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MWR Web-Based Reporting Option Now Available

The Bureau of Labor Statistics (BLS) is now offering employers a web-based option for reporting Multiple Worksite Report (MWR) data (i.e., BLS 3020) [www.bls.gov/cew/cewmwr05.htm].

To set up a web account, use the MWR web ID and password located in a starred box in the right-hand middle of your MWR form to log into the secure BLS website: <https://idcf.bls.gov>. The website will take you through step-by-step instructions to set up your account and submit your MWR data.

If you have any questions, you can contact BLS by e-mail at mwr.helpdeskbls.gov or call 1-877-222-0955. Additional instructions for the new paperless reporting method are available at www.bls.gov/cew/reporting_through_the_idcf.pdf.

If you choose the web reporting option, note that:

- Once you submit your data on the web, you will no longer receive paper forms to complete. Each quarter, BLS will send you a reminder e-mail that data collection for the quarter has begun.

- Contact information for your state office can be found at www.bls.gov/cew/cewmwr03.htm.

BLS 3020 – The states are responsible for collecting employment data and providing it to the BLS, which is responsible for compiling statistical information on the U.S. employment situation. For employers with one worksite, the necessary information can be taken from the employer's state unemployment contribution and wage reports. But for multiple worksite employers, the information must be broken down further. Employers with more than one worksite must not only file contribution and wage reports with each state, they must also file quarterly employment and wage reports with the state employment security agency that break down the information by industry and locality. To facilitate the collection of this information and reduce the paperwork burden on multiple worksite employers, the BLS developed a standardized report, BLS 3020 (see *The Payroll Source*®, p. 7-40).