

<b>U. S. Department of Labor</b> Employment and Training Administration Washington, D.C. 202102	<b>CLASSIFICATION</b> UI
	<b>CORRESPONDENCE SYMBOL</b> TEURA
	<b>DATE</b> March 29, 2000

**DIRECTIVE** : ET HANDBOOK NO. 401, 2ND EDITION, CHANGE 20

**TO** : ALL STATE EMPLOYMENT SECURITY AGENCIES

for

**FROM** : LENITA JACOBS-SIMMONS  
Deputy Assistant Secretary

**SUBJECT** : Change in ETA 203, Characteristics of the Insured Unemployed

1. Purpose. To transmit a revision to the ETA 203 report modifying the classification of race and ethnicity data and changing the coding systems of Industry and Occupation.

2. Reference. UI Information Bulletin No. 19-96, UI Information Bulletin No. 08-99, and Field Memorandum 15-97.

3. Background. The ETA 203 report is used to collect demographic information on the characteristics of the insured unemployed. These data are useful in describing the population of claimants and determining how that population changes over time and under various conditions. They can also be compared with characteristic figures of the total unemployed as published by the Bureau of Labor Statistics (BLS).

The Office of Management and Budget (OMB) has issued a revision to Statistical Policy Directive No. 15, Race and Ethnic Standards for Federal Statistics and Administrative Reporting. Changes have been made to ETA 203, Characteristics of the Insured Unemployed, to reflect this revision.

Changes in the labor market and in technology have caused a need for different standard methodologies in capturing the industry and occupational codes used in this report. The North American Industrial Classification System (NAICS) is a result of the North American Free Trade Agreement and replaces the Standard Industrial Classification (SIC). Many governmental units also are changing to the Standard Occupational Classification (SOC) from the Dictionary of Occupational Titles (DOT). Both of these new systems increase the number of categories contained within them in contrast to the older standard systems.

Accordingly, new instructions are published to accommodate the changes in OMB classification standards for ethnicity and race, the change from the four digit based SIC to NAICS for industry, and the change from DOT to the SOC.

The effective date of these revisions is being coordinated with the BLS implementation of a change for its programs to NAICS scheduled to begin with Calendar Year (CY) 2001.

4. Effective Date. The ETA 203 for claims filed during the week ending January 22, 2001, due in the National Office by February 20, 2001, will utilize the new combination of Race/Ethnic, NAICS, and SOC codes.

5. OMB Approval. These reporting instructions have been approved under the Paperwork Reduction Act of 1995, under OMB No. 1205-0009 with an expiration date of January 31, 2002. Persons are not required to respond to this collection of information unless it displays a currently valid OMB control number. Public reporting burden for this collection of information is mandatory (SSA 303(a)(6)) and after startup programming is completed, is estimated to average 30 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to the U.S. Department of Labor, OWS, Rm. S-4231, 200 Constitution Avenue, N.W., Washington, D.C. 20210 and/or the Office of IRM Policy, U.S. Department of Labor, Room N-1301, (1205-0009) 200 Constitution Avenue, N.W., Washington, D.C. 20210.

6. Action Required.

<u>Remove and Destroy</u>	<u>Insert</u>
Section IV-4 dated 2/93	Section IV-4 dated 1/2001

7. Inquiries. Address all inquiries to the appropriate ETA Regional Office.

8. Attachment. ET Handbook No. 401, Section IV-4 dated 1/2001