

MONTHLY EMPLOYMENT UTILIZATION REPORT													JOB TITLE:				CONTRACT NUMBER:		
WESTCHESTER COUNTY DEPARTMENT OF PUBLIC WORKS DIVISION OF ENGINEERING										NAME AND LOCATION OF CONTRACTOR:				REPORTING PERIOD FROM: _____ TO: _____					
CONSTRUCTION TRADE	CLASIFICATIONS	WORK HOURS OF EMPLOYMENT												TOTAL NUMBER OF EMPLOYEES		TOTAL NUMBER OF MINORITY EMPLOYEES			
		TOTAL ALL EMPLOYEES BY TRADE				BLACK (NOT OF HISPANIC ORIGINAL)		HISPANIC		ASIAN OR PACIFIC ISLANDERS		AMERICAN INDIAN OR ALASKAN NATIVE		MINORITY PERCNT. %	FEMALE PERCNT. %	M	F	M	F
		M	HRS	F	HRS	M	F	M	F	M	F	M	F						
	JOURNEY WORKER																		
	APPRENTICE																		
	TRAINEE																		
	SUB-TOTAL																		
	JOURNEY WORKER																		
	APPRENTICE																		
	TRAINEE																		
	SUB-TOTAL																		
	JOURNEY WORKER																		
	APPRENTICE																		
	TRAINEE																		
	SUB-TOTAL																		
TOTAL JOURNEY WORKERS																			
TOTAL APPRENTICES																			
TOTAL TRAINEES																			
GRAND TOTAL (#HRS & #EMPL)																			
COMPANY OFFICIAL'S SIGNATURE AND TITLE:						TELEPHONE NUMBER (Include area code)						DATE SIGNED:				PAGE: _____ OF _____			

This report must be filled out by all contractors (both prime and sub) who are required to have an Affirmative Action Program, and must be filed with the Engineer by the 5th day of each month during the term of the Contract, and shall include the total work hours of each employee classification in each trade in the covered area for the Monthly Reporting Period. The Prime Contractor shall submit a report for its Aggregate Work Force and collect and submit reports for each subcontractor's Aggregate Work Force to the Engineer.