

Guidelines in the Validation of Records for Sampling Frame 2003

General: Follow guidelines in name/address

Eligible Samples: RET, REF, RFV, TCL, STR, CON, OTH-OWS (employing 20-39), no entry in status

Ineligible Samples: PCL, CBL, DUP, OSE, OSP, OTH-EHES (employing <10)

Specific:

A. Common Sample Validation Prooflist

Description: Common samples of EHES (1st-2nd qtrs. 2002) and OWS (June 30, 2002)

1. For samples with same EIN and both found ineligible, line out EHES record
2. For samples with same EIN and discrepancy is **ONLY** on employment, line out EHES record since reference period of OWS is more recent
3. For eligible samples with same EIN and discrepancy is in **ANY** of the characteristics, i.e. name, address1, PSIC, GEO or status:
 - 3.1. validate with establishment
 - 3.2. line out record that contains most of the discrepancies
 - 3.3. update characteristics of record to be retained; however employment to be retained is that of OWS
4. For eligible samples with different EIN but suspected to be the same establishment
 - 4.1. validate with establishment
 - 4.2. line out EHES record
 - 4.3. change OWS status to DUP
 - 4.4. write in Remarks DUP of EIN ____ (lower EIN)

Example:

EIN 1501.....

EIN 1501.....

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~~EIN 2467 (EHES).....~~

EIN 2467 (OWS)DUP of EIN 1501

2/10/2003

B. Sampling Frame Validation Prooflist

Description: Validated common samples, EHES only samples, OWS only samples, SSF 2002 not sampled, JDMS records 2002-February 28, 2003

Matched establishment: same name (spelled out or acronym), in same address (whether addressing convention is followed or not), same GEO up to city/municipality level)

1. Status of JDMS record is PCL,
 - 1.1. line out JDMS record
 - 1.2. update status of retained record to PCL and write in Remarks col. --- Based on JDMS)
2. Status of JDMS record is TCL or no entry in status

Matched establishments are...	Effectivity Date of JDMS record in Remarks col. is...	
	1/1/2002 - 6/30/2002	7/1/2002 onwards
Survey sample and JDMS records	line out JDMS record	line out survey sample record, copy its EIN to JDMS record
Not survey sample and JDMS records	line out not survey sample record, copy its EIN to JDMS record	-do-

3/12/2003