

Appendix F – Edit Conditions and Formulas

This appendix provides the edit specifications for all the required edits used in the standard State QCEW processing systems and in the BLS system. The edits are presented in edit code order, grouped by edit level. Frequently used formulas, symbols, and abbreviations appear first, followed by edit descriptions. The following information is provided for the edits:

<i>Descriptive Information</i>	<i>Explanation</i>
General Description:	Identifies the data element or elements being edited, and gives the basic purpose of the edit.
Location:	Tells whether the edit is performed in State systems, the BLS system, or both.
Level:	Micro (the Unemployment Insurance/Reporting Unit Number (UI/RUN) record is edited), macro (the county-ownership-industry cell is edited), or both.
Edit Level:	Every edit is included in an edit level, based on its purpose and on the severity of the error or flag. The characteristics of each edit level are explained in the body of the appendix, just before the edit descriptions for that level. There are nine edit levels: <ol style="list-style-type: none"> 1 Pre-edits (edits 001-006) 2 Key field (industry, county, ownership) invalid errors (010-017) 3 Date and status code invalid errors (021-025) 4 Remaining invalid errors (031-080) 5 Large record employment and wage edits (089-099) 6 Warning and other summed level edits (088, 101-146) 7 Predecessor/Successor edits (156-164) 8 Multi-establishment edits (171-185) 9 Wage record edits (193-198)
Edit Type:	Distinguishes between invalid (I) errors and warning (W) flags.
Priority:	A, B, or C. Priorities for correcting or explaining flagged data are discussed in Section 13.3.2.
BLS Edit Publ. Criteria:	Identifies whether a record is included in BLS publication aggregations if one of these edit flags exists. Include = ignore the flag and use the data. Exclude = do not use the record. Records with no edit flags are typically included in publication totals depending on their status code, coverage code, and possibly other factors.

<i>Descriptive Information</i>	<i>Explanation</i>
Edit Message:	The message typically displayed when the edit flag is assigned. Appendix G gives a complete list of edit messages arranged in order by edit code and grouped by edit level.
Edit Conditions:	The data conditions that cause the system to assign the flag. This section sometimes begins with bypasses: data conditions that cause the system to skip the edit and pass the record. The edit conditions are written in the form of system requirements, that is, as instructions to the computer.
Editing Parameters/Tolerances:	Parameters or tolerances (if any) used by the edit. These are displayed with italicized small capital letters. Appendix H provides a consolidated list of the parameters and tolerances for all the edits.
System Action:	Actions taken by State or BLS systems, if they take any action apart from flagging the record. For example, the system may replace invalid values with blanks.

Appendix B (Data Element Definitions) gives the purposes and uses of the data elements being edited, and describes the valid values and default values (where applicable).

Frequently Used Formulas

Average Monthly Employment (AME) is the sum of the three monthly employment fields divided by three:

$$AME = \frac{M1 + M2 + M3}{3}$$

Average Quarterly Wages (AQW) equals Total Wages (TW) divided by Average Monthly Employment:

$$AQW = \frac{TW}{AME}$$

(When AME = 0, then AQW = 0.)

Average Weekly Wages (AWW) equals Average Quarterly Wages divided by 13:

$$AWW = \frac{AQW}{13}$$

Frequently Used Symbols

- Σ sum of (for example, $\Sigma M1_{\text{sub}i} = M1_{\text{sub}1} + M1_{\text{sub}2} + \dots + M1_{\text{sub-last}}$)
- $| |$ absolute value (for example, $|a - b|$ or if $a = 3$ and $b = 5$, then $|3 - 5| = |-2| = 2$)
- \geq greater than or equal
- \leq less than or equal
- \neq not equal
- \pm plus or minus
- \div divided by (for example $AQW = TW \div AME$)
- $\sqrt{\quad}$ may also be used to identify when taking a square root of a number or portion of a formulae (for example, $\sqrt{9} = 3$)
- $n^{1/2}$ square root of n (for example, $9^{1/2} = \text{square root of } 9 = 3$)

Subscripts (letters with a lowered position) show which quarter's data are used:

- Subscripts of "c" represent the current quarter. For example, TW_c = Total Wages for the current quarter.
- Subscripts of "p" represent the prior quarter. For example, AQW_p = Average Quarterly Wages for the prior quarter.
- Subscripts of "cy" represent the quarter one year ago from the current quarter. For example, AME_{cy} = Average Monthly Employment from the quarter one year ago from the current quarter.
- Subscripts of "py" represents the quarter one year ago from the prior quarter. For example, $M1_{py}$ = First Month Employment from the quarter one year ago from the first month of the prior quarter.

Frequently Used Data Field Abbreviations:

AME	Average Monthly Employment
AQW	Average Quarterly Wages
ARS	Annual Refiling Survey
AUX	Auxiliary Code
AWW	Average Weekly Wages
CNTY	County Code
CTB	Contributions Due
EOL	End of Liability Date

LIAB	Initial Liability Date
LWRC	Wage Record Count from Largest Wage Record Contributor (excluding self)
LWRR	Wage Record Count from Largest Wage Record Recipient (excluding self)
M1	First Month Employment
M2	Second Month Employment
M3	Third Month Employment
MEEI	Multi-establishment Employer Indicator
MOA	Mailing Other Address
MWRC	Matched Wage Record Count
OWN	Ownership Code
PLA	Physical Location Address
PRED	Predecessor
QTR	Reference Quarter
REACT	Reactivation Date
RUN	Reporting Unit Number
SETUP	Set-up Date
STATUS	Status Code
SUCC	Successor
TAXW	Taxable Wages
TOWN	Township Code
TW	Total Wages
UI#	UI Account Number
UIA	UI Address
YEAR	Reference Year

QTR refers to the quarter whose data are being edited. Processing quarter refers to the current quarter, i.e., the quarter treated as current by the processing system.

Level 1 Edit Descriptions – Pre-edits

Pre-Edits ensure that each record's identifying information is properly formatted as numeric or alpha-numeric, has the expected values, and can be loaded to the BLS system. These errors rarely if ever occur in State systems since the data elements are usually system-controlled. These edits are important in the BLS system to ensure that the correct State's data are loaded to the database for the correct year and quarter and are processed as instructed by the State.

001 — Transaction Code Check

General Description: All micro records submitted to BLS on the Enhanced Quarterly Unemployment Insurance (EQUI) deliverable must have a valid Transaction Code. The Transaction Code identifies the type of record being submitted from the State to BLS. These codes are assigned by State systems when generating an EQUI file. The transaction codes are used by BLS to determine how to process the record. Valid codes are:

- D - delete record
- F - data record. "F" stands for full record, since all data records provide full data in every field, even if they only modify (update) selected fields on the BLS Micro file database.
- P - predecessor/successor record
- H - header record
- T - trailer record
- U - a selected number of records are submitted by BLS staff to resolve significant problems that must be corrected quickly for critical BLS users.
- Blank - partial record (no longer used)

Location: BLS only
Edit Level: 1
Priority: C

Level: Micro
Edit Type: Invalid
BLS Edit Publ. Criteria: N/A

Edit Message: *Invalid Transaction Code*

Edit Conditions:

Flag if

- Transaction Code ≠ "D", "F", "P", "H", "T", "U", or blank.

002 — UI Account Number (UI#) Check

General Description: The UI Account Number edit checks for valid numeric values. The UI Account Number field must be numeric in all ten positions, and must not be zero-filled, nine-filled, or blank. The field should be right justified with unused positions zero-filled. If the structure of the UI Account Number is in any way different from the structure on the previous

quarter's file, the State should provide a description of the changes and coordinate with the BLS prior to submitting the file.

Location: Both BLS & State systems	Level: Micro
Edit Level: 1	Edit Type: Invalid
Priority: A	BLS Edit Publ. Criteria: N/A

Edit Message: *Invalid UI Account Number*

Edit Conditions:

Flag if

- UI # = all zeroes, all nines, all blanks, or contains a non-numeric value in any position

System Action: State systems will right justify and zero-fill any unused positions. State systems create files or printouts of those records, such as those with non-numeric UI account numbers, which can not be loaded to their State micro file.

003 — Reporting Unit Number (RUN) Check

General Description: The Reporting Unit Number is a 5-digit field that must be numeric in every position. The field must be right justified with unused positions zero-filled. It can never be blank. It cannot be nine-filled, since "99999" is reserved for selected cases of the Predecessor RUN and Successor RUN fields.

Location: Both BLS & State systems	Level: Micro
Edit Level: 1	Edit Type: Invalid
Priority: A	BLS Edit Publ. Criteria: N/A

Edit Message: *Invalid Reporting Unit Number*

Edit Conditions:

Flag if either condition occurs

- RUN \neq numeric in any position or
- RUN = 99999.

System Action: State systems will right-justify and zero-fill any unused positions. State systems create files or printouts of those records, such as those with non-numeric Reporting Unit Numbers, that can not be loaded to their State micro file.

004 — Reference Year (YEAR) Check

General Description: The Reference Year is a four digit numeric field. This field helps ensure that only data for the reference period are entered into the correct year/quarter positions of the database.

Location: Both BLS & State systems
Edit Level: 1
Priority: A

Level: Micro
Edit Type: Invalid
BLS Edit Publ. Criteria: N/A

Edit Message: *Invalid Reference Year*

Edit Conditions:

Flag if either condition occurs:

- YEAR \neq numeric in any positions or
- First two digits of YEAR \neq 19 or 20.

System Action: If the reference year/reference quarter combination is valid but does not correspond to the range of unlocked quarters, the BLS system will not load and process the record.

005 — Reference Quarter (QTR) Check

General Description: This edit checks the Reference Quarter field to verify that it is 1, 2, 3, or 4. This field helps ensure that only data for the reference period are entered into the correct quarterly portion of the database.

Location: Both BLS & State systems
Edit Level: 1
Priority: A

Level: Micro
Edit Type: Invalid
BLS Edit Publ. Criteria: N/A

Edit Message: *Invalid Reference Quarter*

Edit Conditions:

Flag if

- QTR \neq 1, 2, 3, or 4.

System Action: If the reference year/reference quarter combination is valid but does not correspond to the range of unlocked quarters, the BLS system will not load and process the record.

006 — State Code Check

General Description: This edit checks for a valid State Federal Information Processing Standards (FIPS) Code in the BLS system. The State FIPS code is present on EQUI data records and the BLS Micro file database, but is not required on State Micro files. The State Code must match a parameter (*STATE-FIPS-CODE*), to verify that the EQUI file is being processed for the correct State.

Location: BLS only
 Edit Level: 1
 Priority: A

Level: Micro
 Edit Type: Invalid
 BLS Edit Publ. Criteria: N/A

Edit Message: *Invalid State Code*

Edit Conditions:

Flag if

- STATE ≠ STATE-FIPS-CODE.

Editing Parameters/Tolerances:

Parameter	Parameter Name	Length	EXPO PK #	WIN PK #	State Default	BLS Default
STATE-FIPS-CODE	State FIPS Code	2	N/A	N/A	Valid FIPS code of State being processed	Valid FIPS code of State being processed

Level 2 Edit Descriptions – Key Field Edits

Key fields, typically industry, ownership, and county, are essential classification fields which are most used for aggregation, sampling, and other data uses. Errors in these fields render a record fundamentally unusable.

010 — NAICS Code Check

General Description: The NAICS code check ensures that only valid codes under the North American Industry Classification System are used in the NAICS field on QCEW data files. Normally the NAICS Code is not edited for inactive records; however, it is edited when an inactive record in first quarter has a Response Code that may include it on the Code Change Supplement (CCS) for the same reference/refiling year.

Location: Both BLS & State systems
Edit Level: 2
Priority: A

Level: Micro
Edit Type: Invalid
BLS Edit Publ. Criteria: Exclude, if flagged

Edit Message: *Invalid NAICS Code*

Edit Conditions:

Bypass if STATUS = 3 or 9.
Bypass if STATUS = 2 and MEEI = 2.

Flag if both of the following conditions occur:

- STATUS ≠ 2, 3, or 9 and
- NAICS ≠ valid 6-digit NAICS.

Flag if all of the following conditions occur:

- QTR = 1 and
- STATUS = 2 and
- ARS REFILE YEAR = Current Refiling Year and
- (RESPONSE CODE = 46, 50, 57, 76, or 77 in the State Systems) or (RESPONSE CODE = 30, 33, 46, 50, 57, 76, or 77 in the BLS System) and
- NAICS ≠ valid 6-digit NAICS.

System Action: If data for 2006/4 or earlier, use 2002-based list of valid NAICS codes. If data for 2007/1 or later, use 2007-based list of valid NAICS codes. Note: Do not edit locked quarters or quarters beyond the maximum length of the correction policy.

011 — SIC Code Check

General Description: The SIC Code edit flags in the BLS system if the SIC Code is not a valid 4-digit code or 3-digit exception. The EXPO and WIN systems should be forcing these to “9999” regardless of the liability date if the code is invalid, blank, or missing.

Location: Both BLS & State systems
Edit Level: 2
Priority: B

Level: Micro
Edit Type: Invalid
BLS Edit Publ. Criteria: Include, if flagged

Edit Message: N/A

Edit Conditions:

Bypass if STATUS = 2, 3, or 9.

In State systems, set SIC = 9999 if either of these conditions occur:

- SIC = blank or missing or
- (SIC ≠ valid 4-digit SIC) or (SIC ≠ 0740, 0780, or 5810).

In the BLS system, set SIC = 9999 if SIC is blank, zero-filled, or contains nonnumerics.

State System Action: If SIC is invalid, blank, or missing, enter “9999” to the SIC field for reference quarter.

012 — Ownership (OWN) Code Check

General Description: This edit flags the Ownership if it is not one of the following valid codes:

- 1 Federal Government
- 2 State Government
- 3 Local Government
- 5 Private Sector

Normally the Ownership Code is not edited for inactive records; however, it is edited when an inactive record in first quarter has a Response Code that may include it on the CCS for the same reference/refiling year.

Location: Both BLS & State systems
Edit Level: 2
Priority: A

Level: Micro
Edit Type: Invalid
BLS Edit Publ. Criteria: Exclude, if flagged

Edit Message: *Invalid Ownership Code*

Edit Conditions:

Bypass if STATUS = 3 or 9.
Bypass if STATUS = 2 and MEEI = 2.

Flag if both of the following conditions occur:

- STATUS ≠ 2, 3, or 9 and
- OWN ≠ 1, 2, 3, or 5.

Flag if all of the following conditions occur:

- QTR = 1 and
- STATUS = 2 and
- ARS REFILE YEAR = Current Refiling Year and
- (RESPONSE CODE = 46, 50, 57, 76, or 77 in the State Systems) or (RESPONSE CODE = 30, 33, 46, 50, 57, 76, or 77 in the BLS System) and
- OWN ≠ 1, 2, 3, or 5.

Note: Do not edit locked quarters or quarters beyond the maximum length of the correction policy.

013 — County (CNTY) Code Check

General Description: The County Code must be a valid FIPS county code for the State, or one of the valid county equivalent codes: 995, 996, 998, or 999. Master records may carry code 900. Normally the County Code is not edited for inactive records; however, it is edited when an inactive record in first quarter has a Response Code that may include it on the CCS for the same reference/refiling year.

Location: Both BLS & State systems
Edit Level: 2
Priority: A

Level: Micro
Edit Type: Invalid
BLS Edit Publ. Criteria: Exclude, if flagged

Edit Message: *Invalid County Code*

Edit Conditions:

Bypass if STATUS = 3 or 9.
Bypass if STATUS = 2 and MEEI = 2.

Flag if all of the following conditions occur:

- STATUS ≠ 2, 3, or 9 and
- MEEI = 1, 3, 4, 5, or 6 and
- (CNTY ≠ valid county FIPS code) or (CNTY ≠ 995, 996, 998, or 999).

Flag if all of the following conditions occur:

- STATUS \neq 2, 3, or 9 and
- MEEI = 2 and
- (CNTY \neq valid county FIPS code) or (CNTY \neq 900, 995, 996, 998, or 999).

Flag if all of the following conditions occur:

- QTR = 1 and
- STATUS = 2 and
- ARS REFILE YEAR = Current Refiling Year and
- (RESPONSE CODE = 46, 50, 57, 76, or 77 in the State Systems) or (RESPONSE CODE = 30, 33, 46, 50, 57, 76, or 77 in the BLS System) and
- MEEI = 1, 3, 4, 5, or 6 and
- (CNTY \neq valid county FIPS code) or (CNTY \neq 995, 996, 998, or 999).

Note: Do not edit locked quarters or quarters beyond the maximum length of the correction policy.

016 — Ownership/NAICS Conflict

General Description: The Ownership/NAICS Conflict edit looks for situations in which the ownership and NAICS are incompatible. Normally NAICS and Ownership Codes (and their combinations) are not edited for inactive records; however, they are edited when an inactive record in first quarter has a Response Code that may include it on the CCS for the same reference/refiling year.

Location: Both BLS & State systems
Edit Level: 2
Priority: A

Level: Micro
Edit Type: Invalid
BLS Edit Publ. Criteria: Exclude, if flagged

Edit Message: *NAICS & Ownership Inconsistent*

Edit Conditions:

Bypass if STATUS = 3 or 9.
Bypass if STATUS = 2 and MEEI = 2.

Flag if (STATUS \neq 2, 3, or 9) and any of the following conditions occur:

- (NAICS = 814110 and OWN \neq 5) or
- ((NAICS = 921110 — 921140) and OWN = 5) or
- ((NAICS = 921190 — 928120) and OWN = 5) or
- (NAICS = 921150 and OWN \neq 5 and Year \leq 2000) or
- (NAICS = 921150 and OWN \neq 3 and Year \geq 2001) or
- (NAICS = 521110 and OWN = 2 or 3) or
- (NAICS = 551111 — 551114 and OWN = 1, 2, or 3) or
- (NAICS = 491110 and OWN = 2 or 3).

Flag if all of the following conditions occur:

- QTR = 1 and
- STATUS = 2 and
- ARS REFILE YEAR = Current Refiling Year and
- (RESPONSE CODE = 46, 50, 57, 76, or 77 in the State Systems) or (RESPONSE CODE = 30, 33, 46, 50, 57, 76, or 77 in the BLS System) and
- Any of the following conditions occur:
 - (NAICS = 814110 and OWN ≠ 5) or
 - ((NAICS = 921110 — 921140) and OWN = 5) or
 - ((NAICS = 921190 — 928120) and OWN = 5) or
 - (NAICS = 921150 and OWN ≠ 5 and Year ≤ 2000) or
 - (NAICS = 921150 and OWN ≠ 3 and Year ≥ 2001) or
 - (NAICS = 521110 and OWN = 2 or 3) or
 - (NAICS = 551111 — 551114 and OWN = 1, 2, or 3) or
 - (NAICS = 491110 and OWN = 2 or 3).

Note: Do not edit locked quarters or quarters beyond the maximum length of the correction policy.

017 —NAICS Revision Check

General Description: During the 2007 NAICS revision, the NAICS02 (formerly the old NSTA field) will be used to hold the correct/final 2002-based version of the NAICS code. The 2007-based NAICS code will be in the NAICS field beginning with 2007/1. The 2002-based code may be equal to the 2007-based code, be a direct, or a split. There should be a match or crosswalk from the 2002 code.

Location: Both BLS & State systems

Level: Micro

Edit Level: 1

Edit Type: Invalid

Priority: A

BLS Edit Publ. Criteria: Exclude, if flagged

Edit Message: *Invalid 2002 to 2007 NAICS Code Relationship*

Edit Conditions:

Bypass if any of the following conditions occur:

- YEAR/QTR ≠ 2007/1
- STATUS = 3 or 9.
- STATUS = 2
- 2002-based version of NAICS in the NAICS02 field = 2007-based version of NAICS field. (Note: The record will flag for edit 010 if the 2007 NAICS code is invalid.)

Flag if any of the following conditions occur:

- NAICS02 ≠ valid 6-digit 2002-based NAICS code.

OR

- Either the NAICS02 (formerly NSTA) or NAICS code fields are blank

OR

- Either the NAICS02 (formerly NSTA) or NAICS code field is equal to 999999 but the other is not

OR

- NAICS code is not matched in the crosswalk to the NAICS02 code on the record.

Note: Do not edit locked quarters or quarters beyond 2007/2.

Level 3 Edit Descriptions – Date and Status Code Edits

The Date and Status Code edits are used to ensure that the record has adequate information to properly determine its status. These fields are used to determine whether or not the record should be edited, refiled, aggregated, and provided to various State and BLS users.

The year portion of the Liability Date, End of Liability Date, Set Up Date, and Reactivation Date is a four-digit numeric field. Note that State extract programs can use 1935 as the lowest valid value for any year starting with 19.

021 — Liability Date Format Check

General Description: For single and master records, this is the date that an employer became subject to UI reporting requirements; it is assigned by UI. For worksites, this is the date they were first reported on the Multiple Worksite Report (MWR) or alternate MWR data collection modes. The edit checks that the field, if provided, is numeric in every position and is properly formatted as a date.

Both the EXPO and WIN systems use Liability, Reactivation, and End of Liability dates to override some Status Code procedures and or settings. Liability dates and End of Liability dates are also used to determine if a particular month of employment should be imputed or if the wages should be adjusted for a shorter quarterly work period.

Location: Both BLS & State systems

Edit Level: 3

Priority: C

Level: Micro

Edit Type: Invalid

BLS Edit Publ. Criteria: Include, if flagged

Edit Message: *Invalid Initial Liability Date Format*

Edit Conditions:

Format = YYYYMMDD (where YYYY = year, MM = month, and DD = day).

Bypass if LIAB blank.

Bypass if OWN = 1.

Bypass if STATUS = 2, 3, or 9.

Flag if any of the following conditions are met:

- MM = 0 or > 12, or
- DD = 00, or
- First two digits of the year ≠ “19” or “20,” or
- YYYYMMDD is non-numeric in any positions but not all blank

System Action: If the values are non-numeric (other than blank) or all zeros, the systems (both State and BLS) will change the values to blanks. If the day positions (DD) are blank but the rest of the field (YYYYMM) is not blank, the EXPO and WIN systems will change DD to 01. If

MM = 02 and DD > 29, the EXPO and WIN systems will set DD = 28. If MM = 04, 06, 09 or 11 and DD > 30, the EXPO and WIN systems will set DD = 30. If MM = 01, 03, 05, 07, 08, 10, or 12 and DD > 31, the EXPO and WIN systems will set DD = 31. If an invalid date is entered online the State system will require that it be corrected.

022 — End of Liability Date Format Check

General Description: The End of Liability Date (sometimes called the Termination Date) is assigned by UI for single and master records showing when an employer no longer has employment or wages, ceases to be active, or is no longer operating. For worksites, it is the closest date available showing when the establishment closed. The edit checks that the field, if provided, is numeric in every position and is properly formatted as a date.

Both the EXPO and WIN systems use Liability, Reactivation, and End of Liability dates to override some Status Code procedures and or settings. Liability dates and End of Liability dates are also used to determine if a particular month of employment should be imputed or if the wages should be adjusted for a shorter quarterly work period.

Location: Both BLS & State systems

Edit Level: 3

Priority: C

Level: Micro

Edit Type: Invalid

BLS Edit Publ. Criteria: Include, if flagged

Edit Message: *Invalid EOL Date Format*

Edit Conditions:

Format = YYYYMMDD (where YYYY = year, MM = month, and DD = day).

Bypass if EOL blank.

Bypass if STATUS = 3 or 9.

Bypass if OWN = 1.

Flag if any of the following conditions are met:

- MM = 0 or > 12, or
- DD = 00, or
- First two digits of the year ≠ “19” or “20,” or
- YYYYMMDD is non-numeric in any positions but not all blank

System Action: If the values are non-numeric (other than blank) or all zeros, the systems (both State and BLS) will change the values to blanks. If the day positions (DD) are blank but the rest of the field (YYYYMM) is not blank, the EXPO and WIN systems will change DD to 28. If MM = 02 and DD > 29, the EXPO and WIN systems will set DD = 28. If MM = 04, 06, 09 or 11 and DD > 30, the EXPO and WIN systems will set DD = 30. If MM = 01, 03, 05, 07, 08, 10, or 12 and DD > 31, the EXPO and WIN systems will set DD = 31. If an invalid date is entered online the State system will require that it be corrected.

023 — Setup Date Format Check

General Description: The Setup Date shows when the reporting unit entered the State UI system. Typically it should not be missing (blank) for singles or masters, but may be missing for subunits. The edit checks that the field, if provided, is numeric in every position and is properly formatted as a date.

Location: Both BLS & State systems

Edit Level: 3

Priority: C

Level: Micro

Edit Type: Invalid

BLS Edit Publ. Criteria: Include, if flagged

Edit Message: *Invalid Set-Up Date Format*

Edit Conditions:

Format = YYYYMMDD (where YYYY = year, MM = month, and DD = day).

Bypass if SETUP is blank.

Bypass if STATUS = 2, 3, or 9.

Bypass if OWN = 1.

Flag if any of the following conditions are met:

- MM = 0 or > 12, or
- DD = 00, or
- First two digits of the year ≠ “19” or “20,” or
- YYYYMMDD is non-numeric in any positions but not all blank

System Action: If the values are non-numeric (other than blank) or all zeros, the systems (both State and BLS) will change the values to blanks. If the day positions (DD) are blank but the rest of the field (YYYYMM) is not blank, the EXPO and WIN systems will change DD to 01. If MM = 02 and DD > 29, the EXPO and WIN systems will set DD = 28. If MM = 04, 06, 09 or 11 and DD > 30, the EXPO and WIN systems will set DD = 30. If MM = 01, 03, 05, 07, 08, 10, or 12 and DD > 31, the EXPO and WIN systems will set DD = 31. If an invalid date is entered online the State system will require that it be corrected.

024 — Reactivation Date Format Check

General Description: The Reactivation Date shows when an inactive unit in the UI system is reactivated. The interval between the End of Liability Date and the Reactivation Date will indicate the period of time the unit was not operating as a business. If a reactivated unit again ceases operations, its End of Liability Date should be updated. The edit checks that the field, if provided, is numeric in every position and is properly formatted as a date.

Both the EXPO and WIN systems use Liability, Reactivation, and End of Liability dates to override some Status Code procedures and or settings.

Location: Both BLS & State systems	Level: Micro
Edit Level: 3	Edit Type: Invalid
Priority: C	BLS Edit Publ. Criteria: Include, if flagged

Edit Message: *Reactivation Date Invalid or Earlier than Initial Liability Date*

Edit Conditions:

Format = YYYYMMDD (where YYYY = year, MM = month, and DD = day).

Bypass if REACT is blank.

Bypass if STATUS = 2, 3, or 9.

Bypass if OWN = 1.

Flag if any of the following conditions are met:

- MM = 0 or > 12, or
- DD = 00, or
- First two digits of the year ≠ “19” or “20,” or
- YYYYMMDD is non-numeric in any positions but not all blank

Flag if REACT < LIAB

System Action: If the values are non-numeric (other than blank) or all zeros, the systems (both State and BLS) will change the values to blanks. If the day positions (DD) are blank but the rest of the field (YYYYMM) is not blank, the EXPO and WIN systems will change DD to 01. If MM = 02 and DD > 29, the EXPO and WIN systems will set DD = 28. If MM = 04, 06, 09 or 11 and DD > 30, the EXPO and WIN systems will set DD = 30. If MM = 01, 03, 05, 07, 08, 10, or 12 and DD > 31, the EXPO and WIN systems will set DD = 31. If an invalid date is entered online the State system will require that it be corrected.

025 — Status Code Check

General Description: The Status Code edit check is used to ensure that the entries in the Status Code are valid:

1 = Active

2 = Inactive

3 = Not submitted on the EQUI for the reference quarter (used in the BLS system only)

9 = Pending

The Status Code is used as a quarterly data element in both State and BLS systems and is included on the EQUI file. This data element is critical for identifying active reporting units, because their economic data belong on the macro file and other data aggregations. Most other edits use the Status code, typically for bypassing inactive or pending records.

Location: Both BLS & State systems

Level: Micro

Edit Level: 3

Edit Type: Invalid

Priority: A

BLS Edit Publ. Criteria: Exclude, if flagged

Edit Message: *Invalid Status Code*

Edit Conditions:

Flag if STATUS \neq 1, 2, or 9 in State systems.

Flag if STATUS \neq 1, 2, 3, or 9 in BLS systems.

State System Action:

If the Liability Date and the End of Liability Date are the same valid date, but not blank, the State systems consider the record inactive and set the Status Code = 2.

If the record has a valid, non-blank Reactivation Date which is equal to the valid, non-blank End of Liability Date, the State systems consider the record active and set the Status Code = 1.

If the Liability Date, End of Liability Date, and Reactivation Date are valid, non-blank, and equal, the State systems consider the record active and set the Status Code = 1.

If the Reactivation Date is blank or earlier or equal to the End of Liability Date, and if the End of Liability Date is the first day of the quarter and the employment and wages fields have zeroes and "M" indicators, the State systems consider the record inactive and set the Status Code to 2.

BLS and State Systems Action:

If the delete indicator is set to D, then change the Status Code to 2 on all unlocked quarters regardless of the End of Liability Date. Note: Unlocking older quarters will trigger this Status Code reset.

If the delete indicator is changed to blank in the State systems, the Status Code is changed to active in all unlocked quarters except those where a State analyst sets the Status Code to

something other than 1 or the End of Liability Date is entered, triggering resetting of the Status Codes on unlocked quarters. These updates will mark EQUI updates for those quarters covered under the BLS correction policy.

BLS will update its files based on updated EQUI records submitted by the States.

Level 4 Edit Descriptions – Remaining Invalid Error Edits

Edits in this level review the data elements for:

- Valid numeric or alpha conditions
- Valid responses from a limited set of expected values
- Valid relationships between two or three data elements

In almost all cases, these edit flags must be corrected. There are a few situations where the State systems will override an invalid response with a blank, or will zero fill.

031 — First Month Employment (M1) Check

General Description: The monthly employment fields are numeric on both the State and BLS Micro file databases, and only numeric values may be entered.

Location: Both BLS & State systems

Level: Micro

Edit Level: 4

Edit Type: Invalid

Priority: A

BLS Edit Publ. Criteria: Exclude, if flagged

Edit Message: *Invalid First Month Employment*

Edit Conditions:

Bypass if STATUS = 2, 3, or 9.

Flag if M1 is not numeric.

In the BLS system, also flag if the M1-IND = X.

System Action: The State system right-justifies and zero-fills leading blanks. If non-numeric characters occur during initial entry to the system, the State system puts an “X” in the first month employment indicator field to signify a non-numeric entry, lists the non-numeric values, and zero-fills first month employment.

032 — Second Month Employment (M2) Check

General Description: The monthly employment fields are numeric on both the State and BLS Micro file databases, and only numeric values may be entered.

Location: Both BLS & State systems

Level: Micro

Edit Level: 4

Edit Type: Invalid

Priority: A

BLS Edit Publ. Criteria: Exclude, if flagged

Edit Message: *Invalid Second Month Employment*

Edit Conditions:

Bypass if STATUS = 2, 3, or 9.

Flag if M2 is not numeric.

In the BLS system, also flag if the M2-IND = X.

System Action: The State system right-justifies and zero-fills leading blanks. If non-numeric characters occur during initial entry to the system, the State system puts an “X” in the second month employment indicator field to signify a non-numeric entry, lists the non-numeric values, and zero-fills second month employment.

033 — Third Month Employment (M3) Check

General Description: The monthly employment fields are numeric on both the State and BLS Micro file databases, and only numeric values may be entered.

Location: Both BLS & State systems

Level: Micro

Edit Level: 4

Edit Type: Invalid

Priority: A

BLS Edit Publ. Criteria: Exclude, if flagged

Edit Message: *Invalid Third Month Employment*

Edit Conditions:

Bypass if STATUS = 2, 3, or 9.

Flag if M3 is not numeric.

In the BLS system, also flag if the M3-IND = X.

System Action: The State system right-justifies and zero-fills leading blanks. If non-numeric characters occur during initial entry to the system, the State system puts an “X” in the third month employment indicator field to signify a non-numeric entry, lists the non-numeric values, and zero-fills third month employment.

034 — Total Wages (TW) Check

General Description: The Total Wages field is numeric on both the State and BLS Micro file databases, and only numeric values may be entered. The Total Wages edit checks for numeric values and no decimal places. The Total Wages field should contain whole dollar amounts only – round to next higher dollar if residual cents are greater than or equal to 50 cents.

Location: Both BLS & State systems

Level: Micro

Edit Level: 4

Edit Type: Invalid

Priority: A

BLS Edit Publ. Criteria: Exclude, if flagged

Edit Message: *Invalid Total Wages*

Edit Conditions:

Bypass if STATUS = 2, 3, or 9.

Flag if TW not numeric.

In the BLS system, also flag if the TW-IND = X.

System Action: The State system right-justifies and zero-fills leading blanks. If non-numeric characters occur during initial entry to the system, the State system puts an “X” in the Total Wages Indicator field to signify a non-numeric entry, lists the non-numeric values, and zero-fills Total Wages.

035 — Taxable Wages (TAXW) Check

General Description: The Taxable Wages field is numeric on both the State and BLS Micro file databases, and only numeric values may be entered. This edit checks for numeric values and no decimal places. The Taxable Wages field should contain whole dollar amounts only – round to next higher dollar if residual cents are greater than or equal to 50 cents.

Location: Both BLS & State systems

Edit Level: 4

Priority: A

Level: Micro

Edit Type: Invalid

BLS Edit Publ. Criteria: Exclude, if flagged

Edit Message: *Invalid Taxable Wages*

Edit Conditions:

Bypass if STATUS = 2, 3, or 9.

Flag if TAXW not numeric.

System Action: The systems take no action if Status Code is 2, 3, or 9. The State system right-justifies and zero-fills leading blanks. If non-numeric characters occur during initial entry to the system, the State system puts an “X” in the Total Wages Indicator field to signify a non-numeric entry, lists the non-numeric values, and zero-fills Total Wages.

036 — Contributions (CTB) Check

General Description: Contributions are not valid for Federal, reimbursable, or non-covered accounts. The Contributions field is numeric on both the State and BLS Micro file databases, and only numeric values may be entered. This edit checks for non-numeric values, including decimal places, as well as for non-zero Contributions on records with certain Type of Coverage or Ownership codes. This is because Contributions should not be present on reimbursable, non-covered, or Federal records. The Contributions field should contain whole dollar amounts only – round to next higher dollar if residual cents are greater than or equal to 50 cents.

Location: Both BLS & State systems

Edit Level: 4

Level: Micro

Edit Type: Invalid

Priority: A

BLS Edit Publ. Criteria: Exclude, if flagged

Edit Message: *Invalid Contributions*Edit Conditions:

Bypass if STATUS = 2, 3, or 9.

Flag if any of the following occur:

- CTB not numeric or
- OWN = 1 and CTB > 0 or
- COVERAGE = 1, 8, or 9, and CTB > 0

System Action: The State system right-justifies and zero-fills leading blanks. If non-numeric characters occur during initial entry to the system, the State system puts an "X" in the Contributions Indicator field to signify a non-numeric entry, lists the non-numeric values, and zero-fills Contributions.

039 — Type of Coverage Check

General Description: This edit flags the Type of Coverage Code (sometimes called the Reimbursable Code) if it is not valid. A few States also collect employee contributions. In these cases, special Type of Coverage Codes were created to allow for additional contributions beyond the amount of Taxable Wages times the Employer Tax Rate.

Type of Coverage Code 8 (non-subject accounts) is valid in State systems, but not in BLS. Records with this code are excluded from the EQUI.

Location: Both BLS & State systems

Level: Micro

Edit Level: 4

Edit Type: Invalid

Priority: A

BLS Edit Publ. Criteria: Exclude, if flagged

Edit Message: *Invalid Type of Coverage*Edit Conditions:

In State systems, flag if both conditions are met:

- STATUS ≠ 2, 3, or 9, and
- COVERAGE ≠ 0, 1, 2, 3, 8, or 9.

In the BLS system, flag if both conditions are met:

- STATUS ≠ 2, 3, or 9, and
- (COVERAGE ≠ 0, 1, 2, 3, or 9) or (COVERAGE not valid for the State being edited).

040 — MEEI Code Check

General Description: This edit checks for valid values for the Multi Establishment Employer Indicator.

Location: Both BLS & State systems
Edit Level: 4
Priority: A

Level: Micro
Edit Type: Invalid
BLS Edit Publ. Criteria: Exclude, if flagged

Edit Message: *Invalid MEEI Code*

Edit Conditions:

Flag if both conditions are met:

- STATUS \neq 2, 3, or 9, and
- MEEI \neq 1, 2, 3, 4, 5, or 6.

043 — Predecessor UI Account Number or Predecessor Reporting Unit Number Check

General Description: The Predecessor UI Account Number edit checks for valid numeric values. The Predecessor UI Account Number must be numeric in all ten positions. It cannot be all zeros. The Predecessor UI Account Number is used to track a change of ownership between accounts and to link successor accounts to predecessor accounts. If the predecessor was actually a combination of more than one UI Account Number, then ten 9's should be derived by BLS to denote that the current record could not be linked directly to one predecessor.

The Predecessor Reporting Unit Number, if provided, must be numeric in all five positions. If the predecessor was actually a combination of more than one worksite, then five 9's should be derived for the EQUI submittal to denote that the current record could not be linked directly to one predecessor unit.

Edit code 043 is used for both parts of the Predecessor SESA ID: the Predecessor UI Account Number and the Predecessor Reporting Unit Number.

Location: Both BLS & State systems
Edit Level: 4
Priority: B

Level: Micro
Edit Type: Invalid
BLS Edit Publ. Criteria: Include, if flagged

Edit Message: *Invalid Predecessor SESA ID*

Edit Conditions:

- Bypass if PRED UI# is blank.
- Bypass if PRED RUN is blank.
- Bypass if STATUS = 2, 3, or 9.

Flag if PRED UI# includes nonnumeric values.

Flag if PRED RUN includes nonnumeric values.

System Action: If the Predecessor UI Account Number is reported, the State system will right-justify it and zero-fill unused positions.

If the Predecessor Reporting Unit Number is provided, the State system will right-justify it and zero-fill unused positions. If the Predecessor UI Account Number is blank, and the Predecessor Reporting Unit Number is all blank, the system will leave them as blank.

If all fifteen positions of the UI account and Reporting Unit Number are zeroes, the system will change it to all blanks in the BLS System. States systems should check that predecessor/successor transaction records do not have zero or blank predecessors or successors.

044 — Successor UI Account Number Check or Successor Reporting Unit Number Check

General Description: The Successor UI Account Number edit checks for valid numeric values. The Successor UI Account Number must be numeric in all ten positions. It cannot be all zeroes. The Successor UI Account Number is used to track a change of ownership between accounts and to link successor accounts to predecessor accounts. If the successor is actually a combination of more than one UI Account Number, then ten 9's should be derived by BLS to denote that the previous record could not be linked directly to one successor.

The Successor Reporting Unit Number, if provided, must be numeric in all five positions. If the successor is actually a combination of more than one worksite, then five 9's should be derived for the EQUI submittal to denote that the previous record could not be linked directly to one successor unit.

Edit code 044 is used for both parts of the Successor SESA ID: the Successor UI Account Number and the Successor Reporting Unit Number.

Location: Both BLS & State systems

Level: Micro

Edit Level: 4

Edit Type: Invalid

Priority: B

BLS Edit Publ. Criteria: Include, if flagged

Edit Message: *Invalid Successor SESA ID*

Edit Conditions:

Bypass if SUCC UI# is blank.

Bypass if SUCC RUN is blank.

Bypass if STATUS = 3 or 9.

Flag if SUCC UI# includes nonnumeric values.

Flag if SUCC RUN includes nonnumeric values.

System Action: If the Successor UI Account Number is reported, the State system will right-justify it and zero-fill unused positions.

If the Successor Reporting Unit Number is provided, the State system will right-justify it and zero-fill unused positions. If the Successor UI Account Number is blank, and the Successor Reporting Unit Number is all blank, the system will leave them as blank.

If all fifteen positions of the UI account and Reporting Unit Number are zeroes, the system will change it to all blanks in the BLS System. States systems should check that predecessor/successor transaction records do not have zero or blank predecessors or successors.

045 — Federal Employer Identification Number (EIN) Check

General Description: This edit checks the EIN for invalid values including non-numeric, invalid prefixes, and values between 000000001 and 009999999. The EIN is assigned to each employer by the IRS and is used by BLS to link units of the same enterprise. Multi-establishment sub-units should have the same EIN as their master record. EINs are sometimes unavailable or unreliable for government units and private households. The list of valid prefixes will be periodically reviewed and updated as IRS updates their list of valid prefixes.

EINs are used extensively for sampling, multi-state matching and corporate linking, research, nondisclosure processing, Electronic Data Interchange (EDI) processing, etc. It is important that usable EINs be properly maintained.

Location: Both BLS & State systems

Edit Level: 4

Priority: A

Level: Micro

Edit Type: Invalid

BLS Edit Publ. Criteria: Include, if flagged

Edit Message: *Invalid Federal EI Number*

Edit Conditions:

Bypass if STATUS = 2, 3, or 9.

Bypass if NAICS = 814110.

Bypass if COVERAGE = 8 or 9.

If EIN blank, change to zeroes and do edit 116 instead.

[In State Systems only, if

- EIN has the first 2 digits of 70,
- Set EIN = 000000000.]

Flag if EIN is any of these values:

- One-filled (11111111) or
- Two-filled (22222222) or

- Three-filled (333333333) or
- Four-filled (444444444) or
- Five-filled (555555555) or
- Six-filled (666666666) or
- Seven-filled (777777777) or
- Eight-filled (888888888) or
- Nine-filled (999999999).

Flag if all of these conditions are met:

- $AME > EIN-ERROR-AME$ and
- $OWN = 5$ and
- EIN is in the range of 000000001 - 009999999, inclusive.

Flag if all of these conditions are met:

- $AME > EIN-ERROR-AME$ and
- $OWN = 5$ and
- EIN has the first 2 digits of: 07, 08, 09, 17, 18, 19, 28, 29, 49, 78, 79, or 89

In BLS edit system, flag if all of these conditions are met:

- $AME > EIN-ERROR-AME$ and
- $OWN = 5$ and
- EIN has the first 2 digits of 70.

In BLS edit system, flag if EIN is nonnumeric in any position.

Editing Parameters/Tolerances:

Parameter	Parameter Name	Length	EXPO PK #	WIN PK #	State Default	BLS Default
<i>EIN-ERROR-AME</i>	Small Record EIN Parm	6	066	070	5	5

System Action: If EIN is all blank, the State systems zero fill the field. If EIN is all zeroes, the BLS and State systems bypass this check and perform the Missing Federal Employer Identification Number Check, code 116.

Adjust the edit output, scoring formulae input, and other edit tools to reflect the modified priority and importance of this data field.

046 — ARS Response Code/Year Check

General Description: This edit ensures that the ARS Response Code and ARS Refile Year, if provided, are valid. These two data elements, in combination, show what refiling response the record last received and when it received that response. Their use is discussed in detail in Chapter 11; definitions for the ARS Response Code appear in Appendix Q. If either ARS Response Code or ARS Refile Year is present, both must be present. This edit is performed for

inactive reporting units (with Status Code = 2) because they can be included on the CCS and therefore need accurate Response Code/ARS Refile Year combinations.

Location: Both BLS & State systems	Level: Micro
Edit Level: 4	Edit Type: Invalid
Priority: B	BLS Edit Publ. Criteria: Include, if flagged

Edit Message: *Invalid ARS Response Code/Year*

Edit Conditions:

Bypass if STATUS = 3 or 9.
 Bypass if RESPONSE CODE and ARS REFILE YEAR are both blank.

Flag if
 STATUS = 2 and (QTR = 1) and (in BLS system, the quarter is unlocked for CCS processing), and any of the following conditions occur:

- RESPONSE CODE is not blank nor a valid code (00, 01, 02, 03, 04, 11, 12, 30, 31, 32, 33, 34, 35, 41, 42, 43, 46, 50, 57, 63, 64, 65, 76, 77, 78, 79, 86, 98, 99) or
- ARS REFILE YEAR is not numeric and not blank, or ARS REFILE YEAR is later than *FISCAL-YEAR* (the current refiling year) or
- (RESPONSE CODE is numeric but not 50 or 57) and the ARS REFILE YEAR is blank, or
- ARS REFILE YEAR is numeric but the ARS RESPONSE CODE is blank.

Flag if
 STATUS ≠ 2, 3, or 9, and any of the following conditions occur:

- RESPONSE CODE not blank nor valid code (00, 01, 02, 03, 04, 11, 12, 30, 31, 32, 33, 34, 35, 41, 42, 43, 46, 50, 57, 63, 64, 65, 76, 77, 78, 79, 86, 98, 99) or
- (ARS REFILE YEAR is not numeric and not blank) or (ARS REFILE YEAR is later than *FISCAL-YEAR*) or
- (RESPONSE CODE is numeric but not 50 or 57) and the ARS REFILE YEAR is blank, or
- ARS REFILE YEAR is numeric but the RESPONSE CODE is blank.

Editing Parameters/Tolerances:

Parameter	Parameter Name	Length	EXPO PK #	WIN PK #	State Default	BLS Default
<i>FISCAL-YEAR</i>	Fiscal Year	4	—	—	Processing or fiscal year for current refiling	Current processing year, or fiscal year for the refiling just completed

System Action: If the ARS Response Code = 50 or 57 and the ARS Refile Year is blank, the State systems will change the ARS Refile Year to the current fiscal year. The BLS system

assigns Response Codes 33, 34, and 35 when the State-assigned Response Code is not appropriate given the code change information provided.

047 — Tax Rate Range Check

General Description: The Employer Tax Rate is a 5-position numeric field on State files. This edit checks the field values against the minimum and maximum tax rate parameters for non-Federal, non-reimbursing accounts. A valid Tax Rate is required to edit the non-reimbursable account Contributions. It is also used to impute any missing contributory Contributions.

Location: State only
Edit Level: 4
Priority: C

Level: Micro
Edit Type: Invalid
BLS Edit Publ. Criteria: N/A

Edit Message: *Invalid Tax Rate - Beyond Minimum/Maximum Range*

Edit Conditions:

Flag if all of the following conditions occur:

- STATUS ≠ 2 or 9, and
- COVERAGE = 0 or 2 and
- OWN > 1 and
- (RATE > MAX-TAX-RATE) or (RATE < MIN-TAX-RATE).

Editing Parameters/Tolerances:

Parameter	Parameter Name	Length	EXPO PK #	WIN PK #	State Default	BLS Default
MAX-TAX-RATE	Maximum Tax Rate	6	001	001	15% (expressed as 015000 in EXPO, 15.00 in WIN)	N/A
MIN-TAX-RATE	Minimum Tax Rate	6	002	002	0	N/A

048 — Comment Code Check

General Description: Three comment code fields of two positions each are available to provide clarifications relating to the data or to explain unusual data fluctuations. This edit checks all three fields. Unused comment code fields should be left blank. Current Employment Statistics (CES)-only comment codes are invalid for this edit. Comment code 99 may be used if a Narrative Comment is present on the record.

Location: Both BLS & State systems
Edit Level: 4
Priority: C

Level: Micro
Edit Type: Invalid
BLS Edit Publ. Criteria: Include, if flagged

Edit Message: *Invalid Comment Code*

Edit Conditions:

Bypass if COMMENT is all blank.

Flag if both conditions are met:

- STATUS ≠ 2, 3 or 9, and
- Any COMMENT = 37-38, 65-74, 84, or 94; or contains nonnumerics.

049 — First Month Employment Indicator Check

General Description: This edit checks that the one-position alpha-numeric First Month Employment Indicator field contains a valid entry. This data element describes whether the employment data were reported or imputed. If imputed, the indicator describes the type of imputation performed on the employment field.

Location: Both BLS & State systems

Level: Micro

Edit Level: 4

Edit Type: Invalid

Priority: C

BLS Edit Publ. Criteria: Include, if flagged

Edit Message: *Invalid First Month Employment Indicator*

Edit Conditions:

Flag if both conditions occur:

- STATUS ≠ 2, 3, or 9, and
- M1-IND ≠ R, A, C, D, E, H, K, L, M, N, P, S, W, X, or blank.

050 — Second Month Employment Indicator Check

General Description: This edit checks that the one-position alpha-numeric Second Month Employment Indicator field contains a valid entry. This data element describes whether the employment data were reported or imputed. If imputed, the indicator describes the type of imputation performed on the employment field.

Location: Both BLS & State systems

Level: Micro

Edit Level: 4

Edit Type: Invalid

Priority: C

BLS Edit Publ. Criteria: Include, if flagged

Edit Message: *Invalid Second Month Employment Indicator*

Edit Conditions:

Flag if both conditions occur:

- STATUS ≠ 2, 3, or 9, and

- M2-IND \neq R, A, C, D, E, H, K, L, M, N, P, S, W, X, or blank.

051 — Third Month Employment Indicator Check

General Description: This edit checks that the one-position alpha-numeric Third Month Employment Indicator field contains a valid entry. This data element describes whether the employment data were reported or imputed. If imputed, the indicator describes the type of imputation performed on the employment field.

Location: Both BLS & State systems

Level: Micro

Edit Level: 4

Edit Type: Invalid

Priority: C

BLS Edit Publ. Criteria: Include, if flagged

Edit Message: *Invalid Third Month Employment Indicator*

Edit Conditions:

Flag if both conditions occur:

- STATUS \neq 2, 3, or 9, and
- M3-IND \neq R, A, C, D, E, H, K, L, M, N, P, S, W, X, or blank.

052 — Total Wages Indicator Check

General Description: This edit checks that the one-position alpha-numeric Total Wage Indicator field contains a valid entry. This data element describes whether the Total Wages data were reported or imputed. If imputed, the indicator describes the type of imputation performed on the Total Wages field.

Location: Both BLS & State systems

Level: Micro

Edit Level: 4

Edit Type: Invalid

Priority: C

BLS Edit Publ. Criteria: Include, if flagged

Edit Message: *Invalid Total Wages Indicator*

Edit Conditions:

Flag if both conditions occur:

- STATUS \neq 2, 3, or 9, and
- TW-IND \neq R, C, E, H, K, L, M, N, P, S, W, X, or blank.

053 — Taxable Wages Indicator Check

General Description: This edit checks that the one-position alpha-numeric Taxable Wages Indicator field contains a valid entry. This data element describes whether the Taxable Wages data were reported or imputed. If imputed, the indicator describes the type of imputation performed on the Taxable Wages field.

Location: State only

Edit Level: 4

Priority: C

Level: Micro

Edit Type: Invalid

BLS Edit Publ. Criteria: Include, if flagged

Edit Message: *Invalid Taxable Wages Indicator*

Edit Conditions:

Flag if both conditions occur:

- STATUS \neq 2 or 9, and
- TAXW-IND \neq R, C, E, H, K, L, M, N, P, X, or blank.

054 — Contribution Due Indicator Check

General Description: This edit checks that the one-position alpha-numeric Contributions Indicator field contains a valid entry. This data element describes whether the Contributions data were reported or imputed. If imputed, the indicator describes the type of imputation performed on the Contributions field.

Location: State only

Edit Level: 4

Priority: C

Level: Micro

Edit Type: Invalid

BLS Edit Publ. Criteria: Include, if flagged

Edit Message: *Invalid Contributions Due Indicator*

Edit Conditions:

Flag if both conditions occur:

- STATUS \neq 2 or 9, and
- CTB-IND \neq R, C, E, H, K, L, M, N, P, X, or blank.

056 — Federal/Type of Coverage Check

General Description: This edit verifies that all Federal government installations (Ownership Code 1) are coded with the appropriate Type of Coverage Code (code 9, Federal accounts covered under Unemployment Compensation for Federal Employees (UCFE)). These types of error conditions are rare but usually occur when new UCFE units are set up with the wrong Type of Coverage Code.

Location: Both BLS & State systems Level: Micro

Edit Level: 4
Priority: A

Edit Type: Invalid
BLS Edit Publ. Criteria: Exclude, if flagged

Edit Message: *Inconsistent Ownership/Type of Coverage*

Edit Conditions:

Flag if all of the following conditions are met:

- STATUS \neq 2, 3, or 9, and
- OWN = 1 and
- COVERAGE \neq 9

Flag if all of the following conditions are met:

- STATUS \neq 2, 3, or 9, and
- COVERAGE = 9, and
- OWN > 1

057 — Federal/Taxable Wage Check

General Description: This edit verifies that Taxable Wages are not included on Federal government records. These problems are rare but sometimes occur because:

- Federal government data have projected Taxable Wages and Contributions from the UI Tax File or supplemental files
- Contributory accounts are incorrectly assigned the wrong ownership

Location: Both BLS & State systems Level: Micro
Edit Level: 4 Edit Type: Invalid
Priority: A BLS Edit Publ. Criteria: Exclude, if flagged

Edit Message: *Taxable Wages on Federal Record*

Edit Conditions:

Flag if all conditions are met:

- STATUS \neq 2, 3, or 9, and
- OWN = 1 or COVERAGE = 9, and
- TAXW > 0

058 — Federal/Contributions Check

General Description: This edit verifies that Contributions are not included on Federal government records. These problems are rare but sometimes occur because:

- Federal government data have projected Taxable Wages and Contributions from the UI Tax File or supplemental files

- Contributory accounts are incorrectly assigned the wrong ownership

Location: Both BLS & State systems Level: Micro
 Edit Level: 4 Edit Type: Invalid
 Priority: A BLS Edit Publ. Criteria: Exclude, if flagged

Edit Message: *Contributions on Federal Record*

Edit Conditions:

Flag if all conditions are met:

- STATUS \neq 2, 3, or 9, and
- OWN = 1 or COVERAGE = 9, and
- CTB > 0

059 — Coverage/Taxable Wage Check

General Description: This edit checks for inconsistencies between the Type of Coverage Code and the Taxable Wages field. The UI-covered Type of Coverage Code should be 0, 1, 2, 3, or 9 on the EQUI, and may be 8 (non-subject) on State files. The record is flagged if Taxable Wages are included on a reimbursable record, a reimbursable/employee-funded record, a federal government record, or on a non-covered record.

Location: Both BLS & State systems Level: Micro
 Edit Level: 4 Edit Type: Invalid
 Priority: A BLS Edit Publ. Criteria: Exclude, if flagged

Edit Message: *Taxable Wages > 0 for Non-Experience-Rated Record*

Edit Conditions:

Flag if all conditions are met:

- STATUS \neq 2, 3, or 9, and
- COVERAGE = 1, 3, 8, or 9 and
- TAXW > 0

060 — Coverage/Contributions Check

General Description: This edit checks for inconsistencies between the Type of Coverage Code and the Contributions field. Contributions should be zero on reimbursing records without employee funding, federal government records, or on non-covered records. Contributions must not be included on an employer-funded reimbursing record or non-covered record.

Location: Both BLS & State systems Level: Micro
 Edit Level: 4 Edit Type: Invalid

Priority: A

BLS Edit Publ. Criteria: Exclude, if flagged

Edit Message: *Contributions > 0 for Non-Experience-Rated Record*Edit Conditions:

Flag if all conditions are met:

- STATUS ≠ 2, 3, or 9, and
- COVERAGE = 1, 8, or 9, and
- CTB > 0

062 — Taxable > Total Wage Check

General Description: This edit ensures that the Taxable Wages are not greater than the Total Wages. This problem may infrequently occur during the imputation or proration processes or on the UI extract if there are rounding problems. Significant differences frequently occur when the employer incorrectly completes the Quarterly Contribution Report (QCR) or if there are possible scanning problems when reading the QCR.

Location: Both BLS & State systems

Level: Micro

Edit Level: 4

Edit Type: Invalid

Priority: A

BLS Edit Publ. Criteria: Exclude, if flagged

Edit Message: *Taxable Wages > Total Wages*Edit Conditions:

Flag if both conditions are met:

- STATUS ≠ 2, 3, or 9, and
- TW < TAXW

063 — Contributions > Taxable Wages Check

General Description: This edit ensures that the Contributions are not greater than the Taxable Wages. The edit treats Pennsylvania differently to allow for its handling of employee contributions.

Location: Both BLS & State systems

Level: Micro

Edit Level: 4

Edit Type: Invalid

Priority: A

BLS Edit Publ. Criteria: Exclude, if flagged

Edit Message: *Contributions > Taxable Wages*Edit Conditions:

Flag if all conditions are met:

- STATUS ≠ 2, 3, or 9, and
- STATE FIPS ≠ 42 and
- COVERAGE = 0 and
- TAXW < CTB

Flag if all conditions are met:

- STATE FIPS = 42 and
- COVERAGE = 2 or 3 and
- TAXW < CTB - (TW × EMPLOYEE-TAX-RATE)

Editing Parameters/Tolerances:

Parameter	Parameter Name	Length	EXPO PK #	WIN PK #	State Default	BLS Default
<i>EMPLOYEE-TAX-RATE</i>	Employee Tax Rate	6	051	003	0	3% (expressed as 003000)

064 — Inconsistent MEEI and Reporting Unit Number Check

General Description: This edit checks for consistency between the Reporting Unit Number and MEEI code. This check ensures that a master record or a single account (MEEI 1, 2, 4 or 6) has a Reporting Unit Number = 00000 and a sub-unit (MEEI 3 or 5) has a Reporting Unit Number greater than 00000.

This problem may occur as a single unit is converted to a multi-establishment reporter and the single unit’s MEEI code is changed to 3 or 5. In these cases, the single unit should typically be changed to the master record, and separate records should be set up for each worksite as appropriate. The new worksites should have MEEI codes of 3 or 5 and Reporting Unit Numbers greater than 00000.

Location: Both BLS & State systems
 Edit Level: 4
 Priority: A

Level: Micro
 Edit Type: Invalid
 BLS Edit Publ. Criteria: Include, if flagged

Edit Message: *MEEI/RUN Inconsistent*

Edit Conditions:

Flag if all of the conditions are met:

- STATUS ≠ 2, 3, or 9, and
- MEEI = 1, 2, 4, or 6, and
- RUN > 00000

Flag if all of the conditions are met:

- STATUS ≠ 2, 3, or 9, and
- MEEI = 3 or 5, and

- RUN = 00000

065 — Inconsistent County and Township Codes Check

General Description: This edit checks for valid County code /Township code configurations for New England States (including, for this purpose, New Jersey). For these States, County/Township consistency editing verifies that the Township code on each record is valid for the specified county. Township codes can be used by any State on their own Micro files; however, Township codes from Non-New England States are zero-filled on EQUI submittals. This edit is only performed for New England States (Connecticut, Maine, Massachusetts, New Hampshire, Rhode Island, Vermont), or New Jersey.

Location: Both State & BLS systems Level: Micro
 Edit Level: 4 Edit Type: Invalid
 Priority: A BLS Edit Publ. Criteria: Include, if flagged

Edit Message: *Inconsistent County/Township Combination*

Edit Condition (only for Township States):

- Bypass if STATUS is 3 or 9.
- Bypass if STATE ≠ 09, 23, 25, 33, 34, 44, or 50.

Flag if both of the following conditions are met:

- STATUS ≠ 2, 3, or 9, and
- TOWN ≠ valid for the associated STATE.

Flag if both of the following conditions are met:

- STATUS ≠ 2, 3, or 9, and
- CNTY and TOWN are inconsistent based on lookup tables.

These are valid combinations for county and township equivalent codes:

MEEI	County/Township	MEEI	County/Township
1-6	valid county/valid town combination	1-6	999/999
1-6	valid county code/999	1-6	996/999
1-6	valid county code/995	1-6	995/995
1-6	996/996	1-6	995/999
1-6	999/valid township or 995, 996, or 998	2	900/900
1-6	998/999	2	valid county code including 900, 995, 996, 998, and 999/900

Flag if all of the following conditions are met:

- STATUS = 2 and

- QTR = 1 and
- MEEI ≠ 2 and
- ARS REFILE YEAR = current Refiling year and
- RESPONSE CODE = 30, 33, 46, 50, 57, 76, or 77 and
- TOWN ≠ valid for the associated STATE.

Flag if all of the following conditions are met:

- STATUS = 2 and
- QTR = 1 and
- MEEI ≠ 2 and
- ARS REFILE YEAR = current Refiling year and
- RESPONSE CODE = 30, 33, 46, 50, 57, 76, or 77 and
- CNTY and TOWN are inconsistent based on lookup tables.

These are valid combinations for county and township equivalent codes:

MEEI	County/Township	MEEI	County/Township
1, 3-6	valid county/valid town combination	1, 3-6	999/999
1, 3-6	valid county code/999	1, 3-6	996/999
1, 3-6	valid county code/995	1, 3-6	995/995
1, 3-6	996/996	1, 3-6	995/999
1, 3-6	998/999	1, 3-6	999/valid township or 995, 996, or 998

066 — Predecessor Account Format Check

General Description: This edit ensures that both the Predecessor Reporting Unit Number and the Predecessor UI Account Number are present, if one or the other is present. If the Predecessor UI Account Number is not blank, then the Predecessor Reporting Unit Number cannot be blank.

Location: Both BLS & State systems
 Edit Level: 4
 Priority: B

Level: Micro
 Edit Type: Invalid
 BLS Edit Publ. Criteria: Include, if flagged

Edit Message: *Invalid Format in Predecessor Account*

Edit Conditions:

Flag if all conditions are met:

- STATUS ≠ 2, 3, or 9, and
- PRED UI# ≠ blank and
- PRED RUN is blank and
- AME_C > PRED-SUCC-AME.

Flag if all conditions are met:

- STATUS ≠ 2, 3, or 9, and
- PRED RUN ≠ blank and
- PRED UI# is blank.

Editing Parameters/Tolerances:

Parameter	Parameter Name	Length	EXPO PK #	WIN PK #	State Default	BLS Default
<i>PRED-SUCC-AME</i>	Predecessor and Successor AME Cutoff	6	006	004	0	0

067 — Successor Account Format Check

General Description: This edit ensures that both the Successor Reporting Unit Number and the Successor UI Account Number are present, if one or the other is present. If the Successor UI Account Number is not blank, then the Successor Reporting Unit Number cannot be blank. This edit checks inactive records (Status Code = 2) because their Successor SESA IDs are often needed to link predecessors to successors.

Location: Both BLS & State systems

Level: Micro

Edit Level: 4

Edit Type: Invalid

Priority: B

BLS Edit Publ. Criteria: Include, if flagged

Edit Message: *Invalid Format in Successor Account*Edit Conditions:

Flag if all conditions are met:

- STATUS ≠ 3 or 9, and
- SUCC UI# ≠ blank and
- SUCC RUN is blank and
- $AME_c > PRED-SUCC-AME$.

Flag if all conditions are met:

- STATUS ≠ 3 or 9, and
- SUCC RUN ≠ blank and
- SUCC UI# is blank.

Editing Parameters/Tolerances:

Parameter	Parameter Name	Length	EXPO PK #	WIN PK #	State Default	BLS Default
<i>PRED-SUCC-AME</i>	Predecessor And Successor AME Cutoff	6	006	004	0	0

070 — Address Edits

General Description: record has as many as three possible addresses (physical location, Mailing/Other, and UI address). These addresses are field specific on the State and BLS Micro files and on the EQUI files. To pass this edit, records must contain one full, mailable address that meets postal regulations. To test for usability and mailable in at least one address, the system examines each address field separately, then blocks the fields together as an individual address, and then compares the blocked addresses to determine if any block meets all editing requirements.

An Address block is defined as having

- Street Line - 1
- Street Line - 2
- City
- State
- Zip Code
- Zip Extension.

If at least one address block passes the edits, then all flags are counted but only a limited number of fields (where appropriate) will be listed for review. If none of the address blocks pass the edits, the system will list all three addresses so that the reviewer will have all information readily available to resolve the address problems for that record. At least one full block must be corrected before the address data are acceptable. UI Addresses can not be updated in State systems.

Location: Both BLS & State systems
Edit Level: 4
Priority: A

Level: Micro
Edit Type: Invalid
BLS Edit Publ. Criteria: Include, if flagged

Edit Message: *No Useable Address*

Edit Conditions:

Bypass if STATUS = 2, 3, or 9.
Bypass if OWN = 1. (Continue if OWN > 1.)

1. Edit each field of all the addresses separately (the specifications are listed with each data field below for edits 102-114).
2. If all fields in the address block pass the individual edits, then the address block also passes.
3. If any field in the address block fails an edit, then the address block also fails:
 - the Physical Location address block fails if edits 102-104, or 114 are flagged or PLA is missing.
 - the Mailing/Other address block fails if edits 109-111 are flagged or Mailing/Other address is missing.
 - the UI address block fails if edits 106-108 are flagged or UI address is missing.

4. If all three address blocks are blank and if the record has an MEEI code of 3 or 5, then copy a clean, usable address from the master record, if possible, as described in the system actions below. Otherwise, flag the record with code 070.
5. If all 3 address blocks pass the edits, continue editing other fields or records, as appropriate.
6. Identify the address blocks that have flags. Pass or flag edit 070 based on the following table:

PLA address block (edits 102-104,114)	UIA address block (edits 106-108)	MOA address block (edits 109-111)	Flag edit 070?
Pass	Pass or flag or missing	Pass or flag or missing	Pass
Pass or flag or missing	Pass	Pass or flag or missing	Pass
Pass or flag or missing	Pass or flag or missing	Pass	Pass
Flag or missing	Flag or missing	Flag or missing	Pass if AME < ADDRESS-AME
Flag or missing	Flag or missing	Flag or missing	Flag if AME ≥ ADDRESS-AME

Editing Parameters/Tolerances:

Parameter	Parameter Name	Length	EXPO PK #	WIN PK #	State Default	BLS Default
ADDRESS-AME	Address Edit Cutoff	6	069	095	5	5

State System Actions:

1. If any address contains all zeroes in one of the following fields, the system will blank out the field: Street Address Line 1, Street Address Line 2, City, or State Abbreviation. (This system action occurs before editing.)
2. For any address, if Address Line 1 is blank but Address Line 2 is not, the State systems move the contents of Line 2 to Line 1. When the State systems print addresses onto forms, the system will not print a blank street address line.
3. When the State Abbreviation = ZZ or CN, the State systems do not print the ZZ or CN onto forms. (The country or province name/abbreviation required by the Post Office should be present at the end of the City field.)
4. For multis, if a master's Mailing/Other Address is present and passes all address edits, but any subunit has no useable address, then the State systems copy the Mailing/Other Address from the master to the subunit. Note that if a subunit had earlier been flagged for having no clean address, this system action should remove the flag.
5. For multis, if a master's Mailing/Other Address is unavailable, and its UI Address is present and passes all address edits, and any subunit has no useable address, then the State systems copy the UI Address from the master to the subunit's UI Address. Note that if a subunit had earlier been flagged for having no clean address, this system action should remove the flag.

072 — Blank Name Check

General Description: This edit ensures that either a Trade Name (DBA) or a Legal Name is present on each record. An employment parameter is used. This allows some leeway particularly for new accounts where complete information may not be immediately available.

Location: Both BLS & State systems Level: Micro
 Edit Level: 4 Edit Type: Warning
 Priority: A BLS Edit Publ. Criteria: Include, if flagged

Edit Message: *Both Trade Name and Legal Name are Blank*

Edit Conditions:

Flag if all conditions are met:

- STATUS ≠ 2, 3, or 9, and
- AME > NAME-AME and
- TRADE NAME blank and
- LEGAL NAME blank.

Editing Parameters/Tolerances:

Parameter	Parameter Name	Length	EXPO PK #	WIN PK #	State Default	BLS Default
NAME-AME	Name AME	6	070	096	3	3

State System Action:

When printing forms, if Trade Name and Legal Name are the same, the system only prints one name.

074 — Old Ownership Code Check

General Description: This edit verifies that the non-quarterly Old Ownership field, if present, contains a valid code. Where the record has a valid Ownership code in the most recent fourth quarter and fourth quarter is active, the system uses this code to update the Old Ownership. The Old Ownership is essential for generating the CCS file. This edit is only performed when the Response Code, ARS Refile Year, and MEEI code qualify the record for the CCS. MEEI 2 records are not included on the CCS.

Location: Both BLS & State systems Level: Micro
 Edit Level: 4 Edit Type: Invalid
 Priority: B BLS Edit Publ. Criteria: Include, if flagged

Edit Message: *Invalid Old Ownership*

Edit Conditions:

Bypass if QTR = 1 and STATUS = 3.

Bypass if ARS REFILE YEAR ≠ FISCAL-YEAR.

Bypass if RESPONSE CODE ≠ 30, 33, 46, 50, 57, 76, or 77.

Bypass if MEEI of the most recent first quarter = 2 or if the MEEI of the most recent fourth quarter = 2.

[In BLS system only: Bypass if OLD OWN is blank.]

Flag if OLD OWN ≠ 1, 2, 3, or 5.

Editing Parameters/Tolerances:

Parameter	Parameter Name	Length	EXPO PK #	WIN PK #	State Default	BLS Default
FISCAL-YEAR	Fiscal Year	4	—	—	Processing or fiscal year for current refiling	Current processing year, or fiscal year for the refiling just completed

System Action: If Old Ownership is invalid or not equal to the valid fourth quarter Ownership, the State systems replace the Old Ownership with the valid, active fourth quarter Ownership code in the year prior to the refile year. If CCS is locked, the system will not run this edit.

075 — Old County Code Check

General Description: This edit verifies that the non-quarterly Old County field, if present, contains a valid code. Where the record has a valid County code in the most recent fourth quarter and fourth quarter is active, the system uses this code to update the Old County. The Old County is essential for generating the CCS file. This edit is only performed when the Response Code, ARS Refile Year, and MEEI code qualify the record for the CCS. MEEI 2 records are not included on the CCS.

Location: Both BLS & State systems

Level: Micro

Edit Level: 4

Edit Type: Invalid

Priority: B

BLS Edit Publ. Criteria: Include, if flagged

Edit Message: *Invalid Old County*

Edit Conditions:

Bypass if QTR = 1 and STATUS = 3.

Bypass if ARS REFILE YEAR ≠ FISCAL-YEAR.

Bypass if RESPONSE CODE ≠ 30, 33, 46, 50, 57, 76, or 77.

Bypass if MEEI of the most recent first quarter = 2 or if the MEEI of the most recent fourth quarter = 2.

[In BLS system only: Bypass if OLD COUNTY is blank.]

Flag if OLD CNTY ≠ valid County code nor 995, 996, 998, nor 999.

Editing Parameters/Tolerances:

Parameter	Parameter Name	Length	EXPO PK #	WIN PK #	State Default	BLS Default
<i>FISCAL-YEAR</i>	Fiscal Year	4	—	—	Processing or fiscal year for current refiling	Current processing year, or fiscal year for the refiling just completed

System Action: If Old County is invalid or not equal to the valid fourth quarter County, the State systems replace the Old County with the valid, active fourth quarter County code in the year prior to the refile year. If the CCS is locked, the system will not run this edit.

076 — Old County/Township Code Check

General Description: This edit verifies that the non-quarterly Old Township field, if present, is valid and consistent with the Old County code. This edit is only used for New England States (including, for this purpose, New Jersey). Where the record has a valid Township code in the most recent fourth quarter and fourth quarter is active, the system uses this code to update the Old Township. The Old Township is used for generating the CCS file in New England States and New Jersey. This edit is only performed when the Response Code, ARS Refile Year, and MEEI code qualify the record for the CCS. MEEI 2 records are not included on the CCS.

Location: Both BLS & State systems
Edit Level: 4
Priority: B

Level: Micro
Edit Type: Invalid
BLS Edit Publ. Criteria: Include, if flagged

Edit Message: *Invalid Old County/Old Township Combination*

Edit Conditions:

Bypass if QTR = 1 and STATUS = 3.

Bypass if ARS REFILE YEAR \neq *FISCAL-YEAR* (the current refiling year).

Bypass if RESPONSE CODE \neq 30, 33, 46, 50, 57, 76, or 77.

Bypass if the State is not Connecticut, Maine, Massachusetts, New Hampshire, Rhode Island, Vermont, or New Jersey (if STATE \neq 09, 23, 25, 33, 34, 44, or 50).

Bypass if MEEI of the most recent first quarter = 2 or if the MEEI of the most recent fourth quarter = 2.

In BLS system only: Bypass if OLD CNTY and OLD TOWN are blank.

Flag if the OLD CNTY/OLD TOWN combination is not a valid county/township combination for the State or is not an acceptable combination of county/township equivalent codes.

These are valid combinations for county and township equivalent codes:

MEEI	County/Township	MEEI	County/Township
1, 3-6	valid county/valid town combination	1, 3-6	999/999
1, 3-6	valid county code/999	1, 3-6	996/999
1, 3-6	valid county code/995	1, 3-6	995/995
1, 3-6	996/996	1, 3-6	995/999
1, 3-6	998/999	1, 3-6	999/valid township or 995, 996, or 998

Editing Parameters/Tolerances:

Parameter	Parameter Name	Length	EXPO PK #	WIN PK #	State Default	BLS Default
<i>FISCAL-YEAR</i>	Fiscal Year	4	—	—	Processing or fiscal year for current refiling	Current processing year, or fiscal year for the refiling just completed

System Action: If Old Township is invalid or not equal to the valid fourth quarter Township, the State systems replace the Old Township with the valid, active fourth quarter Township code in the year prior to the refile year. If the CCS is locked, the system will not run this edit.

078 — Old NAICS Code Check

General Description: This edit verifies that the non-quarterly Old NAICS field, if present, contains a valid code. Where the record has a valid NAICS code in the most recent fourth quarter and fourth quarter is active, the system uses this code to update the Old NAICS field. The Old NAICS is used for generating the CCS file. This edit is only performed when the Response Code, ARS Refile Year, and MEEI code qualify the record for the CCS. MEEI 2 records are not included on the CCS.

Location: Both BLS & State systems
 Edit Level: 4
 Priority: B

Level: Micro
 Edit Type: Invalid
 BLS Edit Publ. Criteria: Include, if flagged

Edit Message: *Invalid Old NAICS Code*

Edit Conditions:

- Bypass if QTR = 1 and STATUS = 3.
- Bypass if ARS REFILE YEAR ≠ *FISCAL-YEAR*.
- Bypass if RESPONSE CODE ≠ 30, 33, 46, 50, 57, 76, or 77.
- Bypass if MEEI of the most recent first quarter = 2 or if the MEEI of the most recent fourth quarter = 2.
- [In BLS system only: Bypass if OLD NAICS is blank.]

Flag if OLD NAICS ≠ valid 6-digit 2002-based NAICS code in 2007/1 processing.

Editing Parameters/Tolerances:

Parameter	Parameter Name	Length	EXPO PK #	WIN PK #	State Default	BLS Default
FISCAL-YEAR	Fiscal Year	4	—	—	Processing or fiscal year for current refiling	Current processing year, or fiscal year for the refiling just completed

System Action: If Old NAICS is invalid or not equal to the valid fourth quarter NAICS, the State systems replace the Old NAICS with the valid, active fourth quarter NAICS code in the year prior to the refile year. If the CCS is locked, the system will not run this edit.

080 — Indian Tribal Indicator Ownership/NAICS Conflict Check

General Description: The Indian Tribal Ownership/NAICS Conflict edit looks for situations in which the ownership and/or NAICS is/are incompatible with the Indian Tribal Indicator. When the T indicator is used, the ownership code should always be 3. When the NAICS code is 921150, the indicator should also be a T. Note that it is possible for records in ownership 3 with many other NAICS codes to be valid with an indicator of T as well. For instance, a federally recognized tribe running a gambling casino would be coded in 713210 and ownership 3 with a special indicator of T. Note also that edit 016 checks the NAICS and ownership combination for industry 921150.

Location: Both BLS & State systems

Edit Level: 4

Priority: A

Level: Micro

Edit Type: Invalid

BLS Edit Pub Criteria: Include, if flagged

Edit Message: *Indian Tribal Indicator Inconsistent with NAICS or OWN*

Edit Conditions:

Flag if all conditions are met:

- STATUS ≠ 2, 3, or 9 and
- SPECIAL INDICATOR = T and
- OWN ≠ 3.

Flag if all conditions are met:

- STATUS ≠ 2, 3, or 9 and
- NAICS = 921150 and
- SPECIAL INDICATOR ≠ T

085 — Potential Predecessor Check

General Description: An existing or new account receives a significant number of its employees from one primary contributing account based on information from matching wage records. A check of wage record shows that many of the wage records were previously reported to a different account. That previous wage record reporter may be a potential predecessor to the account being edited.

Location: Both BLS & State systems

Level: Micro

Edit Level: 5

Edit Type: Warning

Priority: A

BLS Edit Publ. Criteria: Include, if flagged

Edit Message: *Potential Predecessor (UI#) found based on Wage Records*

EXPO and WIN Edit Conditions:

Flag if all conditions are true:

- $OWN_c = 5$
- $STATUS_c \neq 2, 3, \text{ or } 9$
- $MEEI_c \neq 3 \text{ or } 5$
- $COVERAGE_c = 0$
- Each of the 6 earlier quarters has either
M1-IND, M2-IND, and M3-IND = R, C, E, H, K, M, N, X, or blank
- OR
- STATUS = 2, 3, or 9 (In other words, the earlier quarters may be a combination of = R, C, E, H, K, M, N, X, or blank employment indicators or STATUS 2, 3, or 9)
- $AME_c > POTENTIAL-PS-EMP$
- No positively identified predecessor information (ignore possible predecessors) is found for the current time period in the predecessor/successor or other files.
- $LWRC_c$ (reported to account in current quarter but reported to someone else in the prior quarter) $> AME_c \times PPS-EMP\%$

If flagged, bypass edits 096 and 139.

BLS Edit Conditions:

Flag if all conditions are true:

- $OWN_c = 5$
- $STATUS_c \neq 2, 3, \text{ or } 9$
- $MEEI_c \neq 3 \text{ or } 5$
- $COVERAGE_c = 0$
- Each of the 6 earlier quarters has either
M1-IND, M2-IND, and M3-IND = R, C, E, H, K, M, N, X, or blank
- OR

STATUS = 2, 3, or 9 (In other words, the earlier quarters may be a combination of = R, C, E, H, K, M, N, X, or blank employment indicators or STATUS 2, 3, or 9)

- $AME_c > POTENTIAL-PS-EMP$
- No supplemental predecessor/successor records in current quarter that identify one or more predecessors
- $LWRC_C > AME_c \times PPS-EMP\%$

If flagged, bypass edits 096 and 139.

System Actions: (1) Display the UI account of the possible predecessor LWRC UI either in the error message, on the listing output, or on the on-line edit screen. (2) Allow States to run these edits separately or at a different time than the rest of the edits since they are dependent upon access to wage record information which may be available later in the edit cycle. (3) Exclude the reference account from being its own predecessor.

Editing Parameters/Tolerances:

Parameter	Parameter Name	Length	EXPO PK #	WIN PK #	State Default	BLS Default
POTENTIAL-PS-EMP	Potential Predecessor/ Successor Employment	6	?	?	100	100
PPS-EMP%	Potential Predecessor/ Successor Employment Percentage	6	?	?	75	75

086 — Potential Successor Check

General Description: An existing account is delinquent or possibly inactive. A comparison of wage records reported to the account in a prior quarter are now reported by one primary receiving account in the current quarter. The recipient of those wage records may be a potential successor.

Location: Both BLS & State systems

Edit Level: 5

Priority: A

Level: Micro

Edit Type: Warning

BLS Edit Publ. Criteria: Include, if flagged

Edit Message: *Potential Successor (UI #) found based on Wage Records*

EXPO and WIN Edit Conditions:

Flag if all conditions are true:

- $OWN_p = 5$

- $STATUS_p \neq 2, 3, \text{ or } 9$
- $MEEI_p \neq 3 \text{ or } 5$
- $COVERAGE_p = 0$
- The current quarter has either
M1-IND, M2-IND, and M3-IND = R, C, E, H, K, M, N, X, or blank
OR
STATUS = 2, 3, or 9 (In other words, the current quarter may be a combination of
= R, C, E, H, K, M, N, X, or blank employment indicators or STATUS 2, 3, or 9)
- $AME_p > POTENTIAL-PS-EMP$
- No positively identified successor information (ignore possible successors) is found for the current time period in the predecessor/successor or other files.
- $LWRR_C$ (reported to account in prior quarter but reported to someone else in the current quarter) $> AME_p \times PPS-EMP\%$

If flagged, bypass edits 097 and 140.

BLS Edit Conditions:

Flag if all conditions are true:

- $OWN_p = 5$
- $STATUS_p \neq 2, 3, \text{ or } 9$
- $MEEI_p \neq 3 \text{ or } 5$
- $COVERAGE_p = 0$
- The current quarter has either
M1-IND, M2-IND, and M3-IND = R, C, E, H, K, M, N, X, or blank
OR
STATUS = 2, 3, or 9 (In other words, the current quarter may be a combination of
= R, C, E, H, K, M, N, X, or blank employment indicators or STATUS 2, 3, or 9)
- $AME_p > POTENTIAL-PS-EMP$
- No supplemental predecessor/successor records in current quarter that identify one or more successors
- $LWRR_C > AME_p \times PPS-EMP\%$

If flagged, bypass edits 097 and 140.

System Actions: (1) Display the UI account of the possible successor either in the error message, on the listing output, or on the on-line edit screen. (2) Allow States to run these edits separately or at a different time than the rest of the edits since they are dependent upon access to wage record information which may be available later in the edit cycle. (3) Exclude the reference account from being its own successor.

Editing Parameters/Tolerances:

Parameter	Parameter Name	Length	EXPO PK #	WIN PK #	State Default	BLS Default
<i>POTENTIAL-PS-EMP</i>	Potential Predecessor/ Successor Employment	6	?	?	100	100
<i>PPS-EMP%</i>	Potential Predecessor/ Successor Employment Percentage	6	?	?	75	75

088 — Large Record without Usable PLA Check

General Description: Each record has as many as three possible addresses (physical location, Mailing/Other, and UI address). These addresses are field specific on the State and BLS Micro files and on the EQUI files. To pass this edit, records must contain a full Physical Location address that can be geocoded. To test for usability and the ability to geocode the Physical Location Address, the system examines each address field separately, then blocks the fields together as an individual address, and then compares the blocked address to determine if it meets all editing requirements.

A Physical Location Address block is defined as having

- PLA Street Line - 1
- PLA Street Line - 2
- PLA City
- PLA State
- PLA Zip Code
- PLA Zip Extension.

Location: Both BLS & State systems

Level: Micro

Edit Level: 6

Edit Type: Warning

Priority: B

BLS Edit Publ. Criteria: Include, if flagged

Edit Message: *Large Record Without Usable PLA*

Edit Conditions:

Bypass if STATUS = 2, 3, or 9.

Bypass if OWN = 1-3. (Continue if OWN = 5.)

Bypass if MEEI = 2, 4 or 5.

Bypass if CNTY = 995, 996, 998, or 999

Bypass if AME < *LARGE-PLA-ADDRESS-AME-CUTOFF*

Flag if either condition is met:

- All of the PL address fields are blank or missing, or
- The record's PL address is flagged for any other PLA edit (for edit 102, 103, 104, or 114).

Editing Parameters/Tolerances:

Parameter	Parameter Name	Length	EXPO PK #	WIN PK #	State Default	BLS Default
<i>LARGE-PLA-ADDRESS-AME</i>	Large PLA Address Cutoff	6	080	099	100	100

State System Actions:

If the PLA contains all zeroes in one of the following fields, the system will blank out the field: Street Address Line 1, Street Address Line 2, City, or State Abbreviation. (This system action occurs before editing.)

Level 5 Edit Descriptions – Large Record Employment and Wage Edits

Several of the employment and wage edits are divided into significant changes (Level 5) and important but not as large changes (Level 6). This was done to help reviewers focus first on those changes that have the greatest impact on the data. Most of these edits are performed at both the micro and macro level.

These edits identify

- Fluctuations over time in employment or wages,
- Significantly large new or discontinued records,
- Records with high wages but no employment, or
- Records with high employment but no wages.

Most of these records warrant further review, possible corrections, and usually some explanation if not corrected. Problems can be researched

- Using wage records,
- Using UI correspondences or supplemental information,
- Using similar units of a multi-establishment employer, similar employers in the cell, or
- By contacting the employer.

089 — Large Monthly Employment Change Check - Month 1 (WIN-202)

General Description: Edits 089 and 136 look for unusual employment fluctuations in month 1 employment. Larger fluctuations flag with code 089, while smaller (but still questionable) fluctuations flag with code 136. These two edits are only used in the WIN-202 System (EXPO and BLS use 091 and 126 instead).

See edit 091 for a full description.

Location: WIN-202 System only

Edit Level: 5

Priority: A

Level: Micro

Edit Type: Warning

BLS Edit Publ. Criteria: Include, if flagged

Edit Message: *Month 1 Employment Change Greatly Exceeds Test Parameters*

Edit Conditions: See Edit 091 in this section for details and parameter values

090 — Large Monthly Employment Change Check - Month 2 (WIN-202)

General Description: Edits 090 and 137 look for unusual employment fluctuations in month 2 employment. Larger fluctuations flag with code 090, while smaller (but still questionable)

fluctuations flag with code 137. These two edits are only used in the WIN-202 System (EXPO and BLS use 091 and 126 instead).

See edit 091 for a full description.

Location: WIN-202 System only
Edit Level: 5
Priority: A

Level: Micro
Edit Type: Warning
BLS Edit Publ. Criteria: Include, if flagged

Edit Message: *Month 2 Employment Change Greatly Exceeds Test Parameters*

Edit Conditions: See Edit 091 in this section for details and parameter values.

091 — Large Monthly Employment Change Check

General Description: Edit 091 looks for unusual employment fluctuations. The edit works differently in the WIN-202 System, so the general description is broken out below by system.

EXPO and BLS System: Edits 091 and 126 look for unusual employment fluctuations in all three months of employment. The largest fluctuations flag with edit code 091, while smaller (but still questionable) fluctuations flag with code 126. The edit is performed three times for any given record, once for each month of employment in the quarter. The monthly employment edit consists of six different tests. If all steps that can be performed fail for any one of those months, the edit is flagged with either 91 or 126. This edit is performed at both the micro and macro levels. The edit description for 091 is quite lengthy, and includes an example to illustrate the process. *This edit is attempted three times for any given record, once for each month of employment in the current quarter. If all steps that can be performed fail for any one of those months, the edit is flagged with either 091 or 126.*

WIN-202 System: Edits 091 and 138 look for unusual employment fluctuations in month 3 employment. Larger fluctuations flag with code 091, while smaller (but still questionable) fluctuations flag with code 138. This edit consists of six different tests. If all steps that can be performed fail for month 3 employment, the edit is flagged with either 091 or 138. This edit is performed at both the micro and macro levels. (Fluctuations in month 1 employment are covered by edit 089 and 136, and fluctuations in month 2 are covered by edits 090 and 137.)

Location: Both BLS & State systems
Edit Level: 5
Priority: A

Level: Micro & Macro
Edit Type: Warning
BLS Edit Publ. Criteria: Include, if flagged

Edit Message:

EXPO and BLS: *Employment Change Greatly Exceeds Test Parameters*

WIN-202: *Month 3 Employment Change Greatly Exceeds Test Parameters*

Definitions:

AME = (month 1 employment + month 2 employment + month 3 employment)/3

AME_y = AME from the quarter one year ago from the current quarter

MC = employment of the current quarter month that is being tested (month 1, month 2, or month 3)

MC_y = employment of the month one year ago from MC (if MC = month 1 employment, MC_y = month 1 employment one year ago; if MC = month 2 employment, MC_y = month 2 employment one year ago; and if MC = month 3 employment, MC_y = month 3 employment one year ago)

MP = month preceding MC (if MC = month 1 employment, MP = month 3 employment of the prior quarter; if MC = month 2 employment, MP = month 1 employment of the current quarter; and if MC = month 3 employment, MP = month 2 of the current quarter)

Subscripts of c refer to the current quarter

Subscripts of y refer to the quarter one year ago from the current quarter (e.g., MC_y = current month, one year ago)

Subscripts of p refer to the prior quarter

Micro Edit Conditions

Edit Conditions:

Bypass the edit if STATUS = 2, 3, or 9 in the current quarter.

A. SMALL RECORD BYPASS

Condition:

- $\text{Max}(M1_p, M2_p, M3_p, M1_c, M2_c, M3_c) < \text{SMALL-REC-BYPASS}$

If the condition is true, bypass the edit. (stop - do not fail this edit for any of the three months of employment.)

If the condition is false, go to B. (Continue to 'NO HISTORY BYPASS'.)

B. NO HISTORY BYPASS

Condition:

- All 4 prior quarters have either of the following occur:
 - M1-IND and M2-IND and M3-IND = M, N, or X
 - OR
 - STATUS = 2, 3, or 9

If the condition is true, bypass the edit (stop - does not fail this edit for any of the three months of employment. This record may receive 096 or 139. See edit 096 for details.)

If the condition is false, continue with the C, PRELIMINARY STEP.'

EXPO and BLS: Steps C through J are performed on all three months of employment

WIN-202: Steps C through J are performed only on month 3 employment.

C. PRELIMINARY STEP

(i) Conditions:

- Employment indicator code for current month one year ago (MC_y-IND) = M, N, or X and MC_y = 0
- Employment indicator code for preceding month (MP-IND) = M, N, or X and MP = 0

If both conditions are true, continue with step (ii) of 'preliminary step'

If either of the conditions is false, go to D (continue with 'step 1')

(ii) Conditions:

- $|MC - MP| \geq EMPL-DIFF-SPL-AME \times EMPL-CHECK-MULTIPLIER$ (regardless of MP-IND)
- $LOW-EMPL-MAX-DIFF < |MC-MP| < EMPL-DIFF-SPL-AME \times EMPL-CHECK-MULTIPLIER$

If the 1st condition is true, flag with edit code 091 for that month.

If the 2nd condition is true, flag with edit code 126 in EXPO and BLS or 138 in WIN-202 for that month.

If both conditions are false, bypass the rest of the edit for that month (stop - does not fail this edit for month being tested).

D. STEP 1 – Current Month to preceding month -- absolute change

(i) Condition:

- Employment indicator code for preceding month (MP-IND) = M, N, or X

If the condition is true, go to G (bypass steps 1, 2, and 3 and continue with 'step 4')

If the condition is false, continue with step (ii) of 'step 1'

(ii) Conditions:

1)

- $AME_p < EMPL-DIFF-SPL-AME$
- $|MC - MP| > LOW-EMPL-MAX-DIFF$

OR

2)

- $AME_p \geq EMPL-DIFF-SPL-AME$
- $|MC - MP| > HIGH-EMPL-MAX-DIFF$

If either pair of conditions is true, go to E (continue with 'step 2').

If both pairs of conditions are false, bypass the rest of the edit (stop - does not fail this edit for month being tested).

E. STEP 2 – Current month to preceding month -- percent change

Conditions:

- 1) If both of the following occur:
 - Number of months where M1-IND, M2-IND, and M3-IND ≠ M, N, or X and STATUS = 1 from the four prior quarters ≥ 6, and
 - $| (MC - MP) | > HIGH-REPORTING-PCT-CHG \times MP$

OR

- 2) If both of the following occur:
 - Number of months where M1-IND, M2-IND, and M3-IND ≠ M, N, or X and STATUS = 1 from the four prior quarters < 6
 - $| (MC - MP) | > REPORTING-PCT-CHG \times MP$

If 1st condition is true, go to F (continue with 'step 3').

If 2nd condition is true, go to G (bypass 'step 3' and continue with 'step 4').

If both pairs of conditions are false, bypass the rest of the edit (stop - does not fail this edit for month being tested).

F. STEP 3 – T-test

Identify the largest employment value and smallest employment value in the four prior quarters. Exclude months with an employment indicator code MX-IND of M, N, or X or STATUS ≠ 1.

Let RANGE = Largest Employment Value in four prior quarters – Smallest Employment Value in four prior quarters.

Determine T-Value from table where n = total number of available months in four prior quarters (include only months with employment indicator code MX-IND ≠ M, N, or X and STATUS = 1).

<u>n</u>	<u>T-Value</u>
6	2.571
7	2.447
8	2.365
9	2.306
10	2.262
11	2.228
12	2.201

Let $M_TOL = T\text{-Value} \times \sqrt{2} \times (RANGE/6)$

Condition:

- $|MC - MP| > M_TOL$

If condition is true, go to G (continue with 'step 4').

If condition is false, bypass the rest of the edit (stop - does not fail this edit for month being tested).

G. STEP 4 – Current month to year-ago month -- absolute change

(i) Condition:

- Employment indicator code for current month one year ago ($MC_y\text{-IND}$) = M, N, or X

If the condition is true, go to J (bypass steps 4, 5, and 6 and continue to 'determining edit level')

If the condition is false, continue with step (ii) of 'step 4'

(ii) Conditions:

(1)

- $AME_y < EMPL\text{-DIFF}\text{-SPL}\text{-AME}$
- $|MC - MC_y| > LOW\text{-EMPL}\text{-MAX}\text{-DIFF}$

OR

(2)

- $AME_y \geq EMPL\text{-DIFF}\text{-SPL}\text{-AME}$
- $|MC - MC_y| > HIGH\text{-EMPL}\text{-MAX}\text{-DIFF}$

If either pair of conditions is true, go to H (continue with 'step 5')

If both pairs of conditions are false, bypass the rest of the edit (stop - does not fail this edit for month being tested)

H. STEP 5 – Current month to year ago month -- percent change

Conditions:

(1)

- Number of available months employment in previous four quarters ≥ 6 (include only months with M1-IND, M2-IND, and M3-IND \neq M, N, or X and STATUS = 1)
- $|MC - MC_y| > HIGH\text{-REPORTING}\text{-PCT}\text{-CHG} \times MC_y$

OR

(2)

- Number of available months' employment in previous four quarters < 6 (include only months with employment indicator code MX-IND ≠ M, N, or X and STATUS = 1)
- $|MC - MC_y| > REPORTING-PCT-CHG \times MC_y$

If condition (1) is true, go to I (continue with 'step 6')

If condition (2) is true, go to J (continue to 'determining edit level')

If both pairs of conditions are false, bypass the edit (stop - does not fail this edit for month being tested)

I. STEP 6 – Current month to year-ago month -- t-test

Condition:

- $|MC - MC_y| > M_TOL$ (M_TOL is defined in 'step 3')

If condition is true, go to J (continue to 'determining edit level')

If condition is false, continue with the following comparison between the First Month of the Current Quarter and the Last Month of the Prior Quarter:

Conditions:

- $|M1_c - M3_p| > BETWEEN-QUARTERS-ABS-DIFF$
- $|M1_c - M3_p| > BETWEEN-QUARTERS-PERCENT-DIFF \times M3_p$

Defaults for the parms are *BETWEEN-QUARTERS-ABS-DIFF* = 500 and *BETWEEN-QUARTERS-PERCENT-DIFF* = 0.10

If both conditions are true, go to J (continue to 'determining edit level')

If either of the conditions is false, bypass the edit (stop - does not fail this edit for month being tested).

J. DETERMINING EDIT LEVEL

Condition:

- $|MC - MP| > EMPL-DIFF-SPL-AME \times EMPL-CHECK-MULTIPLIER$

If condition is true, flag with edit 091.

If condition is false, flag with edit 126 in EXPO and BLS and 138 in WIN-202.

EXPO and BLS: If one of the three months receives a 091 or a 126, the record receives that edit code. If one month receives a 091 and another receives a 126, the record receives a 091.

WIN-202: Edits 089/136 and 090/137 follow these same rules. Anything receiving what would have been a 091/138 edit had it been month 3 employment would receive a 089/136 in month 1 or a 090/137 in month 2.

EDITING UPDATES TO PREVIOUS QUARTERS

States extract or update data *up to four quarters* earlier than the current processing quarter. Updates include corrections to reported data and the replacement of estimates with reported data. However, there are limited quarters of historical data available on the database. Since all updates should be edited, even if they are from four quarters back, the normal micro edits described earlier do not have enough historical data available to perform all the tests. If fewer tests were performed, a record would have fewer opportunities to pass the edits. This would cause updates to the earliest quarters to be more likely to flag. Therefore, the data that are used to edit back quarters will not be restricted to data from prior to the quarter being edited, but may also include quarters that are more recent than the quarter being reviewed.

A. Quarters to Use for T-Test (Steps 3 and 6)

For the t-test, the editing of updates to previous quarters may involve using data from any of the historical quarters on the file. Twelve months of data must be used to perform the test. The following table shows which quarters to use when performing the t-test.

For example, if the current quarter was 2003/1 and an update was made to 2002/3, the T-Test would use data from 2003/1, 2002/4, 2002/2, and 2002/1 to edit the updated record.

<i>Quarters to Use</i>	<i>Quarter Being Updated</i>				
	Current – 1	Current – 2	Current – 3	Current – 4	Current – 5
Current		X	X	X	
Current – 1		X	X	X	X
Current – 2	X		X	X	X
Current – 3	X	X		X	X
Current – 4	X	X	X		X
Current – 5	X				

B. Quarter to Use for Seasonality Test (Steps 4 and 5)

For the seasonality test portion of the employment edit, the updated employment data must be compared to data from the same month from the quarter either four quarters before or four quarters after the quarter being edited. Thus, for updates to the two oldest quarters on the file, the comparison will be to the quarter that is four quarters after the updated quarter. For the quarter that immediately precedes the current quarter, the comparison will be to the quarter that is four quarters before the updated quarter. The following table illustrates the appropriate quarters that are used. Note that the seasonality test cannot be performed for updates to the quarters that precede the current quarter by two or three quarters.

	<i>Quarter Being Updated</i>				
<i>Quarters to Use</i>	Current – 1	Current – 2	Current – 3	Current – 4	Current – 5
Current				X	
Current – 1					X
Current – 2					
Current – 3					
Current – 4					
Current – 5	X				

Micro Editing Parameters/Tolerances:

Parameter	Parameter Name	Length	EXPO PK #	WIN PK #	State Default	BLS Default
<i>SMALL-REC-BYPASS</i>	Small Record Bypass	2	071	085	25	100
<i>EMPL-CHECK-MULTIPLIER</i>	Employment Check Multiplier	2	053	010	10	10
<i>EMPL-DIFF-SPL-AME</i>	Split Level For Employment Difference	2	010	005	20	20
<i>LOW-EMPL-MAX-DIFF</i>	Low Employment Maximum Employment Difference	2	011	006	10	15
<i>HIGH-EMPL-MAX-DIFF</i>	High Employment Maximum Employment Difference	2	012	007	30	40
<i>HIGH-REPORTING-PCT-CHG</i>	Employment Percent Change Limit For > 6 Reported Months	2	013	008	10	10
<i>REPORTING-PCT-CHG</i>	Employment Percent Change Limit For < 6 Reported Months	2	014	009	30	30
<i>BETWEEN-QUARTERS-ABS-DIFF</i>	Between quarters absolute difference	6	?	?	500	500
<i>BETWEEN-QUARTERS-PERCENT-DIFF</i>	Between quarters percent difference	2	?	?	0.10	0.10

Macro Edit Conditions

A. SMALL RECORD BYPASS

(i) Condition:

- $\text{Max}(M1_c, M2_c, M3_c, M1_p, M2_p, M3_p) < \text{SMALL-MACRO-REC-BYPASS}$

If the condition is true, bypass the edit (stop - does not fail this edit for any of the 3 months)

If the condition is false, continue to step (ii) of the pre-edit

(ii) Let NumEstab_c = number of establishments in the current quarter with non-zero total wages or at least one non-zero month of employment

Let NumEstab_p = number of establishments in the prior quarter with non-zero total wages or at least one non-zero month of employment

Let $\text{NumEstablMultiplier} = 0.5 \times \text{MIN}(\text{NumEstab}_c, \text{NumEstab}_p)$

If $\text{NumEstablMultiplier} < 1$, let $\text{NumEstablMultiplier} = 1$

Else let $\text{NumEstablMultiplier} = \text{Round}(\text{NumEstablMultiplier})$
{rounding is done to the nearest whole number}

If $\text{NumEstablMultiplier} > \text{NUM-ESTABL-LIMIT}$, let $\text{NumEstablMultiplier} = \text{NUM-ESTABL-LIMIT}$

Go to B (continue with 'pre-edit').

EXPO AND BLS: Steps B through I are performed on all three months of employment!

WIN-202: Steps B through I are performed on month 3 only!

B. PRE-EDIT

Conditions:

(1)

- Each of the four prior quarters has Number of Establishment = 0

OR

(2)

- Each of the two prior quarters has Number of Establishments = 0
- $M_c = \text{First Non-Zero Emp}$
- $M_c < \text{NONZERO-EMPL-CUTOFF}$

OR

(3)

- Each of the two prior quarters has Number of Establishments = 0
- $M_c = 0$

If (1) OR (2) OR (3) is true, bypass the edit. (Stop - does not fail this edit for month being tested.)

If both conditions are false, go to C. (Continue with 'step 1.')

EXPO and BLS: If the first nonzero month of employment is month 1 and the number of establishments in the two prior quarters is zero, continue to edit month 2 and month 3 through

edits 091/126. If the first nonzero month of employment is month 2, continue to edit month 3 through edits 091/126.

C. STEP 1 - Minor Fluctuation Test—Absolute Difference:

Conditions:

(1)

- $AME_p < (\text{NumEstablMultiplier} \times \text{EMPL-DIFF-SPL-AME})$
- $|MC - MP| > (\text{NumEstablMultiplier} \times \text{LOW-EMPL-MAX-DIFF})$

OR

(2)

- $AME_p \geq (\text{NumEstablMultiplier} \times \text{EMPL-DIFF-SPL-AME})$
- $|MC - MP| > (\text{NumEstablMultiplier} \times \text{HIGH-EMPL-MAX-DIFF})$

If either pair of conditions is true go to D. (Continue with 'step 2.')

If both pairs of conditions are false, bypass the edit. (Stop - does not fail this edit for month being tested.)

D. STEP 2 - Minor Fluctuation Test—Percent Change:

Conditions:

(1)

- Number of available months (including month1, month 2, and month 3) of available employment (in quarters where the number of establishments > 0) from the four prior quarters ≥ 6
- $|MC - MP| > (\text{HIGH-REPORTING-PCT-CHG} \times MP)$

OR

(2)

- Number of available months (including month 1, month 2, and month 3) of available employment (in quarters where the number of establishments > 0) from the four prior quarters < 6
- $|MC - MP| > (\text{REPORTING-PCT-CHG} \times MP)$

If (1) is true, go to E. (Continue with 'step 3.')

If (2) is true, go to F. (Continue with 'step 4.')

If both (1) and (2) are false, bypass the edit. (Stop - does not fail this edit for month being tested.)

E. STEP 3 - t-test:

- Identify the largest monthly employment value and smallest monthly employment value in the 12 months in the four prior quarters. Exclude months in quarters with Number of Establishments = 0.
- Let RANGE = largest employment value in four prior quarters– smallest employment value in four prior quarters

Determine t-Value from table where n = total number of available months in four prior quarters (excluding months in quarters with Number of Establishments = 0)

<u>n</u>	<u>T-Value</u>
6	2.571
7	2.447
8	2.365
9	2.306
10	2.262
11	2.228
12	2.201

- Let $M_TOL = t\text{-Value} \times \sqrt{2} \times (RANGE/6)$

Condition:

- $|MC - MP| > M_TOL$

If the condition is true, go to F. (Continue with 'step 4.')

If the condition is false, bypass the edit. (Stop - does not fail this edit for month being tested.)

F. STEP 4 - Seasonality Fluctuation Test—Absolute Difference:

Conditions:

(1)

- $AME_y < (\text{NumEstablMultiplier} \times EMPL\text{-}DIFF\text{-}SPL\text{-}AME)$
- $|MC - MC_y| > (\text{NumEstablMultiplier} \times LOW\text{-}EMPL\text{-}MAX\text{-}DIFF)$

OR

(2)

- $AME_y \geq (\text{NumEstablMultiplier} \times EMPL\text{-}DIFF\text{-}SPL\text{-}AME)$
- $|MC - MC_y| > (\text{NumEstablMultiplier} \times HIGH\text{-}EMPL\text{-}MAX\text{-}DIFF)$

If either pair of conditions is true, go to G. (Continue with 'step 5.')

If both pairs of conditions are false, bypass the edit. (Stop - does not fail this edit for month being tested.)

G. STEP 5 - Seasonality Fluctuation Test—Percent Change:

Conditions:

(1)

- Number of available months employment (number of establishments in the quarter \neq zero)
 ≥ 6
- $|MC - MC_Y| > HIGH-REPORTING-PCT-CHG \times MC_Y$

(2)

- Number of available months employment (including month 1, month 2, and month 3) of available employment (in quarters where the number of establishments > 0) from the 4 prior quarters < 6
- $|MC - MC_Y| > REPORTING-PCT-CHG \times MC_Y$

If 1st condition is true, go to H. (Continue with 'step 6.')If 2nd condition is true, go to I. (Skip 'step 6' and continue with 'edit level.')

If both pairs of conditions are false, bypass the edit. (Stop - does not fail this edit for month being tested.)

H. STEP 6 - Seasonality t-test:

Condition:

- $|MC - MC_Y| > M_TOL$ where (M_TOL is defined in 'step 3')

If condition is true, go to I. (Continue to 'determining edit level.')

If condition is false, bypass the edit. (Stop - does not fail this edit for month being tested.)

I. DETERMINING EDIT LEVEL

Condition:

- $|MC - MP| > (\text{NumEstablMultiplier} \times EMPL-DIFF-SPL-AME \times EMPL-CHECK-MULTIPLIER)$

If the condition is true, flag with edit 091.

If the condition is false, flag with edit 126 in EXPO and BLS or 138 in WIN.

EXPO and BLS: If one of the three months receives a 091 or a 126, the record receives that edit code. If one month receives a 091 and another receives a 126, the record receives a 091.

WIN: Edits 089/136 and 090/137 follow these same rules. Anything receiving what would have been a 091/138 edit had it been month 3 employment would receive a 089/136 in month 1 or a 090/137 in month 2.

CODE CHANGE INTEGRATION

Editing macro data across years may be impacted by noneconomic code changes. For example, a large micro record that changed its industry in first quarter due to a noneconomic code change could cause a large and apparently unexplained change in a macro cell; the micro record would be in a different macro cell, and the macro cell it came from could have a precipitous drop in employment. To adjust for cases like this, the first quarter data are temporarily adjusted to eliminate the effect of the code changes only when the first quarter is the processing quarter (the quarter being edited). This adjustment is based on the net change for the cell from the Summary of Differences file, described in Chapter 11. (The only exception to this occurs when there are two first quarters on the file and the update is to the older first quarter. Whenever this occurs, there is no CCS or Summary of Differences file for that quarter, so the data cannot be adjusted.) Non-adjusted data are maintained on the files. If the second quarter of the current year is the processing quarter, both the first and second quarter data for the current year are left unadjusted and edited as described in the earlier tables.

EDITING UPDATES TO PREVIOUS QUARTERS

States extract or update data *up to four quarters* earlier than the current processing quarter. Updates include corrections to reported data and the replacement of estimates with reported data. However, there are limited quarters of historical data available on the database. Since all updates should be edited, even if they are from four quarters back, the normal macro edits described earlier do not have enough historical data available to perform all the tests. If fewer tests were performed, a record would have fewer opportunities to pass the edits. This would cause updates to the earliest quarters to be more likely to flag. Therefore, the data that are used to edit back quarters will not be restricted to data from prior to the quarter being edited, but may also include quarters that are more recent than the quarter being reviewed.

A. Quarters to Use for T-Test (Steps 3 and 6)

For the t-test, the editing of updates to previous quarters may involve using data from any of the historical quarters on the file. Twelve months of data must be used to perform the test. The following table shows which quarters to use when performing the t-test.

For example, if the current quarter was 2003/1 and an update was made to 2002/3, the t-test would use data from 2003/1, 2002/4, 2002/2, and 2002/1 to edit the updated record.

<i>Quarters to Use</i>	<i>Quarter Being Updated</i>				
	Current – 1	Current – 2	Current – 3	Current – 4	Current – 5
Current		X	X	X	
Current – 1		X	X	X	X
Current – 2	X		X	X	X
Current – 3	X	X		X	X

	<i>Quarter Being Updated</i>				
<i>Quarters to Use</i>	Current – 1	Current – 2	Current – 3	Current – 4	Current – 5
Current – 4	X	X	X		X
Current – 5	X				

B. Quarter to Use for Seasonality Test (Steps 4 and 5)

For the seasonality test portion of the employment edit, the updated employment data must be compared to data from the same month from the quarter either four quarters before or four quarters after the quarter being edited. Thus, for updates to the two oldest quarters on the file, the comparison will be to the quarter that is four quarters after the updated quarter. For the quarter that immediately precedes the current quarter, the comparison will be to the quarter that is four quarters before the updated quarter. The following table illustrates the appropriate quarters that are used. Note that the seasonality test cannot be performed for updates to the quarters that precede the current quarter by two or three quarters.

	<i>Quarter Being Updated</i>				
<i>Quarters to Use</i>	Current – 1	Current – 2	Current – 3	Current – 4	Current – 5
Current				X	
Current – 1					X
Current – 2					
Current – 3					
Current – 4					
Current – 5	X				

Example of Macro 091/126 using State Default Parameters:

Macro data

<u>Quarter</u>	<u>Number of Establishments</u>	<u>M1</u>	<u>M2</u>	<u>M3</u>
4	4	135	136	101
3	4	82	59	60
2	4	63	63	63
1	3	100	105	110
Current	2	180	190	190

Current Quarter Micro data:

<u>UI/RUN</u>	<u>M1 Emp</u>	<u>M2 Emp</u>	<u>M3 Emp</u>	<u>Total Wages</u>
0000000001/00000	100	100	100	100,000
0000000002/00000	80	90	90	60,000
0000000003/00000	0	0	0	0
0000000004/00000	0	0	0	0

Prior Quarter Micro data:

<u>UI/RUN</u>	<u>M1 Emp</u>	<u>M2 Emp</u>	<u>M3 Emp</u>	<u>Total Wages</u>
0000000001/00000	90	95	90	100,000
0000000002/00000	10	10	20	60,000
0000000003/00000	0	0	0	10,000
0000000004/00000	0	0	0	0

A. Example Small Record Bypass:

- (i) $\text{Max}(135, 136, 101, 82, 59, 60) = 136$
Since $136 > 40$ (*SMALL-MACRO-REC-BYPASS*), go to step (ii).
- (ii) $\text{NumEstab}_c = 2$
 $\text{NumEstab}_p = 3$
 $\text{NumEstablMultiplier} = 0.5 \times \text{Min}(\text{NumEstab}_c, \text{NumEstab}_p) = 0.5 \times \text{Min}(2, 3) = 0.5 * 2 = 1$
Go to B (Pre-edit for Month 1).

B. Example Pre-edit (MONTH 1):

Number of Establishments $\neq 0$ for all four prior quarters
Go to C (Step 1).

TEST MONTH 1**C. Example Step 1: Minor Fluctuation Test--Absolute Difference (MONTH 1):**

MC = Month 1 = 180

MP = Prior Quarter Month 3 = 110

$$\text{AME}_p = (100 + 105 + 110)/3 = 105 \geq \text{NumEstablMultiplier} \times \text{EMPL-DIFF-SPL-AME} = 1 \times 20 = 20$$

$$| \text{MC} - \text{MP} | = |180 - 110| = 70 > \text{NumEstablMultiplier} \times \text{HIGH-EMPL-MAX-DIFF} = 1 \times 30 = 30$$

The conditions in (2) are true, so go to D (Step 2).

D. Example Step 2: Minor Fluctuation Test--Percent Change (MONTH 1):

Number of available months in four prior quarters = 12

$$| \text{MC} - \text{MP} | = |180 - 110| = 70 > \text{HIGH-REPORTING-PCT-CHG} \times \text{MP} = 0.1 \times 110 = 11$$

The conditions in (1) are true, so go to E (Step 3).

E. Example Step 3: t-test (MONTH 1):

$$\text{Max}(\text{employment in four prior quarters}) = \text{Max}(100, 105, 110, 63, 63, 63, 82, 59, 60, 135, 136, 101) = 136$$

$$\text{Min}(\text{employment in four prior quarters}) = \text{Min}(100, 105, 110, 63, 63, 63, 82, 59, 60, 135, 136, 101) = 59$$

$$\text{RANGE} = \text{maximum employment} - \text{minimum employment} = 136 - 59 = 77$$

$$n - 1 = \text{total number of months available} - 1 = 12 - 1 = 11$$

$$t\text{-value} = 2.201 \text{ when } n-1 = 11$$

$$M_TOL = t\text{-value} \times \sqrt{2} \times (\text{RANGE} / 6) = 2.201 \times \sqrt{2} \times (77/6) = 39.946$$

$$|MC - MP| = |180 - 110| = 70 > M_TOL = 39.946$$

The condition is true, so go to F (Step 4).

F. Example Step 4: Seasonality Fluctuation Test--Absolute Difference (MONTH 1):

$$AME_y = (135 + 136 + 101) / 3 > (\text{NumEstablMultiplier} \times \text{HIGH-EMPL-MAX-DIFF}) = 1 \times 20$$

$$124 > 20$$

$$|MC - MC_y| = |180 - 135| > (\text{NumEstablMultiplier} \times \text{HIGH-EMPL-MAX-DIFF}) = 1 \times 30$$

$$45 > 30$$

The conditions in (2) are true, so go to G (Step 5).

G. Example Step 5: Seasonality Fluctuation Test--Percent Change (MONTH 1):

$$\text{Number of available months employment} = 12$$

$$|MC - MC_y| = |180 - 135| > \text{HIGH-REPORTING-PCT-CHG} \times MC_y = (0.10) \times (135)$$

$$45 > 13.5$$

The conditions in (2) are true, so go to H (Step 6).

H. Example Step 6: Seasonality t-test (MONTH 1):

$$|MC - MC_y| = |180 - 135| > M_TOL \text{ (M_TOL was defined in Step 3)}$$

$$45 > 39.946$$

The condition is true, so go to I 'determining edit level.')

I. Example Determining Edit Level (MONTH 1):

$$|M_c - M_p| < (\text{NumEstablMultiplier} \times \text{EMPL-DIFF-SPL-AME} \times \text{EMPL-CHECK-MULTIPLIER})$$

$$|180 - 110| < (1) \times (20) \times (10)$$

$$70 < 200$$

The condition is false, so month 1 receives edit 126 in EXPO and BLS or edit 136 in WIN.
Go to J to test Month 2.

TEST MONTH 2**J. Example Pre-edit (MONTH 1):**

Number of Establishments $\neq 0$ for all 4 prior quarters.
Go to K (Step 1).

K. Example Step 1: Minor Fluctuation Test--Absolute Difference (MONTH 2):

$$MC = \text{Month 2} = 190$$

$$MP = \text{Month 1} = 180$$

$$\text{AME}_p = (100 + 105 + 110)/3 = 105 \geq \text{NumEstablMultiplier} \times \text{EMPL-DIFF-SPL-AME} = 1 \times 20 = 20$$

$$|MC - MP| = |190 - 110| = 80 < \text{NumEstablMultiplier} \times \text{HIGH-EMPL-MAX-DIFF} = 1 \times 30 = 30$$

The 2nd condition in (2) is false, so bypass the rest of the edit for Month 2.
Go to L to test Month 3.

TEST MONTH 3**L. Example Pre-edit (MONTH 1):**

Number of Establishments $\neq 0$ for all four prior quarters
Go to M (Step 1)

M. Example Step 1: Minor Fluctuation Test--Absolute Difference (MONTH 3):

$$MC = \text{Month 3} = 190$$

$$MP = \text{Month 2} = 190$$

$$\text{AME}_p = (100 + 105 + 110)/3 = 105 \geq \text{NumEstablMultiplier} \times \text{EMPL-DIFF-SPL-AME} = 1 \times 20 = 20$$

$$|MC - MP| = |190 - 190| = 0 < \text{NumEstablMultiplier} \times \text{HIGH-EMPL-MAX-DIFF} = 1 \times 30 = 30$$

The 2nd condition in (2) is false, so bypass the rest of the edit for Month 3.

EXPO and BLS: Since Month 1 received edit 126, the record receives edit 126.
WIN-202: Record receives edit 136.

Editing Parameters/Tolerances:

Parameter	Parameter Name	Length	EXPO PK #	WIN PK #	State Default	BLS Default
<i>EMPL-CHECK-MULTIPLIER</i>	Employment Check Multiplier	2	053	010	10	10
<i>EMPL-DIFF-SPL-AME</i>	Split Level For Employment Difference	2	010	005	20	20
<i>LOW-EMPL-MAX-DIFF</i>	Low Employment Maximum Employment Difference	2	011	006	10	15
<i>HIGH-EMPL-MAX-DIFF</i>	High Employment Maximum Employment Difference	2	012	007	30	40
<i>HIGH-REPORTING-PCT-CHG</i>	Employment Percent Change Limit For > 6 Reported Months	2	013	008	10	10
<i>REPORTING-PCT-CHG</i>	Employment Percent Change Limit For < 6 Reported Months	2	014	009	30	30
<i>SMALL-MACRO-REC-BYPASS</i>	Macro Small Record Bypass	2 (3 in BLS)	073	086	40	100
<i>NUM-ESTABL-LIMIT</i>	Macro Number of Establishments Limit	6	076	087	100	100
<i>NONZERO-EMPL-CUTOFF</i>	Macro Non-zero Employment Cutoff	6	N/A	088	50	50

092 — Large Wage Change Check

General Description: Edits 092 and 127 look for unusual fluctuations in Average Quarterly Wages. The largest fluctuations flag with code 092, while smaller (but still questionable) fluctuations flag with code 127. This edit is performed at both the micro and macro levels and consists of two stages: (1) the current quarter AQW is compared to the prior quarter AQW, and (2) a statistical test is used to compare the current AQW to the four prior AQWs. There are some additional tests, but these two parts comprise the core of the edit.

The record fails the edit in the following situations:

- Fails stage one, and
- Does not have sufficient data for stage two

OR

- Fails stage one, and
- Fails stage two

OR

- Fails stage one, and
- Passes stage two, and
- Fails the supplement edit

Location: Both BLS & State systems
Edit Level: 5
Priority: A

Level: Micro & Macro
Edit Type: Warning
BLS Edit Publ. Criteria: Include, if flagged

Edit Message: *AQW Change Is Significantly > Parm and Exceeds Twice the Quartile AQW Range*

Definitions

M1 = Month 1 Employment

M2 = Month 2 Employment

M3 = Month 3 Employment

TW = Total Wages

AME = (Month 1 Employment + Month 2 Employment + Month 3 Employment)/3

AQW = Total Wages ÷ AME, if AME ≠ 0
Total Wages, if AME = 0

TW-IND = Total Wage Indicator

Subscripts of c refer to the current quarter

Subscripts of cy refer to the quarter one year ago from the current quarter

Subscripts of p refer to the prior quarter

Micro Edit Conditions

Edit Conditions:

Edit if:

- MEEIc ≠ 2
- STATUSc ≠ 2, 3, or 9

A. PRE-EDIT

(i) Conditions:

- AMEc > NO-WAGE-MAX-EMPL
- TWc = 0

If one or both of these conditions is false, continue to step (ii) of the 'pre-edit'.

If both conditions are true, bypass the rest of the edit. (Stop - does not fail 092 or 127. It will fail 093 or 130. See edit 093 for details.)

(ii) Conditions:

- $M1c = M2c = M3c = 0$
- $TQWc > NO-EMP-MAX-WAGE$

If one or both of these conditions is false, go to B. (Continue to 'small record bypass'.)

If both conditions are true, bypass the rest of the edit. (Stop - does not fail 092 or 127. It will fail 094 or 131. See edit 094 for details.)

B. SMALL RECORD BYPASS

Conditions:

1)

- $AMEp < AME-WAGE-CUTOFF$
- $AMEc < AME-WAGE-CUTOFF$
- $TWp < TW-WAGE-CUTOFF$
- $TWc < TW-WAGE-CUTOFF$

OR

2)

- $|TWc - TWp| < TW-CHANGE-SMALL-RECORD-BYPASS$

If all four of the conditions in (1) are true or the condition in (2) is true, bypass the edit (stop - does not fail 092 or 127).

Otherwise, go to C. (Continue to 'checking for newly reported records'.)

C. CHECKING FOR NEWLY REPORTED RECORDS

(i) Condition:

- $TW-INDc = M, N, \text{ or } X$

If the condition is true, bypass the edit. (Stop - does not fail 092 or 127.)

If the condition is false, continue with step (ii).

(ii) Conditions:

- Each of the 4 prior quarters has
- $TW-IND = M, N, \text{ or } X$

OR

- STATUS = 2, 3, or 9
- $AQW_c \geq WAGE-CHG-CUTOFF \times EMPL-CHECK-MULTIPLIER$

If both conditions are true, flag with 092 and bypass the rest of the edit.

If 1st condition is true but not the 2nd, bypass the edit. (Stop - does not fail 092 or 127.)

If 1st condition is false, go to D. (Continue with 'large record flag.')

D. LARGE RECORD FLAG

Conditions:

- STATUS_c = 1
- STATUS_p = 1
- $|TW_c - TW_p| > 2,000,000$
- $|AQW_c - AQW_p| \leq WAGE-CHG-CUTOFF$
- $|AQW_c - AQW_p|/AQW_p \geq 0.25$ (only do this condition when $AQW_p \neq 0$)

If all of the conditions are true, then flag with 092 and stop. (Bypass the rest of the edit.)

If at least one of the conditions is false, go to E. (Continue with 'stage 1.')

E. STAGE 1

Condition:

- $|AQW_c - AQW_p| > WAGE-CHG-CUTOFF$

If the condition is true, go to F. (Continue with 'stage 2.')

If the condition is not true, bypass the edit. (Stop - does not fail 092 or 127.)

F. STAGE 2

(i) Condition:

- At least one of the current or four prior quarters has
 - TW-IND = M, N, or X
- OR
- STATUS = 2, 3, or 9

If the condition in (i) is true, go to H. (Bypass the rest of stage 2 and the supplemental edit and continue to 'edit level check.')

If the condition is false, continue to (ii) of 'stage 2.'

(ii) Let

FU = 2nd highest AQW of all AQWs of the current and four prior quarters

FL = 2nd lowest AQW of all AQWs of the current and four prior quarters

This is done by eliminating the highest and lowest AQW and finding the maximum and minimum of the remaining three. It is possible to have FU equal to the highest value and FL equal to the lowest value.

Let

$$\text{WAGE RANGE} = 2 \times (\text{FU} - \text{FL})$$

If $\text{WAGE RANGE} < \text{WAGE-CHG-CUTOFF}$, then let $\text{WAGE RANGE} = \text{WAGE-CHG-CUTOFF}$

Conditions:

- $\text{AQWc} > \text{FU} + \text{WAGE RANGE}$
- $\text{AQWc} < \text{FL} - \text{WAGE RANGE}$

If one of the conditions in (ii) is true, go to H. (Bypass the supplemental edit and continue to 'edit level check.')

If both conditions in (ii) are false, go to G. (Continue to 'supplemental edit.')

G. SUPPLEMENTAL EDIT

Conditions:

- AQWc is less than the AQWs of all four prior quarters
- $(\text{FL} - \text{WAGE RANGE}) < 0$
- $|\text{AQWc} - \text{AQWp}| > \text{SUPPL-WAGE-DIFF}$
- $\text{AMEc} > \text{SUPPL-AME}$ or $\text{AMEp} > \text{SUPPL-AME}$

If all four of these conditions are true, go to H. (Continue to the 'edit level check.')

If at least one of these conditions is false, bypass the rest of the edit. (Stop - does not fail 092 or 127.)

H. EDIT LEVEL CHECK

- $|\text{AQWc} - \text{AQWp}| > \text{WAGE-CHG-CUTOFF} \times \text{WAGE-CHECK-MULTIPLIER}$

If this condition is true, flag with edit 092.

If this condition is false, flag with edit 127.

EDITING UPDATES TO PREVIOUS QUARTERS

States extract or update data *up to four quarters* earlier than the current processing quarter. Updates include corrections to reported data and the replacement of estimates with reported data. However, there are limited quarters of historical data available on the database. Since all updates should be edited, even if they are four quarters back, the normal micro edits described earlier do not have enough historical data available to perform all the tests. If fewer tests were performed, a record would have fewer opportunities to pass the edits. This would cause updates to the earliest quarters to be more likely to flag. Therefore, the data that are used to edit back quarters

are not restricted to data from quarters prior to the quarter being edited, but may also include quarters that are more recent than the quarter being reviewed.

Quarters to Use for Stage 2 and Supplemental Edit

For the Stage 2 test and the supplemental edit, the editing of updates to previous quarters involves using data from historical quarters. Current and four additional quarters worth of data must be used to perform the test. The following table shows which quarters to use when performing the Stage 2 test and the Supplemental edit.

For example, if the current quarter was 2003/1 and an update was made to total wages for 2002/3, the Stage 2 test and Supplemental Edit would use 2003/1, 2002/4, 2002/3, 2002/2, and 2002/1 to edit the updated record.

<i>Quarters to Use</i>	<i>Quarter Being Updated</i>				
	Current – 1	Current – 2	Current – 3	Current – 4	Current – 5
Current		X	X	X	
Current – 1	X	X	X	X	X
Current – 2	X	X	X	X	X
Current – 3	X	X	X	X	X
Current – 4	X	X	X	X	X
Current – 5	X				X

Editing Parameters/Tolerances:

Parameter	Parameter Name	Length	EXPO PK #	WIN PK #	State Default	BLS Default
<i>AME-WAGE-CUTOFF</i>	AME Wage Cutoff	6	071	091	25	25
<i>TW-WAGE-CUTOFF</i>	TW Cutoff	6	072	092	100,000	100,000
<i>TW-CHANGE-SMALL-RECORD-BYPASS</i>	TW Change Small Record Bypass	6	077	N/A	50,000	50,000
<i>EMPL-CHECK-MULTIPLIER</i>	Employment Check Multiplier	2	053	010	10	10
<i>NO-WAGE-MAX-EMPL</i>	No Total Wages With AME Cutoff	2	008	011	10	15
<i>NO-EMPL-MAX-WAGE</i>	No Employment With TW Cutoff	6	007	015	25,000	100,000
<i>WAGE-CHG-CUTOFF</i>	Total Wage Change Parm	6	019	012	10,000	15,000
<i>WAGE-CHECK-MULTIPLIER</i>	Total Wage Check Multiplier	2	059	013	3	10
<i>SUPPL-AME</i>	Supplemental Edit AME	6	057	071	25	75
<i>SUPPL-WAGE-DIFF</i>	Supplemental Edit AQW Difference	6	058	072	3,000	10,000

Macro Edit Conditions

Edit Conditions:**A. PRE-EDIT**

(i) Conditions:

- Each of the four prior quarters has Number of Establishments = 0
- Each of the two prior quarters has Number of Establishments = 0 and $TWc < NONZERO-WAGE-CUTOFF$

If either condition is true, then bypass the rest of the edit. (Stop - does not fail 092 or 127.)
If both conditions are false, continue with step (ii) of 'pre-edit.'

(ii) Conditions:

- $AMEc > NO-WAGE-MAX-EMPL$
- $TWc = 0$

If one or both of these conditions is false, continue with step (iii) of the Pre-edit.

If both conditions are true, bypass rest of the edit. (Stop - does not fail 092 or 127. It should fail 093 or 130. See Edit 093 for details.)

(iii) Conditions:

- $M1c = M2c = M3c = 0$
- $TWc > NO-EMP-MAX-WAGE$

If one or both of these conditions is false, go to B. (Continue to 'small record bypass.')

If both conditions are true, bypass the rest of the edit. (Stop - does not fail 092 or 127. It should fail 094 or 131. See Edit 094 for details.)

B. SMALL RECORD BYPASS

Conditions:

- $AMEp < MACRO-AME-WAGE-CUTOFF$
- $AMEc < MACRO-AME-WAGE-CUTOFF$
- $TWp < MACRO-TW-WAGE-CUTOFF$
- $TWc < MACRO-TW-WAGE-CUTOFF$

If all four of the conditions are true, the system will bypass the edit. (Stop - does not fail 092 or 127.)

If at least one of the four conditions are false, go to C. (Continue with 'large record flag.')

C. LARGE RECORD FLAG

Conditions:

(1)

- $AME_c > 1000$
- $|AQW_c - AQW_p| > 5000$

OR

(2)

- $AME_c > 10000$
- $|AQW_c - AQW_p| > 1000$

OR

(3)

- $|AQW_c - AQW_p| \leq WAGE-CHG-CUTOFF$
- $|TW_c - TW_p| > 1,000,000$
- $|AQW_c - AQW_p| \div \text{MAX}(AQW_c, AQW_p) > 0.25$ (if $\text{MAX}(AQW_c, AQW_p) = 0$ then do not use this condition)
- $|TW_c - TW_y| > 1,000,000$
- $|AQW_c - AQW_y| \div \text{MAX}(AQW_c, AQW_y) > 0.25$ (if $\text{MAX}(AQW_c, AQW_y) = 0$ then do not use this condition)

If all the conditions in (1) are true or all conditions in (2) are true or all conditions that can be performed in (3) are true, then flag with 092 and bypass the rest of the edit.

Otherwise, if all three sets of conditions contain at least one false statement, go to D. (Continue with 'stage1.')

D. STAGE 1

Condition:

- $|AQW_c - AQW_p| > WAGE-CHG-CUTOFF$

If the condition is true, go to E. (Continue with 'stage 2.')

If the condition is false, bypass the rest of the edit. (Stop - does not fail 092 or 127.)

E. STAGE 2

(i) Condition:

- At least one of the current or four prior quarters has Number of Establishments = 0

If the condition is true, go to F. (Bypass rest of 'stage 2' and 'supplemental edit' and go to 'edit level check'.)

If the condition is false, continue with step (ii) of 'stage 2.'

(ii) Let

FU = 2nd highest AQW of all AQWs of the current and four prior quarters

FL = 2nd lowest AQW of all AQWs of the current and four prior quarters

The system does this by eliminating the highest and lowest AQW and finding the maximum and minimum of the remaining three. It is possible to have FU equal to the highest value and FL equal to the lowest value.

Let

$$\text{WAGE RANGE} = 2 \times (\text{FU} - \text{FL})$$

If $\text{WAGE RANGE} < \text{WAGE-CHG-CUTOFF}$, then let $\text{WAGE RANGE} = \text{WAGE-CHG-CUTOFF}$

Conditions:

- $\text{AQW}_c > \text{FU} + \text{WAGE RANGE}$
- $\text{AQW}_c < \text{FL} - \text{WAGE RANGE}$

If one of the conditions is true, go to G. (Bypass the 'supplemental edit' and continue to the 'edit level check'.)

If both conditions are false, go to F. (Continue to the 'supplemental edit'.)

F. SUPPLEMENTAL EDIT

Conditions:

- AQWC IS LESS THAN THE AQWS OF THE 4 PRIOR QUARTERS
- $(\text{FL} - \text{WAGE RANGE}) < 0$
- $|\text{AQWC} - \text{AQWP}| > \text{SUPPL-WAGE-DIFF}$
- $\text{AMEC} > \text{SUPPL-AME}$ OR $\text{AMEP} > \text{SUPPL-AME}$

If all four of the conditions are true, go to G. (Continue to the 'edit level check'.)

If at least one of the conditions is false, bypass the rest of the edit. (Stop - does not fail 092 or 127.)

G. EDIT LEVEL CHECK

Condition:

- $|\text{AQWC} - \text{AQWP}| > \text{WAGE-CHG-CUTOFF} \times \text{WAGE-CHECK-MULTIPLIER}$

If this condition is true, flag with edit 092.

If this condition is false, flag with edit 127.

CODE CHANGE INTEGRATION

Macro editing of updates to historical data becomes complicated due to the Code Change Integration in the first quarter of each calendar year. Therefore, whenever the updated quarter is the first quarter, the data are temporarily adjusted to eliminate the effect of the code changes. This adjustment is based on the net change for the cell from the Summary of Differences file, described in Section 11.6. (The only exception to this occurs when there are two first quarters on the file and the update is to the older first quarter. Whenever this occurs, there is no CCS or Summary of Differences file for that quarter, so the data cannot be adjusted.) Non-adjusted data are maintained on the files.

EDITING UPDATES TO PREVIOUS QUARTERS

States extract or update data *up to four quarters* earlier than the current processing quarter. Updates include corrections to reported data and the replacement of estimates with reported data. However, there are limited quarters of historical data available on the database. Since all updates should be edited, even if they are four quarters back, the normal macro edits described earlier do not have enough historical data available to perform all the tests. If fewer tests were performed, a record would have fewer opportunities to pass the edits. This would cause updates to the earliest quarters to be more likely to flag. Therefore, the data that are used to edit back quarters are not restricted to data from quarters prior to the quarter being edited, but may also include quarters that are more recent than the quarter being reviewed.

Quarters to Use for Stage 2 test and Supplemental Edit

For the Stage 2 test and the supplemental edit, the editing of updates to previous quarters involves using data from historical quarters. Current and four additional quarters worth of data must be used to perform the test. The following table shows which quarters to use when performing the Stage 2 test and the Supplemental edit.

For example, if the current quarter was 2003/1 and an update was made to total wages for 2002/3, the Stage 2 test and Supplemental Edit would use 2003/1, 2002/4, 2002/3, 2002/2, and 2002/1 to edit the updated record.

<i>Quarters to Use</i>	<i>Quarter Being Updated</i>				
	Current – 1	Current – 2	Current – 3	Current – 4	Current – 5
Current		X	X	X	
Current – 1	X	X	X	X	X
Current – 2	X	X	X	X	X
Current – 3	X	X	X	X	X
Current – 4	X	X	X	X	X
Current – 5	X				X

Editing Parameters/Tolerances:

Parameter	Parameter Name	Length	EXPO PK #	WIN PK #	State Default	BLS Default
<i>EMPL-CHECK-MULTIPLIER</i>	Employment Check Multiplier	2	053	010	10	10
<i>NO-WAGE-MAX-EMPL</i>	No Total Wages With AME Cutoff	2	008	011	10	15
<i>NO-EMPL-MAX-WAGE</i>	No Employment With TW Cutoff	6	007	015	25,000	100,000
<i>WAGE-CHG-CUTOFF</i>	Total Wage Change Parm	6	019	012	10,000	15,000
<i>WAGE-CHECK-MULTIPLIER</i>	Total Wage Check Multiplier	2	059	013	3	10
<i>SUPPL-AME</i>	Supplemental Edit AME	6	057	071	25	75
<i>SUPPL-WAGE-DIFF</i>	Supplemental Edit AQW Difference	6	058	072	3,000	10,000
<i>MACRO-AME-WAGE-CUTOFF</i>	Macro AME Wage Cutoff	6	073	093	40	100
<i>TW-WAGE-CUTOFF</i>	Macro TW Wage Cutoff	6	074	089	250,000	500,000
<i>NONZERO-WAGE-CUTOFF</i>	Macro Nonzero Wage Cutoff	6 (9 at BLS)	N/A	090	100,000	2,000,000

093 — Employment Without Wages Check

General Description: Edits 093 and 130 look for situations in which employment is significant but there are no wages. These edits help ensure that wage data are either reported or imputed. When a record flagged for these edit conditions has large employment (larger than a parameter), edit code 093 is assigned. Smaller (but still significant) levels of employment receive edit code 130.

This edit flags when partial imputations are made (where the system was able to generate employment imputations but not the wage imputation) or when a predecessor/successor situation occurs and the employment is transferred to only one owner while the employment is reported by each employer.

Location: Both BLS & State systems

Edit Level: 5

Priority: A

Level: Micro & Macro

Edit Type: Warning

BLS Edit Publ. Criteria: Include, if flagged

Edit Message: *Average Employment Is Significantly > parm, but Total Wages = \$0*

Edit Conditions:**MICRO**

Flag if the following conditions are true:

- STATUS ≠ 2, 3 or 9
- AME > NO-WAGE-MAX-EMPL
- TW = 0

Determining Edit Level:

When flagged, code as 093 if $AME > NO-WAGE-MAX-EMPL \times NO-WAGE-MAX-EMPL-MULTIPLIER$
Else code as 130.

MACRO

Flag if the following conditions are true:

- AME > NO-WAGE-MAX-EMPL
- TW = 0

Determining Edit Level:

When flagged, code as 093 if $AME > NO-WAGE-MAX-EMPL \times NO-WAGE-MAX-EMPL-MULTIPLIER$
Else code as 130.

Editing Parameters/Tolerances:

Parameter	Parameter Name	Length	EXPO PK #	WIN PK #	State Default	BLS Default
NO-WAGE-MAX-EMPL	No Total Wages With AME Cutoff	2	008	011	10	15
NO-WAGE-MAX-EMPL- MULTIPLIER	No Wages But AME Multiplier	2	053	014	10	10

094 — Wages Without Employment Check

General Description: Edits 094 and 131 look for situations in which employment is zero but wages are significant. These edits help ensure that employment data are either reported or imputed. When a record flagged for these edit conditions has large wages, edit code 094 is assigned. When a flagged record has a lower wage level (that is still significant), the edit code 131 is assigned.

This situation occurs more often than employment without wages (edits 093 and 130). There are more situations where wages are either reported or successfully imputed without reported or imputed employment than where wages are missing and employment is present. Additionally, since wages represent those wages earned during the entire quarter and employment represents the employment reported or imputed for the reporting periods which include the 12th of each month, it is possible that wages are only paid for a period of time for which the employment were not reported.

Location: Both BLS & State systems Level: Micro & Macro
 Edit Level: 5 Edit Type: Warning
 Priority: A BLS Edit Publ. Criteria: Include, if flagged

Edit Message: *Average Employment = 0, but Total Wages Is Significantly > parm*

Edit Conditions:

MICRO

Flag if the following conditions are true:

- STATUS ≠ 2, 3, or 9
- M1 = M2 = M3 = 0
- TW > NO-EMPL-MAX-WAGE

Determining Edit Level:

When flagged, code as 094 if TW > NO-EMPL-MAX-WAGE × NO-EMPL-MAX-WAGE-MULTIPLIER
 Else code as 131.

MACRO

Flag if the following conditions are true:

- M1 = M2 = M3 = 0
- TW > NO-EMPL-MAX-WAGE

Determining Edit Level:

When flagged, code as 094 if TW > NO-EMPL-MAX-WAGE × NO-EMPL-MAX-WAGE-MULTIPLIER
 Else code as 131.

Editing Parameters/Tolerances:

Parameter	Parameter Name	Length	EXPO PK #	WIN PK #	State Default	BLS Default
NO-EMPL-MAX-WAGE	No Employment With TQW Cutoff	6	007	015	25,000	100,000
NO-EMPL-MAX- WAGE-MULTIPLIER	No Employment with TQW Cutoff Multiplier	2	059	016	3	10

095 — Wages/Employment Sum Check

General Description: Edits 095 and 132 check for entries in total wages that are equal to the sum of the three months employment. This edit identifies situations where monthly wages appear to have been reported in lieu of monthly employment. If the edit conditions apply and employment is large, edit code 095 is assigned. If the flagged record has smaller employment (but is still significant), edit 132 is assigned.

Location: Both BLS & State systems
 Edit Level: 5
 Priority: A

Level: Micro
 Edit Type: Warning
 BLS Edit Publ. Criteria: Include, if flagged

Edit Message: *Total Wages = Sum of Employment +/- parm If AME Is Large*

Edit Conditions:

Flag if the following conditions are true:

- STATUS ≠ 2, 3, or 9
- AME > EMPL-EQ-WAGE-AME
- |TW- (M1 + M2 + M3)| < EMPL-EQ-WAGE-TOL

Determining Edit Level:

When flagged, code as 095 if AME > EMPL-EQ-WAGE-AME × EMPL-EQ-WAGE-MULTIPLIER
 Else code as 132

Editing Parameters/Tolerances:

Parameter	Parameter Name	Length	EXPO PK #	WIN PK #	State Default	BLS Default
EMPL-EQ-WAGE-TOL	Employment Equals Total Wages Tolerance	2	041	017	5	5
EMPL-EQ-WAGE-AME	Employment Equals Total Wages AME Cutoff	6	042	018	50	100
EMPL-EQ-WAGE-MULTIPLIER	Employment Equals Total Wages Multiplier	2	053	019	10	10

096 — Large New Record Check

General Description: Edits 096 and 139 are designed to find new employers with unusually high initial employment. Such a condition generally suggests that a predecessor/successor relationship should be reported since most new employers do not start off with a large number of employees the first month. If a predecessor account is identified for the new establishment, these edits are bypassed. New establishments that do not have the high employment level of the Large New Employment parameter can still fail the less severe edit 139 exception, if the lower threshold of the New Employment parameter is reached. Again, those accounts with an assigned predecessor will not be flagged here, because the high employment is assumed to have been brought across from the previous account.

If this edit flag is assigned, check wage records to determine if a large number of the employees of this new record were previously reported by the same terminated or downsized account. This may help identify the record's predecessor.

If the flagged large record is the result of a multi collapse, work with the employer to resume the multi breakouts, arrange for periodic breakout reporting, or notify the EDI Center if the record is part of a large multi-state reporter.

If no other sources are available, contact the employer or its representative to obtain additional information about such a large new account.

Location: Both BLS & State systems	Level: Micro
Edit Level: 5	Edit Type: Warning
Priority: A	BLS Edit Publ. Criteria: Include, if flagged

Edit Message: *Unusually Large New Record on File*

Edit Conditions:

Flag if all conditions are true:

- $STATUS_c \neq 2, 3, \text{ or } 9$
- Each of the 6 earlier quarters has either
M1-IND, M2-IND, and M3-IND = M, N, or X
OR
STATUS = 2, 3, or 9.
(In other words, the earlier quarters may be a combination of M, N, or X employment indicators, or STATUS = 2, 3 or 9)
- PRED UI# is blank
- PRED RUN is blank
- The first month of non-zero employment in the current quarter $\geq NEW-EMPL$

Determining Edit Level:

When flagged, if first month of nonzero employment in current quarter $\geq LARGE-NEW-EMPL$, then code as 096.

Else if $NEW-EMPL \leq$ first month of nonzero employment in current quarter $\leq LARGE-NEW-EMPL$, then code as 139.

Editing Parameters/Tolerances:

Parameter	Parameter Name	Length	EXPO PK #	WIN PK #	State Default	BLS Default
<i>NEW-EMPL</i>	New Employer	6	061	075	50	50
<i>LARGE-NEW-EMPL</i>	Large New Employer	6	060	073	250	250

System Action: Edit bypassed if flagged for 085.

097 — Large Discontinued Record Check

General Description: Edit 097 is essentially the reverse of edit 096. Instead of looking for a new high-employment unit, this edit flags employers that have gone out of business with a high final employment. This combination most often carries a successor relationship, so that the large number of employees can be carried over to the new employer. Because of this, records with a successor account are exempt from this edit. An unusual aspect of this edit is that it requires the account to be currently inactive, the opposite of most other edits. A smaller scale version of this edit is edit 140, described later in this appendix. Edit 140 uses a lower-limit cutoff value (the Discontinued Employment parameter) for accounts that terminate without a successor and with substantial employment, though not quite up to the scale of the parm used in edit 097.

It is rare that accounts or units terminate with such large employment levels without transferring their employees to a successor. If this record does not have a successor, check wage records or contact the employer to find out if the data should truly drop off in this manner. A large unit may also be terminated if the data from the unit is distributed among other units as the result of a multi breakout.

Location: Both BLS & State systems

Level: Micro

Edit Level: 5

Edit Type: Warning

Priority: A

BLS Edit Publ. Criteria: Include, if flagged

Edit Message: *Unusually Large Discontinued Record Inactivated*

Edit Conditions:

Flag if all conditions are true:

- STATUS_p = 1
- STATUS_c = 2 or 3
- SUCC UI# is blank
- SUCC RUN is blank
- $M3_p \geq DISC-EMPL$

Determining Edit Level:

When flagged, if $M3_p \geq LARGE-DISC-EMPL$, then code as 097

Else if $DISC-EMPL \leq M3_p \leq LARGE-DISC-EMPL$, then code as 140

Edit Parameters/Tolerances:

Parameter	Parameter Name	Length	EXPO PK #	WIN PK #	State Default	BLS Default
<i>DISC-EMPL</i>	Discontinued Employer	6	061	076	50	50
<i>LARGE-DISC-EMPL</i>	Large Discontinued Employer	6	060	074	250	250

System Action: Edit bypassed if flagged for 086.

099 — Large Imputation Check

General Description: When attempting to generate imputations for delinquent accounts, the State processing systems either successfully impute (where the system was able to derive a value for the employment and/or wage field) or fail to impute (where the record had already been imputed for two or more quarters or there were not sufficient historical data or information to derive an imputation). It is important to review large records that are imputed to ensure that it is still in business, was not sold, and was imputed at a level similar to what should have been reported.

Most States review larger failed imputations and either contact the employer for actual data, make a hand imputation, or determine if the business has been sold or is now inactive. Many States do not review successful imputations but rely on the edits to fail questionable data. Since a typical imputation is based on the record's history and most of the edits compare the record to its history, successful imputations rarely fail employment and wage micro edits. In some cases, if the record is large and was sold and was reported with a unit that was coded in the same industry/area/ownership cell, the macro data may fail.

Location: Both BLS & State systems

Edit Level: 5

Priority: A

Level: Micro

Edit Type: Warning

BLS Edit Publ. Criteria: Include, if flagged

Edit Message: *Questionable Large Imputation*

Edit Conditions:

Flag if all conditions are true:

- $OWN = 5$
- $STATUS_c \neq 2, 3, \text{ or } 9$
- $MEEI_c \neq 2$
- $[(M1_c \geq LARGE-IMP-EMP \text{ and } M1-IND_c = E, K, M, \text{ or } N)$
OR
 $(M2_c \geq LARGE-IMP-EMP \text{ and } M2-IND_c = E, K, M, \text{ or } N)$
OR
 $(M3_c \geq LARGE-IMP-EMP \text{ and } M3-IND_c = E, K, M, \text{ or } N)]$
- $[(TW-IND_c \neq \text{blank, R, C, L})] \text{ OR } [(TW_c \leq LARGE-IMP-WAGE)]$

Editing Parameters/Tolerances:

Parameter	Parameter Name	Length	EXPO PK #	WIN PK #	State Default	BLS Default
<i>LARGE-IMP-EMP</i>	Large Imputation Employment	6	084	?	100	100
<i>LARGE-IMP-WAGE</i>	Large Imputation Wages	6	085	?	10,000	10,000

Level 6 Edit Descriptions – Warning Edits

Edits in this level identify fluctuations in the economic data (on both micro and macro records) that are smaller than at Level 5, but still significant. Level 6 also includes most other W (Warning) edits that flag questionable data. While the flagged data may sometimes be accurate, they are sufficiently unusual that data users would look for an explanation. Records flagged by these edits should be reviewed and corrected (where necessary) or explained with an appropriate comment code.

101 — (Mailing/Other) Address Type (MOA TYPE) Code Check

General Description: The Address Type is used to characterize the type of address in the Mailing/Other (M/O) address block: physical location address, mailing address of the reporting unit, a central office, or type unknown. If the M/O address block is blank, the Address Type should also be blank. If the M/O address block is present (indicated by the presence of a M/O State abbreviation), then the Address Type cannot be blank and must contain a valid code.

Location: Both BLS & State systems
Edit Level: 6
Priority: C

Level: Micro
Edit Type: Warning
BLS Edit Publ. Criteria: Include, if flagged

Edit Message: *Unusable Address Type Code*

Edit Conditions:

Flag if all of the following conditions are met:

- STATUS ≠ 2, 3, or 9, and
- MOA STATE is not blank, and
- MOA TYPE is blank or MOA TYPE ≠ 1, 2, 3, or 9.

Note: The system will not list the record for this flagged condition if there is at least one usable address.

System Action:

In the Sate Systems, if all of the following conditions are met:

- STATUS ≠ 2, 3, or 9, and
- MOA STATE is blank, and
- MOA TYPE is not blank.

Then, set MOA TYPE to blank.

In the BLS system, if the M/O address fields are blank but the MOA Address Type is not, the system bypasses the edit.

102 — Blank Physical Location City Check

General Description: The Blank Physical Location City edit checks for a blank City field in the PLA block. The City field should not be blank unless the entire address block is blank. If the Physical Location City is not blank, edit the other physical location address fields to ensure it is a usable address block.

Location: Both BLS & State systems	Level: Micro
Edit Level: 6	Edit Type: Warning
Priority: C	BLS Edit Publ. Criteria: Include, if flagged

Edit Message: *Blank Physical Location City; Other PLA Fields Present*

Edit Conditions:

Flag if all of the following conditions occur:

- STATUS ≠ 2, 3, or 9, and
- OWN > 1 and
- PLA CITY is blank and
- At least one other PLA field is not blank.

Note: The system will not list the record for this flagged condition if there is at least one usable address.

103 — Physical Location State Abbreviation Check

General Description: A standard two-letter postal State abbreviation should be used in this field. The PLA State Abbreviation edit ensures that the PLA address, if present, contains a valid State abbreviation. For military post offices, the field may contain "AE", "AA," or "AP," while Canadian addresses may use either "CN" or "ZZ." Foreign addresses outside Canada may use "ZZ."

Location: Both BLS & State systems	Level: Micro
Edit Level: 6	Edit Type: Warning
Priority: C	BLS Edit Publ. Criteria: Include, if flagged

Edit Message: *Unusable Physical Location State Abbreviation*

Edit Conditions:

Flag if all of the following conditions are met:

- STATUS ≠ 2, 3, or 9, and
- OWN > 1 and
- PLA STATE ABBREVIATION is blank and
- At least one other PLA field is not blank.

Flag if all of the following conditions are met:

- STATUS \neq 2, 3, or 9, and
- OWN > 1 and
- PLA STATE ABBREVIATION \neq AL, AK, AZ, AR, CA, CO, CT, DE, DC, FL, GA, HI, ID, IL, IN, IA, KS, KY, LA, ME, MD, MA, MI, MN, MS, MO, MT, NE, NV, NH, NJ, NM, NY, NC, ND, OH, OK, OR, PA, PR, RI, SC, SD, TN, TX, UT, VT, VA, VI, WA, WV, WI, WY, AS, GU, AE, AA, AP, CN, or ZZ.

Note: The system will not list the record for this flagged condition if there is at least one usable address.

104 — Physical Location ZIP Code Format Check and Physical Location ZIP Code Extension Format Check

General Description: The PLA ZIP Code Format edit ensures that a proper ZIP Code is used in the Physical Location address. The ZIP Code is a 5-digit alphanumeric field. For U.S. addresses, this is the numeric code used by the Post Office for the specified address. For Canadian addresses, this field should contain the first five digits of the six-digit alphanumeric Canadian ZIP Code, while the Physical/Location ZIP Code Extension field should contain the sixth digit followed by three blanks. The field is not edited for foreign addresses (designated by State abbreviation "ZZ").

This edit also ensures that the ZIP Code ZIP Extension field is properly used in the Physical Location address. The ZIP Code Extension is a four-digit alphanumeric field. For U.S. addresses that have a ZIP Code Extension, the field should be strictly numeric. For Canadian addresses, the ZIP Code Extension begins with the last digit of the six-position alphanumeric Canadian ZIP Code; this position is numeric and is followed by three blanks. The field is not edited for foreign addresses (designated by State abbreviation "ZZ").

Edit code 104 is used for both the Physical/Location ZIP Code Format Check and the Physical/Location ZIP Code Extension Format Check. The same edit message is also used for both parts of the edit.

Location: Both BLS & State systems

Level: Micro

Edit Level: 6

Edit Type: Warning

Priority: C

BLS Edit Publ. Criteria: Include, if flagged

Edit Message: *Unusable Physical Location ZIP Code Format*

Edit Conditions:

Bypass if any of the following conditions occur:

- STATUS \neq 2, 3, or 9, or
- OWN = 1 or
- CNTY = 996 or 998, or

- PLA STATE ABBREVIATION = AA, AE, AP, or ZZ, or
- PLA ZIP is blank and all other P/L address fields are blank.

Flag if all of the following conditions occur:

- (PLA STATE ABBREVIATION = AL, AK, AZ, AR, CA, CO, CT, DE, DC, FL, GA, HI, ID, IL, IN, IA, KS, KY, LA, ME, MD, MA, MI, MN, MS, MO, MT, NE, NV, NH, NJ, NM, NY, NC, ND, OH, OK, OR, PA, PR, RI, SC, SD, TN, TX, UT, VT, VA, VI, WA, WV, WI, WY, AS, or GU), and
- (PLA ZIP nonnumeric , 00000 or 99999) or (PLA ZIP EXTENSION is nonnumeric but not blank or 9999), and
- AME_C > ZIP-CODE-AME.

Flag if all of the following conditions occur:

- PLA STATE ABBREVIATION = CN, and
- (PLA ZIP is numeric or blank) or (PLA ZIP EXTENSION ≠ a numeric followed by 3 blanks and), and
- AME_C > ZIP-CODE-AME.

Note: The system will not list the record for this flagged condition if there is at least one usable address.

System Action: If the ZIP Code Extension is all zeros, the system will blank fill.

Editing Parameters/Tolerances:

Parameter	Parameter Name	Length	EXPO PK #	WIN PK #	State Default	BLS Default
ZIP-CODE-AME	ZIP Code AME Cutoff	6	005	020	99	250

105 — Telephone Number Check

General Description: This edit checks for a usable telephone number for the UI account. The telephone number is used to contact the employer regarding reporting problems or for sampling purposes. The edit is not performed for multi subunits, since the employer should be contacted using the phone number on the master record.

Location: Both BLS & State systems

Edit Level: 6

Priority: C

Level: Micro

Edit Type: Warning

BLS Edit Publ. Criteria: Include, if flagged

Edit Message: *Unusable Telephone Format*

Edit Conditions:

Bypass if any of the following conditions occur:

- STATUS = 2, 3, or 9, or

- OWN = 1 or
- MEEI = 3 or 5, or
- TELEPHONE NUMBER is blank.

Flag if $AME_c > PHONE-AME$ and any of the following conditions occur:

- TELEPHONE NUMBER = (any area code) + 555-1212, or
- TELEPHONE NUMBER = "000" in positions 4-6, or
- TELEPHONE NUMBER positions 1-3 or 7-10 are non-numeric but not blank.

Editing Parameters/Tolerances:

Parameter	Parameter Name	Length	EXPO PK #	WIN PK #	State Default	BLS Default
<i>PHONE-AME</i>	Telephone AME Cutoff	6	005	021	99; max. of 250	999,999

Since address and telephone information is used by numerous data users, States are encouraged to leave the default parameter at an amount no higher than 99. If the State has significant address problems, then they should temporarily increase it to an amount no higher than 250.

State System Action: The State system will blank fill the field if

- The Telephone number field is all zeros or
- The last 7 digits of the field are zero or
- $AME_c > PHONE-AME$ and Telephone = (any area code)+555-1212 or
- $AME_c > PHONE-AME$ and Telephone = "000" in positions 4-6 or
- $AME_c > PHONE-AME$ and Telephone is non numeric (but not blank) in positions 1-3 or positions 7-10.

106 — UI Address City Check

General Description: This edit checks for a non-blank City field in the UI address block. The City field should not be blank unless the entire address block is blank. If the UI Address City is not blank, edit the other UI address fields to ensure it is a usable address block.

Location: Both BLS & State systems
 Edit Level: 6
 Priority: C

Level: Micro
 Edit Type: Warning
 BLS Edit Publ. Criteria: Include, if flagged

Edit Message: *Blank UI City; Other UI Address Fields Present*

Edit Conditions:

Flag if all of the following conditions occur:

- STATUS ≠ 2, 3, or 9, and
- OWN > 1 and
- UI ADDRESS CITY is blank and

- At least one other UI ADDRESS field is not blank.

Note: The system will not list the record for this flagged condition if there is at least one usable address.

107 — UI State Abbreviation Check

General Description: This edit ensures that a valid State abbreviation is in the UI Address, if a UI Address is present. The standard two-letter Post Office State abbreviation is used in this field. For military post offices, the field may contain “AE”, “AA,” or “AP,” while Canadian addresses may use either “CN” or “ZZ.” Foreign addresses outside Canada should use “ZZ.”

Location: Both BLS & State systems
Edit Level: 6
Priority: C

Level: Micro
Edit Type: Warning
BLS Edit Publ. Criteria: Include, if flagged

Edit Message: *Unusable UI State Abbreviation*

Edit Conditions:

Flag if all of the following conditions occur:

- STATUS ≠ 2, 3, or 9, and
- OWN > 1 and
- UI STATE ABBREVIATION is blank and
- At least one other UI ADDRESS field is not blank.

Flag if all of the following conditions occur:

- STATUS ≠ 2, 3, or 9, and
- OWN > 1 and
- UI ADDRESS STATE ABBREVIATION ≠ AL, AK, AZ, AR, CA, CO, CT, DE, DC, FL, GA, HI, ID, IL, IN, IA, KS, KY, LA, ME, MD, MA, MI, MN, MS, MO, MT, NE, NV, NH, NJ, NM, NY, NC, ND, OH, OK, OR, PA, PR, RI, SC, SD, TN, TX, UT, VT, VA, VI, WA, WV, WI, WY, AS, GU, AE, AA, AP, CN, or ZZ.

Note: The system will not list the record for this flagged condition if there is at least one usable address.

108 — UI Address ZIP Code Format Check and UI Address ZIP Code Extension Format Check

General Description: This edit helps ensure the proper use of the ZIP Code in the UI address. The ZIP Code is a five-digit alphanumeric field. United States (US) ZIP Codes are always numeric. For Canadian addresses, this field is used for the first five positions of a Canadian ZIP Code, while the UI ZIP Extension field should contain the final position of the Canadian ZIP

Code. The system edits Canadian ZIP codes for proper alphanumeric format when the UI State Abbreviation field contains "CN" (for Canada). Other Foreign ZIP codes are not edited when the UI State Abbreviation is "ZZ." Guam, American Samoa, APO, and FPO ZIP codes are five-digit numeric.

This edit also ensures that the ZIP Code Extension field is properly used in the UI address. The ZIP Code Extension is a four-digit alphanumeric field. For U.S. addresses that have a ZIP Code Extension, the field should be strictly numeric. For Canadian addresses, the ZIP Code Extension begins with the last digit of the six-position alphanumeric Canadian ZIP Code; this position is numeric and is followed by three blanks. The field is not edited for foreign addresses (designated by State abbreviation "ZZ").

Edit code 108 is used for both the UI ZIP Code Format Check and the UI ZIP Code Extension Format Check.

Location: Both BLS & State systems

Level: Micro

Edit Level: 6

Edit Type: Warning

Priority: C

BLS Edit Publ. Criteria: Include, if flagged

Edit Message: *Unusable UI Zip Code Format*

Edit Conditions:

Bypass if any of the following conditions are met:

- STATUS = 2, 3, or 9, or
- OWN = 1 or
- CNTY = 996 or 998, or
- UI ADDRESS STATE ABBREVIATION = AA, AE, AP, or ZZ, or
- UI ADDRESS ZIP CODE is blank and all other UI address fields are blank.

Flag if all of the following conditions occur:

- UI ADDRESS STATE ABBREVIATION = AL, AK, AZ, AR, CA, CO, CT, DE, DC, FL, GA, HI, ID, IL, IN, IA, KS, KY, LA, ME, MD, MA, MI, MN, MS, MO, MT, NE, NV, NH, NJ, NM, NY, NC, ND, OH, OK, OR, PA, PR, RI, SC, SD, TN, TX, UT, VT, VA, VI, WA, WV, WI, WY, AS, or GU, and
- (UI ADDRESS ZIP CODE is nonnumeric, 00000 or 99999) or (UI ZIP EXTENSION is nonnumeric or 9999), and
- $AME_C > ZIP-CODE-AME$.

Flag if all of the following conditions are met:

- UI STATE ABBREVIATION = CN and
- (UI ADDRESS ZIP CODE) is numeric or blank, or (UI ZIP EXTENSION \neq a numeric followed by 3 blanks), and
- $AME_C > ZIP-CODE-AME$.

Editing Parameters/Tolerances:

Parameter	Parameter Name	Length	EXPO PK #	WIN PK #	State Default	BLS Default
<i>ZIP-CODE-AME</i>	ZIP Code AME Cutoff	6	005	020	99	250

Note: The system will not list the record for this flagged condition if there is at least one usable address.

System Action: If the ZIP Code Extension is all zeros, the system will blank fill the field.

109 — Blank Mailing/Other City Check

General Description: This edit checks for a non-blank City field in the M/O address block. The City field should not be blank unless the entire address block is blank. If the Mailing/Other City is not blank, edit the other mailing/other address fields to ensure it is a usable address block.

Location: Both BLS & State systems	Level: Micro
Edit Level: 6	Edit Type: Warning
Priority: C	BLS Edit Publ. Criteria: Include, if flagged

Edit Message: *Blank Mailing/Other City; Other M/O Address Fields Present*

Edit Conditions:

Flag if all of the following conditions occur:

- STATUS ≠ 2, 3, or 9, and
- OWN > 1 and
- MOA CITY is blank and
- At least one other MOA field (other than MOA ADDRESS TYPE) is not blank.

Note: The system will not list the record for this flagged condition if there is at least one usable address.

110 — Mailing/Other State Abbreviation Check

General Description: This edit ensures that a valid State abbreviation is in the Mailing/Other address block. The standard two-letter Post Office State abbreviation is used in this field. For military post offices, the field may contain "AE", "AA," or "AP," while Canadian addresses may use either "CN" or "ZZ." Foreign addresses outside Canada should use "ZZ."

Location: Both BLS & State systems	Level: Micro
Edit Level: 6	Edit Type: Warning
Priority: C	BLS Edit Publ. Criteria: Include, if flagged

Edit Message: Unusable Mailing/Other State Abbreviation**Edit Conditions:**

Flag if all of the following conditions occur:

- STATUS \neq 2, 3, or 9, and
- OWN > 1 and
- MOA STATE ABBREVIATION is blank and
- At least one other MOA field is not blank. (A non-blank MOA ADDRESS TYPE should not be considered as part of the MAILING/OTHER address for this edit condition.)

Flag if all of the following conditions occur:

- STATUS \neq 2, 3, or 9, and
- OWN > 1 and
- MOA STATE ABBREVIATION \neq AL, AK, AZ, AR, CA, CO, CT, DE, DC, FL, GA, HI, ID, IL, IN, IA, KS, KY, LA, ME, MD, MA, MI, MN, MS, MO, MT, NE, NV, NH, NJ, NM, NY, NC, ND, OH, OK, OR, PA, PR, RI, SC, SD, TN, TX, UT, VT, VA, VI, WA, WV, WI, WY, AS, GU, AE, AA, AP, CN, or ZZ.

Note: The system will not list the record for this flagged condition if there is at least one usable address.

111 — Mailing/Other Zip Code Format Check and Mailing/Other Zip Code Extension Format Check

General Description: The Physical/Location ZIP Code Format edit ensures that a proper ZIP Code is used in the Mailing/Other address block. The ZIP Code is a five-digit alphanumeric field. For U.S. addresses, this is the numeric code used by the Post Office for the specified address. For Canadian addresses, this field should contain the first five digits of the six-digit alphanumeric Canadian ZIP Code, while the Mailing/Other ZIP Code Extension field should contain the sixth digit followed by three blanks. The field is not edited for foreign addresses (designated by State abbreviation "ZZ").

This edit also ensures that the ZIP Code Extension field is properly used in the Mailing/Other address. The ZIP Code Extension is a four-digit alphanumeric field. For U.S. addresses that have a ZIP Code Extension, the field should be strictly numeric. For Canadian addresses, the ZIP Code Extension begins with the last digit of the six-position alphanumeric Canadian ZIP Code; this position is numeric and is followed by three blanks. The field is not edited for foreign addresses (designated by State abbreviation "ZZ").

Edit code 111 is used for both the Mailing/Other ZIP Code Format Check and the Mailing/Other ZIP Code Extension Format Check.

Location: Both BLS & State systems
Edit Level: 6

Level: Micro
Edit Type: Warning

Priority: C

BLS Edit Publ. Criteria: Include, if flagged

Edit Message: *Unusable Mailing/Other ZIP Code Format*

Edit Conditions:

Bypass if any of the following conditions are met:

- STATUS = 2, 3, or 9, or
- OWN = 1 or
- CNTY = 996 or 998, or
- MOA STATE ABBREVIATION = AA, AE, AP, or ZZ, or
- MOA ZIP blank and all other mailing/other address fields blank. (A non-blank MOA ADDRESS TYPE should not be considered as part of the MOA address for this edit condition.)

Flag if all of the following conditions are met:

- MOA STATE ABBREVIATION = AL, AK, AZ, AR, CA, CO, CT, DE, DC, FL, GA, HI, ID, IL, IN, IA, KS, KY, LA, ME, MD, MA, MI, MN, MS, MO, MT, NE, NV, NH, NJ, NM, NY, NC, ND, OH, OK, OR, PA, PR, RI, SC, SD, TN, TX, UT, VT, VA, VI, WA, WV, WI, WY, AS, or GU, and
- (MOA ZIP nonnumeric, 00000, or 99999) or (MOA ZIP EXTENSION is nonnumeric or 9999), and
- $AME_C > ZIP-CODE-AME$.

Flag if all of the following conditions are met:

- MOA STATE ABBREVIATION = CN and
- (MOA ZIP numeric or blank) or (MOA ZIP EXTENSION \neq a numeric followed by 3 blanks), and
- $AME_C > ZIP-CODE-AME$.

Editing Parameters/Tolerances:

Parameter	Parameter Name	Length	EXPO PK #	WIN PK #	State Default	BLS Default
<i>ZIP-CODE-AME</i>	ZIP Code AME Cutoff	6	005	020	99	250

Note: The system will not list the record for this flagged condition if there is at least one usable address.

System Action: If the ZIP Code Extension is all zeros, the system will blank fill the field.

112 — Fax Number Check

General Description: The Fax Number edit checks for usable fax numbers for the account.

Location: Both State and BLS systems
 Edit Level: 6

Level: Micro
 Edit Type: Warning

Priority: C

BLS Edit Publ. Criteria: Include, if flagged

Edit Message: *Questionable Fax Number Format*

State System Actions and Edit Conditions:

Bypass if any of the following conditions occur:

- STATUS = 2, 3, or 9
- OWN = 1
- MEEI = 3 or 5
- FAX is all blank

Blank fill the FAX number if any of the following conditions occur: [Note that the AME parameter was removed. Fix all of these regardless of employment]

- FAX is all zeros, all ones, all twos, all threes, all fours, all fives, all sixes, all sevens, all eights, or all nines
- FAX = (any area code) + 555-1212
- FAX = "000" in positions 4-6
- FAX is not numeric in any of positions 4-10

Flag if $AME_c > FAX-AME$ and both of the following conditions occur:

- FAX = "000" in positions 1-3 or nonnumeric (including blank) in any position of 1-3 and FAX positions 4-10 are all numeric but not all zero

BLS Edit Conditions:

Bypass if any of the following conditions occur:

- STATUS = 2, 3, or 9
- OWN = 1
- MEEI = 3 or 5
- FAX is all blank

Flag if $AME_c > FAX-AME$ and any of the following conditions occur:

- FAX is all zeros, all ones, all twos, all threes, all fours, all fives, all sixes, all sevens, all eights, or all nines
- FAX = (any area code) + 555-1212
- FAX = "000" in positions 4-6
- FAX is not numeric in any of positions 4-10
- FAX = "000" in positions 1-3 or nonnumeric (including blank) in any position of 1-3 and FAX positions 4-10 are all numeric but not all zeroes

Editing Parameters/Tolerances:

Parameter	Parameter Name	Length	EXPO PK #	WIN PK #	State Default	BLS Default
<i>FAX-AME</i>	FAX AME	6	005	021	99	99

114 — Physical Address Format Check

General Description: Physical Location addresses, if provided, are required to use the State abbreviation of the reference State, to have a corresponding Zip Code, and to have at least one street address line. This edit also flags Post Office boxes in the PL address, since they do not identify a physical location. The edit flags records with a blank PL address if employment is high.

Location: Both BLS & State systems	Level: Micro
Edit Level: 6	Edit Type: Warning
Priority: C	BLS Edit Publ. Criteria: Include, if flagged

Edit Message: *P.O. Box, Blank Street, or Out-of-State in PLA Block*

Edit Conditions:

Bypass if any of the following conditions occur:

- STATUS = 2, 3, or 9, or
- OWN = 1, or
- MEEI = 2, or
- AME_c ≤ *PHYS-ADDR-AME*.

Flag if both conditions occur:

- CNTY ≠ 996 or 998, and
- PLA STATE ABBREVIATION ≠ STATE ABBREVIATION of the reference/reporting State (not in-State).

Flag if all of the following conditions occur:

- PLA STREET ADDRESS - LINE 1 blank and
- PLA STREET ADDRESS - LINE 2 blank and
- PLA CITY not blank

Flag if either condition occurs:

- PLA STREET ADDRESS - LINE 1 includes P.O. Box or RR, or
- PLA STREET ADDRESS - LINE 2 includes P.O. Box or RR.
(I.e., checks for variations of P.O. Box and rural route addresses.)

Flag if both conditions occur:

- CNTY ≠ 996 or 998, and
- PLA ZIP is not in the range of valid Zip codes for the reference State.

Flag if both conditions occur:

- CNTY ≠ 996 or 998, and
- PLA ZIP is zero-filled, nine-filled, or contains any nonnumeric values.

Flag if both conditions occur:

- At least one other PL address field is not blank, and
- PLA ZIP is blank.

Flag if PLA CITY is equal to “Unknown” or “Statewide”.

Flag if both conditions occur:

- $AMEc > LARGE-PHYS-ADDR-AME$, and
- All PL address fields are blank.

Note: For records with $AMEc \leq LARGE-PHYS-ADDR-AME$, the system will not list the record for this edit flag if there is at least one usable address.

Editing Parameters/Tolerances:

Parameter	Parameter Name	Length	EXPO PK #	WIN PK #	State Default	BLS Default
<i>PHYS-ADDR-AME</i>	Physical Location Address AME	6	006	022	0	5

116 — Missing Federal Employer Identification Number Check

General Description: The Missing Federal Employer Identification Number edit checks the EIN for questionable values and to determine if it has been missing for several quarters. The EIN is assigned to each employer by the IRS. Subunits should have the same EIN as their master record. The edit compares the month and year of the Setup Date against the earliest month of the reference quarter to see if the reporting unit has been in existence for more than a number of months based on a parm. If so, and if employment is large, then the reporting unit should have a specific (non-zero) EIN. If the Setup Date is blank, the edit uses the Liability Date.

Missing EINs are useless in any kind of research, sampling, and other critical uses of the field. Efforts should be made to attempt to contact the employer and obtain missing EINs for large employers.

Example:

Liability Date YYYYMM: 200301 (January 2003)
Setup Date YYYYMM: 200308 (August 2003)
First Month of Current Quarter: 200407 (July 2004)

In this example, the current quarter is the 2004 third quarter. If the parm is set at 6 months, $200308 < 200407 - \text{"parm" months}$ (the August 2003 Setup Date is earlier than the July 2004 beginning of the current quarter minus 6 months). Therefore, the reporting unit would flag if its EIN is still zero-filled. In other words, more than 6 months elapsed between the Setup Date (August 2003) and the first month of the current quarter (July 2004), so the edit expects to find a specific, valid EIN.

Location: Both BLS & State systems Level: Micro
 Edit Level: 6 Edit Type: Warning
 Priority: A BLS Edit Publ. Criteria: Include, if flagged

Edit Message: *EIN Missing for More Than Parm Months*

Edit Conditions:

Format = YYYYMMDD (where YYYY = year, MM = month, and DD = day).

Bypass if any of the following conditions are met:

- MEEI = 3 or 5, or
- STATUS = 2, 3, or 9, or
- OWN = 1, 2, or 3, or
- NAICS 814110, or
- COVERAGE = 8 or 9.

Flag if all of the following conditions are met:

- EIN = all zeros and
- $AME_c > EIN-AME$ and
- YYYYMM of the SETUP < YYYYMM of the first month of the current quarter – *EIN-MONTH* months. (If the SETUP is blank, then use the LIAB.)

Editing Parameters/Tolerances:

Parameter	Parameter Name	Length	EXPO PK #	WIN PK #	State Default	BLS Default
<i>EIN-AME</i>	EIN AME Parm	6	062	023	50	50
<i>EIN-MONTH</i>	EIN Months Missing	2	052	024	6	6

Note: This edit is required and must be run at least once each quarter.

System Action: The State systems have options to do the following:

- Suppress this edit from appearing on the online edit screens with the rest of the edits
- Suppress this edit from appearing on the same listings as the rest of the edits
- Allow this edit to be listed separately from the rest of the edit output
- Modify edit output and scoring formulae input to reflect the new priorities.

118 — Tax Rate Consistency Check

General Description: This check applies to only non-reimbursing, non-Federal ownership units – units with Type of Coverage Code 0 and Ownership Code greater than 1. Three States have employee contributions and are handled using an adjustment. Each reporting unit’s Contributions must equal its Taxable Wages multiplied by its Tax Rate. California does not collect Taxable Wage information. Taxable Wages are derived by dividing Contributions Due by the Tax Rate after the annual reconciliation.

Location: State systems only
 Edit Level: 6
 Priority: C

Level: Micro
 Edit Type: Warning
 BLS Edit Publ. Criteria: Include, if flagged

Edit Message: *Computed Tax Rate > TOL % from Reported, and Computed Tax TOL from Reported*

Edit Conditions:

Bypass if any of the following conditions occur:

- OWN = 1
- STATUS = 2, 3, 9
- State-FIPS = 06, and CALIF-RATE-EDIT-BYPASS = 1

Flag if all of the following conditions occur:

- COVERAGE = 0 and
- |CTB - (TAXW × TAX RATE)| > MAX-CONTRIB-DEV and
- |TAX RATE - (CTB ÷ TAXW)| > MAX-TAX-RATE-DEV.

Flag if all of the following conditions are met:

- COVERAGE = 2 or 3, and
- |CTB - (TAXW × TAX RATE) - ADJUSTMENT| > MAX-CONTRIB-DEV and
- |TAX RATE - (CTB ÷ TAXW)| - ADJUSTMENT) > MAX-TAX-RATE-DEV.

If State 42, ADJUSTMENT = TW × EMPLOYEE TAX RATE.

Editing Parameters/Tolerances:

Parameter	Parameter Name	Length	EXPO PK #	WIN PK #	State Default	BLS Default
MAX-TAX-RATE-DEV	Maximum Tax Rate Deviation	6	027	025	0.33% (expressed as 330 in EXPO and 0.33 in WIN)	N/A
MAX-CONTRIB-DEV	Maximum Contributions Due Deviation	6	028	026	2.50 (expressed as 000250 in EXPO and 2.5 in WIN)	N/A
EMPLOYEE-TAX-RATE	Employee Tax Rate	6	051	003	0	N/A
CALIF-RATE-EDIT-BYPASS	Bypass Switch For California Rate	1	N/A	027	0	N/A

General Description: This edit checks for high Total Wages when no Taxable Wages are reported. The edit is only performed in first quarter. All Contributory accounts are required to meet their Taxable Wage obligations beginning with each first quarter even if their tax rate may be zero and they pay no Contributions.

Location: Both BLS & State systems

Level: Micro

Edit Level: 6

Edit Type: Warning

Priority: C

BLS Edit Publ. Criteria: Include, if flagged

Edit Message: *First Quarter Taxable Wages Missing for Experienced-Rated Account*

Edit Conditions:

Bypass if OWN = 1.

Bypass if QTR ≠ 1.

Bypass if State-FIPS = 06 and CALIF-NO-TAXW-BYPASS = 1.

Flag if

- STATUS ≠ 2, 3, or 9, and
- TW > MAX-TOTW-NO-TAXW,
- COVERAGE = 0 or 2, and
- TAXW = 0.

Editing Parameters/Tolerances:

Parameter	Parameter Name	Length	EXPO PK #	WIN PK #	State Default	BLS Default
MAX-TOTW-NO-TAXW	Maximum Total Wages With No Taxable Wages	6	020	028	25,000	999,999
CALIF-NO-TAXW-BYPASS	Bypass Switch For California Taxable Wages	1	N/A	029	0	0

120 — Non-Economic Code Change Check

General Description: Changes to the classification codes (Ownership, NAICS, County, and – for some States – Township) are normally handled as either economic or noneconomic.

Noneconomic code changes, which are more frequent, must be held until first quarter and must carry an ARS Response Code and Refile Year that will place the record onto the CCS.

Economic code changes should be identified using the Economic Code Change Indicator (ECCI) or a comment code (code 82); these changes may be made in any quarter. Exceptions to these rules are made for master records as well as records with code changes only from an "unknown" industry or geographic code. This edit flags code changes on records with significant employment that are not properly coded as noneconomic or economic. The edit does not flag records with changes only from an "unknown" code; however, it flags code changes from a specific industry or geographic code to an "unknown" code in any quarter, since such changes

are inappropriate. If the existing, specific code is wrong, identify the correct code and handle the change as a noneconomic code change.

Location: Both BLS & State systems	Level: Micro
Edit Level: 6	Edit Type: Warning
Priority: B	BLS Edit Publ. Criteria: Include, if flagged

Edit Message: *Possible Non-Economic Code Change*

Edit Conditions:

Bypass if $MEEI_c = 2$.

Bypass if $STATUS_c$ or $STATUS_p \neq 1$. (Edit only if the record is active in both the current and prior quarter.)

Bypass if both $M3_p$ and $M1_c \leq NECC-PARM$

Bypass if both $M3_p$ and $M1_c < ECCI-LRG-EMP-PARM$ and $COMMENT CODE_c = 82$.

Bypass the township portions of the edit if not New Jersey or a New England State (if $STATE \neq 09, 23, 25, 33, 34, 44, \text{ or } 50$).

The edit consists of two parts. Perform Part 1 if the processing quarter = 2, 3, or 4. (Edit only when the current quarter on the Micro file is a second, third, or fourth quarter.) Perform Part 2 if the processing quarter = 1 (Edit only when the current quarter is a first quarter). Part 2 includes its own bypass conditions – conditions that only apply if the processing quarter = 1. Both the first and second parts of the edit are performed in different ways, depending on employment. Where employment is significant but not large (greater than 25 but less than a 100), the edit does not flag a code change when the Employment Code Change Indicator carries the appropriate value.

Part 1

Flag if

- Processing quarter = (2, 3, or 4), and
- Both $M3_p$ and $M1_c < ECCI-LRG-EMP-PARM$, and
- At least one of the following code changes occurs in the current quarter compared with the prior quarter, and the change is not explained by the ECCI:

$OWN_p \neq OWN_c$ and ($ECCI \neq 04, 05, 06, 07, 12, 13, 14, \text{ or } 15$),

OR

$NAICS_p \neq NAICS_c$ and $NAICS_p \neq 999999$ and ($ECCI \neq 02, 03, 06, 07, 10, 11, 14, \text{ or } 15$),

OR

$CNTY_p \neq CNTY_c$ and $CNTY_p \neq 900-999$ and ($ECCI \neq 08, 09, 10, 11, 12, 13, 14, \text{ or } 15$),

OR

$TOWN_p \neq TOWN_c$ and ($TOWN_p \neq 900, 995, 996, 998, \text{ or } 999$) and ($STATE = 09, 23, 25, 33, 34, 44, \text{ or } 50$) and ($ECCI \neq 01, 03, 05, 07, 09, 11, 13, \text{ or } 15$).

(In other words, current ownership is not equal to prior ownership or current NAICS is not equal to prior NAICS or current county is not equal to prior county or (for certain States) current township is not equal to prior township, and in each case the prior quarter is not the fourth quarter. Disregard any NAICS, ownership, county, and township changes from the “unknown” codes. Disregard any code changes identified by an appropriate ECCI value.)

Flag if

- Processing quarter = (2, 3, or 4), and
- Either $M3_p$ or $M1_c \geq ECCI-LRG-EMP-PARM$, and
- At least one of the following code changes occurs in the current quarter compared with the prior quarter, regardless of the ECCI:
 - $OWN_p \neq OWN_c$, or
 - $NAICS_p \neq NAICS_c$ and $NAICS_p \neq 999999$, or
 - $CNTY_p \neq CNTY_c$ and $CNTY_p \neq 900-999$, or
 - $TOWN_p \neq TOWN_c$ and ($TOWN_p \neq 900, 995, 996, 998, \text{ or } 999$) and ($STATE = 09, 23, 25, 33, 34, 44, \text{ or } 50$).

(In other words, current ownership is not equal to prior ownership or current NAICS is not equal to prior NAICS or current county is not equal to prior county or (for certain States) current township is not equal to prior township, and in each case the prior quarter is not the fourth quarter. Disregard any NAICS, ownership, county, and township changes from the “unknown” codes.)

Flag if either of the following occur

- $NAICS_c = 999999$ and $NAICS_p < 999999$, or
- $COUNTY_c = 999$ and $COUNTY_p < 900$.

Part 2

Bypass if $ARS_REFILE_YEAR =$ current Refiling Year and $RESPONSE_CODE = 46, 50, 57, 76$ or 77 (in the BLS System: $RESPONSE_CODE = 30, 33, 46, 50, 57, 76, \text{ or } 77$).

Flag if

- Processing quarter = 1, and
 - Both $M3_p$ and $M1_c < ECCI-LRG-EMP-PARM$, and
 - At least one of the following code changes occurs in the current quarter, compared with the prior quarter, and the change is not explained by the ECCI:
 - $OWN_p \neq OWN_c$ and ($ECCI \neq 04, 05, 06, 07, 12, 13, 14, \text{ or } 15$),
- OR

$NAICS_p \neq NAICS_c$ and $NAICS_p \neq 999999$ and ($ECCI \neq 02, 03, 06, 07, 10, 11, 14, \text{ or } 15$),

OR

CNTYp ≠ CNTYc and CNTYp ≠ 900-999 and (ECCI ≠ 08, 09, 10, 11, 12, 13, 14, or 15),

OR

TOWNp ≠ TOWNc and (TOWNp ≠ 900, 995, 996, 998, or 999) and (STATE = 09, 23, 25, 33, 34, 44, or 50) and (ECCI ≠ 01, 03, 05, 07, 09, 11, 13, or 15).

(In other words, current ownership is not equal to prior ownership or current NAICS is not equal to prior NAICS or current county is not equal to prior county or (for certain States) current township is not equal to prior township, and in each case the current quarter is the first quarter. Disregard any NAICS, ownership, county, and township changes from the “unknown” codes. Disregard any code changes identified by an appropriate ECCI value.)

Flag if

- Processing quarter = 1, and
- Either M3p or M1c ≥ *ECCI-LRG-EMP-PARM*, and
- At least one of the following code changes occurs in the current quarter, compared with the prior quarter, regardless of the ECCI:

OWNp ≠ OWNc, or

NAICSp ≠ NAICSc and NAICSp ≠ 999999, or

CNTYp ≠ CNTYc and CNTYp ≠ 900-999, or

TOWNp ≠ TOWNc and (TOWNp ≠ 900, 995, 996, 998, or 999) and (STATE = 09, 23, 25, 33, 34, 44, or 50).

(In other words, current ownership is not equal to prior ownership or current NAICS is not equal to prior NAICS or current county is not equal to prior county or (for certain States) current township is not equal to prior township, and in each case the current quarter is the first quarter. Disregard any NAICS, ownership, county, and township changes from the “unknown” codes.)

Flag if either of the following occur

- NAICSc = 999999 and NAICSp < 999999, or
- COUNTYc = 999 and COUNTYp < 900.

Editing Parameters/Tolerances:

Parameter	Parameter Name	Length	EXPO PK #	WIN PK #	State Default	BLS Default
<i>NECC- PARM</i>	Noneconomic Code Change Monthly Employment Parm	2	009	030	5	25
<i>ECCI- LRG-EMP- PARM</i>	Economic Code Change Large Employment Parm	6	?	?	50	100

121 — Reversed Code Change Check

General Description: This edit captures very mobile units that keep reversing code changes. This edit is a supplement to edit 120.

Location: Both BLS & State systems Level: Micro
 Edit Level: 6 Edit Type: Warning
 Priority: B BLS Edit Publ. Criteria: Include, if flagged

Edit Message: *Code Change Back to a Recent Code*

Edit Conditions:

Bypass if MEEI = 2.

Bypass if STATUS_c or STATUS_p ≠ 1. (Edit only if active in both the current and prior quarter.)

Bypass the township portions of the edit if not New Jersey or a New England State (CT, ME, MA, NH, RI, and VT).

Flag if AME_c > REVS-CCS and any of the following occur:

- NAICS_c ≠ NAICS_p and NAICS_c = NAICS in any of the three previous quarters, or
- TOWN_c ≠ TOWN_p and TOWN_c = TOWN in any of the three previous quarters, or
- CNTY_c ≠ CNTY_p and CNTY_c = CNTY in any of the three previous quarters, or
- OWN_c ≠ OWN_p and OWN_c = OWN in any of the three previous quarters.

Editing Parameters/Tolerances:

Parameter	Parameter Name	Length	EXPO PK #	WIN PK #	State Default	BLS Default
REVS-CCS	Rev CCS AME	6	009	094	10	100

123 — CCS Edit Checks

General Description: This edit checks for a missing noneconomic code change. When the Response Code and ARS Refile Year indicate that a noneconomic code change is present on the record, the edit compares the Old Fields to the first quarter classification codes to verify the code change. (Changes only from unknown industry or county codes are not considered noneconomic, and are not sufficient to pass the edit.)

Location: Both BLS & State systems Level: Micro
 Edit Level: 6 Edit Type: Warning
 Priority: B BLS Edit Publ. Criteria: Include, if flagged

Edit Message: *Expected Code Change Not Made*

Edit Conditions:

Bypass if MEEI of the most recent 1st quarter = 2 or MEEI of the most recent 4th quarter = 2.
(For example, for 2003/1 processing, bypass if MEEI =2 in either 2003/1 or in 2002/4.)

Bypass if STATUS_c or STATUS_p ≠ 1. (Edit only if active in both the current and prior quarter.)

Flag if all of the following occur:

- QTR = 1 and
- ARS RESPONSE CODE = (50, 57, 46, 76, or 77), and [In the BLS system, ARS RESPONSE CODE = 30, 33, 46, 50, 57, 76, or 77] and
- ARS REFILE YEAR = processing year and
- OLD NAICS = (NAICS_c or blank or 999999) and
- OLD CNTY = (CNTY_c or blank or 900-999) and
- OLD TOWN = (TOWN_c or blank or 900-999) and
- OLD OWN = (OWN_c or blank) and

The BLS system only performs this edit when the processing quarter is first quarter.

124 — Active Account Check

General Description: The Active Account edit checks to determine if a QCR or MWR has reported employment and wage data for the quarter, when the unit was coded out-of-business or inactive. This edit is used to ensure that there are no records with reported or imputed employment or wages, with an End Of Liability date or Status Code that indicates that it is out-of-business or inactive. The records that should be most closely examined are those with sizable employment that are coded as inactive or out-of-business to ensure that the record should truly be considered inactive. Data for inactive records are not used for any application or aggregation.

Location: Both BLS & State systems

Level: Micro

Edit Level: 6

Edit Type: Warning

Priority: C

BLS Edit Publ. Criteria: Include, if flagged

Edit Message: *Inactive Record with Reported Employment/Wage Data*

Edit Conditions:

Bypass if EOL is blank.

Flag if

the economic data exceeds either of these thresholds:

- Any monthly EMPLOYMENT for the current quarter (M_c) > *ACTIV-AME* or
- TW_c > *ACTIV-WAGE*

and

if either the date fields or the Status Code show that the unit is closed:

- EOL < reference period where the EOL date is > non blank REACT or
- Where STATUS = 2.

Editing Parameters/Tolerances:

Parameter	Parameter Name	Length	EXPO PK #	WIN PK #	State Default	BLS Default
<i>ACTIV-AME</i>	Active Account AME	2	009	032	99	99
<i>ACTIV-WAGE</i>	Active Account Total Wages	6	019	033	150,000	500,000

125 — Liability Check

General Description: The Liability edit checks to determine if a QCR or MWR was received with reported employment and wage data prior to the unit's Liability Date. This edit is used to ensure that there are no new records on the file that have a liability date that is after the reference quarter.

Location: Both BLS & State systems

Level: Micro

Edit Level: 6

Edit Type: Warning

Priority: C

BLS Edit Publ. Criteria: Include, if flagged

Edit Message: *Data Reported Prior to Liability Date*

Edit Conditions:

The system determines the earlier of Setup Date and Liability Date and uses the earlier date in the edit. If only one of the dates is available, the system will use it.

Bypass if neither SETUP nor LIAB is present.

Flag if all of the following occur:

- STATUS_c = 1 and
- AME > LIAB-AME or TW > LIAB-WAGE and
- (SETUP or LIAB > the last day of the QTR) or (EOL DATE < first day of the QTR and REACT > the last day of the QTR).

Editing Parameters/Tolerances:

Parameter	Parameter Name	Length	EXPO PK #	WIN PK #	State Default	BLS Default
<i>LIAB-AME</i>	Liability Check Employment	2	009	034	99	99
<i>LIAB-WAGE</i>	Liability Check Wages	6	055	035	150,000	500,000

126 — Monthly Employment Change Check

General Description: This is the same edit as 091, but with a smaller threshold for the difference between current and prior employment. If the difference between the current and prior average monthly employment is greater than a parameter times a multiplier, the system will code as edit 091. If not, the system will code as edit 126.

Note: This edit does not appear in the WIN-202 System. The WIN-202 System uses edit codes 136, 137, and 138 instead.

See edit 091 for a full description.

Location: Both BLS & EXPO
Edit Level: 6
Priority: A

Level: Micro & Macro
Edit Type: Warning
BLS Edit Publ. Criteria: Include, if flagged

Edit Message: *Employment Change Exceeds Test Parameters*

Edit Conditions: See Edit 091 for details and parameter values.

127 — Wage Change Check

General Description: This is the same as edit 092, but with a smaller threshold for the difference between current and previous Average Quarterly Wage. If the difference is greater than a parameter times a multiplier, then the system will code as edit 092. If not, the system will code as edit 127.

See edit 092 for a full description.

Location: Both BLS & State systems
Edit Level: 6
Priority: A

Level: Micro & Macro
Edit Type: Warning
BLS Edit Publ. Criteria: Include, if flagged

Edit Message: *AQW Change > Parm and Exceeds Twice the Quartile AQW Range*

Edit Conditions: See Edit 092 for details and parameter values.

128 — Identical Monthly Employment Check

General Description: The Identical Monthly Employment edit looks for situations in which all three months show the same level of employment within the quarter, while current and prior quarter employment both exceed a parameter and none of the months is imputed. This helps

ensure valid reporting of employment for each month. Identical monthly reporting frequently occurs when the employer reports

- The end of the quarter count in all three months each quarter
- A current employee count at the time the report is completed
- The last month’s data in all three months

The employer should be contacted and advised on proper reporting procedures.

Location: Both BLS & State systems	Level: Micro
Edit Level: 6	Edit Type: Warning
Priority: C	BLS Edit Publ. Criteria: Include, if flagged

Edit Message: *Identical Monthly Employment > Parm*

Edit Conditions:

Flag if all of the following occur:

- STATUS ≠ 2, 3, or 9, and
- MEEI = 1, 2, 4 or 6, and
- AME_c > MAX-IDENT-EMPL and
- AME_p > MAX-IDENT-EMPL and
- M1_c = M2_c = M3_c and
- M1_p = M2_p = M3_p and
- M1_c-IND nor M2_c-IND nor M3_c-IND = E, H, or K and
- M1_p-IND nor M2_p-IND nor M3_p-IND = E, H, or K

Note: This edit is required and must be run at least once each quarter.

Editing Parameters/Tolerances:

Parameter	Parameter Name	Length	EXPO PK #	WIN PK #	State Default	BLS Default
MAX-IDENT-EMPL	Maximum Identical Employment AME	6	021	036	50	1,000

System Action: The State systems have options to do the following:

- Suppress this edit from appearing on the online edit screens with the rest of the edits
- Suppress this edit from appearing on the same listings as the rest of the edits
- Allow this edit to be listed separately from the rest of the edit output

129 — Taxable/Total Wage Change Check

General Description: The Taxable/Total Wage Change edit checks the ratio of taxable wages to total wages. A record is questionable if the ratio is outside the acceptable range based on the taxable wage-to-total wage ratio from current quarter a year ago plus or minus the tolerance.

Location: Both BLS and State systems Level: Micro
 Edit Level: 6 Edit Type: Warning
 Priority: C BLS Edit Publ. Criteria: Include, if flagged

Edit Message: *Taxable/Total Wage Ratio > Prior Year Ratio by Parm %*

Edit Conditions:

Bypass if STATUS = 2, 3, or 9.
 Bypass if TW_C or $TW_{CY} = 0$.

Flag if

- $AME_C > TAXW-TOTW-CHG-AME$ and
- $|(TAXW_C \div TW_C) - (TAXW_{CY} \div TW_{CY})| > TAXW-TOTW-CHG-PCT$.

Editing Parameters and Tolerances:

Parameter	Parameter Name	Length	EXPO PK #	WIN PK #	State Default	BLS Default
<i>TAXW-TOTW-CHG-PCT</i>	Taxable Wages To Total Wages Percent Tolerance	2	043	037	20	99
<i>TAXW-TOTW-CHG-AME</i>	Taxable Wages To Total Wages AME	6	044	038	99	500

130 — Employment Without Wages Check

General Description: This edit is the same as edit 093 but with a smaller threshold.

See edit 093 for a full description.

Location: Both BLS & State systems Level: Micro & Macro
 Edit Level: 6 Edit Type: Warning
 Priority: A BLS Edit Publ. Criteria: Include, if flagged

Edit Message: *Average Employment > Parm, but Total Wages = 0*

Edit Conditions: See Edit 093 for details and parameter values.

131 — Wages Without Employment

General Description: This edit is the same as edit 094 but with a smaller threshold.

See edit 094 for a full description.

Location: Both BLS & State systems	Level: Micro & Macro
Edit Level: 6	Edit Type: Warning
Priority: A	BLS Edit Publ. Criteria: Include, if flagged

Edit Message: *Average Employment = 0, but Total Wages > Parm*

Edit Conditions: See Edit 094 for details and parameter values.

132 — Wages/Employment Sum Check

General Description: This edit is the same as 095 but with a smaller threshold. See edit 095 for a full description.

Location: Both BLS & State systems	Level: Micro
Edit Level: 6	Edit Type: Warning
Priority: A	BLS Edit Publ. Criteria: Include, if flagged

Edit Message: *Total Wages = Sum of Empl +/- Parm*

Edit Conditions: See Edit 095 for details and parameter values.

133 — Unclassified Industry Check

General Description: The unclassified industry check looks for situations in which the average monthly employment of the current period is greater than a parm, and NAICS is 999999 for two quarters. This edit encourages States to assign valid, specific NAICS to records with high employment. Unclassified records can not be properly aggregated to their correct industry and have more limited use in data analysis and publications.

Location: Both BLS & State systems	Level: Micro
Edit Level: 6	Edit Type: Warning
Priority: A	BLS Edit Publ. Criteria: Include, if flagged

Edit Message: *Unclassified Industry, Empl > Parm*

Edit Conditions:

Flag if

- STATUS ≠ 2, 3, or 9, and
- NAICSc = 999999 and
- NAICSp = 999999 and
- AMEc > UNCLASS-MAX-AME

Editing Parameters and Tolerances:

Parameter	Parameter Name	Length	EXPO PK #	WIN PK #	State Default	BLS Default
UNCLASS- MAX-AME	Unclassified Industry AME	2	018	039	25 but not to exceed 50	50

134 — Number of Establishments Change Check

General Description: The Number of Establishments Change edit looks for large fluctuations in the number of reporting units in the macro cell in the current quarter, as compared to the previous quarter. During first quarter processing, this edit is not done until after the data are temporarily adjusted based on the net change of the Summary of Differences data for the cell (if any); this is part of the process called Code Change Integration.

A significant change in the number of establishments could represent growth in the industry and county, may result from a large employer breakout into multi-establishment reporting, or may result from an unexpected mid-year reporting problem or unusual predecessor/successor reporting situation.

Location: Both BLS & State systems

Level: Macro

Edit Level: 6

Edit Type: Summed Level/Warning

Priority: A

BLS Edit Publ. Criteria: Include, if flagged

Edit Message: *Number of Establishments Out Of Range*

Edit Conditions:

Bypass if any of the following conditions are true:

- AMEc < 25 or
- AMEp < 25 or
- NUMBER OF ESTABLISHMENTSp = 0 or
- NUMBER OF ESTABLISHMENTSc = 0 or

Flag if either or both pairs of conditions are true:

(1)

- $0 < \text{NUMBER OF ESTABLISHMENTSp} \leq 32$ and
- $|\text{NUMBER OF ESTABLISHMENTSc} - \text{NUMBER OF ESTABLISHMENTSp}| > 8$

OR

(2)

- $\text{NUMBER OF ESTABLISHMENTSp} > 32$ and
- $|\text{NUMBER OF ESTABLISHMENTSc} - \text{NUMBER OF ESTABLISHMENTSp}| > \text{NUMBER OF ESTABLISHMENTSp} \times 0.25$

135 — New and Discontinued Macro Record Checks

General Description: The New and Discontinued Macro Record edit checks for whole macro cells that never existed before or cease to exist. Macro cells with small employment are not flagged. (Note: New and discontinued micro conditions can be found in edits 096, 097, 139, and 140.)

Micro level predecessor/successor situations should not normally explain new and discontinued problems at the macro level. In most cases, the predecessor and successor should be reported in the same macro cells unless the change is included on the Code Change Supplement.

Location: Both BLS & State systems
Edit Level: 6
Priority: A

Level: Macro
Edit Type: Summed Level/Warning
BLS Edit Publ. Criteria: Include, if flagged

Edit Message: *New or Discontinued Macro Record*

Edit Conditions:

Flag if the following conditions are true:

- $AME_p > MACRO-DISCONTINUED-AME$
- $NUMBER\ OF\ ESTABLISHMENTS_c = 0$

OR

Flag if the following conditions are true:

- $AME_c > MACRO-NEW-AME$
- $NUMBER\ OF\ ESTABLISHMENTS_p = 0$

Editing Parameters and Tolerances:

Parameter	Parameter Name	Length	EXPO PK #	WIN PK #	State Default	BLS Default
<i>MACRO-DISCONTINUED-AME</i>	New and Discontinued Macro Record	6	054	040	50	100
<i>MACRO-NEW-AME</i>	Macro New Record AME	6	054	041	50	100

136 — Monthly Employment Change Check - Month 1 (WIN-202)

General Description: This is the same edit as 091, but with a smaller threshold for the difference between current and prior employment. If the difference between the current and prior average monthly employment is greater than the parameter times a multiplier, the system will code as edit 089. If not, the system will code as edit 136.

Note: This edit does not appear in either EXPO or the BLS System. These systems use edit 126 instead.

See edit 091 for a full description.

Location: WIN-202 Only	Level: Micro & Macro
Edit Level: 6	Edit Type: Warning
Priority: A	BLS Edit Publ. Criteria: Include, if flagged

Edit Message: *Month 1 Employment Change Exceeds Test Parameters*

Edit Conditions: See Edit 091 for details and parameter values.

137 — Monthly Employment Change Check - Month 2 (WIN-202)

General Description: This is the same edit as 091, but with a smaller threshold for the difference between current and prior employment. If the difference between the current and prior average monthly employment is greater than the parameter times a multiplier, the system will code as edit 090. If not, the system will code as edit 137.

Note: This edit does not appear in either EXPO or the BLS System. These systems use edit 126 instead.

See edit 091 for a full description.

Location: WIN-202 Only	Level: Micro & Macro
Edit Level: 6	Edit Type: Warning
Priority: A	BLS Edit Publ. Criteria: Include, if flagged

Edit Message: Month 2 Employment Change Exceeds Test Parameters

Edit Conditions: See Edit 091 for details and parameter values.

138 — Monthly Employment Change Check - Month 3 (WIN-202)

General Description: This is the same edit as 091, but with a smaller threshold for the difference between current and prior employment. If the difference between the current and prior average monthly employment is greater than the parameter times a multiplier, the system will code as edit 091. If not, the system will code as edit 138.

Note: This edit does not appear in either EXPO or the BLS System. These systems use edit 126 instead.

See edit 091 for a full description.

Location: WIN-202 Only	Level: Micro & Macro
Edit Level: 6	Edit Type: Warning

Priority: A

BLS Edit Publ. Criteria: Include, if flagged

Edit Message: Month 3 Employment Change Exceeds Test Parameters

Edit Conditions: See Edit 091 for details and parameter values.

139 — New Record Check

General Description: This is a small employment version of edit 096 described earlier in this appendix. It uses a smaller (but still significant) employment cutoff.

See edit 096 for a full description.

Location: Both BLS & State systems

Level: Micro

Edit Level: 6

Edit Type: Warning

Priority: A

BLS Edit Publ. Criteria: Include, if flagged

Edit Message: *New Record?*

Conditions: See Edit 096 for details and parameter values.

140 — Discontinued Record Check

General Description: This is a small employment version of edit 097. The Discontinued Record edit flags accounts that have just gone inactive, show no successor account, and had a sizable employment when they terminated. This is the counterpart of edit 139, but is not as sophisticated. This is one of the few edits that applies only to currently inactive employers.

See edit 097 for a full description.

Location: Both State & BLS systems

Level: Micro

Edit Level: 6

Edit Type: Warning

Priority: A

BLS Edit Publ. Criteria: Include, if flagged

Edit Message: *Discontinued Record?*

Edit Conditions: See Edit 097 for details and parameter values.

146 — Inconsistent Old Code Check

General Description: This edit checks the non-quarterly Old fields to verify that they match the fourth quarter classification codes. This edit is only performed when the Response Code and

ARS Refile Year qualify the record to be included on the CCS, and only when the fourth quarter is active.

Location: Both BLS & State systems	Level: Micro
Edit Level: 6	Edit Type: Warning
Priority: B	BLS Edit Publ. Criteria: Include, if flagged

Edit Message: *Old Codes Are Inconsistent with 4th Quarter Codes*

Edit Conditions:

IN THE BLS SYSTEM:

Bypass if any of the following occur:

- QTR = 1 and STATUS = 3 or
- MEEI of the most recent first quarter = 2 or if the MEEI of the most recent fourth quarter = 2 or
- The fourth quarter prior year STATUS \neq 1 or
- ARS REFILE YEAR \neq FISCAL-YEAR or
- RESPONSE CODE \neq 30, 33, 46, 50, 57, 76, or 77, or
- OLD OWN, OLD NAICS, and OLD CNTY are all blank, or
- Edit Flags for 074, 075, 076, or 078 have been assigned, or
- AMEC < OLD-CODE-CUTOFF.

Flag if any of the following occur:

- Non-blank OLD OWN \neq OWN of the active 4th quarter of the prior year or
- Non-blank OLD NAICS \neq NAICS of the active 4th quarter of the prior year or
- Non-blank OLD CNTY \neq CNTY of the active 4th quarter of the prior year or
- If STATE = 09, 23, 25, 33, 34, 44, or 50, non-blank OLD TOWN \neq TOWN of the active 4th quarter of the prior year.

IN STATE SYSTEMS:

No flag or edit message is used.

System Action:

In State systems, if any Old field is different from the valid code of the active fourth quarter of the prior year, then the system replaces it with the valid code of the active fourth quarter of the prior year. (Note: if fourth quarter of the prior year was not active, then Old fields are not replaced.) These are the Old fields that should be replaced:

- OLD CNTY
- OLD TOWN
- OLD OWN
- OLD NAICS

If the CCS is locked, the system will not run this edit.

Edit Parameters/Tolerances:

Parameter	Parameter Name	Length	EXPO PK #	WIN PK #	State Default	BLS Default
<i>FISCAL-YEAR</i>	Fiscal Year	4	—	—	Processing or fiscal year for current refiling	Current processing year, or fiscal year for the refiling just completed
<i>OLD-CODE-CUTOFF</i>	Old Code Cutoff	6	N/A	N/A	N/A	50

Level 7 Edit Descriptions – Predecessor/Successor Edits

Predecessor/Successor edits are designed to identify potential relationship problems between predecessor and successor units. In these cases, either the predecessor of a new or merged unit is identified and/or the successor of a partially or completely discontinued unit is identified.

Level 7 edits identify two general types of errors, code discrepancies and suspect economic data.

First, a comparison of the predecessor's and successor's data fields may show unexpected differences in one of the following codes:

- Ownership
- County
- Township (for certain States)
- NAICS

Usually, the codes of the predecessor and successor are the same unless the successor had an immediate economic code change at the time of the ownership transfer. If there was a non-economic code change (e.g., the predecessor was incorrectly coded and the successor is assigned the correct code), the change should be held until first quarter unless the employment level is less than 25. The parameters used in these edits should exclude these smaller units. If the code change should be held, follow instructions in Chapter 5 of this manual.

The second type of error is an overlap or gap in reporting economic data. When both the predecessor and successor – or neither the predecessor nor the successor – reported during the reference period, there is either an overlap or a gap in reporting.

When the predecessor and successor both have employment and wages, one of the following has generally occurred:

- One of the units was imputed and the imputed record should have been inactivated, or
- Both the predecessor and successor reported, and only one should have. To correct this,
 - The predecessor should have had the employment and wages changed to zero, or
 - the predecessor should be inactivated for the reference period, or
 - the successor should have its employment and wages changed to zero and the record coded as pending until the appropriate quarter when it would be activated.
- The ownership transfer occurred in the middle of the reference period and the information should be either
 - merged under one unit, or
 - properly explained using numeric or narrative comments.
- A partial transfer of some of the assets of the business was sold to another business resulting in both reporting part of the employment and wages. When this occurs,
 - the sum of each month of employment and the sum of the wages should be comparable to the amount of employment and wages the business had prior to the transfer.

If neither the predecessor nor the successor reported during the reference period, it should be determined

- If the business' employees continued to work during this time period, and if so,
- Who paid their wages.

The appropriate record's data should be either reported or imputed based on the data of the predecessor's last report.

Because the procedures for the predecessor/successor edits are very similar, the edit conditions for all the edits are combined. The record would receive the appropriate edit message for each edit flagged.

156 — Predecessor/Successor County Code Change Conflict Edit

General Description: The Predecessor/Successor County Code Change Conflict edit checks to see that predecessors and successors have the same county codes. Like ownership codes, township codes, and NAICS codes, the County Code is generally expected to remain the same. It is generally assumed that a one-to-one predecessor-to-successor transfer should not require a change in county code. Noneconomic code changes are allowed in first quarter only, so County Code differences will not be flagged in first quarter if the record is on the ARS and has a response code indicating a code change. Also, County Code changes will not be flagged if the Economic Code Change Indicator shows that there has been an economic code change.

Location: Both BLS & State systems

Level: Micro

Edit Level: 7

Edit Type: Warning

Priority: B

BLS Edit Publ. Criteria: Include, if flagged

Edit Message: *Predecessor/Successor County Code Change Conflict*

Edit Conditions: See Predecessor/Successor edit conditions on page F-7-5.

157 — Predecessor/Successor Ownership Code Change Conflict Edit

General Description: The Predecessor/Successor Ownership Code Change Conflict edit checks to see that predecessors and successors have the same ownership codes. Like county codes, township codes, and NAICS codes, the Ownership Code is generally expected to remain the same. This condition is the code change least likely to occur, since government-controlled agencies generally remain under government control through a transition, and privately owned businesses usually stay privately owned. A possible exception occurs when a government transfers its reporting responsibilities to a professional employee leasing company. In these cases, even if the employees continue to perform their activities for the government installation, the employees are paid by the leasing company and are coded with a private sector ownership code. Noneconomic code changes are allowed in first quarter only, so Ownership Code differences will not be flagged in first quarter if the record is on the ARS and has a response

code indicating a code change. Also, Ownership Code changes will not be flagged if the Economic Code Change Indicator shows that there has been an economic code change.

Location: Both BLS & State systems	Level: Micro
Edit Level: 7	Edit Type: Warning
Priority: B	BLS Edit Publ. Criteria: Include, if flagged

Edit Message: *Predecessor/Successor Ownership Change Conflict*

Edit Conditions: See Predecessor/Successor edit conditions on page F-7-5.

159 — Predecessor/Successor Township Code Change Conflict Edit

General Description: The Predecessor/Successor Township Code Change Conflict edit checks to see that predecessors and successors have the same township codes. Like county codes, ownership codes, and NAICS codes, the Township Code (required for New England States and New Jersey) is generally expected to remain the same. This edit is only performed for New England States (Connecticut, Maine, Massachusetts, New Hampshire, Rhode Island, and Vermont) and New Jersey. Noneconomic code changes are allowed in first quarter only, so Township Code differences will not be flagged in first quarter if the record is on the ARS and has a response code indicating a code change. Also, Township Code changes will not be flagged if the Economic Code Change Indicator shows that there has been an economic code change.

Location: Both BLS & State systems	Level: Micro
Edit Level: 7	Edit Type: Warning
Priority: B	BLS Edit Publ. Criteria: Include, if flagged

Edit Message: *Predecessor/Successor Township Code Change Conflict*

Edit Conditions: See Predecessor/Successor edit conditions on page F-7-5.

160 — Predecessor/Successor Overlap Edit

General Description: The Predecessor/Successor Employment Overlap edit checks to see if both the predecessor and the successor have reported or estimated employment for the same month of the reference period. The edit examines three months of employment in the current and month 3 of the prior quarter to find overlapping data (namely, non-zero employment for the same month in both the predecessor and successor). Whenever there is more than one predecessor and/or more than one successor, the sum of the employment across all predecessors and successors should be used.

Location: Both BLS & State systems	Level: Micro
Edit Level: 7	Edit Type: Warning
Priority: A	BLS Edit Publ. Criteria: Include, if flagged

Edit Message: *Both Predecessor and Successor Reported*

Edit Conditions: See Predecessor/Successor edit conditions on page F-7-5.

161 — Predecessor/Successor Employment Gap Edit

General Description: The Predecessor/Successor Employment Gap edit checks to see if neither the predecessor nor the successor reported or estimated employment for a period of time. As the flip side of the overlap check, the edit looks for a gap in employment between the predecessor and successor. This means that one month shows non-zero data in the predecessor, the following months thereafter show zero data in both accounts, and one of the next couple of months thereafter shows non-zero data in the successor account. Therefore, for a period of one month, neither the predecessor nor the successor shows any employees present. (Note: Whenever there is more than one predecessor and/or more than one successor, all predecessors and successors should be examined to determine whether there is a gap in employment.)

There are only four months of data used, the third month of the prior quarter and the three months of the processed quarter. Four possible combinations can exist to produce this edit exception. The first case would be the combination of non-zero employment for the predecessor in the third month of the prior quarter, zero data in the first month of the processed quarter for both accounts, and non-zero employment in the second month of the quarter for the successor account. The second case would be the combination of non-zero employment for the predecessor in the third month of the prior quarter, zero data in the first and second month of the processed quarter for both accounts, and non-zero employment in the third quarter for the successor account. Similarly, the third case, dealing strictly with the processed quarter, would show non-zero data for the predecessor in the first month, zero data for both accounts in the second month, and non-zero employment for the successor in the third month of the quarter. Finally, this edit flags large records that have predecessor or successor information but do not match to another record on the micro file.

Location: Both BLS & State systems

Level: Micro

Edit Level: 7

Edit Type: Warning

Priority: **A**

BLS Edit Publ. Criteria: Include, if flagged

Edit Message: *Neither Predecessor nor Successor Reported*

Edit Conditions: See Predecessor/Successor edit conditions on page F-7-5.

164 — Predecessor/Successor NAICS Code Change Conflict Edit

General Description: The Predecessor/Successor NAICS Code Change Conflict edit checks to see that predecessors and successors have the same NAICS codes. Like county codes, township codes, and ownership codes, the NAICS Code is generally expected to remain the same.

Noneconomic code changes are allowed in first quarter only, so NAICS code differences will not be flagged in first quarter if the record is on the ARS and has a response code indicating a code change. Also, NAICS Code changes will not be flagged if the Economic Code Change Indicator shows that there has been an economic code change.

Location: Both BLS & State systems

Level: Micro

Edit Level: 7

Edit Type: Warning

Priority: B

BLS Edit Publ. Criteria: Include, if flagged

Edit Message: *Predecessor/Successor NAICS Code Change Conflict*

Edit Conditions: See Predecessor/Successor edit conditions below.

Predecessor/Successor Edits

Edit Conditions:

Definitions:

Y - current record

X – record(s) linked to Y using Y's predecessor UI# and RUN

Z – record(s) linked to Y using Y's successor UI# and RUN

ARS - ARS Refile Year

RC - ARS Response Code

ECCI - Economic Code Change Indicator

Note that there are the following 4 possible predecessor/successor scenarios:

1. One predecessor and one successor
2. One predecessor and many successors
3. Many predecessors and one successor
4. Many predecessors and many successors

Whenever there is more than one predecessor and/or successor, create an “aggregated” record that is the sum of the multiple predecessors or successors. These aggregated records will be used in the predecessor and successor checks.

Also, when a condition is checked in the edit such as “STATUS_{Y_c} = 1”, if Y_c is an aggregate record, then the condition only needs to be met by at least one of the records that were aggregated. The aggregate record should then be modified so that it only includes records that meet the specified conditions. The employment for the aggregate record should be the sum of employment for all of the records that were aggregated.

For example, in the Predecessor Check below, if an aggregate record needs to be created, do not include any records that do not meet all of the four conditions listed below.

A. Predecessor Check

Check:

- STATUS_{Y_c} = 1
- STATUS_{Y_p} ≠ 1
- Y's Predecessor UI# ≠ blank
- Y's Predecessor RUN ≠ blank

If one or more the conditions is false, bypass the rest of the edit

If all four conditions are true, do the following steps in the predecessor check:

1. Calculate FirstY and FirstempY:

FirstY = 1st active month in which there is non-zero employment in record Y (emp>0, STATUS=1, only consider M1, M2, or M3 of the current quarter)

FirstempY = employment in that FirstY month

If Record Y's first active month in which non-zero employment occurs is:	Set FirstY =	Set FirstempY=
M1 _c	2	M1 _c
M2 _c	3	M2 _c
M3 _c	4	M3 _c
M1 _c = M2 _c = M3 _c = 0	5	0

2. The system will try to match Y's predecessor UI#/RUN to the record in the microfile with that UI#/RUN (X)

3. If there is no match between X and Y then do:

If FirstempY > PS-UPPER-PARM then flag **edit 161**

4. If there is a match then calculate LastX and LastempX:

LastX = last active month in which there is non-zero employment in record X (emp>0, STATUS=1, only consider M1, M2, and M3 of current quarter and M3 of prior quarter)

LastempX = employment in that Last month

If Record X's last active month in which non-zero employment occurs is:	Set LastX =	Set LastempX =
M3 _p	1	M3 _p

M1 _c	2	M1 _c
M2 _c	3	M2 _c
M3 _c	4	M3 _c
(M1 _c = M2 _c = M3 _c = 0 or STATUS _c ≠ 1) AND (M3 _p = 0 or STATUS _p ≠ 1)	0	0

5. Check the following conditions:
- UI#Y ≠ UI#X or MEEIY_c ≠ (3 or 5) or MEEIX_c ≠ 2
 - FirstY ≤ LastX
 - FirstY ≠ 5
 - Max(FirstempY, LastempX) > PS-UPPER-PARM
 - Min(FirstempY, LastempX) > PS-LOWER-PARM

If all the conditions in 5 are true, then flag **edit 160**

6. Check:
- UI#Y ≠ UI#X or MEEIY_c ≠ (3 or 5) or MEEIX_c ≠ 2
 - FirstY > (LastX + 1) or (LastX = 0 and FirstY ≠ 0) or (FirstY = 5 and LastX ≠ 0)
 - Max(FirstempY, LastempX) > PS-UPPER-PARM

If all the conditions in 6 are true, then flag **edit 161**

7. Check:
- ECCIY_c > 0
 - Min(FirstempY, LastempX) ≤ PS-LOWER-PARM

If either of the above conditions is true, then bypass the rest of the edit
If both of the above conditions are false, then check the following

If QTR ≠ 1, then check (a) and (b)

If QTR = 1, check the following conditions:

- ARSY = Current Year and RCY = (46, 50, 57, 76, or 77)
- ARSX = Current Year and RCX = (46, 50, 57, 76, or 77)

If either of the above conditions is true, then bypass the rest of the edit

If both of the above conditions are false, check (a) and (b)

(a) Check:

- STATUSX_c = 1 and OWNX_c ≠ OWN_c
- STATUSX_c ≠ 1 and STATUSX_p = 1 and OWNX_p ≠ OWN_c

If either condition is true and $\text{Max}(\text{FirstempY}, \text{LastempX}) > \text{PS-UPPER-PARM}$, then flag **edit 157**

(b) Check:

- $\text{MEEIY}_c \neq 2$
- $\text{MEEIY}_p \neq 2$
- $\text{MEEIX}_c \neq 2$
- $\text{MEEIX}_p \neq 2$

If all of the above conditions in (b) are true, then do (i) through (iii):

(i) Check:

- $\text{STATUSX}_c = 1$ and $\text{CNTYX}_c \neq \text{CNTYY}_c$ and $\text{CNTYX}_c \neq (995, 996, 998, \text{ or } 999)$
- $\text{STATUSX}_c \neq 1$ and $\text{STATUSX}_p = 1$ and $\text{CNTYX}_p \neq \text{CNTYY}_c$ and $\text{CNTYX}_p \neq (995, 996, 998, \text{ or } 999)$

If either condition in (i) is true and $\text{Max}(\text{FirstempY}, \text{LastempX}) > \text{PS-UPPER-PARM}$, then flag **edit 156**

(ii) Check:

- $\text{STATUSX}_c = 1$ and $\text{TOWNY}_c \neq \text{TOWNX}_c$ and $\text{TOWNX}_c \neq (995, 996, 998, \text{ or } 999)$ and $\text{STATE} = (09, 23, 25, 33, 34, 44, \text{ or } 50)$
- $\text{STATUSX}_c \neq 1$ and $\text{STATUSX}_p = 1$ and $\text{TOWNY}_c \neq \text{TOWNX}_p$ and $\text{TOWNX}_p \neq (995, 996, 998, \text{ or } 999)$ and $\text{STATE} = (09, 23, 25, 33, 34, 44, \text{ or } 50)$

If either condition in (ii) is true and $\text{Max}(\text{FirstempY}, \text{LastempX}) > \text{PS-UPPER-PARM}$, then flag **edit 159**

(iii) Check:

- $\text{STATUSX}_c = 1$ and $\text{NAICSY}_c \neq \text{NAICSX}_c$ and $\text{NAICSX}_c \neq 999999$
- $\text{STATUSX}_c \neq 1$ and $\text{STATUSX}_p = 1$ and $\text{NAICSY}_c \neq \text{NAICSX}_p$ and $\text{NAICSX}_p \neq 999999$

If either condition in (iii) is true and $\text{Max}(\text{FirstempY}, \text{LastempX}) > \text{PS-UPPER-PARM}$, then flag **edit 164**

B. Successor Check

Check:

- STATUS_{Yp} = 1
- Y's Successor UI# ≠ blank
- Y's Successor RUN ≠ blank

If at least one of the above conditions is false, bypass the rest of the edit

If all the above conditions are true, then do the following steps in the successor check:

1. Calculate LastY and LastempY

LastY = last active month in which there is non-zero employment in record Y
 (emp>0, STATUS=1, only consider M1, M2, or M3 of the current quarter or M3 of the prior quarter)

LastempY = employment in that LastY month

If Record Y's last active month in which non-zero employment occurs is:	Set LastY =	Set LastempY =
M3 _p	1	M3 _p
M1 _c	2	M1 _c
M2 _c	3	M2 _c
M3 _c	4	M3 _c
(M1 _c = M2 _c = M3 _c = 0 or STATUS _c ≠ 1) AND (M3 _p = 0 or STATUS _p ≠ 1)	0	0

2. The system will try to match Y's successor UI#/RUN to the record in the microfile with that UI#/RUN (Z)

3. If there is no match between Y and Z then do:

If STATUS_{Yc} ≠ 1 and LastempY > PS-UPPER-PARM then flag **edit 161**

4. If there is a match then check:

- STATUS_{Zc} = 1
- STATUS_{Zp} ≠ 1

If the above conditions in (4) are both true, go to 5
 Otherwise, bypass the rest of the edit

5. Calculate FirstZ and FirstempZ

FirstZ = first active month in which there is non-zero employment in record Z
 (emp>0, STATUS=1, only consider M1, M2, and M3 of the current quarter)

FirstempZ = employment in that First month

If Record Z's first active month in which non-zero employment occurs is:	Set FirstZ =	Set FirstempZ =
M1 _c	2	M1 _c
M2 _c	3	M2 _c
M3 _c	4	M3 _c
M1 _c = M2 _c = M3 _c = 0 or STATUS _c ≠ 1	5	0

6. Check the following conditions:
- UI#Y ≠ UI#Z or MEEIY_c ≠ 2 or MEEIZ_c ≠ (3 or 5)
 - FirstZ ≤ LastY
 - FirstZ ≠ 5
 - Max(FirstempZ, LastempY) > PS-UPPER-PARM
 - Min(FirstempZ, LastempY) > PS-LOWER-PARM

If the conditions are true, then flag **edit 160**

7. Check
- UI#Y ≠ UI#Z or MEEIY_c ≠ 2 or MEEIZ_c ≠ (3 or 5)
 - FirstZ > (LastY + 1) or (LastY = 0 and FirstZ ≠ 0) or (FirstZ = 5 and LastY ≠ 0)
 - Max(FirstempZ, LastempY) > PS-UPPER-PARM

If the conditions in (7) are true, then flag **edit 161**

8. Check
- ECCIZ_c > 0
 - Min(FirstempZ, LastempY) ≤ 25

If either of the above conditions is true, then bypass the rest of the edit

If both of the above conditions are false, then check the following:

If QTR ≠ 1, then check (a) and (b)

If QTR = 1, check the following conditions:

- ARSY = Current Year and RCY = (46, 50, 57, 76, or 77)
- ARSZ = Current Year and RCZ = (46, 50, 57, 76, or 77)

If either of the above conditions is true, then bypass the rest of the edit

If both of the above conditions are false, check (a) and (b)

(a) Check

- STATUSY_c = 1 and OWNZ_c ≠ OWNZ_c
- STATUSY_c ≠ 1 and STATUSY_p = 1 and OWNZ_c ≠ OWNZ_p

If either condition in (a) is true and Max(FirstempZ, LastempY) > PS-UPPER-PARM then flag **edit 157**

(b) Check:

- $MEEIY_c \neq 2$
- $MEEIY_p \neq 2$
- $MEEIZ_c \neq 2$
- $MEEIZ_p \neq 2$

If all of the above conditions in (b) are true, then do (i) through (iii)
 If at least one of the conditions in (b) are false, bypass the rest of the edit

(i) Check:

- $STATUSY_c = 1$ and $CNTYY_c \neq CNTYZ_c$ and $CNTYY_c \neq (995, 996, 998, \text{ or } 999)$
- $STATUSY_c \neq 1$ and $STATUSY_p = 1$ and $CNTYZ_c \neq CNTYY_p$ and $CNTYY_p \neq (995, 996, 998, \text{ or } 999)$

If either condition in (i) is true and $\text{Max}(\text{FirstempZ}, \text{LastempY}) > PS\text{-UPPER-PARM}$ then flag **edit 156**

(ii) Check:

- $STATUSY_c = 1$ and $TOWNY_c \neq TOWNZ_c$ and $TOWNY_c \neq (995, 996, 998, \text{ or } 999)$ and $STATE = (09, 23, 25, 33, 34, 44, \text{ or } 50)$
- $STATUSY_c \neq 1$ and $STATUSY_p = 1$ and $TOWNZ_c \neq TOWNY_p$ and $TOWNY_p \neq (995, 996, 998, \text{ or } 999)$ and $STATE = (09, 23, 25, 33, 34, 44, \text{ or } 50)$

If either condition in (ii) is true and $\text{Max}(\text{FirstempZ}, \text{LastempY}) > PS\text{-UPPER-PARM}$, then flag **edit 159**

(iii) Check:

- $STATUSY_c = 1$ and $NAICSY_c \neq NAICSZ_c$ and $NAICSY_c \neq 999999$
- $STATUSY_c \neq 1$ and $STATUSY_p = 1$ and $NAICSY_p \neq NAICSZ_c$ and $NAICSY_p \neq 999999$

If either condition in (iii) is true and $\text{Max}(\text{FirstempZ}, \text{LastempY}) > PS\text{-UPPER-PARM}$, then flag **edit 164**

Editing Parameters/Tolerances:

Parameter	Parameter Name	Length	EXPO PK #	WIN PK #	State Default	BLS Default
<i>PS-UPPER-PARM</i>	Pred/Succ Upper Parm	6	015	042	250	250
<i>PS-LOWER-PARM</i>	Pred/Succ Lower Parm	6	016	043	25	25

Example:

This is an example with many predecessors (Xi) and one successor (Y). The same principles apply when there are many successors.

Record Y has predecessor information, and there is more than one predecessor. Other fields are as follows:

Prior Quarter				
Pred. Record	STATUS in Curr. Qtr.	M1	M2	M3
X1	2	300	311	211
X2	2	0	0	125
X3	2	100	100	125

Current Quarter, Record Y								
ST AT US	ME EI	OWN	NAICS	CNTY	TOWN	M1	M2	M3
1	1	5	561114	013	011	411	412	421

A. Predecessor Check

Check:

- $STATUS_Y_C = 1$
- $STATUS_Y_P \neq 1$ for one or more predecessors (Xi)
- Y's Predecessor UI# \neq blank
- Y's Predecessor RUN \neq blank

All four conditions are true, so go to 1:

1. Calculate FirstY and FirstempY:

$$\text{FirstY} = 2$$

$$\text{FirstempY} = 411$$

2. The system will try to match Y's predecessor UI#/RUN to the record(s) in the microfile with that UI#/RUN (Xi).

There are matches between Xi and Y and the resulting data are as follows:

	Prior Quarter						Current Quarter									
	STATUS	MEEI	OWN	NAICS	CNTY	TOWN	M3	STATUS	MEEI	OWN	NAICS	CNTY	TOWN	M1	M2	M3
X 1	1	1	5	561114	0 2 2	0 1 1	2 1 1	1	1	5	561114	0 2 2	0 1 1	3 0 0	3 0 0	0
X 2	1	1	5	561114	0 2 2	0 1 1	1 2 5	2								
X 3	1	1	5	561114	0 2 2	0 1 1	1 2 5	1	1	5	561114	0 2 2	0 1 1	1 5 5	5 5 0	0
Y	2							1	1	5	561114	0 1 3	0 1 1	4 1 1	4 1 2	4 2 1

4. There is a match, so calculate LastX and LastempX:

$$\text{LastX} = 3$$

$$\text{LastempX} = 30 + 5 = 35$$

5. Check the following conditions:

- $\text{UI\#Y} \neq \text{UI\#X}$ or $\text{MEEIY}_C \neq (3 \text{ or } 5)$ or $\text{MEEIX}_C \neq 2$
- $\text{FirstY} \leq \text{LastX}$: $2 \leq 3$:
- $\text{FirstY} \neq 5$: $2 \neq 5$
- $\text{Max}(\text{FirstempY}, \text{LastempX}) > \text{PS-UPPER-PARM}$: $461 > 250$
- $\text{Min}(\text{FirstempY}, \text{LastempX}) > \text{PS-LOWER-PARM}$: $35 > 25$

All of the conditions are false, so record fails **edit 160**.

6. Check:

- $\text{UI\#Y} \neq \text{UI\#X}$ or $\text{MEEIY}_C \neq (3 \text{ or } 5)$ or $\text{MEEIX}_C \neq 2$
- $\text{FirstY} > (\text{LastX} + 1)$ or $(\text{LastX} = 0 \text{ and } \text{FirstY} \neq 0)$ or $(\text{FirstY} = 5 \text{ and } \text{LastX} \neq 0)$
- $\text{Max}(\text{FirstempY}, \text{LastempX}) > \text{PS-UPPER-PARM}$

Not all of the conditions are true, so record does not flag **edit 161**.

7. Check:

- $ECCIIY_C > 0$
- $\text{Min}(\text{FirstempY}, \text{LastempX}) = 35 < 25$

Neither of these conditions is true, so check the following:

If $QTR \neq 1$, then check (a) and (b)

If $QTR = 1$, check the following conditions:

- $ARSY = \text{Current Year}$ and $RCY = (46, 50, 57, \text{ or } 76)$
- $ARSX = \text{Current Year}$ and $RCX = (46, 50, 57, 76 \text{ or } 77)$

These conditions are not true so check (c)

(a) Check:

- $STATUSX_C = 1$ and $OWNX_C \neq OWN_Y_C$
- $STATUSX_C \neq 1$ and $STATUSX_P = 1$ and $OWNX_P \neq OWN_Y_C$

Neither condition is true -- record does not flag **edit 157**

(b) Check:

- $MEEIIY_C \neq 2$
- $MEEIY_P \neq 2$
- $MEEIX_C \neq 2$
- $MEEIX_P \neq 2$

None of the above conditions are true, so do (i) through (iii):

(i) Check:

- $STATUSX_C = 1$ and $CNTYX_C \neq CNTYY_C$ and $CNTYX_C \neq (995, 996, 998, \text{ or } 999)$
- $STATUSX_C \neq 1$ and $STATUSX_P = 1$ and $CNTYX_P \neq CNTYY_C$ and $CNTYX_P \neq (995, 996, 998, \text{ or } 999)$

The first condition in (i) is true and $\text{Max}(\text{FirstempY}, \text{LastempX}) = 411 > PS-UPPER-PARM$, so flag **edit 156**

(ii) Check:

- $\text{STATUSX}_C = 1$ and $\text{TOWNY}_C \neq \text{TOWNX}_C$ and $\text{TOWNX}_C \neq (995, 996, 998, \text{ or } 999)$ and $\text{STATE} = (09, 23, 25, 33, 34, 44, \text{ or } 50)$
 - $\text{STATUSX}_C \neq 1$ and $\text{STATUSX}_P = 1$ and $\text{TOWNY}_C \neq \text{TOWNX}_P$ and $\text{TOWNX}_P \neq (995, 996, 998, \text{ or } 999)$ and $\text{STATE} = (09, 23, 25, 33, 34, 44, \text{ or } 50)$
- Neither condition in (ii) is true, so record does not flag **edit 159**

(iii) Check:

- $\text{STATUSX}_C = 1$ and $\text{NAICSY}_C \neq \text{NAICSX}_C$ and $\text{NAICSX}_C \neq 999999$
- $\text{STATUSX}_C \neq 1$ and $\text{STATUSX}_P = 1$ and $\text{NAICSY}_C \neq \text{NAICSX}_P$ and $\text{NAICSX}_P \neq 999999$

Neither condition in (iii) is true, so record does not flag **edit 164**

Record fails edit 156

In this example, record X or Y flags for edit 156—Predecessor-Successor County Code Change Conflict and edit 160—Both Predecessor and Successor Reported.

Level 8 Edit Descriptions – Multi-establishment Edits

Multi-establishment edits review the relationships of each unit or the total of the worksites against the master or parent record. The purposes of these edits are to ensure that:

- The sum of the economic data from sub-units is relatively close to the amount reported for the master record. Edits 171-176, the additivity balance edits, cover this.
- Each multi-establishment family or group has a master record and at least two worksites.
- All members of the family have the same ownership code and EIN.

Additivity/Balance Edits (171-176)

This group of Level 8 edits is used to ensure that the data received electronically or on the Multiple Worksite Report for multi establishment accounts add to the exact amount (or reasonably close to the amount reported) on the Quarterly Contributions Report. Federal government data are bypassed since they do not report QCRs.

Differences may occur when different respondent representatives such as accountants, payroll providers, etc. complete the MWR or EDI data that are being compared to the QCR. If the data do not add, then the analyst should examine them for the following potential problems:

- Data entry errors
- Inclusion of out-of-state data on the QCR
- Exclusion of new worksites from the MWR
- Mergers or other acquisitions that may be included in one report but not in the other
- Transfers or partial sales that may be reflected in one report but not in the other
- Reporting differences resulting from different people completing the reports

Definitions:

M1	Month One Employment
M2	Month Two Employment
M3	Month Three Employment
TW	Total Wages
TAXW	Taxable Wages
CTB	Contributions Due
Mas	Master Record
Wks	Worksite Records
$\Sigma x_{(wks)}$	Sum of worksite data where $x = M1, M2, M3, TW, TAXW,$ or CTB
Lowx	Lower value between the master record and the sum of the worksites for x where $x = M1, M2, M3, TW, TAXW,$ or CTB
absDx	Absolute difference for data element x where $x = M1, M2, M3, TW, TAXW,$ or CTB between the master record and the sum of the worksite
absPx	Absolute percent difference for data element x where $x = M1, M2, M3, TW, TAXW,$ or CTB between the master record and the sum of the worksite

171 — First Month Employment Additivity/Balance Check

General Description: This Additivity/Balance Check compares data reported in the QCR to data received on either an MWR or via the EDI Center. Minimal differences are allowed. This edit is used for all multi-units except for Federal Government. Federal Government is not edited in this manner, since there are no QCRs to compare against the data on the Report of Federal Employment and Wages (RFEW).

Location: Both BLS & State systems	Level: Micro
Edit Level: 8	Edit Type: Warning
Priority: A	BLS Edit Publ. Criteria: Include, if flagged

Edit Message: *First Month Empl Not in Balance*

Edit Conditions:

Perform this edit when

- The reference quarter equals the current quarter
OR
- The reference quarter equals the prior quarter and the data element changed for either the master record or for at least one of the worksites
Identify all records with an individual multi UI #.

Exclude each individual record if any of the following conditions are met:

- STATUS = 2, 3, or 9
- OWN = 1
- RUN = 00000 record if its MEEI ≠ 2.
- Worksite unit (RUN > 00000) record if its MEEI ≠ 3 or 5.

For the multi UI#, sum M1 for all remaining (not bypassed) worksites (MEEI = 3 or 5).
 $\Sigma M1_{(wks)} = \text{sum of all not excluded M1.}$

Set $LowM1 = \text{Min}(M1_{(mas)}, \Sigma M1_{(wks)})$.
 $absDM1 = |M1_{(MAS)} - \Sigma M1_{(WKS)}|$.

Determine the Edit Level:

Limit = LowM1 x MED-EMPL-BAL-PCT

If Limit < LOW-EMPL-BAL-TOL, go to Level 1.

If LOW-EMPL-BAL-TOL ≤ Limit ≤ HIGH -EMPL-BAL-TOL, go to Level 2.

If Limit > HIGH -EMPL-BAL-TOL, go to Level 3.

Level 1:

If absDM1 > LOW-EMPL-BAL-TOL, flag all units of the multi establishment family with STATUS ≠ 2, 3, or 9. Else pass the edit.

Level 2:

Compute $absPM1 = (absDM1 \div \Sigma M1_{(wks)}) \times 100$

If $absPM1 > MED-EMPL-BAL-PCT$, flag all units of the multi establishment family with STATUS \neq 2, 3, or 9. Else pass the edit.

Level 3:

If $absDM1 > HIGH-EMPL-BAL-TOL$, flag all units of the multi establishment family with STATUS \neq 2, 3, or 9. Else pass the edit.

Example:

RUN	Status Code	First Month Employment
00001	1	50
00002	1	300
00003	1	100
00004	2	0
00005	1	20
00006	1	66
Master—00000	$M1_{(MAS)}$	440
Sum of Worksites	$\Sigma M1_{(WKS)}$	536
LOW-EMP	LowM1	440
Net Difference		-96
Absolute Value	AbsDM1	96
Percent Difference	absPM1	17.9
Limit	$440 \times .10 = 44$	
Employment Level Used:	Middle range: Level is greater than <i>LOW-EMPL-BAL-TOL</i> but less than <i>HIGH-EMPL-BAL-TOL</i>	
Tolerance Used:	<i>MED-EMPL-BAL-PCT</i>	
Flag the Record:	Since the percent difference of 17.9 is greater than the default tolerance of 10, flag the record	

State Parameters and Tolerances:

Parameter	Parameter Name	Length	EXPO PK #	WIN PK #	State Default	BLS Default
<i>LOW-EMPL-BAL-TOL</i>	Small Employment Balance Tolerance	2	032	051	5	10
<i>MED-EMPL-BAL-PCT</i>	Mid-Sized Employment Balance Tolerance	2	033	052	10	50
<i>HIGH-EMPL-BAL-TOL</i>	Large Employment Balance Tolerance	6	034	054	100	100

172 — Second Month Employment Additivity/Balance Check

General Description: This Additivity/Balance Check compares data reported in the QCR to data received on either an MWR or via the EDI Center. Minimal differences are allowed. This edit is used for all multi-units, except for Federal Government. Federal Government is not edited in this manner, since there are no QCRs to compare against the data on the RFEW.

Location: Both BLS and State systems

Level: Micro

Edit Level: 8

Edit Type: Warning

Priority: A

BLS Edit Publ. Criteria: Include, if flagged

Edit Message: *Second Month Empl Not in Balance*

Edit Conditions:

Perform this edit when

- The reference quarter equals the current quarter
OR
- The reference quarter equals the prior quarter and the data element changed for either the master record or for at least one of the worksites

Identify all records with an individual multi UI#.

Exclude each individual record if any of the following conditions are met:

- STATUS = 2, 3, or 9
- OWN = 1
- RUN = 00000 record if its MEEI ≠ 2.
- Worksite unit (RUN > 00000) record if its MEEI ≠ 3 or 5.

For the multi account number, sum M2 for all remaining (not bypassed) worksites (MEEI = 3 or 5).

$\Sigma M2_{(wks)} =$ sum of all not excluded M2.

Set $LowM2 = \text{Min}(M2_{(mas)}, \Sigma M2_{(wks)})$.

$absDM2 = |M2_{(MAS)} - \Sigma M2_{(WKS)}|$.

Determine the Edit Level:

Limit = $LowM2 \times MED-EMPL-BAL-PCT$

If Limit < $LOW-EMPL-BAL-TOL$, go to Level 1.

If $LOW-EMPL-BAL-TOL \leq \text{Limit} \leq HIGH-EMPL-BAL-TOL$, go to Level 2.

If Limit > $HIGH-EMPL-BAL-TOL$, go to Level 3.

Level 1:

If $\text{absDM2} > \text{LOW-EMPL-BAL-TOL}$, flag all units of the multi establishment family with $\text{STATUS} \neq 2, 3, \text{ or } 9$. Else pass the edit.

Level 2:

Compute $\text{absPM2} = (\text{absDM2} \div \Sigma \text{M2}_{(\text{wks})}) \times 100$

If $\text{absPM2} > \text{MED-EMPL-BAL-PCT}$, flag all units of the multi establishment family with $\text{STATUS} \neq 2, 3, \text{ or } 9$. Else pass the edit.

Level 3:

If $\text{absDM2} > \text{HIGH-EMPL-BAL-TOL}$, flag all units of the multi establishment family with $\text{STATUS} \neq 2, 3, \text{ or } 9$. Else pass the edit.

Editing Parameters/Tolerances:

Parameter	Parameter Name	Length	EXPO PK #	WIN PK #	State Default	BLS Default
<i>LOW-EMPL-BAL-TOL</i>	Small Employment Balance Tolerance	2	032	051	5	10
<i>MED-EMPL-BAL-PCT</i>	Mid-Sized Employment Balance Tolerance	2	033	052	10	50
<i>HIGH-EMPL-BAL-TOL</i>	Large Employment Balance Tolerance	6	034	054	100	100

173 — Third Month Employment Additivity/Balance Check

General Description: This Additivity/Balance Check compares data reported in the QCR to data received on either an MWR or via the EDI Center. Minimal differences are allowed. This edit is used for all multi-units, except for Federal Government. Federal Government is not edited in this manner, since there are no QCRs to compare against the data on the RFEW.

Location: Both BLS and State systems

Level: Micro

Edit Level: 8

Edit Type: Warning

Priority: A

BLS Edit Publ. Criteria: Include, if flagged

Edit Message: *Third Month Empl Not in Balance*

Edit Conditions:

Perform this edit when

- The reference quarter equals the current quarter
- OR
- The reference quarter equals the prior quarter and the data element changed for either the master record or for at least one of the worksites

Identify all records with an individual multi UI account number.

Exclude each individual record if any of the following conditions are met:

- STATUS = 2, 3, or 9
- OWN = 1
- RUN = 00000 record if its MEEI \neq 2.
- Worksite unit (RUN > 00000) record if its MEEI \neq 3 or 5.

For the multi UI#, sum M3 for all remaining (not bypassed) worksites (MEEI = 3 or 5).

$\Sigma M3_{(wks)}$ = sum of all not excluded M3.

Set LowM3 = Min(M3_(mas), $\Sigma M3_{(wks)}$).

absDM3 = |M3_(MAS) - $\Sigma M3_{(wks)}$ |.

Determine the Edit Level:

Limit = LowM3 x MED-EMPL-BAL-PCT

If Limit < LOW-EMPL-BAL-TOL, go to Level 1.

If LOW-EMPL-BAL-TOL \leq Limit \leq HIGH-EMPL-BAL-TOL, go to Level 2.

If Limit > HIGH-EMPL-BAL-TOL, go to Level 3.

Level 1:

If absDM3 > LOW-EMPL-BAL-TOL, flag all units of the multi establishment family with STATUS \neq 2, 3, or 9. Else pass the edit.

Level 2:

Compute absPM3 = (absDM3 \div $\Sigma M3_{(wks)}$) \times 100

If absPM3 > MED-EMPL-BAL-PCT, flag all units of the multi establishment family with STATUS \neq 2, 3, or 9. Else pass the edit.

Level 3:

If absDM3 > HIGH-EMPL-BAL-TOL, flag all units of the multi establishment family with STATUS \neq 2, 3, or 9. Else pass the edit.

Editing Parameters/Tolerances:

Parameter	Parameter Name	Length	EXPO PK #	WIN PK #	State Default	BLS Default
LOW-EMPL-BAL-TOL	Small Employment Balance Tolerance	2	032	051	5	10
MED-EMPL-BAL-PCT	Mid-Sized Employment Balance Tolerance	2	033	052	10	50
HIGH-EMPL-BAL-TOL	Large Employment Balance Tolerance	6	034	054	100	100

174 — Total Wages Additivity/Balance Check

General Description: This Additivity/Balance Check compares data reported in the QCR to data received on either an MWR or via the EDI Center. Minimal differences are allowed. This edit is used for all multi-units, except for Federal Government. Federal Government is not edited in this manner, since there are no QCRs to compare against the data on the RFEW.

Location: Both BLS and State systems

Level: Micro

Edit Level: 8

Edit Type: Warning

Priority: A

BLS Edit Publ. Criteria: Include, if flagged

Edit Message: *Total Wages Not in Balance*

Edit Conditions:

Perform this edit when

- The reference quarter equals the current quarter
OR
- The reference quarter equals the prior quarter and the data element changed for either the master record or for at least one of the worksites

Identify all records with an individual multi UI#.

Exclude each individual record if any of the following conditions are met:

- STATUS = 2, 3, or 9
- OWN = 1
- RUN = 00000 record if its MEEI ≠ 2.
- Worksite unit (RUN > 00000) record if its MEEI ≠ 3 or 5.

For the multi UI#, sum TQW for all remaining (not bypassed) worksites (MEEI = 3 or 5).
 $\Sigma TQW_{(wks)}$ = sum of all not excluded TW.

Set $LowTW = \text{Min}(TW_{(mas)}, \Sigma TW_{(wks)})$.
 $AbsDTW = |TW_{(MAS)} - \Sigma TW_{(WKS)}|$.

Determine the Edit Level:

Limit = LowTW x MED-WAGE-BAL-MIL

If Limit < LOW-WAGE-BAL-TOL, go to Level 1.

If Limit ≥ LOW-WAGE-BAL-TOL but Limit ≤ HIGH-WAGE-BAL-TOL, go to Level 2.

If Limit > HIGH-WAGE-BAL-TOL, go to Level 3.

Level 1:

If $AbsDTW > LOW-WAGE-BAL-TOL$, flag all units of the multi establishment family with $STATUS \neq 2, 3, \text{ or } 9$. Else pass the edit.

Level 2:

Compute $absPTW = (AbsDTW \div \Sigma TW_{(wks)}) \times 100$

If $absPTW > MED-WAGE-BAL-MIL$, flag all units of the multi establishment family with $STATUS \neq 2, 3, \text{ or } 9$. Else pass the edit.

Level 3:

If $absDTW > HIGH-WAGE-BAL-TOL$, flag all units of the multi establishment family with $STATUS \neq 2, 3, \text{ or } 9$. Else pass the edit.

Example:

RUN	Status Code	Total Wages
00001	1	10,000
00002	1	30,000
00003	1	7,500
00004	2	0
00005	1	22,000
00006	1	5,500
Master—00000	$TW_{(mas)}$	65,000
Sum of Worksites	$\Sigma TW_{(wks)}$	75,000
LOW-WAGE	LowTW	65,000
Net Difference		-10,000
Absolute Value	absDTW	10,000
Percent Difference	absPTW	13.3
Limit	$65,000 \times 1\% = 650$	
Wage Level Used:	middle range greater than <i>LOW-WAGE-BAL-TOL</i> but less than <i>HIGH-WAGE-BAL-TOL</i> —(650 is between 500 and 10,000)	
Tolerance Used:	<i>MED-WAGE-BAL-MIL</i>	
Flag the Record:	Since the percent difference of 13.3 is greater than the default tolerance of 1, flag the record	

Editing Parameters/Tolerances:

Parameter	Parameter Name	Length	EXPO PK #	WIN PK #	State Default	BLS Default
<i>LOW-WAGE-BAL-TOL</i>	Small Wage Balance Tolerance	6	037	056	500	5,000
<i>MED-WAGE-BAL-MIL</i>	Medium Wage Mill Balance Tolerance	2	038	057	1% (expressed as 10 in EXPO & 1 in WIN)	10% (expressed as 10)

<i>HIGH-WAGE-TOL</i>	Large Wage Balance Tolerance	6	039	059	10,000	100,000
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175 — Taxable Wages Additivity/Balance Check

General Description: This Additivity/Balance Check compares data reported on the master record to data reported on multi worksites. Minimal differences are allowed. This edit is used for all multi-units, except for Federal Government. Federal Government records should never report Taxable Wages or Contributions.

Location: State only

Edit Level: 8

Priority: A

Level: Micro

Edit Type: Warning, if used

BLS Edit Publ. Criteria: Not Applicable

Edit Message: *Taxable Wages Not in Balance*

Edit Conditions:

Perform this edit when

- The reference quarter equals the current quarter
- OR
- The reference quarter equals the prior quarter and the data element changed for either the master record or for at least one of the worksites

Identify all records with an individual multi UI#.

Exclude each individual record if any of the following conditions are met:

- STATUS = 2, 3, or 9
- OWN = 1
- RUN = 00000 record if its MEEI \neq 2.
- Worksite unit (RUN > 00000) record if its MEEI \neq 3 or 5.

For multi UI#, sum TAXW for all remaining (not bypassed) worksites (MEEI = 3 or 5).

Σ TAXW_(wks) = sum of all not excluded TAXW.

Set $\text{LowTAXW} = \text{Min}(\text{TAXW}_{(\text{mas})}, \Sigma \text{TAXW}_{(\text{wks})})$.
 $\text{absDTAXW} = |\text{TAXW}_{(\text{MAS})} - \Sigma \text{TAXW}_{(\text{WKS})}|$.

Determine the Edit Level:

Limit = LowTAXW x MED-TAXWAGE-BAL-MIL

If Limit < LOW-TAXWAGE-BAL-TOL, go to Level 1.

If Limit \geq LOW-TAXWAGE-BAL-TOL but Limit \leq HIGH-TAXWAGE-BAL-TOL, go to Level 2.

If Limit > HIGH-TAXWAGE-BAL-TOL, go to Level 3.

Level 1:

If $\text{AbsDTW} > \text{LOW-TAXWAGE-BAL-TOL}$, flag all units of the multi establishment family with $\text{STATUS} \neq 2, 3, \text{ or } 9$. Else pass the edit.

Level 2:

Compute $\text{absPTW} = (\text{AbsDTW} \div \Sigma \text{TQW}_{(\text{wks})}) \times 100$

If $\text{absPTW} > \text{MED-TAXWAGE-BAL-MIL}$, flag all units of the multi establishment family with $\text{STATUS} \neq 2, 3, \text{ or } 9$. Else pass the edit.

Level 3:

If $\text{absDTW} > \text{HIGH-TAXWAGE-BAL-TOL}$, flag all units of the multi establishment family with $\text{STATUS} \neq 2, 3, \text{ or } 9$. Else pass the edit.

Editing Parameters/Tolerances:

Parameter	Parameter Name	Length	EXPO PK #	WIN PK #	State Default	BLS Default
<i>LOW-TAXWAGE-BAL-TOL</i>	Low Wage Balance Tolerance	6	037	056	500	N/A
<i>MED-TAXWAGE-BAL-MIL</i>	Medium Wage Mill Balance Tolerance	2	038	057	1% (expressed as 10 in EXPO and 1 in WIN)	N/A
<i>HIGH-TAXWAGE-TOL</i>	Large Wage Balance Tolerance	6	039	059	10,000	N/A

176 — Contributions Additivity/Balance Check

General Description: This Additivity/Balance Check compares data reported on the master record to data reported on multi worksites. Minimal differences are allowed. This edit is used for all multi-units, except for Federal Government. Federal Government records should never report Taxable Wages or Contributions.

Location: State only

Edit Level: 8

Priority: A

Level: Micro

Edit Type: Warning, if used

BLS Edit Publ. Criteria: Not Applicable

Edit Message: *Contributions Not in Balance*

Edit Conditions:

Perform this edit when either condition is true

- The reference quarter equals the current quarter
- OR
- The reference quarter equals the prior quarter and the data element changed for either the master record or for at least one of the worksites

Identify all records with an individual multi UI#.

Exclude each individual record if any of the following conditions are met:

- Status = 2, 3, or 9
- Own = 1
- RUN = 00000 record if its MEEI \neq 2.
- Worksite unit (RUN > 00000) record if its MEEI \neq 3 or 5.

For multi UI#, sum CTB for all remaining (not bypassed) worksites (MEEI = 3 or 5).

- Σ CTB(wks) = sum of all not excluded CTB.
- Set LowCTB = Min(CTB(mas), Σ CTB(wks)).
- absDCTB = |CTB(mas) – Σ CTB(wks)|.

Determine the Edit Level:

Limit = LowCTB x MED-TAXWAGE-BAL-MIL

If Limit < LOW-TAXWAGE-BAL-TOL, go to Level 1.

If Limit \geq LOW-TAXWAGE-BAL-TOL but Limit \leq HIGH-TAXWAGE-BAL-TOL, go to Level 2.

If Limit > HIGH-TAXWAGE-BAL-TOL, go to Level 3.

Level 1:

If AbsDCTB > LOW-TAXWAGE-BAL-TOL X CONTRIB-BAL-PCT, flag all units of the multi establishment family with STATUS \neq 2, 3, or 9. Else pass the edit.

Level 2:

Compute absPCTB = (AbsDCTB \div Σ CTB_(wks)) \times 100

If absPCTB > MED-TAXWAGE-BAL-MIL X CONTRIB-BAL-PCT, flag all units of the multi establishment family with STATUS \neq 2, 3, or 9. Else pass the edit.

Level 3:

If absDCTB > HIGH-TAXWAGE-BAL-TOL X CONTRIB-BAL-PCT, flag all units of the multi establishment family with STATUS \neq 2, 3, or 9. Else pass the edit.

Editing Parameters/Tolerances:

Parameter	Parameter Name	Length	EXPO PK #	WIN PK #	State Default	BLS Default
LOW-TAXWAGE-BAL-TOL	Low Wage Balance Tolerance	6	037	056	500	N/A
MED-TAXWAGE-BAL-MIL	Medium Wage Mill Balance Tolerance	2	038	057	1% (expressed as 10 in EXPO and 1 in WIN)	N/A
HIGH-TAXWAGE-TOL	Large Wage Balance Tolerance	6	039	059	10,000	N/A

<i>CONTRIB-BAL- PCT</i>	Contributions Percentage Applied To Balance	2	040	067	10	N/A
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178 — Master Without Multiple Worksites Check

General Description: The Master Without Multiple Worksites edit checks for worksites when a master record exists. If an active unit is determined to be a master record with an MEEI code of 2, then there must be at least 2 corresponding active worksite records for the same UI Account Number in the same year and quarter. This error may occur when

- An employer account is being set up as a multi-establishment reporter and the RUN = 00000 record's MEEI code is not changed to 2, or the worksites are not set up, or the worksites have STATUS = 9.
- When a multi-establishment reporter is reduced to only a single worksite. In these cases, the master should be converted to a single unit (MEEI = 1, 4, or 6) comprised of the data for the worksite. The remaining worksite is inactivated.

Location: Both BLS and State Systems

Level: Micro

Edit Level: 8

Edit Type: Invalid

Priority: A

BLS Edit Publ. Criteria: Include, if flagged

Edit Message: *Master Without Multiple Worksites*

Edit Conditions:

Examine all active records (STATUS = 1) that have the same UI#.

Flag if both conditions are met

- A unit has RUN = 00000 and MEEI = 2, and
- Less than two units have active RUN > 00000 with MEEI codes = 3 or 5.

179 — Worksites Without Master Account Check

General Description: The Worksites Without Master Account edit checks for a master record when worksites exist. If a worksite record is active, then the unit must have a corresponding active master record. This situation frequently occurs

- When a single establishment is broken out into multiple establishments and the single is dropped from the file or inactivated, or
- When a multi account is sold to another account. The data for the master record is moved to the new account but the worksites are not inactivated or properly transferred.

Location: Both BLS and State systems

Level: Micro

Edit Level: 8

Edit Type: invalid

Priority: A

BLS Edit Publ. Criteria: Include, if flagged

Edit Message: *Worksite Missing Master*

Edit Conditions:

Examine all active records (STATUS = 1) that have the same UI#.

Flag if both conditions are met

- None of the units have a RUN = 00000 with an MEEI = 2, and
- At least one unit has a RUN > 00000 or is coded MEEI = 3 or 5.

180 — Single Has Active Worksites Check

General Description: The Single Has Active Worksites edit checks for single units with worksites that exist for the same UI Account Number. This error frequently occurs

- When an employer account is being set up as a multi-establishment reporter and the RUN = 00000 record's MEEI code is not changed to 2, or
- When a multi-establishment report is being collapsed and the RUN = 00000 record is given an MEEI code of 1, 4, or 6 but the worksites are not inactivated.

Location: Both BLS and State systems

Level: Micro

Edit Level: 8

Edit Type: Invalid

Priority: A

BLS Edit Publ. Criteria: Include, if flagged

Edit Message: *Single Account/Active Worksites*

Edit Conditions:

Examine all active records (STATUS = 1) that have the same UI#.

Flag if both conditions are met

- At least one unit has a RUN = 00000 and is coded MEEI = 1, 4, or 6, and
- At least one other unit is coded as a sub-unit (MEEI = 3 or 5 or RUN > 00000)

181 — Master/Worksite Owner Code Check

General Description: The Master/Worksite Ownership Code edit checks for ownership discrepancies between master and worksites. A multi-establishment master record and its worksites should all have the same Ownership Code. A professional employee organization (PEO) or employee leasing firm may report data on a MWR for units in multiple ownerships (e.g., a local government hospital and a private sector factory). If they are all reported using the PEO's UI Account Number, they should all be reported as private sector (ownership 5) units since the PEO is in the private sector.

Location: Both BLS and State systems

Level: Micro

Edit Level: 8
Priority: A

Edit Type: Invalid
BLS Edit Publ. Criteria: Include, if flagged

Edit Message: *Worksite Ownership Code Differs from Master*

Edit Conditions:

Compare all active records (STATUS = 1) that have the same UI#.
Flag if not all records have the same OWN.

182 — Master/Worksite EIN Check

General Description: The Master/Worksite EIN edit checks for EIN discrepancies between master and sub-units. A multi-establishment master record and its worksites should not have more than one EIN. EIN must be the same for master and worksites with the same UI Account Number. In some cases where partial or complete mergers occur, the predecessor's EIN may be inadvertently retained on some of the worksites and will cause this edit to flag the account.

Location: Both BLS and State systems
Edit Level: 8
Priority: A

Level: Micro
Edit Type: Invalid
BLS Edit Publ. Criteria: Include, if flagged

Edit Message: *Worksite EIN Differs From Master*

Edit Conditions:

Bypass if OWN = 1

Compare all active records (STATUS = 1) that have the same UI#.

Flag if not all records have the same EIN.

System Action: If the EIN of the worksite is missing or zero-filled and the master record EIN is a valid non-zero value, then the State systems will copy the master record EIN to the worksite.

185 — Master/Worksite Indian Tribal Check

General Description: The Master/Worksite Indian Tribal Code edit checks for special indicator code T discrepancies between master and worksites. A multi-establishment master record and its worksites should all have the T indicator if truly Indian Tribal Council records.

Location: Both BLS and State systems
Edit Level: 8
Priority: A

Level: Micro
Edit Type: Invalid
BLS Edit Publ. Criteria: Include, if flagged

Edit Message: *Inconsistent Indian Tribal Codes within the Multi Account*

Edit Conditions:

Compare all active records (STATUS = 1) that have the same UI#.

Flag if not all records have the same SPECIAL INDICATOR = T.

Level 9 Edit Descriptions – Wage Record Edits

Wage record edits are a tool which can be used in conjunction with the employment and wage edits to help determine if the employment or wage change is supported by data changes in wage record data. These edits should only be run if the State can obtain and load automated files of wage record data.

Note: States using these editing tools should ensure that data for their wage records include all UI-covered employees and that wage data on wage records include adequate dollar field length for the total wage amount.

193 — First Month Employment/Wage Record Comparison

General Description: The Wage Record Count is a 6-digit numeric, unduplicated tally of all employees' wage record listed on the QCR. The month-to-month employment found in the Micro extract file should be less than or equal to wage record count. The validation of this relationship is conducted using a percentage tolerance (tol).

Location: Both BLS and State systems

Edit Level: 9

Priority: C

Level: Micro

Edit Type: Warning

BLS Edit Publ. Criteria: Include, if flagged

Edit Message: *First Month Empl > Wage Record Count*

Edit Conditions:

Bypass if any of the following conditions are met:

- STATUS = 2 or 9
- WAGE RECORD WAGE is not numeric
- WAGE RECORD WAGE = 0
- MEEI = 3 or 5
- Wage records not reported or not available
- COVERAGE = 1, 3, 8, or 9
- OWN = 1
- $AME_c < WAGE-REC-EDIT-AME$.

Flag if both conditions are met

- $AME_c > WAGE-REC-EDIT-AME$ and
- $M1_c - WAGE\ RECORD\ COUNT > (M1_c \times EMPL-GT-WRC-PCT)/100$.

Editing Parameters/Tolerances:

Parameter	Parameter Name	Length	EXPO PK #	WIN PK #	State Default	BLS Default
WAGE-REC-EDIT-AME	Maximum AME For Wage Record Edits Bypass	6	046	062	50	100
EMPL-GT-WRC-PCT	Limit For Employment > Wage Record Count (Percent)	2	047	063	10	10

Note: States using these editing tools should ensure that data for their wage records include all UI-covered employees and that wage data on wage records include adequate dollar length for the total wage amount. Ideally, the system only flags this condition if the record was flagged because of questionable employment (edit conditions 031, 091, 093, 094, 095, 096, 097, 126, 130, 131, 132, 139, 140, 171).

System Actions: (1) Display the UI account of the possible predecessor either in the error message, on the listing output, or on the on-line edit screen. Allow States to run these edits separately or at a different time than the rest of the edits since they are dependent upon access to wage record information which may be available later in the edit cycle. (2) If wage records are not available, then the edit is bypassed.

194 — Second Month Employment/Wage Record Comparison

General Description: The Wage Record Count is a 6-digit numeric, unduplicated tally of all employees' wage record listed on the QCR. The month-to-month employment found in the Micro extract file should be less than or equal to the wage record count. The validation of this relationship is conducted using a percentage tolerance.

Location: Both BLS and State systems

Edit Level: 9

Priority: C

Level: Micro

Edit Type: Warning

BLS Edit Publ. Criteria: Include, if
flagged

Edit Message: *Second Month Empl > Wage Record Count*

Edit Conditions:

Bypass if any of the following conditions are met:

- STATUS = 2 or 9
- WAGE RECORD WAGE is not numeric
- WAGE RECORD WAGE = 0
- MEEI = 3 or 5
- Wage records not reported or not available
- COVERAGE = 1, 3, 8, or 9

- $OWN = 1$
- $AME_c < WAGE-REC-EDIT-AME$.

Flag if both conditions are met

- $AME_c > WAGE-REC-EDIT-AME$ and
- $M2_c - WAGE\ RECORD\ COUNT > (M2_c \times EMPL-GT-WRC-PCT)/100$.

Editing Parameters/Tolerances:

Parameter	Parameter Name	Length	EXPO PK #	WIN PK #	State Default	BLS Default
<i>WAGE-REC-EDIT-AME</i>	Maximum AME For Wage Record Edits Bypass	6	046	062	50	100
<i>EMPL-GT-WRC-PCT</i>	Limit For Employment > Wage Record Count (Percent)	2	047	063	10	10

Note: States using these editing tools should ensure that data for their wage records include all UI-covered employees and that wage data on wage records include adequate dollar length for the total wage amount. Ideally, the system only flags this condition if the record was flagged because of questionable employment (edit conditions 032, 092, 093, 094, 095, 096, 097, 126, 130, 131, 132, 139, 140, 172)

System Actions: (1) Display the UI account of the possible predecessor either in the error message, on the listing output, or on the on-line edit screen. Allow States to run these edits separately or at a different time than the rest of the edits since they are dependent upon access to wage record information which may be available later in the edit cycle. (2) If wage records are not available, then the edit is bypassed.

195 — Third Month Employment/Wage Record Comparison

General Description: The Wage Record Count is a 6-digit numeric, unduplicated tally of all employees' wage record listed on the QCR. The month-to-month employment found in the Micro extract file should be less than or equal to the wage record count. The validation of this relationship is conducted using a percentage tolerance.

Location: Both BLS and State systems
 Edit Level: 9
 Priority: C

Level: Micro
 Edit Type: Warning
 BLS Edit Publ. Criteria: Include, if flagged

Edit Message: *Third Month Empl > Wage Record Count*

Edit Conditions:

Bypass if any of the following conditions are met:

- STATUS = 2 or 9
- WAGE RECORD WAGE is not numeric
- WAGE RECORD WAGE = 0
- MEEI = 3 or 5
- Wage records not reported or not available
- COVERAGE = 1, 3, 8, or 9
- OWN = 1
- $AME_c < WAGE-REC-EDIT-AME$.

Flag if both conditions are met

- $AME_c > WAGE-REC-EDIT-AME$ and
- $M3_c - WAGE\ RECORD\ COUNT > (M3_c \times EMPL-GT-WRC-PCT)/100$.

Editing Parameters/Tolerances:

Parameter	Parameter Name	Length	EXPO PK #	WIN PK #	State Default	BLS Default
<i>WAGE-REC-EDIT-AME</i>	Maximum AME For Wage Record Edits Bypass	6	046	062	50	100
<i>EMPL-GT-WRC-PCT</i>	Limit For Employment > Wage Record Count (Percent)	2	047	063	10	10

Note: States using these editing tools should ensure that data for their wage records include all UI-covered employees and that wage data on wage records include adequate dollar length for the total wage amount. Ideally, the system only flags this condition if the record was flagged because of questionable employment (edit conditions 033, 091, 093, 094, 095, 096, 097, 126, 130, 131, 132, 139, 140, 173).

System Actions: (1) Display the UI account of the possible predecessor either in the error message, on the listing output, or on the on-line edit screen. Allow States to run these edits separately or at a different time than the rest of the edits since they are dependent upon access to wage record information which may be available later in the edit cycle. (2) If wage records are not available, then the edit is bypassed.

196 — Wage Record Check

General Description: This edit ensures that employment does not equal the number of wage records. Wage record edits are to be run in the State if the data are accessible. They should be run either with the other edits or on a lagged basis (when most of the information would be available), or periodically to capture potential reporting problems. These edits help to identify reporting problems that are frequently missed in the other systems because the data normally do

not fluctuate from month to month or over time. Where appropriate, letters should be generated to send to the employer to resolve long standing reporting problems.

Location: Both BLS and State systems	Level: Micro
Edit Level: 9	Edit Type: Warning
Priority: C	BLS Edit Publ. Criteria: Include, if flagged

Edit Message: *All Months Empl = Wage Record Count*

Edit Conditions:

Bypass if any of the following conditions are met:

- STATUS = 2 or 9
- WAGE RECORD WAGE is not numeric
- WAGE RECORD WAGE = 0
- MEEI = 3 or 5
- Wage records not reported or not available
- COVERAGE = 1, 3, 8, or 9
- OWN = 1
- $AME_c < WAGE-REC-EDIT-AME$.

Flag if all conditions are met

- $AME_c > WAGE-REC-EDIT-AME$ and
- $M1_c = M2_c = M3_c = WAGE\ RECORD\ COUNT$, where M1-IND_c nor M2-IND_c nor M3-IND_c = "E" or "H".

Editing Parameters/Tolerances:

Parameter	Parameter Name	Length	EXPO PK #	WIN PK #	State Default	BLS Default
<i>WAGE-REC-EDIT-AME</i>	Maximum AME For Wage Record Edits Bypass	6	046	062	50	100

Note: States using these editing tools should ensure that data for their wage records include all UI-covered employees and that wage data on wage records include adequate dollar length for the total wage amount. Ideally, the system only flags this condition if the record was flagged because of questionable employment (edit conditions 033, 091, 093, 094, 095, 096, 097, 126, 130, 131, 132, 139, 140, 173).

System Actions: (1) Display the UI account of the possible predecessor either in the error message, on the listing output, or on the on-line edit screen. Allow States to run these edits separately or at a different time than the rest of the edits since they are dependent upon access to wage record information which may be available later in the edit cycle. (2) If wage records are not available, then the edit is bypassed.

197 — Total Wages/Wage Record Wages Comparison Check

General Description: Wage record edits are to be run in the State if the data are accessible. They should be run either with the other edits, or on a lagged basis (when most of the information would be available), or periodically to capture potential reporting problems. These edits help to identify reporting problems that are frequently missed in the other systems because the data normally do not fluctuate from month to month or over time. Where appropriate, letters should be generated to send to the employer to resolve long standing reporting problems.

Location: Both BLS and State systems	Level: Micro
Edit Level: 9	Edit Type: Warning
Priority: C	BLS Edit Publ. Criteria: Include, if flagged

Edit Message: *Total Wages Vary from Wage Records*

Edit Conditions:

Bypass if any of the following conditions are met:

- STATUS = 2 or 9
- WAGE RECORD WAGE is not numeric
- WAGE RECORD WAGE = 0
- MEEI = 3 or 5
- Wage records not reported or not available
- COVERAGE = 1, 3, 8, or 9
- OWN = 1
- $AME_c < WAGE-REC-WAGE-AME$.

Flag if both conditions are met

- $AME_c > WAGE-REC-WAGE-AME$ and
- $|TW_c - WAGE\ RECORD\ WAGES| > (WAGE-GT-WRW-PCT \times TW_c)$.

Editing Parameters/Tolerances:

Parameter	Parameter Name	Length	EXPO PK #	WIN PK #	State Default	BLS Default
<i>WAGE-REC-WAGE-AME</i>	Maximum AME For Wage Record Wage Edits Bypass	6	049	065	100	100
<i>WAGE-GT-WRW-PCT</i>	Limit For Total Wages > Wage Record Wages %	2	050	066	20	20

Note: States using these editing tools should ensure that data for their wage records include all UI-covered employees and that wage data on wage records include adequate dollar length for the total wage amount. Ideally, the system only flags this condition if the record was flagged because of questionable total wages (edit conditions 034, 062, 092, 093, 094, 095, 096, 097, 127, 130, 131, 132, 139, 140, 174).

System Actions: (1) Display the UI account of the possible predecessor either in the error message, on the listing output, or on the on-line edit screen. Allow States to run these edits separately or at a different time than the rest of the edits since they are dependent upon access to wage record information which may be available later in the edit cycle. (2) If wage records are not available, then the edit is bypassed.

198 — Divergent Employment Trend Check

General Description: This edit compares the employment movement between the current and prior quarter against the wage record count movement between the same time periods. It would be reasonable to assume that both should be moving in the same direction.

Location: State only

Edit Level: 9

Priority: C

Level: Micro

Edit Type: Warning

BLS Edit Publ. Criteria: Include, if flagged

Edit Message: Divergent Employment Trends (empl vs wage records)

Edit Conditions:

Bypass if any of the following conditions are met:

- STATUS = 2, 3, or 9
- WAGE RECORD WAGE is not numeric
- MEEI = 3 or 5
- Wage records not reported or not available
- COVERAGE = 1, 3, 8, or 9
- OWN = 1
- $AME_c < WAGE-REC-EDIT-AME$.

Flag if all conditions are met

- $STATUS_c \neq 2, 3, \text{ or } 9$
- RUN = 00000 (MEEI = 1, 2, 4, or 6)
- $AME_c > WAGE-REC-EDIT-AME$
- WAGE RECORD COUNT_c > 0
- WAGE RECORD COUNT_p > 0
- $|(AME_c - AME_p) - (WAGE\ RECORD\ COUNT_c - WAGE\ RECORD\ COUNT_p)| > AME_c \times PPS-EMP\%$

Editing Parameters/Tolerances:

Parameter	Parameter Name	Length	EXPO PK #	WIN PK #	State Default	BLS Default
WAGE-REC-EDIT- AME	Maximum AME For Wage Record Edits Bypass	6	046	062	50	100
PPS-EMP%	Potential Predecessor /Successor Employment Percentage	?	?	?	75	75

Note: States using these editing tools should ensure that data for their wage records include all UI-covered employees and that wage data on wage records include adequate dollar length for the total wage amount. Ideally, the system only flags this condition if the record was flagged because of questionable employment (edit conditions 033, 091, 093, 094, 095, 096, 097, 126, 130, 131, 132, 139, 140, 173).

System Actions: (1) Display the UI account of the possible predecessor either in the error message, on the listing output, or on the on-line edit screen. Allow States to run these edits separately or at a different time than the rest of the edits since they are dependent upon access to wage record information which may be available later in the edit cycle. (2) If wage records are not available, then the edit is bypassed.