

DO NOT MAIL THIS SAMPLE FORM

MASS LAYOFF STATISTICS

State of California

Labor Market Information Division

Employment Development Department

Mass Layoff Statistics Program

This survey is authorized by Section 309 of PL 105-220, the Workforce Investment Act (WIA). Your voluntary cooperation is needed to make the results of the survey accurate, comprehensive, and timely.

This survey is conducted in cooperation with the Bureau of Labor Statistics. The Bureau of Labor Statistics will use the information you provide for statistical purposes only and will hold the information in confidence to the full extent permitted by law. The participating States will use the information for statistical and Workforce Investment Act purposes.

UI Account Number 000000000

Establishment Name Company Name

NAICS code Type of Business

Trade Name Common Name

OWN code Type of Ownership

Establishment Address Company Location

Quarter in which separation occurred 2006-1

City, State, Zip code City CA 99999

Number of Initial Claims Filed Number Unemployment Claims

Telephone Number (999) 999-9999

Contact Person Company Human Resources Best time to call Fax Number (999) 999-9999

1. Total persons separated Number of employees affected by the layoff

2. Total employment at affected establishment prior to layoff Number of employees before the layoff

3. Actual date(s) of separation(s) When were the employees laid off?

4. Primary reason for separation (please check, comment below) Why were the employees laid off?

- (01) Automation (37) Model changeover
(04) Bankruptcy (40) Natural disaster
(07) Business ownership change (42) Non-Natural disaster
(10) Contract cancellation (46) Plant or machine repair
(13) Contract completed (49) Product line discontinued
(19) Energy-related (52) Reorganization within the company
(22) Environment-related (55) Seasonal
(25) Financial difficulty (58) Slack work
(28) Import competition (61) Vacation period
(31) Labor dispute (64) Weather-related
(34) Material shortage (90) Other (explain)

5. Secondary reason for separation (please check, comment below) Other/additional reasons for the layoff

- (01) Automation (40) Natural disaster
(04) Bankruptcy (42) Non-Natural disaster
(07) Business ownership change (46) Plant or machine repair
(10) Contract cancellation (49) Product line discontinued
(13) Contract completed (52) Reorganization within the company
(19) Energy-related (55) Seasonal
(22) Environment-related (58) Slack work
(25) Financial difficulty (61) Vacation period
(28) Import competition (64) Weather-related
(31) Labor dispute (90) Other (explain)
(34) Material shortage (96) Federal Government cutbacks
(37) Model changeover (97) Federal Government cutbacks, defense-related

6. Did work move to a different location within your company? If so where? Where is the work being done now?

7. Did work move to a different company? If so where? Who is doing the work now? Where?

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8. Operating status of the worksite where the separations occurred (please check):

- (0) establishment and worksites remain open **No change in worksite**
- (1) establishment remaining open, but entire worksites affected by layoffs are closed or planning to close **Shifts are stopped but no change in worksite**
- (2) establishment and all worksites are remaining open, but divisions
- (3) within affected worksites have stopped or are planning to stop operations, or shifts at affected worksites have been or are going to be permanently cut
- (3) partial closure of single-unit establishment **Partial closure of a company**
- (4) full closure of either mult-unit or single-unit establishments **Closing business**

9. Will the same workers be recalled?

- (0) no recall expected \_\_\_\_\_
- (1) yes (please check): \_\_\_\_\_

10. If recall expected, how many to be recalled? **Percent of employee's to be recalled**

- (0) no recall expected \_\_\_\_\_
- (1) 100% recall expected \_\_\_\_\_
- (2) more than 50% but less than 100% will be recalled \_\_\_\_\_
- (3) more than 0 but less than 50% will be recalled \_\_\_\_\_

11. If recall expected, in how many days? **How soon will employees be called back?**

- (1) recall expected in 89 days or less \_\_\_\_\_
- (2) recall expected in 90-180 days \_\_\_\_\_
- (3) recall expected in 181-270 days \_\_\_\_\_
- (4) recall expected in 271-364 days \_\_\_\_\_
- (5) recall expected in 365 days or more \_\_\_\_\_

List county and zip code of location where layoff occurred (if more than three, list primary counties):

**Provide the zip code(S) of the worksite(S) where layoff took place.**

\_\_\_\_\_

\_\_\_\_\_

COMMENTS: **If not a layoff please provide information on the type of business and season of the business**

**to explain the number of unemployment claims. Possible future layoffs?**

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