent of New Applicants and Renewals			.046	.020	.013	-.038						
(9) Size Class: Over 3 Million										-.043	-.165	-.120
(10) 1-3 Million											-.293	-.213
(11) Under 1 Million												-.825
(12) Balance of State												1.000



Appendix E-11

Summary of Regression Analysis of External Factors on Selected ES Performance Measures at the Labor Area Level for the First Half of FY 1975 for 80 SMSAs and 48 Balance of State Areas

147

Regression Coefficients (b)

BETAs (B)

Percent of Variance Explained by Each Factor (Br)

Explanatory Variables	Individuals Placed as a Percent of New Applicants and Renewals (IP/AR)		Individuals Placed as a Percent of the Number Unemployed (IP/U)		Openings Filled as a Percent of Openings Received		Openings Filled as a Percent of Nonagricultural Employment (OF/Emp)					
	b	Br	b	Br	b	Br	b	Br				
Rate of Growth of Employment 10/73 - 10/74	.12	.078	.022	1.11	.109	.036	-.03	-.014	.005	.03	.061	.027
Area Employment as a Percent of National Employment, 10/74	-7.07*	-.694*	.046*	-53.68*	-.796*	.226*	-8.98*	-.642*	.073*	-1.65*	-.506*	.125*
Area Unemployment as a Percent of National Unemployment, CY74	4.91*	.532*	.024*	26.49*	.434*	.155*	6.34*	.500*	.020*	.12	.041	.008
Unemployment Rate, CY74	-1.05*	-.229*	.027*	-19.07*	-.628*	.312*	-.64	-.102	.002	---	---	---
Percent of Employment in:												
Construction	-.55	-.126	.018	-5.69*	-.196*	.051*	-.47	-.078	.014	.19*	.135*	.060*
Manufacturing	-.17*	-.219*	.067*	-1.48*	-.287*	.095*	-.13	-.122	.024	.01	.040	.014
Government	-.03	-.026	.007	.17	.022	.007	.16	.103	.037	.13*	.357*	.219*
UI Claimants as a Percent of New Applicants and Renewals	-.25*	-.466*	.253*	.66*	.186*	.067*	-.20*	-.271*	.091*	-.04*	-.233*	.081*
Size Class:												
Over 3 Million	9.91*	.192*	.001*	---	---	---	---	---	---	4.95*	.300*	.028*
1-3 Million	---	---	---	87.89*	.435*	.079*	-13.10*	-.313*	.073*	---	---	---
Under 1 Million	-1.63	-.104	.020	8.25	.080	.011	-9.00*	-.418*	.119*	-.97	.194	.044
Balance of State	2.36	.146	.035	35.84*	.336*	.093*	---	---	---	.51	.099	.039
Constant	43.89			261.41			86.67			2.06		
Percent of Variance Explained (R ²)	42.04			59.05			37.53			56.53		
Standard Error of Estimate	6.25			34.76			8.87			1.73		

*Significant at the .05 level