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| REQUEST FOR RECORDS DISPOSITION AUTHORITY <i>(See Instructions on reverse)</i> | | LEAVE BLANK (NARA use only) | |
| TO NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408 | | JOB NUMBER NI-155-05-1 | DATE RECEIVED // 1/10/05 |
| 1 FROM (Agency or establishment) <i>Department of Health and Human Services</i> | | NOTIFICATION TO AGENCY | |
| 2 MAJOR SUBDIVISION U S Department of Labor | | In accordance with the provisions of 44 USC 3303a the disposition request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10 | |
| 3 MINOR SUBDIVISION Employment Standards Administration/Wage and Hour Division | | | |
| 4 NAME OF PERSON WITH WHOM TO CONFER Bradford J Sinkovic | 5 TELEPHONE 202-693-0256 | DATE RECEIVED BY AGENCY FOR THE UNITED STATES // | |

WITHDRAWN

6 AGENCY CERTIFICATION
I hereby certify that I am authorized to act for this agency in matters pertaining to the disposition of its records and that the records proposed for disposal on the attached 2 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified; and that written concurrence from the General Accounting Office, under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies,

is not required; is attached; or has been requested

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| DATE // 01/03/2005 | SIGNATURE OF AGENCY REPRESENTATIVE <i>J. J. Saracco</i> | TITLE Records Officer |
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| 7 ITEM NO | 8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION | 9 GRS OR SUPERSEDED JOB CITATION | 10 ACTION TAKEN (NARA USE ONLY) |
|-----------------|--|--|---------------------------------------|
| 1 | <p>Wage and Hour Division National Office - Electronic Systems Wage Determination Systems (WDS)</p> <p>A Electronic WD-10 The Wage and Hour Division, uses the WD-10 from to survey construction companies, unions, and interested third parties concerning wages and benefits paid to workers on federally-funded construction contracts. The Electronic WD-10 system enables respondents to provide their information through a secured web page</p> <p>B WD-10 Imaging The WD-10 Imaging system allows the Wage and Hour Division (WHD) to capture the data and images of all hard copy Davis Bacon Construction WD-10 survey forms returned by survey respondents.</p> <p>C Wage Determination Generation System (WDGS) The Wage Decision Generation System (WDGS) is used to establish wage determinations in support of the Davis-Bacon and Related Acts (DBRA) WDGS provides an automated system through which to create, modify, and publish wage decisions based on the WD-22 data from the Automated Survey Data System (ASDS) The WD-22 data is sent by the</p> | | |

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| | <p>Regional Specialists and Analysts in accordance with DBRA. WDGS also provides a means of updating and publishing wage decisions based on current collective bargaining agreement rates where the union rates have been shown to prevail on the WD-22 Regional Analysts conduct the surveys by state, and the information is either manually entered through the WDGS or in the future will be electronically transmitted from ASDS to WDGS Wage Decisions are published according to wage areas. construction type and location</p> <p>D Automated Survey Data System (ASDS) The Automated Survey Data System (ASDS) enables calculation of prevailing wage rates in support of the Davis Bacon and Related Acts (DBRA) ASDS is used to identify target contacts and projects in which to survey, collect and analyze wage data, and to simplify the post-data collection process Most ASDS users are located in the Wage and Hour Division field offices throughout the US In addition to WHD personnel, the Construction Industry Research for Policy Center (CIRPC) at the University of Tennessee utilizes ASS in a similar manner as WHD.</p> <p>E ESCANS The Electronic Service Contracts Act Notification System (ESCANS) is a client-server application designed to manage McNamara-O'Hara Service Contract Act (SCA) wage determinations. Every contract entered into by the US or District of Columbia in excess of \$2500, in which the principle purpose is to furnish services in the US, falls under the SCA SCA wage determinations sets the minimum wage and fringe benefits that contractors and their subcontractors must pay service employees working on covered contracts ESCANS provides a means for issuing electronic versions of those wage determinations</p> <p>F SF-98 The Standard Form 98 application was developed to support the McNamara-O'Hara Service Contract Act of 1965, as amended The SF-98 provides an automated mechanism for Federal contract officers to request a wage determination and for the WHD to respond with the correct wage determination in a timely manner</p> <p>DISPOSITION Permanent unless applications systems becomes obsolete Electronic copies created on applications systems</p> | | |

2 Wage and Hour Investigative Support and Reporting Database (WHISARD)

The Wage and Hour Investigative Support and Reporting Database (WHISARD) application supports WHD investigators, WHD assistants, and WHD managers in National, District, and Regional offices. More specifically, the WHISARD application helps WHD personnel process complaints, assign and investigate cases; manage case findings and case outcomes; assist with outreach, record and monitor investigator time; track the history of cases with case narratives and diary entries, report to management, administer the WHISARD application; and close cases. The WHISARD application also helps process requests for publications and the results of FOIA requests.

3 Certificates Processing System (CPS)

The Wage-Hour Division (WHD) is tasked with issuing certificates and tracking registrations under certain special circumstances. Special minimum wage certificates are issued to allow for student or disabled workers to be paid less than the applicable minimum wage under provisions of sections 14 (b) and (c) of the Fair Labor Standards Act (FLSA). Section 14 of the FLSA also requires employers in certain industries who wish to employ workers at the worker's home to register with the WHD. Registration certificates are issued to persons acting as Farm Labor Contractors (FLC) or Farm Labor Contractor Employees (FLCE) under the Migrant and Seasonal Agricultural Protection Act (MSPA). The Certificates Processing System (CPS 2002) enables the processing, issuing and generation of these certificates.

4 Back Wage Collection and Disbursement System (BCDS)

The Back Wage Collection and Disbursement System (BCDS) has three primary functions: to collect back wages, to disburse those wages to employees, and to transfer remaining funds for employees - who are not able to be located - to the U.S. Treasury.

5 Back Wage Financial System (BWFS)

The Back Wage Financial System (BWFS) will be the primary tool within the Department of Labor (DOL) Employment Standards Administration (ESA) Wage and Hour Division (WHD) used for collecting back wages from employers (under certain conditions), disbursing those wages to employees, and, when the WHD is unable to locate employees after three years, transferring any remaining monies to the United States (U.S.) Treasury. The BWFS will replace the Back Wage Collection and Disbursement System (BCDS). Major functions of the system will also include accruing and assessing interest and penalties for delinquent debt, transferring debts to Treasury's Debt Management Service (DMS) for debt collection, producing tax documentation for gross cases, and producing period reports for financial reporting. The BWFS is scheduled for deployment in March 2005.

6 Civil Money Penalties (CMP)

The Civil Money Penalty 2001 (CMP-2001) system supports the Wage and Hour Division (WHD) requirement to collect and track civil money penalties that are levied against employers who violate certain labor laws in the workplace. Penalties must be tracked on employers who are assessed penalties for violations under eleven different labor law categories. The system automates many of the related processes, including the storage of CMP data and the production of reports. Major functions include also recording of debts, assessing interest, penalties & fees for delinquent debt, logging checks, and applying payments to debts.

7 Wage and Hour Publication System (WHPS)

The Wage and Hour Publication System (WHPS) is an online ordering system that allows a variety of customers to place orders for Wage Hour publications and forms.

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