

Standard Operating Procedures 3020.5
ES-202/QCEW File Layout
May 5, 2015

I. PURPOSE

This operating procedure specifies the standard layout of the ES-202 or the Quarterly Census of Employment and Wages (QCEW) file that the Local Employment Dynamics (LED) state partners will supply for use in processing and production of the Quarterly Workforce Indicators (QWI).

II. NOTES

1. Failure to follow the standard file layout may reduce data quality in the final QWI.
2. This file is also known as the Enhanced Quarterly Unemployment Insurance (EQUI) file.
3. The Bureau of Labor Statistics (BLS) exercised its interpretation of the Confidentiality Information Protection and Statistical Efficiency Act (CIPSEA) in July 2004. As a result, LED state partners can supply ES-202/QCEW records only where some of the data elements obtained from BLS surveys with a pledge of confidentiality will be suppressed.
4. A description of the QCEW program may be found at <http://www.bls.gov/cew/cewover.htm>.

III. FILENAME CONVENTION

Use STESYYQQ.txt for ES-202 records where ST is the 2-character postal code for your state; ES refers to ES202/QCEW data; and YYQQ is the year and quarter of the data you are sending. For example, MTES0702.txt is the file name for Montana's 2007 Second Quarter ES-202/QCEW records.

IV. CONTACT

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Standard Enhanced Quarterly Unemployment Insurance (EQUI) File Layout

Start	End	Length	A/N	Data Element
1	1	1	A	Transaction Code
2	3	2	N	State FIPS Numeric Code
4	7	4	N	Year
8	8	1	N	Quarter
9	18	10	N	UI Account Number
19	23	5	N	Reporting Unit Number
24	32	9	N	EIN (Employer Identification Number)
33	42	10	N	Predecessor UI Account Number
43	47	5	N	Predecessor Reporting Unit Number
48	57	10	N	Successor UI Account Number
58	62	5	N	Successor Reporting Unit Number
63	97	35	A	Legal/Corporate Name
98	132	35	A	Trade Name/DBA
133	167	35	A	UI Street Address--Line 1
168	202	35	A	UI Street Address--Line 2
203	232	30	A	UI Address--City
233	234	2	A	UI Address--State
235	239	5	A	UI Address--5-Digit ZIP Code
240	243	4	A	UI Address--ZIP Code Extension
244	278	35	A	Physical Location (PLA) Street Address--Line 1
279	313	35	A	Physical Location (PLA) Street Address--Line 2
314	343	30	A	Physical Location Address (PLA)--City
344	345	2	A	Physical Location Address (PLA)--State
346	350	5	A	Physical Location Address (PLA)--5-Digit ZIP Code
351	354	4	A	Physical Location Address (PLA)--ZIP Code Extension
355	389	35	A	Mailing/Other (MOA) Street Address--Line 1
390	424	35	A	Mailing/Other (MOA) Street Address--Line 2
425	454	30	A	Mailing/Other (MOA) Address--City
455	456	2	A	Mailing/Other (MOA) Address--State
457	461	5	A	Mailing/Other (MOA) Address--5-Digit ZIP Code
462	465	4	A	Mailing/Other (MOA) Address--ZIP Code Extension
466	466	1	N	Mailing/Other (MOA) Address Type
467	501	35	A	Reporting Unit Description
502	504	3	N	Area Code
505	507	3	N	Phone Prefix
508	511	4	N	Phone Suffix
512	515	4	N	Setup Date--Year
516	517	2	N	Setup Date--Month
518	519	2	N	Setup Date--Day
520	523	4	N	Initial Date of Liability--Year
524	525	2	N	Initial Date of Liability--Month
526	527	2	N	Initial Date of Liability--Day
528	531	4	N	End of Liability Date--Year
532	533	2	N	End of Liability Date--Month
534	535	2	N	End of Liability Date--Day
536	539	4	N	Reactivation Date--Year

Start	End	Length	A/N	Data Element
540	541	2	N	Reactivation Date--Month
542	543	2	N	Reactivation Date--Day
544	544	1	N	Status Code
545	545	1	A	CES Indicator
546	547	2	N	ARS Response Code
548	551	4	N	ARS Refile Year
552	554	3	N	Old County Code
555	555	1	N	Old Ownership Code
556	559	4	N	ARS Verification Year
560	562	3	N	Old Township Code
563	567	5	N	Maximum Reporting Unit Number
568	568	1	A	MWR Mail Indicator
569	574	6	N	Old NAICS Code
575	575	1	A	Data Source
576	576	1	A	Special Indicator Code
577	580	4	A	Agent Code
581	584	4	N	SIC Code
585	590	6	blank	NSTA Code
591	596	6	N	NAICS Code
597	597	1	N	Ownership Code
598	598	1	A	Organization Type Code
599	601	3	N	County Code
602	604	3	N	Township Code
605	605	1	N	Auxiliary Code
606	611	6	N	First Month Employment
612	612	1	A	First Month Employment Indicator
613	618	6	N	Second Month Employment
619	619	1	A	Second Month Employment Indicator
620	625	6	N	Third Month Employment
626	626	1	A	Third Month Employment Indicator
627	637	11	N	Total Wages
638	638	1	A	Total Wages Indicator
639	649	11	N	Taxable Wages
650	658	9	N	Contributions (Due)
659	659	1	N	Type of Coverage Code
660	660	1	N	MEEI Code
661	661	1	N	Reporting Change Indicator
662	663	2	N	First Comment Code
664	665	2	N	Second Comment Code
666	667	2	N	Third Comment Code
668	724	57	A	Narrative Comment
725	726	2	N	Collection Mode Indicator
727	728	2	N	Economic Code Change Indicator
729	729	1	N	UI Address Type Code
730	737	8	N	Date PLA Changed
738	738	1	A	Geocoding Software (G)
739	739	1	A	Geocoding Source (B)
740	743	4	A	Match Code
744	746	3	A	Location Code
747	755	9	N	Latitude

Start	End	Length	A/N	Data Element
756	766	11	N	Longitude
767	771	5	N	Year/Quarter of New Latitude & Longitude
772	776	5	N	Place Code
777	778	2	A	Class Code
779	793	15	N	Census Block
794	797	4	N	Census Tract
798	798	1	A	Address/Contact Source
799	799	1	A	P/S Partial/Full Indicator
800	803	4	N	P/S Transfer Year
804	805	2	N	P/S Transfer Month
806	807	2	N	P/S Transfer Day
808	808	1	A	Multiple Successors
809	809	1	A	Multiple Predecessors
810	810	1	A	Predecessor Source Code
811	811	1	A	Successor Source Code
812	827	16	A	First Supplemental Predecessor/Successor (Future Use)
828	843	16	A	Second Supplemental Predecessor/Successor (Future Use)
844	844	1	A	ARS Third Party Agent
845	849	5	N	Phone Extension
850	884	35	A	ES-202 Contact (Attention Line)
885	919	35	A	ES-202 Contact Title
920	979	60	A	ES-202 Contact e-mail
980	989	10	N	ES-202 Contact Fax
990	1049	60	A	Website Address
1050	1060	11	A	Future Use
		1060	A = Alphanumeric, N = Numeric	