

## **SUPPORTING STATEMENT FOR CLEARANCE OF DATA COLLECTION FORMS FOR THE FEDERAL WAGE SYSTEM WAGE SURVEYS**

**Form names and numbers:** DD 1918 Establishment Information Form, DD 1919 Wage Data Collection Form, and DD 1919C Wage Data Collection Continuation Form

**OMB Control Number:** 3206-0036

### **PART B. COLLECTIONS OF INFORMATION EMPLOYING STATISTICAL METHODS**

1. The potential respondent universe is all retail, service, recreational, manufacturing, transportation, communication, electric, gas, sanitary services, and wholesale trades establishments. As a result, statistical sampling is used. These surveys have been conducted since 1973 and yield a response of 21,760 establishments per year.
2. In 1988, OPM approved DOD's assumption of those statistical support functions for FWS wage surveys previously performed under contract by BLS. DOD establishes lists of private sector establishments for FWS wage surveys in the 130 appropriated fund and 118 nonappropriated fund local wage areas. In areas having a relatively small number of establishments within the scope of the survey (usually 100 or fewer), a universe listing of all area firms is provided. Where there is a large number of firms, DOD draws a statistical sample, stratifies companies by size and major industrial category, creates cells of companies, and assigns statistical weights. After the collection period, DOD reweights establishments, as necessary, to ensure statistical validity.
3. DOD selects the establishments to be surveyed. The respondents work directly with data collectors knowledgeable in the occupational areas of the survey, and questions are readily answered regarding any part of the survey. This ensures a maximized response rate from participants.
4. Testing is not required.
5. The statistical design is prescribed by law. OPM implemented the law with the advice of the Federal Prevailing Rate Advisory Committee. Survey methodology is updated as necessary.

The following point of contact at DOD designates FWS wage survey data collectors:

Mr. Karl H. Fendt  
Chief, Salary and Wage Branch  
DOD Defense Civilian Personnel Advisory Service  
4800 Mark Center Drive  
Alexandria, VA 22350-1100  
Email: [karl.h.fendt.civ@mail.mil](mailto:karl.h.fendt.civ@mail.mil)  
Telephone: (571) 372-1618