

U. S. DEPARTMENT OF LABOR
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BUREAU OF LABOR STATISTICS
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BUREAU OF LABOR STATISTICS }

M I S C E L L A N E O U S S E R I E S

**METHODS OF PROCURING AND COMPUTING
STATISTICAL INFORMATION OF THE
BUREAU OF LABOR STATISTICS**



MARCH, 1923

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BULLETIN OF THE U. S. BUREAU OF LABOR STATISTICS

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METHODS OF PROCURING AND COMPUTING STATISTICAL INFORMATION OF THE BUREAU OF LABOR STATISTICS.

The Bureau of Labor Statistics is one of the executive bureaus of the Department of Labor. It is charged with the duty of "acquiring and diffusing among the people of the United States useful information on subjects connected with labor in the most general and comprehensive sense of the word," and of investigating "the causes of, and facts relating to, controversies and disputes between employers and employees as they may occur." Its functions are educational, not administrative.

In carrying out the purpose for which the Bureau of Labor Statistics was created, data are collected in various ways and from various sources—by personal visits of agents in the field, by correspondence, by consulting reports, trade journals, and other publications, by contract with experts to make special studies, and in other ways. All the material in the publications of the bureau, whether prepared in the bureau or contributed by persons specially contracted with, is carefully edited in the office, and all facts and figures are verified, whenever practicable, by comparison with the original sources.

The object of this bulletin is to state the character of the principal activities of the bureau and to describe briefly the methods employed by the bureau in carrying on its work.

WAGES AND HOURS OF LABOR.

The information collected and published by the bureau concerning wages and hours of labor is divided into two general classes:

(a) Union scales of wages and hours of labor for which the data are obtained from labor union officials; (b) wages, earnings, and working hours for which data are obtained from the pay-roll records of employers and without regard to whether employees are union members or not.

Union scales are taken for trades that are so widely organized that a union scale may be accepted as the prevailing rate of the trade and that are paid at time rates.

Pay-roll data are resorted to in order to get earnings and hours worked for piecework employees and for trades that are not generally organized.

UNION SCALES.

Data are collected by the bureau each year as of May 15 for practically all of the general trades employed at time rates in representative cities of the United States. For illustration, see Bulletin No. 286.

The data are collected by special agents of the bureau in personal calls on secretaries, business agents, or other officials of local unions. The following form (Form 1) is used in collecting data.

The data for the preceding year are entered on the schedule in the office before the schedule is sent to the agent for the collection of data for the current year. The agent is furnished with instructions to guide him in his field work.

Form 1.

U. S. DEPARTMENT OF LABOR, BUREAU OF LABOR STATISTICS, WASHINGTON.

RATES OF WAGES—UNION SCALE: MAY 15, 1922.

- 1. City..... 2. State..... 3. Special agent.....
- 4. Industry..... 5. Local Union No.....
- 6. Occupation..... 7. Sex.....
- 8.....
- 9. Name, position, and address of person who furnished data for—
 - a. 1921.....
 - b. 1922.....

		1922		1921							May 15, 1922.	May 15, 1921.
10.	R.											
11.	E.											
12.	Regular rate per..... of..... hours.											
13.	Regular rate per..... of..... hours.											
14.	Rate for overtime (1, 1½, 2, etc.).....											
15.	Rate for Sunday (1, 1½, 2, etc.).....											
16.	Rate for holidays (1, 1½, 2, etc.).....											
17.	Rate for Saturday half holiday (1, 1½, 2, etc.).....											
18.	Regular working time.....	Days per week.	Hours—									
			Monday.	Tuesday.	Wednesday.	Thursday.	Friday.	Saturday.	Sunday.			Full week.
			1922.	1921.								
19.	H											
20.	Number of months having Saturday half holiday provided by agreement.....											
21., 1922. (Name months provided by agreements.)....., 1921											
22.	Hours on Saturday during such periods.....											
23.	Number of union members in this occupation in this jurisdiction receiving—			<ul style="list-style-type: none"> a. Union scale..... b. More than union scale..... c. Less than union scale..... d. Total..... 								

- 24. Change and date of each change from May 16, 1921, to May 15, 1922.....
- 25. Change and date of each change after May 15, 1922.....
- 26. Copy of agreement or scale sent: a. For 1922..... b. For 1921.....
- 27. This report is approved:.....

When an agent has an interview with a union official and gets the data and fills out the schedule, he also gets such printed or written documentary matter as is available, which he is required to send in to support the statements on the schedule. Such documentary matter consists of agreements or union rules.

When the schedule is received from the agent it is examined in the bureau and the documents submitted therewith are compared with the schedule. If any statement on the schedule conflicts with the agreement, or if the schedule is incomplete or lacks clearness, it is returned to the agent for explanation or revision.

An abridged tabulation of the union wage data is published in the Monthly Labor Review. (See Review of September, 1922.)

In addition to the detailed figures, index numbers are also computed showing the trend of hourly rates, weekly rates, and weekly hours. In computing the index numbers for a trade, the first step is to obtain the average rate for the trade, which is done by multiplying the rate per hour in each city by the number of union members in the city, adding the products, and dividing by the aggregate number of union members in the country entering into the total. These averages are brought into comparison with the average for the base year to determine the index number for each year. Grand average hourly rate, full-time weekly earnings, and weekly hours for all trades combined are obtained in the same manner as the corresponding figures were obtained for each of the several trades.

In a few instances union wage data have been collected from union officials by correspondence, in which the following combination of circular letter and questionnaire has been used:

Form 2.

U. S. DEPARTMENT OF LABOR,
BUREAU OF LABOR STATISTICS,
WASHINGTON.

DEAR SIR:

Wage data are desired for the use of this bureau showing rates and hours in building trades on November 15, 1921.

Will you please fill in answers to inquiries below for your local and return this sheet to me in the inclosed addressed official envelope, on which postage is not required?

Prompt attention to this request will be appreciated.

November 15, 1921.

Rate of wages per hour
Hours per day, Monday to Friday
Hours on Saturday

Very truly yours,

.....
Commissioner of Labor Statistics.

Inclosure.

PAY-ROLL DATA.

All wage figures not obtained from labor organizations and published as union wage scales are compiled from data taken from the pay-roll records of employers. Studies are made and bulletins issued industry by industry. Several studies of wages have been made in each of many of the principal industries. (See list of publications of the bureau.)

The bureau, because of limited funds, can not undertake a wage census for any large industry. To ascertain wage conditions, therefore, it is necessary to resort to the sampling method. Further, it is not practicable to cover a year's records in any number of plants and the sampling process has to be continued to the extent of taking but one sample pay roll of the year. As closely as possible the pay rolls

for the industry taken from the different establishments are for the same month or same season. The pay rolls taken vary in length from one week to one month as the case may be.

Preliminary to the collection of wage data the census figures for the industry are studied to determine in which States the industry is of material importance. Manufacturers' directories are examined and books and periodicals relating to the industry are read.

A form is then drafted on which to enter the data to be obtained. Instructions to govern agents are also drawn, applying to the particular industry to be studied. The data desired may be of the same general character for several industries; the same blank form can, therefore, be used in a number of industries. The following form (Form 3) is generally used in this connection:

Form 3.

1. INDUSTRY..... 2. AGENT.....

UNITED STATES DEPARTMENT OF LABOR, BUREAU OF LABOR STATISTICS, WASHINGTON.

WAGES AND HOURS OF LABOR.

- 3. Establishment.....
- 4. Local address.....
- 5. Person furnishing data.....
- 9. Hours each day: Monday to Friday....., Saturday....., Sunday.....; total per week.....
- 10. Number of days *not* worked by this occupation in this pay period: Sundays....., week days.....
- 11. If 7-day occupation, is regular relief: Provided....., observed..... (If any, explain in note.)
- 6. Department.....
- 7. Occupation.....
- 8. Pay roll for....., ending.....

12	13	14	15	16	17	18	19	20	21	22
(Leave vacant.)	Occupation term on pay roll.	Number.	Sex.	Days starts were made.	Hours worked.	Hours paid for.	Time rate.	Earnings.	(Leave vacant.)	(Leave vacant.)
.....	1.....									
.....	2.....									
.....	3.....									

A tentative list of establishments is selected for each State to be visited. An agent is then sent into a State with instructions as to the number of establishments and number of employees for which he is to get data. The agent is provided with a list of the most important occupations of the industry, and he is instructed to place the data for each selected occupation on a separate sheet so that the figures therefor may be tabulated separately. In order that the wage survey may cover the establishment as a whole, the occupations not of sufficient importance to be selected for a separate showing are all combined into a group designated as "Other employees."

In many establishments employing pieceworkers there is no record of the time worked by such employees, as the establishment is, for its own purpose, interested only in the amount of product and a consequent total earnings of the employee. The major point of interest, however, in the wage study is to determine what the employee earns when at work; the unit of measure is the average earnings per hour. To determine earnings per hour of pieceworkers it is necessary to know the hours worked in the pay period, and when any establishment does not have a record of the hours worked the agent arranges with the establishment to keep a record of the time worked in the pay period selected.

Form 4 is used in the establishment by a time clerk or other designated person in recording day by day the time worked by each pieceworker during the selected pay-roll period. The agent, or the establishment, totals the hours worked on this sheet. For convenience, the earnings may also be entered on this form.

Form 4.

(Establishment.) (City.) (State.) (Agent.)

UNITED STATES DEPARTMENT OF LABOR, BUREAU OF LABOR STATISTICS, WASHINGTON, D. C.

Record of time worked by pieceworkers during pay period ending....., 192

Please record on this sheet the time worked each day by each pieceworker to nearest quarter hour and hold the sheet until called for by an agent of the department. Short intervals of waiting for work are considered as time worked.

Check number or name of each pieceworker.	Occupation.	Sex.	Enter dates covered by pay roll.												Total Earn- hours. ing.
.....													
.....													
.....													

Form 5 gives general data relating to the establishment.

Form 5.

UNITED STATES DEPARTMENT OF LABOR, BUREAU OF LABOR STATISTICS, WASHINGTON.

RATES OF WAGES, SUPPLEMENTAL SHEET.

1. Industry.....
2. Name and address of establishment.....
3. Product.....
4. Person furnishing data.....
5. Pay-roll period covered.....
6. Total number of employees scheduled not counting duplications. Duplications may be estimated.....
7. Number of calendar days in operation in 12 months ending....., 192...
If departments differed, specify.....
8. Number of days closed in 12 months ending....., 192., by causes.....
9. Dates and amount of change in wage rates (or bonuses), or in hours, since April 1, 1920.....
10. What per cent has been paid extra for overtime since April 1, 1920, giving dates.....
11. Explain any bonus systems in operation since April 1, 1920, giving dates.....

The schedules relating to an establishment are examined as soon as they are received in the bureau, to determine if the agent has followed instructions and to see if there are any points in the agent's schedules that need explanation or further confirmation. If there is any doubt in the mind of the examiner the schedules are returned for further information or explanation.

After the schedules have been examined and approved, tables are prepared showing, by occupations and States, the number of establishments and employees covered, average earnings per hour and per week, average actual and full-time hours, classified earnings and hours, index numbers of earnings and hours, and other items of interest. Bulletins Nos. 288 and 299 are examples of final results of this work.

CHANGES IN THE COST OF LIVING.

Since 1918 the bureau has been publishing "Changes in the cost of living." At the beginning of this work prices were secured in a number of cities back to December, 1914, so that the tables bearing on this subject go back to that date for a beginning.

There are two essential features in this work. One is to find the differences from time to time in the prices or cost of the several articles entering into the usual family expenditures, and the other is to so "weight" the price of each article or group of articles, that it will have its proper effect on the cost of living as a whole. It is evident that the price of an overcoat will have greater weight in the family budget than the price of a pair of shoes or of a hat, but an overcoat will usually last several years, while most men purchase shoes and hats each year, so that the latter items may cost as much or more in the total than the former.

In order to have a basis for weighting, the bureau made an extensive study of the cost of living in 92 localities in the United States, covering more than 12,000 families. In this study, information was secured in great detail relating to the expenditures of the families for one year, grouped under food, clothing, housing, furniture and house furnishings, fuel and light, and miscellaneous items. The following schedule was used:

Form 6.

U. S. DEPARTMENT OF LABOR, BUREAU OF LABOR STATISTICS, WASHINGTON.

Agent.

COST OF LIVING IN THE YEAR ENDING

REQUIREMENTS.—1. The family must be that of a wage earner or salaried worker, but not of a person in business for himself. The families taken should represent proportionally the wage earners and the low or medium salaried families of the locality, both as between these two occupational classes and as between income groups. Take no family of a salaried worker earning above \$2,000; there is no limit as to a wage earner. 2. The family must have as a minimum both a husband and wife and at least one child who is not a boarder or lodger. 3. The family must have kept house in the locality for the entire year covered. 4. At least 75 per cent of the family income must come from the principal breadwinner or others who contribute all earnings to family fund. 5. All items of income or expenditure of members other than those living as boarders or lodgers must be obtainable. 6. The family may not have over three boarders or lodgers either outsiders or children living as such. 7. The family must have no subrental other than furnished rooms for lodgers. 8. Do not take slum or charity families or non-English speaking families who have been less than five years in the United States. Also see instructions.

- 1. Name of head of family.....
- 2. City and State.....
- 3. Street and number.....
- 4. White or colored ¹.....

5. Family, relation to husband.	6. Sex.	7. Age.	8. Wks. in home.	9. Industry and occupation, or status.	10. Mls. day.	11. Paid for B. & L.	12. Wks. empd.	13. Rate of wages.	14. Earnings.
a. Husband.....									
b. Wife.....									
c. Eldest child...									
d. Next child.....									
e. Next child.....									
f. Next child.....									
g.....									
h.....									
i.....									

¹ Place check over item.

15. Summary of income:
- a. Earnings of family..... \$
 - b. Board and lodging.....
 - c. Net from garden, chickens, etc.¹.....
 - d. Gifts: Money, food, clothing, etc.¹.....
 - e. Net from rents, interest, etc.¹.....
 - f. Fuel picked up.....
 - g. Other (specify).....
- h. Total.....

16. Summary of expenses:
- a. Food..... \$
 - b. Clothing.....
 - c. Housing—rent.....
 - d. Do.—on owned home.....
 - e. Fuel and light.....
 - f. Furniture and furnishings.....
 - g. Miscellaneous.....
- h. Total.....

17. Amount of surplus or deficit ¹.....
18. If surplus, how used. If deficit, how met.....

NOTE.—Every person living in the home any part of the year should be shown on the schedule. State age at birthday in year covered. Fill all columns except 11 for all persons contributing entire earnings, if any, and getting all support from the family fund. For children, parents, or others living as boarders and lodgers fill 5, 6, 7, 8, 10, and 11, and in 9 enter only B. & L., or B. or L. with inclusive dates of the period in the family. If any person occupies more than one status during the year, report for each condition by interlining above and bracketing. If any wage earner has two or more occupations report only the major occupation and industry in 9, but in 12 and 14 report for all occupations combined. If only one rate enter it in 13, but if more than one rate give approximate average. Items 12 and 13 must be approximately consistent with 14.

EXPENSES FOR FOOD DURING YEAR.

Report all articles bought, whether paid for or not, and the market value of food raised or received as a gift. Convert all units of quantity to unit stated in schedule. On blank lines specify other kinds of the article used and insert unit if not already stated. Except as indicated by a dash the quantity must be reported, exact or estimated.

Items.	Quantity.	Cost.	Items.	Quantity.	Cost.
19. Beef, fresh, steak..... lbs.			52. Fish, canned ⁶ lbs.		
20. do. roast..... lbs.			53. Other sea food, oysters..... qts.		
21. do. stew..... lbs.			54. do. ⁽⁹⁾		
22. do. lbs.			55. do. ⁽⁹⁾		
23. do. lbs.			56. Milk, not skimmed..... qts.		
24. Beef, salt, corned..... lbs.			57. do. skimmed..... qts.		
25. do. dried..... lbs.			58. do. condensed and evaporated..... lbs.		
26. Veal..... lbs.			59. Buttermilk..... qts.		
27. Pork, fresh..... lbs.			60. Cream..... qts.		
28. Pork, salt, bacon..... lbs.			61. Ice cream..... qts.		
29. do. ham and shoulder..... lbs.			62. Butter..... lbs.		
30. do. side, dry..... lbs.			63. Oleo..... lbs.		
31. do. side, pickled..... lbs.			64. Other butter substitutes ⁷ lbs.		
32. Mutton, chops..... lbs.			Vegetable cooking and table oils:		
33. do. roast..... lbs.			65. ⁽⁸⁾		
34. do. stew..... lbs.			66. ⁽⁸⁾		
35. do. lbs.			67. Cheese, ordinary American..... lbs.		
36. Poultry, hens..... lbs.			68. do. ⁽⁹⁾ lbs.		
37. do. lbs.			69. do. ⁽⁹⁾ lbs.		
Other meat (not canned):			70. Lard..... lbs.		
38. Sausage..... lbs.			71. do. compound..... lbs.		
39. Liver..... lbs.			72. do. substitutes ⁽¹⁰⁾ lbs.		
40. Soup bones.....			73. Eggs..... doz.		
41. ⁽²⁾ lbs.			74. Flour, wheat..... lbs.		
42. ⁽²⁾ lbs.			75. do. ⁽¹¹⁾ lbs.		
43. ⁽²⁾ lbs.			76. do. ⁽¹¹⁾ lbs.		
Canned and potted meats:			77. Corn meal..... lbs.		
44. ⁽³⁾ lbs.			78. Hominy or grits..... lbs.		
45. ⁽³⁾ lbs.			79. Corn starch..... lbs.		
46. Cooked meats, ham..... lbs.			Breakfast foods:		
47. do. ⁽⁴⁾ lbs.			80. ⁽¹²⁾ lbs.		
48. do. ⁽⁴⁾ lbs.			81. ⁽¹²⁾ lbs.		
49. Fish, fresh..... lbs.			82. ⁽¹²⁾ lbs.		
50. Fish, salt..... lbs.					
51. Fish, canned, salmon..... lbs.					

¹ Place check over item.
² Brains, heart, kidney, giblets, tripe, sweet breads, meat pudding, scrapple, pork roll, Taylor ham, pigs' feet, meat ends, tongue, veal loaf, game, etc.
³ Corned beef, ham, tongue, sausage, poultry, etc.
⁴ Corned beef, tongue, bologna, head cheese, etc.
⁵ Tuna, sardines, etc.
⁶ Crabs, lobsters, smelts, etc.
⁷ Nut margarine, troco, etc.
⁸ Olive oil, Wesson oil, Mazola, etc., report quantity, lbs., or qts., according to method of purchase.
⁹ Pimento, snappy, cream, cottage, Swiss, etc.
¹⁰ Crisco, Snowdrift, etc.
¹¹ Barley, rice, rye, graham, potato, etc.
¹² Rolled oats, Cream of Wheat, puffed rice, corn flakes, etc.

Items.	Quantity.	Cost.	Items.	Quantity.	Cost.
83. Bread, wheat, U. S. standard			Vegetables, fresh—Contd.		
84. do. (13)..... lbs.			125. Tomatoes..... lbs.		
85. do. (13)..... lbs.			126. Onions..... lbs.		
86. Rolls and buns..... lbs.			127. Corn..... doz.		
87. Crackers..... lbs.			128. Lettuce..... heads		
88. Cakes and cookies..... lbs.			129. Celery..... bunches		
89. Pies..... lbs.			130. (18).....		
90. Macaroni, spaghetti, noodles..... lbs.			131. (18).....		
91. Rice..... lbs.			132. (18).....		
92. Tapioca, sago..... lbs.			133. (18).....		
93. Sugar..... lbs.			134. (18).....		
94. Molasses, sirup, honey:			135. (18).....		
95. Candy..... lbs.			Vegetables, dried:		
96. Chocolate..... lbs.			136. Beans, navy..... lbs.		
97. Fruits, fresh, apples..... pks.			137. (19).....		
98. do. peaches..... pks.			138. (19).....		
99. do. bananas..... doz.			Vegetables, canned:		
100. do. lemons..... doz.			139. Beans, baked..... lbs.		
101. do. oranges..... doz.			140. Peas..... lbs.		
102. do. grapes..... lbs.			141. Corn..... lbs.		
103. do. berries..... qts.			142. Tomatoes..... lbs.		
104. do. (15).....			143. (20)..... lbs.		
105. do. (15).....			144. (20)..... lbs.		
106. do. (15).....			145. (20)..... lbs.		
107. Fruit, dried, apples..... lbs.			146. (20)..... lbs.		
108. do. prunes..... lbs.			147. (20)..... lbs.		
109. do. raisins..... lbs.			148. Gelatin..... lbs.		
110. do. (16)..... lbs.			149. Canned soup..... lbs.		
111. do. (16)..... lbs.			150. Tea..... lbs.		
112. Fruit, canned (17)..... lbs.			151. Coffee..... lbs.		
113. do. (17)..... lbs.			152. Coffee substitutes..... lbs.		
114. do. (17)..... lbs.			153. Cocoa..... lbs.		
115. do. (17)..... lbs.			154. Chowchow, pickles, olives, etc.....		
116. do. (17)..... lbs.			155. Baking powder, yeast, soda, etc.....		
117. Jellies, preserves, marmalades and fruit butters..... lbs.			156. Condiments and extracts (21).....		
118. Peanut butter..... lbs.			157. Soft drinks, fruit juices, etc.....		
Vegetables, fresh:			Other food:		
119. Potatoes, Irish..... lbs.			158. Nuts..... lbs.		
120. do. sweet and yams..... lbs.			159. (22).....		
121. Cabbage..... lbs.			160. (22).....		
122. Spinach and kale..... pks.			161. (22).....		
123. Peas..... pks.			162. Ice..... lbs.		
124. Beans, string..... pks.			163. Lunches and meals bought outside..... No.		
			164. Total cost of food.....		

13 Rye, graham, etc.
 14 Karo, maple, cane, sorghum, etc. Report quantity, lbs. or qts., according to method of purchase.
 15 Cherries, apricots, plums, pears, melons, grapefruit, figs, etc.
 16 Figs, pears, peaches, apricots, cherries, currants, etc.
 17 Berries, peaches, plums, cherries, apples, etc.
 18 Asparagus, carrots, okra, peppers, turnips, beets, cole slaw, sauerkraut, etc.
 19 Peas, corn, etc.
 20 String beans, beets, asparagus, sweet potatoes, okra, etc.
 21 Salt, pepper, spices, vinegar, salad dressing, catsup, etc.
 22 Include all food not enumerated elsewhere.

EXPENSES FOR HOUSING DURING YEAR.

If the family moved in the year, describe below the last house only, but give total expenses of housing for the year. A single house is a house occupied by one family only. A flat is a building in which each family occupies one whole floor, each flat usually having a separate entrance. An apartment is a building having living quarters for several families with two or more families to a floor, and usually a common entrance. Indicate classification by check, and insert figures where called for.

- 165. Type: A. Single house: Det. semidet. row..... end of row with windows in the side.....
- 166. B. Flat: Det. semidet. row..... end of row with windows in the side..... what floor.....
- 167. C. Apartment: What floor..... elevator..... outlook on front..... rear..... side..... two sides.....
- 168. Material: Brick..... frame.....
- 169. Interior: Plastered..... ceiled..... wall board.....
- 170. Rooms: Total number..... also pantry..... attic..... cellar..... bath room.....
- 171. Sanitation: Water inside..... in yard..... running water..... running hot water.....
- 172. Water closet inside..... outside..... privy..... sole use.....
- 173. Stationary laundry tubs..... sink..... sewer connection.....
- 174. Heat: Steam..... hot water..... hot air..... stove..... fireplace..... latrobe..... number of rooms equipped for heating.....
- 175. Light: Total windows..... number of sleeping rooms without outside windows..... number of other rooms without outside windows.....
- 176. Rent includes heat..... light..... hot water..... kitchen stove.....
- 177. Owned house would rent for..... per year.

CHANGES IN THE COST OF LIVING.

Rented home:		Owned home:	
178.	Rent for year.....\$	184.	Paid on principal.....\$
179.	185.	Paid on interest.....
180.	Repairs.....	186.	Taxes.....
181.	Water rent if separate from rent.....	187.	Special assessments.....
182.	188.	Repairs and improvements.....
	189.	Water rent.....
183.	Total.....	190.	Insurance.....
	191.
		192.	Total.....

EXPENSES FOR CLOTHING DURING YEAR.

For each article of clothing enter the *total* number of articles and *total* cost or value, and note the following conditions:

"Including....., material only, costing \$....." This appears where material is bought and made up by the family. The cost should include patterns, thread, and buttons.

"Including....., new, gift, valued at \$....." If elaborate and far beyond means of family, report useful value.

"Including....., secondhand, bought, costing \$....."

"Including....., secondhand, gift, valued at \$....." Estimate this value on the basis of what the secondhand clothing was considered worth to the family, taking into consideration condition and wearing quality.

If material was bought and hired made up, combine the cost without note. Do not include clothing of children or others who live as boarders or lodgers in the family, but include that of dependents. Include garments of mixed material under the chief material.

Items.	Husband.		Other males (insert age of each person as given on first page).							
			Age.....		Age.....		Age.....		Age.....	
	No.	Cost.	No.	Cost.	No.	Cost.	No.	Cost.	No.	Cost.
Headwear:										
193.	Hats, felt.....									
194.	do. straw.....									
195.	Caps.....									
Outergarments:										
196.	Suits: Wool.....									
197.	do. Cotton.....									
198.	Coats (separate).....									
199.	Pants (separate), wool.....									
200.	do. cotton.....									
201.	Overcoats.....									
202.	Mackinaws.....									
203.	Raincoats.....									
204.	Sweaters and jerseys.....									
205.	Cleaning, pressing and repairing.....	—	—	—	—	—	—	—	—	—
206.	Overalls.....									
207.	Jumpers.....									
Shirts (work or dress):										
208.	Cotton.....									
209.	Wool.....									
210.	Silk.....									
Underwear:										
211.	Undershirts, cotton....									
212.	do. wool.....									
213.	Drawers, cotton.....									
214.	do. wool.....									
215.	Union suits, cotton....									
216.	do. wool.....									
217.	Pajamas.....									
218.	Nightshirts.....									
Footwear:										
219.	Socks, cotton.....									
220.	do. wool.....									
221.	do. silk.....									
222.	Shoes, high.....									
223.	do. low.....									
224.	Shoe repairing.....	—	—	—	—	—	—	—	—	—
225.	Shoe shines.....									
226.	Rubber boots.....									
227.	House slippers.....									
228.	Spats and leggings.....									
229.	Rubbers.....									
230.	Arctics.....									
231.	Gloves and mittens, leather, dress.....									
232.	Gloves and mittens, leather, work.....									
233.	Gloves and mittens, cotton.....									

Items.	Husband.		Other males (insert age of each person as given on first page).							
			Age.....		Age.....		Age.....		Age.....	
	No.	Cost.	No.	Cost.	No.	Cost.	No.	Cost.	No.	Cost.
234. Gloves and mittens, wool.....										
235. Collars.....										
236. Ties.....										
237. Handkerchiefs.....										
238. Mufflers and scarfs.....										
239. Garters.....										
240. Belts.....										
241. Suspenders.....										
242. Umbrellas.....										
243. Pocketbooks.....										
244. Watches and jewelry.....	—		—		—		—		—	
Infants' wear (not specified above):										
245. Dresses.....										
246. Rompers.....										
247. Underwaists.....										
248. Petticoats.....										
249. Other infants' wear.....	—		—		—		—		—	
250. Other clothing (note if over \$5).....	—		—		—		—		—	
251. Total for males.....										

Items.	Wife.		Other females (insert age of each person as given on first page).							
			Age.....		Age.....		Age.....		Age.....	
	No.	Cost.	No.	Cost.	No.	Cost.	No.	Cost.	No.	Cost.
Headwear:										
252. Hats.....										
253. Veils.....										
254. Caps.....										
Outer garments:										
255. Suits, cotton.....										
256. do. wool.....										
257. do. silk.....										
258. Skirts, cotton.....										
259. do. wool.....										
260. do. silk.....										
261. Waists and blouses, cotton.....										
262. Waists and blouses, wool.....										
263. Waists and blouses, silk.....										
264. Dresses, cotton.....										
265. do. wool.....										
266. do. silk.....										
267. House dresses, bungalow aprons, wrappers.....										
268. Aprons.....										
269. Coats and cloaks, cotton.....										
270. Coats and cloaks, wool.....										
271. Raincoats.....										
272. Sweaters and jerseys, cotton.....										
273. Sweaters and jerseys, wool.....										
274. Sweaters and jerseys, silk.....										
275. Furs and boas.....										
276. Cleaning, pressing, and repairing.....	—		—		—		—		—	
Underwear:										
277. Petticoats, cotton.....										
278. do. wool.....										
279. do. silk.....										
280. Corsets.....										
281. Brassieres.....										
282. Corset covers and camisoles.....										

Items.	Wife.		Other females (insert age of each person as given on first page).								
			Age.....		Age.....		Age.....		Age.....		
	No.	Cost.	No.	Cost.	No.	Cost.	No.	Cost.	No.	Cost.	
Underwear—Continued.											
283. Combinations, cotton..											
284. do. silk.....											
285. Union suits, cotton.....											
286. do. wool.....											
287. do. silk.....											
288. Shirts, cotton.....											
289. do. wool.....											
290. do. silk.....											
291. Chemises, cotton.....											
292. do. silk.....											
293. Drawers, cotton.....											
294. do. wool.....											
295. do. silk.....											
296. Nightdresses, cotton.....											
297. do. silk.....											
298. Pajamas, cotton.....											
299. do. silk.....											
300. Kimonos (2*), cotton.....											
301. do. wool.....											
302. do. silk.....											
Footwear:											
303. Stockings, cotton.....											
304. do. wool.....											
305. do. silk.....											
306. Shoes, high.....											
307. do. low.....											
308. Shoe repairing.....	—		—		—		—		—		
309. Shoe shines.....											
310. House slippers.....											
311. Spats and gaiters.....											
312. Rubbers.....											
313. Arctics.....											
314. Gloves and mittens, kid..											
315. do. cotton.....											
316. do. wool.....											
317. do. silk.....											
318. Collars.....											
319. Collar and cuff sets.....											
320. Ties.....											
321. Ribbons.....	—		—		—		—		—		
322. Handkerchiefs.....											
323. Scarfs.....											
324. Garters.....											
325. Belts.....											
326. Hairpins, fancy combs, ornaments, nets, etc.....	—		—		—		—		—		
327. Sanitary supplies.....	—		—		—		—		—		
328. Umbrellas.....											
329. Parasols.....											
330. Hand bags and purses.....											
331. Watches and jewelry.....	—		—		—		—		—		
Infants' wear (not specified above):											
332. Rompers.....											
333. Underwaists.....											
334. Other infants' wear.....	—		—		—		—		—		
335. Other clothing (note if over \$5).....	—		—		—		—		—		
336. Total for females.....											

* Including bathrobes.

EXPENSES FOR FUEL AND LIGHT DURING YEAR.

Specify size of anthracite coal, and kinds of wood and gas. Interline, bracket and note fuel picked up and estimate value. Also see instructions.

Article.	Used for (✓)—			Quantity—express in unit here stated.	Cost including storing.
	Heat.	Cook.	Light.		
337. Coal, ant.....				tons of 2,000 lbs.....	
338. do. bit.....				do.....	
339. Coke.....				do.....	
340. Charcoal.....				do.....	
341. Wood.....				cords of 128 cu. ft.....	
342. do.....				do.....	
343. Gas.....				1,000 cu. ft.....	
344. Kerosene.....				gallons.....	
345. Gasoline.....				do.....	
346. Electricity.....				kilowatt hours.....	
347. Matches and candles.....				-----	
				348. Total.....	

EXPENSES FOR FURNITURE AND FURNISHINGS DURING YEAR.

For articles bought on installment, do not enter cost price but amount paid during year. For all other items enter expense incurred in year whether paid or not.

Items.	Quantity.	Cost.	Items.	Quantity.	Cost.
349. Carpets ⁽²⁴⁾			381. Carpet sweepers and vacuum cleaners.....		
350. Matting ⁽²⁴⁾			382. Mops.....		
351. Linoleum and floor oilcloth.....			383. Tablecloths, cotton.....		
352. Chairs and stools.....			384. do. linen.....		
353. Tables.....			385. Napkins, cotton.....		
354. Couches, davenports, sofas, settees.....			386. do. linen.....		
355. Bureaus, chiffoniers, dressing tables.....			387. Towels, cotton.....		
356. Writing desks.....			388. do. linen.....		
357. Bookcases and magazine racks.....			389. Table oilcloth.....		
358. Clocks.....			390. Lamps, lamp chimneys, gas mantles and electric bulbs.....		
359. Mirrors.....			Musical inst., records, rolls (specify):		
360. Pictures, frames and other ornaments.....			391.		
361. Hatracks, costumers and hall trees.....			392.		
362. Sideboards, buffets, china closets.....			393.		
363. Bedsteads.....			394. Window shades.....		
364. Bed springs.....			395. Screens, window and door.....		
365. Mattresses.....			396. Curtains, draperies, portières, sofa pillows.....		
366. Pillows.....			397. Laundry utensils, tubs.....		
367. Blankets.....			398. do. boilers.....		
368. Quilts and comforts.....			399. do. washboards.....		
369. Sheets.....			400. do. wringers.....		
370. Pillowcases.....			401. do. irons.....		
371. Spreads.....			402. do. washing machine.....		
372. Pitchers, washbowls, etc.....			403. do.		
373. Dishes and glassware.....			404. do.		
374. Knives, forks, spoons, etc.....			405. Toys, sleds, carts, etc.....		
375. Stoves, ranges, and heaters ⁽²⁵⁾			406. Baby carriages and gocarts.....		
376. Fireless cookers.....			407. Sewing machines.....		
377. Kitchen cabinets.....			408. Other furniture and furnishings.....		
378. Kitchen utensils (pots, pans, etc.).....			409. ⁽²⁶⁾		
379. Refrigerators.....			410. ⁽²⁶⁾		
380. Brooms and brushes.....			411. Total.....		

²⁴ Include rugs with carpets or matting according to material.

²⁵ Describe fully in note.

²⁶ Specify, as hammocks, jardinères, medicine cabinet, door mats, awning, etc.

MISCELLANEOUS EXPENSES DURING YEAR.

Items.	Cost.	Items.	Cost.
412. Insurance:		440. Books.....	\$
Life, Old line. Persons.....	\$	441. Postage.....	
Amt. ²⁷		442. School, tuition, children.....	
413. Life, Indus. Persons.....		443. do. books, do.....	
Amt. ²⁷		444. do. other expenses.....	
414. Life, Frat. Persons.....		445. School, all expenses of children away.....	
Amt. ²⁷		446. Sickness, physician, surgeon, oculist.....	
415. Life, Estab. Persons.....		447. do. medicine.....	
Amt. ²⁷		448. do. nurse.....	
416. Life..... Persons.....		449. do. hospital.....	
Amt. ²⁷		450. do. dentist.....	
417. Accident..... Persons.....		451. do. eyeglasses.....	
Amt. ²⁷		452. do.....	
418. Health..... Persons.....		453. Death, undertaker ²⁸	
Amt. ²⁷		454. do. cemetery ²⁸	
419. Personal property.....		455. Liquors, in or out of house.....	
420. Life, persons not in economic family ²⁸		456. Tobacco.....	
421. Church and other religious organizations.....		457. Personal property and poll tax.....	
422. Labor organizations.....		458. Income tax.....	
423. Lodges, clubs, societies ²⁹		459. Tools.....	
424. Charity.....		460. Laundry work sent out.....	
425. Patriotic contributions ³⁰		461. Cleaning supplies, soap.....	
426. Gifts outside family ³¹		462. do. soap powder and liquid.....	
427. Street car fare, rides to work.....		463. do. others.....	
428. do. do. to school.....		464. Barber work.....	
429. do. do. other.....		465. Toilet articles ³²	
430. Movies (number of tickets).....		466. do. preparations ³⁴	
431. Plays, concerts, lectures (number of tickets.....)		467. Telephone.....	
432. Dances.....		468. Moving.....	
433. Pool.....		469. Vehicles, bicycles ³⁵	
434. Other amusements.....		470. do. motor cycles ³⁵	
435. Excursions.....		471. do. automobiles ³⁵	
436. Vacation (out of city).....		472. Servant and day work wages.....	
437. Travel (not vacation).....		473. Other miscellaneous: (36)..... (36).....	
438. Newspapers (daily..... weekly..... other.....)		474. Total.....	
439. Magazines and periodicals.....			

²⁷ Also, if obtainable, note kind of policy.

²⁸ Children living as boarders and lodgers are not in the economic family.

²⁹ An organization whose object is mainly insurance should be counted insurance.

³⁰ War bonds and savings stamps are not expenses, but counted as money in hand for investment.

³¹ Gifts inside economic family are counted as ordinary family expense. More or less forced contributions outside family are considered gifts.

³² Show date of death in Column 9. Enter expenses for death outside family in 473.

³³ Brushes, combs, mirrors, tooth brushes, curling iron, manicure sets, razors and blades, etc.

³⁴ Toilet soap, tooth powder, cosmetics, shoe polish, etc.

³⁵ Including also supplies, repairs, and license.

³⁶ Specify items above \$5.

With this schedule, trained agents went into each of the 92 localities referred to above, and through personal visits to the homes of workingmen, where they interviewed the wives and other members of the family, they secured complete data relating to the income and expenditures of these families. The following form of table has been used in showing a summary of the results of this investigation.

**AVERAGE AMOUNT AND PER CENT OF EXPENDITURE PER ANNUM FOR THE PRINCIPAL GROUPS OF ITEMS OF COST OF LIVING OF FAMILIES
IN 92 INDUSTRIAL CENTERS, BY INCOME GROUPS.**

Income group.	Number of families.	Average persons in family.		Average yearly expenses per family for—						Total average yearly expenses per family.	Surplus.		Deficit.		Families having neither surplus nor deficit.	Av. surplus (+) or deficit (—) for group.
		Total.	Equivalent adult males.	Food.	Clothing.	Rent.	Fuel and light.	Furniture and furnishings.	Miscellaneous.		Families having—	Average amount.	Families having—	Average amount.		
Under \$900.....																
\$900 and under \$1,200.....																
\$1,200 and under \$1,500.....																
\$1,500 and under \$1,800.....																
\$1,800 and under \$2,100.....																
\$2,100 and under \$2,500.....																
\$2,500 and over.....																
Total.....																
PER CENT.																
Under \$900.....																
\$900 and under \$1,200.....																
\$1,200 and under \$1,500.....																
\$1,500 and under \$1,800.....																
\$1,800 and under \$2,100.....																
\$2,100 and under \$2,500.....																
\$2,500 and over.....																
Total.....																

Tables were also constructed showing the average quantity consumed per family of each of the articles mentioned in the family schedule or budget. To illustrate this the reader is referred to the table on page 22, showing the consumption of food.

These "consumption figures" are used in giving the proper "weights" to the several articles within a group of items, as will be explained further on.

Having provided a system of weighting, the next step is to secure information relating to the prices of the various items or articles entering into the usual family budget and their changes from time to time. The number of articles is so great that it is impracticable to get prices at frequent intervals on all the articles the average family buys, so the bureau has selected a number of the more important and representative articles of each of the six groups mentioned above and secures prices on these articles. As stated on page 23, it is believed that the articles so selected fairly represent all the articles in their respective groups, and that changes in the cost of living, based on changes in the cost of these articles, are very close to the actual changes experienced by the average family.

The manner of securing and computing food prices is described on page 21 under "Retail prices." All other prices except for coal, wood, gas, electricity, and dry goods (see page 27), are secured periodically by special agents of the bureau, who visit merchants, dealers, agents, etc., and get data directly from records. Form 7 is used for prices of male clothing, 8 for female clothing, 9 for rents, 10 for furniture and house furnishings, and 11 for miscellaneous items. These forms are used several consecutive times, each of the columns under "Retail prices in —" being used for a different date.

In selecting stores and establishments from which to secure prices every effort is made to get representative firms in various sections of the city which are patronized by workingmen's families.

Quotations are secured from four stores or establishments for each article, with a few exceptions, such as street-car fares, for instance, where, in the nature of things, not so many quotations can be obtained.

Data on rents are secured from 375 to 2,000 houses and apartments in each city. These houses are such as are occupied by representative workingmen's families.

Prices of clothing, furniture, etc., are secured through the personal visits of agents, rather than by correspondence, for two reasons: The articles in these groups are not standardized to the extent that articles of food are, neither can they be described so definitely as to be readily identified at all times. Besides this the grade or quality as well as the style of clothing, furniture, etc., is constantly changing, and substitutions frequently have to be made. It is absolutely essential to secure correct results that when such substitutions or changes must be made the articles substituted must be as nearly as possible of the same quality or grade as the original article. The experience of the bureau is that it is very difficult if not impossible to obtain satisfactory results in this work by correspondence. It requires the personal investigation and careful inquiry of a trained agent who thoroughly understands the work to secure the best results. Whenever substitutions have to be made, prices are secured on the article substituted for the previous price period as well as for the present, so that the figures will always be comparable.

Form 7.

Agent.

U. S. DEPARTMENT OF LABOR, BUREAU OF LABOR STATISTICS, WASHINGTON.

RETAIL PRICES OF CLOTHING FOR MALES.

1. Name of store..... 2. City..... 3. State.....
 4. Address..... 5. Name and position of informant.....

Article.	Description of article.	Unit.	Retail prices in—				
HATS AND CAPS.							
(S) Hats, straw.....						
Hats, felt.....						
Caps.....						
Caps, 12-year.....						
READY TO WEAR.							
(S) Suits.....						
(S) Trousers, cotton, 12-year.....						
(W) Suits.....						
(W) Overcoats.....						
(W) Trousers, wool, 12-year.....						
(W) Overcoats or mackinaws, 12-year.....						
Suits, wool, 12-year.....						
Overalls or work trousers.....						
UNDERWEAR AND STOCKINGS.							
(S) Union suits.....						
(S) Union suits, 12-year.....						
(W) Union suits.....						
(W) Union suits, 12-year.....						
Socks, cotton.....						
Stockings, cotton, 12-year.....						
FURNISHINGS.							
Shirts, cotton.....						
Nightshirts.....						
Collars.....						
Neckties.....						
Shirts, cotton, 12-year.....						
Nightshirts, 12-year.....						
Neckties, 12-year.....						
SHOES.							
Shoes, high.....						
Shoes, high, 12-year.....						
Rubbers.....						
SHOE REPAIRING.							
Whole soles and heels (sewed).....						
Half soles and heels (sewed).....						
Half soles and heels (sewed), 12-year.....						

INFORMANTS:

.....

Form 8.

U. S. DEPARTMENT OF LABOR, BUREAU OF LABOR STATISTICS, WASHINGTON.

Agent.

RETAIL PRICES OF CLOTHING FOR FEMALES.

1. Name of store 2. City 3. State
 4. Address 5. Name and position of informant

Article.	Description of article.	Unit.	Retail prices in—				
READY TO WEAR.							
(S) Skirts, cotton, wash						
(S) Waists, silk						
(W) Suits, wool						
(W) Coats, wool						
(W) Dresses, wool						
(W) Coats, wool, 6-year						
(W) Petticoats, not silk						
KNIT UNDERWEAR AND STOCKINGS.							
(S) Union suits						
(W) Union suits						
(W) Union suits, 6-year						
Underwaists, 6-year						
Stockings, cotton						
Stockings, cotton, 6-year						
MUSLIN UNDERWEAR.							
(S) Drawers, muslin, 6-year						
(S) Petticoats, muslin, 6-year						
(S) Nightgowns, muslin, 6-year						
(S) Petticoats, muslin						
(W) Nightgowns, 6-year						
(W) Petticoats or bloomers, 6-year						
Combinations, etc., muslin						
Nightgowns, muslin						
Corset covers						
CORSETS.							
Corsets						
Brassieres						
HOUSE DRESSES.							
House dresses						
Kimonos						
SHOES.							
(S) Shoes, low						
(S) Shoes, low, 6-year						
(W) Shoes, high						
(W) Shoes, high, 6-year						
Rubbers						
Rubbers, 6-year						
DRESS GOODS.							
Voile	Yd.					
Organdie	Yd.					
Gingham	Yd.					
Apron gingham	Yd.					
Serge	Yd.					
SHOE REPAIRING.							
Half soles and heels (sewed)						
Rubber heels						

INFORMANTS:

.....

Form 9.

Agent.

U. S. DEPARTMENT OF LABOR, BUREAU OF LABOR STATISTICS, WASHINGTON, D. C.

COST OF RENTS.

1. Name of firm..... 2. City..... 3. State.....
 4. Address..... 5. Name of person furnishing information.....

Street and number.	House, flat, or apt. ¹	No. of rooms. ²	Rent per month in—					
1.....								
2.....								
3.....								

¹ A house is a building occupied by a single family.
 A flat is a building in which each family occupies a whole floor.
 An apartment is a building having living quarters for two or more families on a floor.
 If flat or apartment, state on which floor.
² Include all rooms usable for living purposes, but exclude bath, pantry, storage attic, and storage cellar.

Form 10.

Agent.

U. S. DEPARTMENT OF LABOR, BUREAU OF LABOR STATISTICS, WASHINGTON, D. C.

RETAIL PRICES OF FURNITURE AND HOUSE FURNISHINGS.

1. Name of store..... 2. City..... 3. State.....
 4. Address..... 5. Name and position of informant.....

Report prices for a grade generally purchased by families of workmen, the same grade throughout the period. State the unit, as each, half dozen, etc. Give description of article as complete as possible. Avoid special day or season sales.

Article.	Description of article.	Unit.	Retail prices in—					
Rugs, wool.....								
Rugs, grass.....								
Linoleums.....								
Chairs, living room.....								
Chairs, dining.....								
Tables, library or living room.....								
Tables, dining.....								
Tables, kitchen.....								
Couches (sanitary or bed).....								
Dressers.....								
Chiffoniers.....								
Buffets.....								
China closets.....								
Bedsteads.....								
Bed springs.....								
Mattresses.....								
Baby carriages.....								
Gocarts.....								
Pillow cases.....								
Sheets.....								
Tablecloths, cotton.....								
Napkins, cotton.....								
Towels, cotton.....								
Blankets, cotton.....								
Blankets, wool.....								
Comforts.....								
Table oilcloths.....								
Cook stoves; coal, wood, gas, or oil.....								
Heating stoves; coal, wood, gas, or oil.....								
Carpet sweepers.....								
Brooms.....								
Pianos.....								
Talking machines.....								
Sewing machines.....								
Refrigerators.....								

Form 11.

Agent.

U. S. DEPARTMENT OF LABOR, BUREAU OF LABOR STATISTICS, WASHINGTON, D. C.

RETAIL PRICES OF MISCELLANEOUS ITEMS.

1. Name of est. 2. City 3. State
 4. Address 5. Name and position of informant

Item.	Unit.	Price in—				
Street car: Regular fare, adult.....	1					
Movies: First floor, week night, adult.....	1					
Newspaper: Daily on street.....	1					
Sunday on street.....	1					
Doctor: Office visit, usual charge.....	1					
House visit, usual charge.....	1					
Obstetrical case, usual charge.....	1					
Medicine: Calomel tablets, 1/4 grain.....	1 doz.					
Aspirin tablets, 5-grain.....	1 doz.					
Castor oil.....	2 oz.					
Quinine pills.....	1 doz.					
Standard prescription, liquid.....	2 oz.					
Standard prescription, liquid.....	4 oz.					
Standard prescription, capsule or pill, 3-grain mixture.	1 doz.					
Hospital: Pay ward.....	Week.					
Dentist: Filling, usual charge.....	1					
Crown, usual charge.....	1					
Plate, full upper, usual charge.....	1					
Spectacles: Gold-filled rims, flat spherical lens.....	1					
Single separate lens.....	1					
Laundry: Men's stiff collars.....	1					
Men's shirts, soft cuffs attached.....	1					
Sheets.....	1					
Turkish towels.....	1					
Flat work.....	Lb.					
Cleaning supplies:						
Soap.....	Oz.					
Laundry soap (6 to 12 oz.).....	Oz.					
Soap powder (8 to 16 oz.).....	Oz.					
Cleaning powder (14 to 18 oz.).....	Oz.					
Barber: Shave.....	1					
Hair cut.....	1					
Toilet articles and preparations:						
Tooth brush.....	1					
Toilet soap.....	Oz.					
Shaving soap or cream.....	Oz.					
Tooth powder or paste.....	Oz.					
Talcum powder.....	Oz.					
Vaseline (1 to 2 oz.).....	Oz.					
Telephone: Residence.....	Month.					
Tobacco: Cigar.....						
Cigarettes.....						
Cigarette tobacco (1 to 2 oz.).....	Oz.					
Pipe tobacco (1 to 2 oz.).....	Oz.					
Plug tobacco (1 to 3 1/2 oz.).....	Oz.					
Kerosene.....	Gallon.					

The following table is given to illustrate the method of working up and applying the prices after they are received in the bureau.

This table shows the changes in the cost of four articles of furniture and house furnishings in a certain city from March to June, 1922. Taking the first article in the table, bedsteads, it will be noted that the quantity weighting is 0.2, that is the families that were interrogated in this city purchased an average of 0.2 of a bedstead in a year. The four quotations of prices for this article aggregated \$85.25 in March and \$81.25 in June, the average price being \$21.31 per bedstead in March, and \$20.31 in June. These average prices multiplied by the quantity weighting, 0.2, gives \$4.26 for March, and \$4.06 for June; that is, the average cost of the number of bedsteads purchased by the average family in a year was \$4.26 in March, and \$4.06 in June. Each article on the list is treated in the same way, and the results added, showing that the total cost of the average number of these articles of furniture purchased by a family each year was \$17.94 in March, and \$17.46 in June. Taking the March cost as a base or 100 per cent, the June cost was 97.0 per cent, a decrease of 3 per cent. The data for all furniture and for the other groups of items—food, clothing, etc.—are worked up in the same manner.

FURNITURE AND HOUSE FURNISHINGS.

Article.	Quantity weighting.	Prices.		Weighted cost.	
		March, 1922.	June, 1922.	March, 1922.	June, 1922.
Bedsteads.....	0.2	\$14.75 29.50 28.50 12.50	\$14.75 29.50 24.50 12.50		
Total (4 quotations).....		85.25	81.25		
Average.....		21.31	20.31	\$4.26	\$4.06
Bed springs.....	.2	16.25 8.50 8.50 21.50	14.50 8.50 8.50 21.50		
Total (4 quotations).....		54.75	53.00		
Average.....		13.69	13.25	2.74	2.65
Mattresses.....	.3	10.75 12.00 13.50 25.00	9.75 12.00 13.50 25.00		
Total (4 quotations).....		61.25	60.25		
Average.....		15.31	15.06	4.59	4.52
Baby carriages.....	.2	32.00 32.50 25.00 37.50	32.00 32.50 25.00 35.00		
Total (4 quotations).....		127.00	124.50		
Average.....		31.75	31.13	6.35	6.23
Total.....				17.94	17.46
Per cent.....				100.0	97.0
Per cent decrease, March to June.....					3.0

Having ascertained the changes in the cost of the several groups of items, it remains to "weight" these results according to their relative importance in the family budget. To illustrate this part of the work the following table is used:

Groups of items. 1.	Increase from January to May (per cent). 2.	Weight of group (per cent). 3.	Resultant effect on cost of living (per cent). 4.
Food.....	3.4	38.2	1.3
Clothing.....	6.3	16.6	1.0
Rent.....	4.0	13.4	.5
Fuel and light.....	3.6	5.3	.2
Furniture, etc.....	3.2	5.1	.2
Miscellaneous.....	5.8	21.3	1.2
Total.....			4.4

Let us assume that it has been ascertained that the changes in the cost of the respective groups of items between two given dates have been indicated in column 2 of the table; that is, the cost of food has increased 3.4 per cent, clothing 6.3 per cent, etc. The figures in column 3 are taken from the summaries of the study mentioned on page 13. If the cost of food increased 3.4 per cent, and the cost of food constitutes 38.2 per cent of the family expenditure, then 38.2 per cent of 3.4 (3.4 multiplied by 0.382) will give 1.3 per cent, the resultant effect on the cost of living; that is if the cost of food increased 3.4 per cent, and the cost of other items remained unchanged, the cost of living would be increased 1.3 per cent. In the same way the effect of the changes in the other groups are ascertained, and the results added. This gives 4.4 per cent as the total increase in the cost of living during the period under consideration.

RETAIL PRICES.

For several years the bureau has collected and published data relating to retail prices of food. Beginning in 1915 summaries or abstracts of these data have been published monthly in the Monthly Labor Review, fuller reports being published annually in a bulletin.

With several changes from time to time in the number of articles and in the number of cities represented, prices are now secured for 43 articles in each of the following 51 cities:

- | | | |
|-------------------|---------------------|-----------------------|
| Atlanta, Ga. | Indianapolis, Ind. | Peoria, Ill. |
| Baltimore, Md. | Jacksonville, Fla. | Philadelphia, Pa. |
| Birmingham, Ala. | Kansas City, Mo. | Pittsburgh, Pa. |
| Boston, Mass. | Little Rock, Ark. | Portland, Me. |
| Bridgeport, Conn. | Los Angeles, Calif. | Portland, Oreg. |
| Buffalo, N. Y. | Louisville, Ky. | Providence, R. I. |
| Butte, Mont. | Manchester, N. H. | Richmond, Va. |
| Charleston, S. C. | Memphis, Tenn. | Rochester, N. Y. |
| Chicago, Ill. | Milwaukee, Wis. | St. Louis, Mo. |
| Cincinnati, Ohio. | Minneapolis, Minn. | St. Paul, Minn. |
| Cleveland, Ohio. | Mobile, Ala. | Salt Lake City, Utah. |
| Columbus, Ohio. | Newark, N. J. | San Francisco, Calif. |
| Dallas, Tex. | New Haven, Conn. | Savannah, Ga. |
| Denver, Colo. | New Orleans, La. | Scranton, Pa. |
| Detroit, Mich. | New York, N. Y. | Seattle, Wash. |
| Fall River, Mass. | Norfolk, Va. | Springfield, Ill. |
| Houston, Tex. | Omaha, Nebr. | Washington, D. C. |

In a study of the cost of living made by the bureau in 1918-19, inquiry was made as to the quantity of different articles of food consumed by the average family. The following table shows a list of these articles and the quantity of each consumed per family in one year:

QUANTITY OF SPECIFIED ARTICLES OF FOOD CONSUMED IN ONE YEAR BY WORKINGMEN'S FAMILIES.

[The unit of quantity is the pound unless otherwise stated.]

Article.	Average quantity consumed per family in one year.	Article.	Average quantity consumed per family in one year.
Meats:		Grain products—Continued.	
Beef, fresh, steak.....	66.1	Macaroni, spaghetti, and noodles....	20.6
Beef, fresh, roast.....	59.9	Rice.....	32.1
Beef, fresh, stew.....	44.7	Pies.....	4.0
Beef, fresh, other.....	15.5	Tapioca and sago.....	1.5
Beef, salt, corned.....	6.1	Sugar.....	146.0
Beef, salt, dried.....	1.2	Molasses, sirup, and honey.....	33.2
Veal.....	16.2	Candy.....	10.5
Pork, fresh.....	40.5	Chocolate.....	1.1
Pork, salt, bacon.....	17.0	Fruits, fresh:	
Pork, salt, ham and shoulder.....	19.9	Apples.....peck.....	16.8
Pork, salt, side, dry.....	7.7	Peaches.....do.....	2.6
Pork, salt, side, pickled.....	2.5	Bananas.....dozen.....	10.0
Mutton, chops.....	5.0	Lemons.....do.....	4.2
Mutton, roast.....	6.2	Oranges.....do.....	6.4
Mutton, stew.....	6.1	Grapes.....do.....	16.1
Mutton, other.....	.1	Berries.....quart.....	12.3
Poultry, hens.....	23.4	Cantaloupe.....each.....	5.7
Poultry, other.....	3.1	Watermelon.....do.....	1.9
Sausage.....	16.5	Other.....	32.8
Liver.....	8.9	Fruits, dried:	
Kidney.....	.8	Apples.....	1.1
Other meat, not canned.....	5.6	Prunes.....	10.2
Beef, canned.....	.5	Raisins.....	9.3
Pork, canned.....	.3	Peaches.....	1.8
Ham, cooked.....	7.4	Other.....	1.6
Tongue, cooked.....	.1	Fruits, canned:	
Other meat, cooked.....	11.6	Peaches.....	4.0
Sea food:		Pineapple.....	2.2
Fish, fresh.....	31.4	Other.....	1.9
Fish, salt.....	4.4	Jellies, preserves, marmalades, etc.....	5.4
Fish, canned, salmon.....	8.8	Peanut butter.....	3.6
Fish, canned, other.....	1.5	Vegetables, fresh:	
Oysters.....quart.....	2.4	Potatoes, Irish.....	691.2
Other sea food.....	1.5	Potatoes, sweet and yams.....	51.3
Milk and milk products:		Cabbage.....	62.3
Milk, not skimmed.....quart.....	324.0	Spinach and kale.....peck.....	2.1
Milk, skimmed.....do.....	2.0	Peas.....do.....	1.6
Milk, condensed or evaporated.....	62.2	Beans, string.....do.....	4.9
Buttermilk.....quart.....	37.6	Tomatoes.....do.....	99.1
Cream.....do.....	1.5	Onions.....do.....	65.0
Ice cream.....do.....	6.2	Corn.....dozen.....	7.8
Butter.....	67.5	Lettuce.....head.....	28.0
Cheese, ordinary American.....	12.0	Celery.....bunch.....	8.3
Cheese, other.....	2.7	Beets.....	18.8
Oleomargarine.....	16.7	Carrots.....	27.7
Other butter substitutes.....	4.5	Turnips.....	19.4
Vegetable cooking and table oils.....	3.2	Sauerkraut.....	2.0
Lard.....	36.6	Asparagus.....bunch.....	1.5
Lard compound.....	13.3	Other.....	26.8
Lard substitutes.....	10.2	Vegetables, dried:	
Eggs.....dozen.....	61.2	Beans.....	23.0
Grain products:		Peas.....	3.3
Flour, wheat.....	260.1	Other.....	10.5
Flour, rye.....	7.7	Vegetables, canned:	
Flour, other.....	36.9	Beans, baked.....	6.3
Corn meal.....	69.4	Peas.....	9.7
Hominy or grits.....	9.0	Corn.....	10.2
Cornstarch.....	4.5	Tomatoes.....	34.0
Breakfast foods—		Asparagus.....	.3
Wheat.....	6.2	Other.....	2.3
Corn.....	5.9	Gelatin.....	1.1
Oats.....	39.6	Canned soup.....	4.8
Other.....	.7	Tea.....	6.6
Bread, wheat.....	396.7	Coffee.....	38.9
Bread, rye.....	32.5	Coffee substitute.....	.7
Bread, other.....	5.0	Cocoa.....	4.6
Rolls and buns.....	18.9	Nuts.....	4.2
Crackers.....	15.3	Other foods.....	1.2
Cakes and cookies.....	15.5	Lunches.....number.....	57.2

It is impracticable to secure prices of all of these articles every month. From this list, however, 43 of the more important and representative articles have been selected to represent food in the bureau's retail price work. It is believed that the prices and the changes in the prices of these articles fairly represent conditions in the cost of food as a whole.

The following three forms show the articles for which prices are secured and at the same time show the manner in which the prices are collected. These schedules are made up in book form, each book containing 12 sheets, one for each month. These books are sent out early in January to merchants and dealers with whom arrangements have previously been made by an agent of the bureau to furnish the prices. It is the aim to get quotations from 15 to 25 grocers and meat dealers in each city on Form 12 and a smaller number of quotations from bakers and dairymen for bread and milk on Forms 13 and 14, respectively.

Form 12.

RETAIL PRICES FOR THE UNITED STATES BUREAU OF LABOR STATISTICS.

.....
 [Name of firm.]

 [No.] [Street.] [City.] [State.]

 [Name of person furnishing information.]

Please enter prices on the date indicated below. Detach the sheet and mail it in one of the accompanying envelopes to the "Commissioner of Labor Statistics, Washington, D. C."

PRICE FEBRUARY 15, 1922.

[Only one price on each article is desired.]

Article.	Price.	Article.	Price.
Sirloin steak, best cut..... per lb..		Rolled oats..... per pkg..	
Round steak, best cut..... per lb..		[Enter brand.] [Enter weight.]	
Rib roast, bone in, best cut..... per lb..		Corn flakes..... per 8-oz. pkg..	
Chuck roast, bone in, best cut..... per lb..		[Enter brand.]	
Plate boiling beef (not corned), best cut		Wheat cereal..... per 28-oz. pkg..	
per lb..... per lb..		Macaroni..... per pkg..	
Pork chops, loin, best..... per lb..		[Enter brand.] [Enter weight.]	
Bacon, clear, smoked, sliced..... per lb..		Rice, whole..... per lb..	
Ham, smoked, sliced..... per lb..		[Enter description of grade.]	
Leg of lamb, yearling..... per lb..		Beans, small, white navy, hand-picked	
Hens, year or more old, dressed, not		per lb..... per lb..	
drawn..... per lb..		Potatoes, Irish (or white)..... per pk..	
Salmon, red Alaska..... per 1-lb. can..		Onions, yellow..... per lb..	
Salmon, pink Alaska..... per 1-lb. can..		Cabbage..... per lb..	
Milk, evaporated (unsweetened)		Beans, baked..... per 20-oz. (No. 2) can..	
per 16-oz. can..... per lb..		Corn, standard..... per 20-oz. (No. 2) can..	
[Enter brand.]		[Enter Maine or other.]	
Butter, creamery, extra..... per lb..		Peas, standard..... per 20-oz. (No. 2) can..	
[Enter "Tab" or "Print."]		Tomatoes, standard..... per 20-oz. (No. 2) can..	
Oleomargarine, best uncolored..... per lb..		Sugar, granulated..... per lb..	
Nut margarine, vegetable..... per lb..		Tea, bulk..... per lb..	
Cheese, American, full cream..... per lb..		[Enter kind.]	
Lard, pure, loose..... per lb..		Coffee..... per lb. pkg..	
Vegetable lard substitute..... per		[Enter kind.]	
lbs..... per doz..		Prunes, California..... per lb..	
[Enter weight.]		[Enter size.]	
Eggs, strictly fresh, near-by..... per doz..		Raisins, seeded..... per pkg..	
Eggs, fresh..... per doz..		[Enter brand.] [Enter weight.]	
Eggs, storage..... per doz..		Bananas..... per doz..	
Wheat flour..... per ½-bbl. bag..		Oranges..... per doz..	
[Enter brand.]		[Enter size.]	
Corn meal..... per lb..			

Remarks:

Enter under "Remarks" the cause of any change in weight or of any advance or decline in the price since the middle of last month.

Continue remarks on the back of this sheet, if necessary.

Form 13.

BREAD WEIGHTS AND RETAIL PRICES.

.....
 [Name of firm.]

 [No.] [Street.] [City.] [State.]

 [Name of person furnishing information.]

PRICE FEBRUARY 15, 1922.

Name of loaf.	Retail price per loaf.	Scaling weight per loaf.	Baked weight (cold) per loaf.
	Cents.	Ounces.	Ounces.

Remarks:
 Enter under "Remarks" the cause of any change in weight or of any advance or decline in the price since the middle of last month.
 Continue remarks on the back of this sheet, if necessary.

Form 14.

RETAIL PRICES.

.....
 [Name of firm.]

 [No.] [Street.] [City.] [State.]

 [Name of person furnishing information.]

PRICE FEBRUARY 15, 1922.

Article.	Price.
Milk, fresh, delivered, bottled..... per qt. <small>[Enter "P" if pasteurized; "R" if raw.]</small>	
Butter, creamery, extra..... per lb. <small>[Enter "Tub" or "Print."]</small>	
Eggs, strictly fresh, near-by..... per doz.	
Eggs, fresh..... per doz.	
Eggs, storage..... per doz.	
Hens, year or more old; dressed, not drawn..... per lb.	

Remarks:
 Enter under "Remarks" the cause of any material advance or decline in the price of any article since the middle of last month.
 Continue remarks on the back of this sheet, if necessary.

From the prices that are received from month to month the bureau computes an average price for each article in each city and for the 51 cities combined, and also computes relative prices or index numbers. These index numbers are percentages in which the average prices for the year 1913 are taken as the base, or 100 per cent, upon which the percentages for other dates are computed. In working the index numbers including all articles for a city or for the United States as a whole, the prices are weighted by the average family consumption as shown by the table on page 22.

The following form of table is used to show the results of this work. The table on page 26 shows how the index numbers are presented.

AVERAGE RETAIL PRICES OF SPECIFIED FOOD ARTICLES AND PER CENT OF INCREASE OR DECREASE APRIL 15, 1922, COMPARED WITH APRIL 15, 1921, AND MARCH 15, 1922.

Article.	Unit.	Average retail price on--			Per cent of increase (+) or decrease (-) Apr. 15, 1922, compared with--	
		Apr. 15, 1921.	Mar. 15, 1922.	Apr. 15, 1922.	Apr. 15, 1921.	Mar. 15, 1922.
Sirloin steak	Pound	<i>Cents.</i>	<i>Cents.</i>	<i>Cents.</i>		
Round steak	do					
Rib roast	do					
Chuck roast	do					
Plate beef	do					
Pork chops	do					
Bacon	do					
Ham	do					
Lamb	do					
Hens	do					
Salmon, canned, red	do					
Milk, fresh	Quart					
Milk, evaporated	15-16 oz. can					
Butter	Pound					
Oleomargarine	do					
Nut margarine	do					
Cheese	do					
Lard	do					
Vegetable lard substitute	do					
Eggs, strictly fresh	Dozen					
Bread	Pound					
Flour	do					
Corn meal	do					
Rolled oats	do					
Corn flakes	8-oz. package					
Wheat cereal	28-oz. package					
Macaroni	Pound					
Rice	do					
Beans, navy	do					
Potatoes	do					
Onions	do					
Cabbage	do					
Beans, baked	No. 2 can					
Corn, canned	do					
Peas, canned	do					
Tomatoes, canned	do					
Sugar, granulated	Pound					
Tea	do					
Coffee	do					
Prunes	do					
Raisins	do					
Bananas	Dozen					
Oranges	do					
All articles combined						

INDEX NUMBERS SHOWING CHANGES IN THE RETAIL PRICES OF THE PRINCIPAL ARTICLES OF FOOD IN THE UNITED STATES BY YEARS, 1907 TO 1921, AND BY MONTHS FOR 1921 AND 1922.

[Average for year 1913=100.]

Year and month.	Sirloin steak.	Round steak.	Rib roast.	Chuck roast.	Plate beef.	Pork chops.	Bacon.	Ham.	Lard.	Hens.	Eggs.	Butter.	Cheese.	Milk.	Bread.	Flour.	Corn meal.	Rice.	Potatoes.	Sugar.	Coffee.	Tea.	All articles combined.	
1907.....	71	68	76	74	74	76	81	81	84	85	87	95	88	105	105	82	
1908.....	73	71	78	76	77	78	80	83	86	86	90	102	92	111	108	84	
1909.....	77	74	81	83	83	82	90	89	93	90	91	109	94	112	107	89	
1910.....	80	78	85	92	95	91	104	94	98	94	95	108	95	101	109	93	
1911.....	81	79	85	85	91	89	88	91	94	88	96	102	94	130	117	92	
1912.....	91	89	94	91	91	91	94	93	99	98	97	105	102	135	115	98	
1913.....	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100
1914.....	102	106	103	104	104	105	102	102	99	102	102	94	104	100	113	104	105	101	108	108	100	100	102.	
1915.....	101	103	101	101	100	96	100	97	93	97	99	93	105	99	125	126	108	104	89	120	101	100	101	
1916.....	108	110	107	107	106	108	106	109	111	111	109	103	117	102	130	135	113	105	159	146	100	100	114	
1917.....	124	130	126	131	130	152	152	142	175	134	139	127	150	125	164	211	192	119	253	169	101	107	146	
1918.....	153	165	155	166	170	186	196	178	211	177	165	151	162	156	175	203	227	148	188	176	102	119	168	
1919.....	164	174	164	169	167	201	205	199	234	193	182	177	193	174	179	218	213	174	224	205	145	129	186	
1920.....	172	177	168	164	151	201	194	206	187	210	197	183	188	188	205	245	217	200	371	353	158	135	203	
1921: Av. for year.....	153	154	147	133	118	166	158	181	114	186	148	135	154	164	177	176	150	109	182	145	122	128	153	
January.....	159	163	157	148	140	171	171	180	141	200	229	159	175	183	193	203	173	176	176	176	129	133	172	
February.....	151	153	148	138	129	156	166	179	131	201	139	148	174	173	189	197	167	121	153	162	126	131	158	
March.....	154	157	152	141	130	168	155	181	124	203	121	150	176	171	188	194	160	113	147	176	125	131	156	
April.....	157	160	154	140	127	177	164	183	116	202	99	145	169	167	184	179	153	106	135	176	123	129	152	
May.....	158	160	153	138	124	167	161	181	106	194	97	111	143	162	177	173	150	101	129	153	121	129	145	
June.....	157	160	151	135	117	162	159	182	103	181	101	105	133	160	175	179	150	101	159	142	120	126	144	
July.....	158	161	148	129	109	163	160	190	106	182	122	122	133	157	173	176	147	100	200	129	120	127	148	
August.....	157	160	147	130	112	181	162	197	115	183	138	134	148	161	173	173	150	101	247	136	119	127	155	
September.....	153	154	144	128	110	179	159	191	113	179	146	132	148	158	171	170	147	103	235	133	119	127	153	
October.....	147	148	139	124	109	171	153	180	109	175	171	139	149	160	170	164	143	107	206	125	119	127	153	
November.....	141	139	135	120	106	152	147	170	105	168	201	139	151	161	166	155	140	108	188	122	119	127	152	
December.....	139	138	135	120	106	145	143	165	101	168	204	136	149	158	163	152	137	107	182	118	119	124	150	
1922:																								
January.....	139	136	135	119	106	137	139	164	97	173	145	118	149	153	157	148	130	107	194	113	120	125	142	
February.....	139	135	134	118	106	140	140	173	101	173	140	120	149	148	154	155	130	107	194	116	119	125	142	
March.....	141	138	136	121	107	149	144	185	109	177	92	120	149	146	155	161	130	107	182	118	119	124	139	
April.....	143	141	138	122	107	157	147	188	107	177	92	118	145	143	155	161	130	108	171	122	120	124	139	

Form 18.

U. S. DEPARTMENT OF LABOR, BUREAU OF LABOR STATISTICS, WASHINGTON.

RETAIL PRICES ON.....

The bureau requests the retail price on of the articles listed below. Neither special sale, leader prices, nor prices on mill ends or seconds should be quoted.

Calico:

American—			
Light.....	per yard	\$.
Dark.....	do.	
Simpson—			
Light.....	do.	
Dark.....	do.	
Merrimack—			
Light.....	do.	
Dark.....	do.	
Manchester—			
Light.....	do.	
Dark.....	do.	
Percale, 36-inch:			
Punjab.....	do.	
Manchester.....	do.	
Pacific.....	do.	
Windsor cretonne.....	do.	
Rumson cretonne.....	do.	
Premier (Windsor).....	do.	

WHOLESALE PRICES.

Wholesale prices in representative markets of the country are collected each month by the bureau for a large number of commodities. In some instances prices for a particular grade or quality of an article of special importance are obtained in several different localities in order to show the influence of local conditions. In other instances prices for several different grades of an important article are obtained in the same locality. In both cases each quotation is counted as a commodity. Of 450 commodities, or series of quotations, now included in the compilation, 404 are used in constructing the series of weighted index numbers.

A majority of the price quotations used are obtained from standard trade journals. This applies particularly to articles classed as farm products, foods, metals, and chemicals and drugs. In most instances weekly prices are taken. These are transferred to cards (Form 19) on which spaces are provided for the source of the price quotations, the serial number of the article, the group to which it belongs in the bureau's classification, the unit and day of week quoted, and the description of the article. Each card contains a year's record, average and relative prices for each month and for the year being shown, together with the 1913 basic price, in addition to the detailed weekly prices.

A list of the publications from which prices are extracted follows:

- American Contractor.
- Black Diamond.
- Boston Chamber of Commerce Weekly Market Report.
- Chicago Daily Drivers Journal.
- Chicago Dairy Produce.
- Coal Age.
- Coal Trade Journal.

trade bodies. In collecting these a blank form (Form 21) is mailed each month to the firm supplying information. This form carries sufficient preceding price data to make identification certain and to insure the comparability of the information. In addition to the statement of first-of-month prices, spaces are provided on the lower part of the sheet for a record of price changes during the month. In this way an average price for the month, based on the actual number of days each price was in effect, can be computed. Accompanying the blank each time in lieu of a letter is a printed card (Form 20) containing the request and stating the period for which prices are desired.

Form 20.

U. S. DEPARTMENT OF LABOR, BUREAU OF LABOR STATISTICS.

Washington,

GENTLEMEN:

I shall be greatly obliged if you will furnish me, at your earliest convenience, your statement of wholesale prices for the period named below. The inclosed envelope, which requires no postage, may be used for the return of the sheet bearing this information.

Very truly yours,

.....
Commissioner of Labor Statistics.

Prices are desired for

Form 21.

No.

U. S. DEPARTMENT OF LABOR, BUREAU OF LABOR STATISTICS, WASHINGTON.

Firm:
 Street:
 City and State:
 Person supplying information:
 Article:

	Jan.	Feb.	Mar.	Apr.	May.	June.	July.	Aug.	Sept.	Oct.	Nov.	Dec.
	Please indicate only first of month prices in these columns.											

Price to..... Discount:

Please indicate price changes during month below.

Date.	New price.	Date.	New price.
.....
.....

For office records, the information furnished by manufacturers is transcribed on Form 22.

Form 22.

U. S. DEPARTMENT OF LABOR, BUREAU OF LABOR STATISTICS.

MONTHLY WHOLESALE PRICES.

Company..... No.....
 Individual..... Group.....
 Street..... Quotation.....
 City and State..... Day of week.....
 Article.....

	Jan.	Feb.	Mar.	Apr.	May.	June.	July.	Aug.	Sept.	Oct.	Nov.	Dec.
192 192 Relative Requested Received												

Year Agg..... Year Avg..... Year Rel..... 1913 Avg.....

Price to..... Discount.....
 Notes.....

Price changes on opposite side of this card.

In a number of instances weekly prices are furnished by officials of boards of trade, etc. These prices relate to a particular day of the week and are supplied on Form 23. The form is mailed to the reporter after the end of the month, for inserting the month's price record. The detailed information is preserved for office use on Form 19, a summary being entered on Form 22 and attached to the other card.

Form 23.

U. S. DEPARTMENT OF LABOR, BUREAU OF LABOR STATISTICS, WASHINGTON.

Group.....
 Article.....
 Quotation.....
 Source.....

	January.	February.	March.	April.
Agg..... Ave.....	\$	\$	\$	\$
	May.	June.	July.	August.
Agg..... Ave.....	\$	\$	\$	\$
	September.	October.	November.	December.
Agg..... Ave.....	\$	\$	\$	\$

Yearly aggregate.....
 Yearly average.....

As far as possible the quotations for the various commodities are secured in their primary markets. For example, the prices quoted for live stock and most animal products as well as for most of the grains are for Chicago; flour prices are mainly for Kansas City, Minneapolis, and St. Louis; pig iron and steel for Pittsburgh, etc.

As has been stated, more than one price series for commodities of great importance is included in the compilation. In no case, however, is an article of a particular description represented by more than one series of quotations for the same market. For most articles, as has been said, weekly prices are secured. In a large number of instances, particularly since the beginning of 1918, it has been possible to obtain average monthly prices. For those commodities whose prices are quite stable, as certain textiles and building materials, only first-of-the-month prices are taken. These details are summarized as follows:

NUMBER OF COMMODITIES, OR SERIES OF QUOTATIONS, CLASSIFIED AS TO FREQUENCY.

Frequency of quotation.	Farm products.	Foods.	Cloths and clothing.	Fuel and lighting.	Metals and metal products.	Building materials.	Chemicals and drugs.	House furnishing goods.	Miscellaneous.	Total.
Weekly.....	47	89	1	10	32	16	43	12	250
Monthly.....	6	14	15	5	12	14	11	8	85
Average for month.....	3	2	54	5	9	17	20	5	115
Total.....	56	105	70	20	53	47	43	31	25	450

In computing its revised index numbers of wholesale prices, announced under date of June 19, 1922, the bureau introduced an important change in the grouping of commodities. Under the new plan articles falling under more than one of the classifications adopted are included under each classification. For example, structural steel, nails, and certain other metal products used in building are now placed with building materials as well as with metals and metal products. Similarly, food articles produced on the farm, which reach the consumer practically unchanged in form, as potatoes, rice, eggs, and milk, are included both among farm products and among foods. In computing the general index number for all commodities, however, such articles are counted only once, thereby avoiding duplication in the final result.

Besides the inclusion of certain articles in more than one group, there has been a rearrangement of commodities within the several groups to provide for subgroups of closely related articles. Only the group index numbers are published monthly, however, owing to the amount of space required for a statement by subgroups. The system of grouping adopted is as follows:

- | | |
|--|---|
| <ol style="list-style-type: none"> 1. Farm products: <ul style="list-style-type: none"> Grains. Live stock and poultry. Other farm products. All farm products. 2. Foods: <ul style="list-style-type: none"> Meats. Butter, cheese, and milk. Other foods. All foods. 3. Cloths and clothing: <ul style="list-style-type: none"> Boots and shoes. Cotton goods. Woolen goods. Silk, etc. All clothing. 4. Fuel and lighting: <ul style="list-style-type: none"> Anthracite coal. Bituminous coal. Other fuel and lighting. All fuel and lighting. 5. Metals and metal products: <ul style="list-style-type: none"> Iron and steel. Nonferrous metals. All metals and metal products. | <ol style="list-style-type: none"> 6. Building materials: <ul style="list-style-type: none"> Lumber. Brick. Structural steel. Other building materials. All building materials. 7. Chemicals and drugs: <ul style="list-style-type: none"> Chemicals. Fertilizer materials. Drugs and pharmaceuticals. All chemicals and drugs. 8. House furnishing goods: <ul style="list-style-type: none"> Furniture. Furnishings. All house furnishing goods. 9. Miscellaneous: <ul style="list-style-type: none"> Cattle feed. Leather. Paper and pulp. Other miscellaneous. All miscellaneous. 10. All commodities. |
|--|---|

In constructing the new series of weighted index numbers the average price of each article in the year 1913, selected as the base period in order to provide a pre-war standard for measuring price changes, was first multiplied by the estimated quantity of that article marketed in the census year 1919, as nearly as could be ascertained from Government reports and those of trade organizations, etc. The several products thus obtained were then added together, giving the approximate value in exchange in 1913 of all articles in the group or in the total list of commodities. Similar aggregates were likewise made for each remaining year and for each month since January, 1913, by multiplying the average price by the quantity marketed in 1919 and adding the results. The index number for each year and each month was then obtained by comparing the aggregate for such year or month with the aggregate for 1913, taken as 100 per cent.

If there had been no changes in the list of commodities included in the index numbers during the period under consideration, the percentage changes in the cost of any group would be accurately measured by dividing the several aggregates for the months and years covered by the index numbers by the aggregate for 1913. However, articles have been added or dropped from time to time as circumstances demanded, while substitution of one article for another at a different price has been necessary in numerous instances. Therefore, in computing the index numbers for a series of years a method had to be adopted that would allow for variations in the number and kind of commodities.

This method consists in constructing two separate aggregates for any year or month in which a change occurs, the first aggregate being based on the list of articles before making additions, subtractions, or substitutions, and the second aggregate on the revised

list of articles. In this way comparison between any two consecutive years or months is limited to aggregates made up of identical commodities.

The following statement relative to lumber in the group of building materials will serve to illustrate the method employed, it having been necessary in 1918 to substitute several other lumber series in place of the series formerly carried.

INDEX NUMBERS BASED ON AGGREGATE VALUES OF COMMODITIES,
1917, 1918, AND 1919.

Commodity.	Approximate value (000 omitted).			
	1917.	1918-A.	1918-B.	1919.
Douglas fir, No. 1, common.....	\$70,279	\$80,793	\$80,793	\$112,520
Douglas fir, No. 2 and better.....	35,301	41,328	41,328	58,548
Gum, ssp, firsts and seconds.....	23,089	27,451	30,646	43,361
Hemlock, northern, No. 1.....	46,497	51,816	55,477	68,377
Maple, hard, No. 1, common.....	28,100	26,169	31,548	39,790
Oak, white, plain, No. 1, common.....	92,143	107,143	124,529	182,067
Pine, white, No. 2, barn.....	84,692	104,158	82,581	93,486
Pine, yellow, flooring, B and better.....	151,501	165,373	165,373	269,427
Pine, yellow, timbers, square edge, sound.....	170,982	209,867	209,867	245,938
Poplar, No. 1, common.....	12,513	16,654	18,436	21,771
Spruce, eastern, random.....	29,303	34,081	34,081	41,062
Lath, yellow pine, No. 1.....	13,203	13,370	8,486	15,585
Shingles, cypress, 16-in. long.....	4,792	6,412	6,412	7,138
Shingles, red cedar, 16-in. long.....	28,902	28,663	28,663	46,041
Total.....	791,297	913,278	919,220	1,244,586
Index numbers (1913 equals 100).....	134.62	155.38	155.38	210.38

The index number for 1917, with 1913 as the base period, was found to be 134.62. Dividing the comparable aggregate for 1918 (\$913,278) by the aggregate for 1917 (\$791,297) we obtain 115.42. This figure is the index number for 1918 on the 1917 base. To convert it to the 1913 base we multiply 115.42 by 134.62, giving 155.38 as the index for 1918 on the 1913 base. This is rounded off to 155 when published. To obtain the index number for 1919 we first divide the aggregate for 1919 (\$1,244,586) by the comparable aggregate for 1918 (\$919,220), giving 135.40 as the index for 1919 on the 1918 base. To convert this to the 1913 base we multiply 135.40 by 155.38 (the index number for 1918 on the 1913 base), which gives 210.38 as the index number for 1919 on the 1913 base. This is in turn rounded off to 210 when published. Index numbers for all other groups and subgroups are found in the same manner as for lumber in all cases where a change in the list of included articles has been made.

The information concerning wholesale prices collected by the Bureau of Labor Statistics is published annually in bulletin form. Each bulletin contains monthly price data for the last completed year and yearly averages back to 1890. Detailed information for all of the commodities included in the series of index numbers is also published monthly in pamphlet form, prices being shown for the current month, the previous month, and the peak period in May, 1920. Monthly index numbers are contained in each issue of the Monthly Labor Review, the figures for a given month appearing in the issue of the second month thereafter. In this statement comparison is made with the preceding month and with the corresponding month of the preceding year.

VOLUME OF EMPLOYMENT.

Under this topic the bureau publishes monthly the total number of employees and the total amount of pay rolls in a large number of establishments in the manufacturing industries of the United States.

This work has recently been enlarged, and the report now covers over 4,000 establishments, in 43 industries, employing approximately 1,800,000 persons. The bureau expects to bring the number of establishments reporting up to 5,000. The industries included are as follows:

- | | |
|---|--|
| <ul style="list-style-type: none"> Agricultural implements. Automobiles. Automobile tires. Bakeries. Boots and shoes. Brick. Car building and repairing. Carpets. Carriages and wagons. Chemicals. Clothing, men's. Clothing, women's. Cotton finishing. Cotton manufacturing. Electrical machinery, apparatus, and supplies. Fertilizers. Flour. Foundry and machine shops. Furniture. Glass. Hardware. | <ul style="list-style-type: none"> Hosiery and knit goods. Iron and steel. Leather. Lumber, millwork. Lumber, sawmills. Millinery and lace goods. Paper boxes. Paper and pulp. Petroleum. Pianos. Pottery. Printing, book and job. Printing, newspapers. Shipbuilding, steel. Shirts and collars. Silk. Slaughtering and meat packing. Stamped ware. Stoves. Tobacco: Chewing and smoking. Tobacco: Cigars and cigarettes. Woolen manufacturing. |
|---|--|

Data are secured for the pay-roll period ending nearest the 15th of each month, on the following form (Form 24), which is sent by the bureau to the several establishments with which arrangements have been made to furnish the data for these reports. Several State departments of labor are cooperating with the Bureau of Labor Statistics in this work by securing reports from the manufacturing establishments within their bounds and transmitting them to the bureau. The States that are thus cooperating are Illinois, Maryland, Massachusetts, New York, and Wisconsin.

Form 24.

U. S. DEPARTMENT OF LABOR, BUREAU OF LABOR STATISTICS, WASHINGTON.

VOLUME OF EMPLOYMENT.

Please fill the inquiries on this blank and return it to the Commissioner of Labor Statistics, Washington, D. C., in the accompanying envelope, which does not require postage, so that it will reach Washington not later than the 25th of the month, if possible.

PAY ROLL ENDING NEAREST—MARCH 15, 1923.

1. Principal products
2. Pay roll ending, 1923.
(Enter date.)
3. Period covered (one week, two weeks, half month, or month).....
4. Amount of pay roll \$.....
5. Total number of persons who worked any part of period

6. If there has been marked increase or decrease in total pay roll or employees, since February report, please state reason.....
7. Was your establishment operating: (a) Full or part time?.....
(b) Full or part capacity?.....
8. If you made any change in RATES of wages between FEB. 15 and MAR. 15—Give date..... Was it an INCREASE?....., or DECREASE?.....
Per cent of change..... Number of employees affected.....
9. If more than one plant is covered by this report, how many?.....
10. Location of plants.....
11. Name of company.....
12. Office address (*Street, City, and State*).....

The following forms of tables illustrate the manner of showing the results of these monthly studies. In addition to publishing the reports in the Monthly Labor Review they are given to the press and sent to persons particularly interested, in mimeograph form, as soon as the data are available.

COMPARISON OF EMPLOYMENT IN IDENTICAL ESTABLISHMENTS DURING ONE WEEK IN FEBRUARY AND MARCH, 1923.

Industry.	Estab-lish-ments reporting for Febru-ary * and March, 1923.	Number on pay roll in one week.		Per cent of change.	Amount of pay roll in one week.		Per cent of change.
		Febru-ary, 1923.	March, 1923.		February, 1923.	March, 1923.	
Agricultural implements.....							
Automobiles.....							
Automobile tires.....							
Boots and shoes.....							
Brick.....							
Car building and repairing.....							
Carpets.....							
Carriages and wagons.....							
Chemicals.....							
Clothing, men's.....							
Clothing, women's.....							
Cotton finishing.....							
Cotton manufacturing.....							
Electrical machinery, apparatus, and supplies.....							
Fertilizers.....							
Flour.....							
Foundry and machine shops.....							
Furniture.....							
Glass.....							
Hardware.....							
Hosiery and knit goods.....							
Iron and steel.....							
Leather.....							
Lumber, millwork.....							
Lumber, sawmills.....							
Millinery and lace goods.....							
Paper and pulp.....							
Paper boxes.....							
Petroleum.....							
Pianos.....							
Pottery.....							
Printing, book and job.....							
Printing, newspaper.....							
Shipbuilding, steel.....							
Shirts and collars.....							
Silk.....							
Slaughtering and meat packing.....							
Stamped ware.....							
Stoves.....							
Tobacco: Chewing and smoking.....							
Tobacco: Cigars and cigarettes.....							
Woolen manufacturing.....							

COMPARISON OF EMPLOYMENT IN IDENTICAL ESTABLISHMENTS DURING ONE WEEK IN MARCH, 1922, AND MARCH, 1923.

Industry.	Estab-lishments reporting for March, 1922 and 1923.	Number on pay roll in one week.		Per cent of change.	Amount of pay roll in one week.		Per cent of change.
		March, 1922.	March, 1923.		March, 1922.	March, 1923.	
Automobiles.....							
Boots and shoes.....							
Car building and repairing.....							
Clothing, men's.....							
Cotton finishing.....							
Cotton manufacturing.....							
Hosiery and knit goods.....							
Iron and steel.....							
Leather.....							
Paper and pulp.....							
Silk.....							
Tobacco: Cigars and cigarettes.....							
Woolen manufacturing.....							

COMPARISON OF PER CAPITA EARNINGS IN FEBRUARY, 1923, WITH THOSE IN MARCH, 1923.

Industry.	Per cent of change in March, 1923, as compared with February, 1923.
Car building and repairing.....	
Iron and steel.....	
Automobiles.....	
Fertilizers.....	
Lumber, sawmills.....	
Agricultural implements.....	
Automobile tires.....	
Pottery.....	
Glass.....	
Stoves.....	
Furniture.....	
Clothing, women's.....	
Silk.....	
Millinery and lace goods.....	
Chemicals.....	
Paper and pulp.....	
Hosiery and knit goods.....	
Hardware.....	
Electrical machinery, apparatus, and supplies.....	
Foundry and machine shops.....	
Boots and shoes.....	
Carriages and wagons.....	
Leather.....	
Shipbuilding, steel.....	
Clothing, men's.....	
Shirts and collars.....	
Brick.....	
Cotton manufacturing.....	
Printing, book and job.....	
Tobacco: Cigars and cigarettes.....	
Lumber, millwork.....	
Woolen manufacturing.....	
Flour.....	
Printing, newspaper.....	
Pianos.....	
Tobacco: Chewing and smoking.....	
Slaughtering and meat packing.....	
Cotton finishing.....	
Paper boxes.....	
Petroleum.....	
Carpets.....	
Stamped ware.....	

STRIKES AND LOCKOUTS.

The United States Bureau of Labor Statistics keeps a record of such strikes in this country as come to its attention. As the bureau has no authority to require reports relative to strikes from any one, it is obliged to obtain its information in such way as it can and from such sources as are available. This information is obtained chiefly from the following-named sources: Labor papers and trade-union journals; leading trade periodicals; lists of strikes issued by labor, trade, and other organizations; clipping bureaus; daily newspapers; reports from the Director of Conciliation of the United States Department of Labor, and from State labor boards; also from reports of agents of the bureau in the field.

The bureau follows up the report of a strike by sending a questionnaire or schedule of inquiry to one or both of the parties to the dispute, whenever this is feasible, using Form 25.

Form 25.

U. S. DEPARTMENT OF LABOR, BUREAU OF LABOR STATISTICS, WASHINGTON.

DEAR SIR:

The Bureau of Labor Statistics is endeavoring to keep as accurate a record as possible of all strikes and lockouts in the United States as they occur. We shall, therefore, greatly appreciate your courtesy in furnishing so much as you can of the information listed below, relative to the strike or lockout here indicated.

An addressed envelope on which no postage is required is inclosed for your reply.
Very respectfully,

Commissioner of Labor Statistics.

SCHEDULE OF INQUIRY.

- | | |
|---|------------------------|
| 1. State..... | 2. City or town..... |
| 3. (a) Industry..... | (b) Occupation..... |
| 4. Strike or lockout?..... | |
| 5. Name of establishment (if more than one, give number)..... | |
| ----- | |
| 6. Date of beginning..... | 7. Date of ending..... |
| 8. Number of employees involved, Male..... | Female..... |
| Total..... | |
| 9. Cause or object, briefly stated..... | |
| 10. Result, briefly stated..... | |
| 11. If ordered by a labor organization, please give name..... | |
| 12. If settled by arbitration, please name Board..... | |
| 13. If terminated by a written agreement between employer and employees, will you kindly inclose a copy of the same?..... | |

Sometimes the information thus obtained shows that the initial report of a strike was erroneous.

The information secured from the various sources above enumerated is sifted and compared and the facts or probable facts arrived at by a process of elimination. This is an important phase of the work.

Where no statement can be obtained direct from either party to an alleged dispute resulting in a strike or lockout, it is necessary to rely upon the information at hand or procurable from other sources.

Each strike is carded and filed. The card record shows not only the strike data so far as known, but the sources from which they were obtained.

The results of the information obtained are published quarterly in a brief form in the Monthly Labor Review, and more complete data are published annually in the same periodical.

The bureau aims to have on hand lists of trade-unions, as nearly up to date and complete as practicable; also it has access to the extensive and efficiently managed library of the department, wherein directories of manufacturers and other publications may be consulted for the purpose of ascertaining the correct addresses of employers, etc.

INDUSTRIAL ACCIDENTS.

The bureau has been securing and publishing data on this subject since 1910.

In order to compute satisfactory statistics of accident occurrence, information is necessary on three points: (1) The amount of exposure to hazard; (2) the number of cases of injury, properly classified; (3) the amount of disability arising from these cases. On the first point, information is secured on Form 26, shown below.

Form 26.

REPORT OF EMPLOYMENT.

Company..... Plant..... Year.....

Department.	Total hours worked by all men as shown by time books.	If total hours are not available report as below.		
		Average number employed.	Days department was in operation.	Usual length of day or turn.

In large plants a record is usually kept of the hours each man spends in the plant each day and the sum of these hours for a given period gives the "Hours of exposure" required for accident study purposes. When such records are not kept it is usually possible to secure a practically useful figure from the items in the last three columns of the foregoing form. The product of these three factors gives an approximation to the true hours of exposure, which is exact in proportion to the precision with which the factors can be stated.

In case detailed and extended studies are to be made of various items regarding those who suffer accidental injury each case must be represented by a record such as the following:

Form 27.

RECORD OF ACCIDENT.

Establishment No. 69. Date, 5/4/15. Hour, 5 p. Age, 38. Sex, M. Married, Yes. Dependents, how many? 3. Speak English? Yes. Race, Slav. Dept. Aisle works. Occupation, Laborer. Worked for company how long? 6 years. Had the injured worked in the industry elsewhere? No. If so, how long? Machine, tool, appliance, object, or condition in connection with which accident occurred? Crane. Describe in full how the accident happened: Hooking lift of plate. It lowered on his foot. What part of the body was injured? Foot. Was the injury an abrasion, bruise, cut, laceration, puncture, burn, scald, concussion, dislocation, fracture, sprain, strain, dismemberment by the accident, nervous shock, or other? Contusion. Did the injury become infected? No. Results of injury: DEATH? No. PERMANENT DISABILITY? No. If so, state nature. TEMPORARY DISABILITY? Yes. Days lost, 70.

SPACES RESERVED FOR CODES.

Serial No. 16019.	Dept., 26.	Year, 15.	Month, 5.	Day of week, 3.	Hour, 12.
Age, 38.	Sex, 1.	Conj. cond., 1.	Depend., 03.	English, 1.	Race, 25.
Experience, *10.	Occ., 098.	Cause, 1.	Cause anal., 082.	Part, 0.	Mode, 0.
Location, 61.	Nature, 02.	Result, 3.	Per. dis., 00.	Temp. dis., 12.	Time, 0070.

In the appropriate spaces in the upper part of the card are recorded the various items of information regarding the injured person which might be necessary in adjusting his compensation, such as his age, the number of his dependents, and those items regarding the cause and nature of his injury which might serve in the study of preventive measures, and finally the results—death, permanent disability, or temporary disability.

The next step in the procedure is to transfer these records to punched cards. A standard form of card arranged to carry the data regarding accidents is shown (Form 28). The record from Form 27 is indicated as punched thereon. For example, in the age column 3 and 8 are punched out, corresponding to age 38. The transfer of the records to these cards, that is the punching, as well as the succeeding arrangement and tabulation, is done by mechanical apparatus, and in order that this may be done a scheme of "coding" the facts so that they may be available for machine work has been adopted.

Form 28, which follows, illustrates the process by which the sorting and tabulating of the punched cards are carried on

Serial number.	Department.	Year.	Month.	Day of week.	Hour.	Age.	Sex.	Conjugal condition.	Dependents.	English.	Race.	Experience.	Occupation.	Cause.	Cause analyzed.	Part.	Mode.	Location.	Nature.	Result.	Permanent disability.	Temporary disability.	Time allowance.
0 0 ● 0 0	0 0	0 0	0	0	0 0	0 0	0	0	● 0	0	0 0	●	● 0 0	0	● 0 0	●	●	0 0	● 0	0	● ●	0 0	● ● 0 ●
● 1 1 ● 1 2 2 2 2 2 3 3 3 3 3	1 1 ● 2 3 3	● 1 2 2 3 3	1 2 3	1 2 ●	● 1 2 ● 3 3	1 1 2 2 ● 3	● 2 3	● 2 3	1 1 2 2 3 ●	● 2 3	1 1 ● 2 3 3	1 2 3	1 1 1 2 2 2 3 3 3	● 2 3	1 1 1 2 2 ● 3 3 3	1 2 3	1 2 3	1 ● 2 2 3 3	1 1 2 ● 3 3	1 2 ●	1 1 2 2 3 3	● 1 2 ● 3 3	1 1 1 1 2 2 2 2 3 3 3 3
4 4 4 4 4 5 5 5 5 5 6 ● 6 6 6	4 4 5 5 6 ●	4 4 5 ● 6 6	4 5 6	4 5 6	4 4 5 5 6 6	4 4 5 5 6 6	4 5 6	4 5 6	4 4 5 5 6 6	4 5 6	4 4 5 ● 6 6	4 5 6	4 4 4 5 5 5 6 6 6	4 5 6	4 4 4 5 5 5 6 6 6	4 5 6	4 5 ● 6	4 4 5 5 ● 6	4 4 5 5 6 6	4 4 5 5 6 6	4 4 5 5 6 6	4 4 5 5 6 6	4 4 4 4 5 5 5 5 6 6 6 6
7 7 7 7 7 8 8 8 8 8 9 9 9 9 ● 1 2 3 4 5	7 7 8 8 9 9 6 7	7 7 8 8 9 9 8 9	7 8 9 10	7 8 9 11	7 7 8 8 9 9 12 13	7 7 8 ● 9 9 14 15	7 8 9 16	7 8 9 17	7 7 8 8 9 9 18 19	7 8 9 20	7 7 8 8 9 9 21 22	7 8 9 23	7 7 7 8 8 ● 9 ● 9 24 25 26	7 8 9 27	7 7 7 8 ● 8 9 9 9 28 29 30	7 8 9 31	7 8 9 32	7 7 8 8 9 9 33 34	7 7 8 8 9 9 35 36	7 8 9 37	7 7 8 8 9 9 38 39	7 7 8 8 9 9 40 41	7 7 ● 7 8 8 8 8 9 9 9 9 42 43 44 45

The standard scale of weightings adopted by the International Association of Industrial Accident Boards and Commissions is as follows:

SCALE OF DISABILITY WEIGHTINGS ADOPTED BY THE INTERNATIONAL ASSOCIATION OF INDUSTRIAL ACCIDENT BOARDS AND COMMISSIONS.

Result of injury.	Degree of disability in per cent of permanent total disability.	Days lost.
Death.....	100	6,000
Permanent total disability.....	100	6,000
Arm above elbow, dismemberment.....	75	4,500
Arm at or below elbow, dismemberment.....	60	3,600
Hand, dismemberment.....	50	3,000
Thumb, any permanent disability of.....	10	600
Any one finger, any permanent disability of.....	5	300
Two fingers, any permanent disability of.....	12½	750
Three fingers, any permanent disability of.....	20	1,200
Four fingers, any permanent disability of.....	30	1,800
Thumb and one finger, any permanent disability of.....	20	1,200
Thumb and two fingers, any permanent disability of.....	25	1,500
Thumb and three fingers, any permanent disability of.....	33½	2,000
Thumb and four fingers, any permanent disability of.....	40	2,400
Leg above knee, dismemberment.....	75	4,500
Leg at or below knee, dismemberment.....	50	3,000
Foot, dismemberment.....	40	2,400
Great toe, or any two or more toes, any permanent disability of.....	5	300
One toe, other than great toe, any permanent disability of.....	0	-----
One eye, loss of sight.....	30	1,800
Both eyes, loss of sight.....	100	6,000
One ear, loss of hearing.....	10	600
Both ears, loss of hearing.....	50	3,000

This scale supplies constants for the conversion of death and permanent disabilities into terms of days lost. The temporary disabilities recorded as terminating in successive weeks are similarly converted by the use of appropriate constants, 3.5 for those terminating in the first week, 9.5 for those terminating in the second week, and so on.

Multiplying the items of the table by the appropriate constants gives a series of equivalents in terms of days lost, from which severity rates may be computed by dividing by the corresponding hours of exposure.

These tabulations permit the determination of rates for the departments and of the results in each department, but do not permit any study of causes, or location and nature of injury. For such studies the records of individual cases are necessary.

The accident studies of the bureau are published in bulletin form from time to time. In addition to these publications summaries are published in the Monthly Labor Review, in which also appear discussions of special topics and information having particular significance in connection with this subject. In all these publications, in addition to the tables such as have been mentioned, a liberal use is made of charts. Charts I and II following illustrate this method of presentation.

CHART 1.

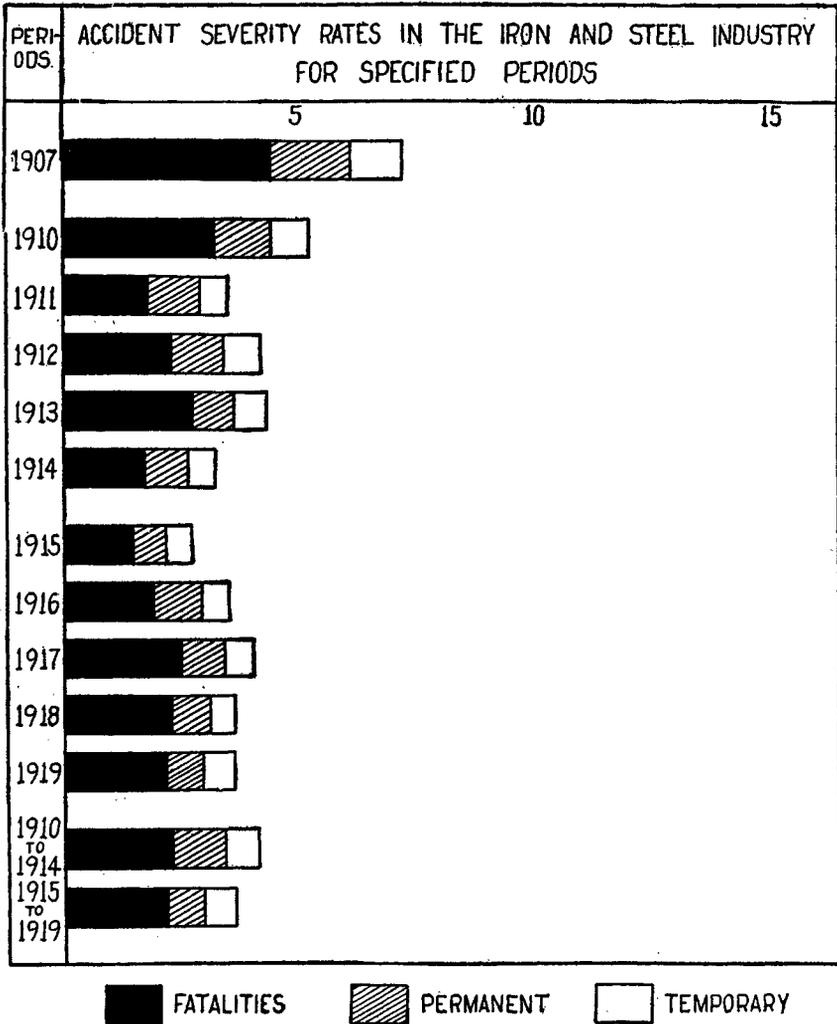
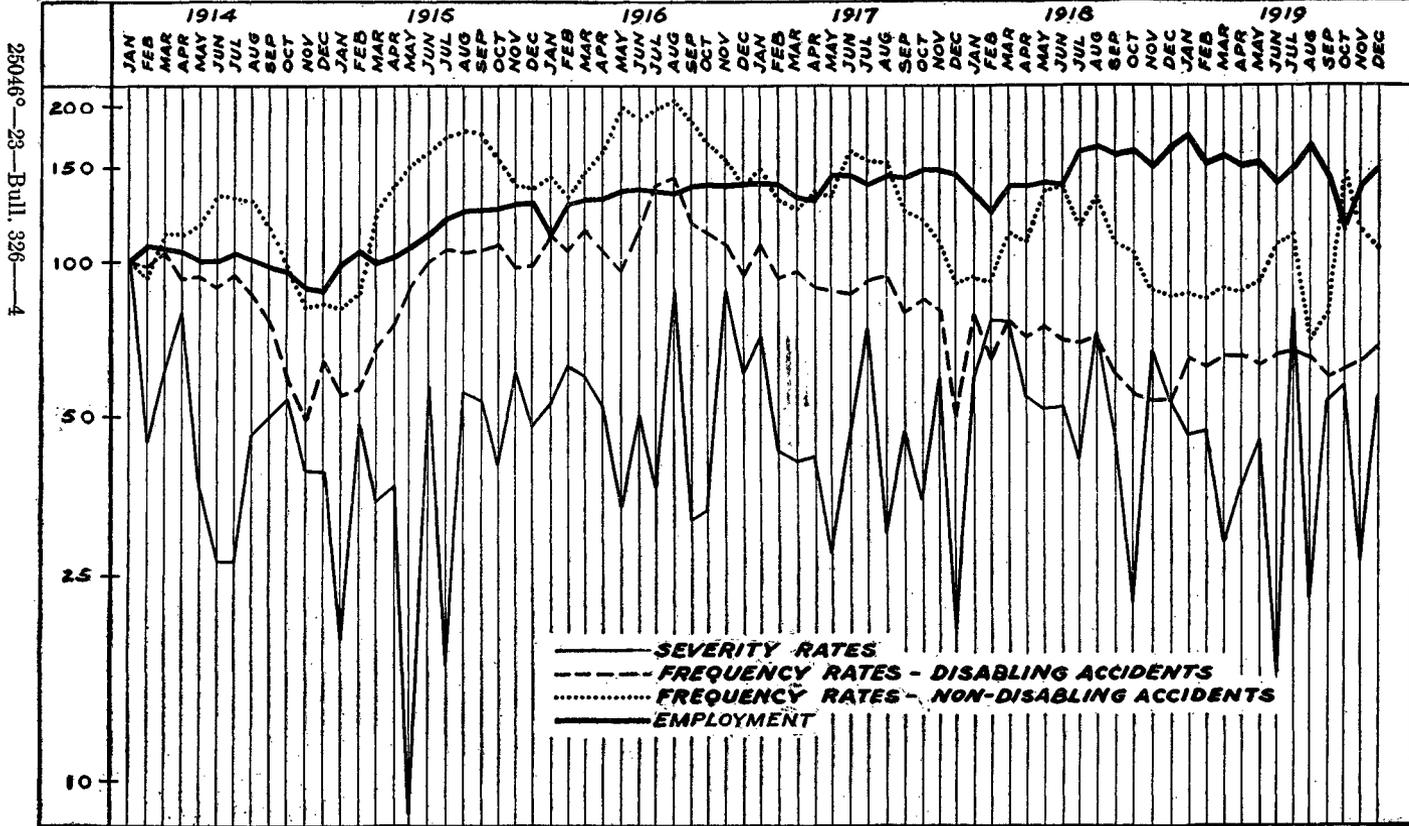


CHART 2.—FLUCTUATION FROM MONTH TO MONTH OF SEVERITY RATES, OF FREQUENCY RATES, AND OF EMPLOYMENT, 1914 TO 1919.



25046°—23—Bull. 326—4

INDUSTRIAL ACCIDENTS.

In recent publications of the bureau the study of causes has been undertaken by the method of rates. This procedure is similar to one long familiar in the field of vital statistics. For example, a given city may have a death rate of 12 per 1,000 inhabitants. Further analysis may show that this is made up of a rate of 3 for tuberculosis, 2 for circulatory diseases, and 7 for other diseases.

The study of causes is intimately connected with the determination of suitable preventive measures. The other subjects are of less importance in this regard but are of interest in the field of compensation.

WORKMEN'S COMPENSATION AND INSURANCE.

The work of the Bureau of Labor Statistics dealing with workmen's compensation may be divided into four main classes, as follows:

1. Compilation of State and Federal statutes and court decisions.
2. Comparison of workmen's compensation laws.
3. Field investigations into particular phases of workmen's compensation legislation and administration.
4. Special articles and summaries of reports dealing with workmen's compensation.

1. In the compilation of statutes and court decisions the texts of the compensation acts, together with amendatory legislation, are taken from the State and Federal statutes and the court decisions are taken from the advance sheets of the State, Federal, and United States Supreme Court reports, copies of which are received in the law division of the bureau. Approximately every four or five years a compilation of existing legislation, including also the more important court decisions, is published. New legislation, including court decisions, is published annually or biennially until the next general compilation is issued.

2. A comparison of workmen's compensation laws is published biennially. In this publication the laws are treated topically. The principal provisions, such as the scope, compensation benefits, medical service, insurance, administrative procedure, etc., are analyzed and compared by means of tables and charts. A special feature of this work is a computation of the number of employees subject to the compensation act in each State. The computation is based upon the United States census of occupations and the results are obtained as follows: All employers (including farmers, independent workers, etc.) are first deducted from the number gainfully employed as reported by the census, the remainder being the bona fide employees or wage earners; from the latter group are then excluded those employees exempted by the provisions of the law as interpreted by the court or commission of each State.

3. The bureau has made a number of field investigations into the results of workmen's compensation legislation. Perhaps the most important of these investigations was a study of the comparison of workmen's compensation insurance and administration, including a comparison of State insurance funds with private insurance carriers. This investigation covered 20 States and 2 Canadian Provinces. The points upon which information was particularly sought were the relative cost, service, and security of the various types of insurance carriers. The question of cost included both the cost of insurance and the cost of administration. The question of security covered security

to employers and to injured workmen. As regards service, **three** tests were taken into consideration, viz: (1) Promptness of compensation payments, (2) adequacy or liberality of payments, including liberality of interpretation of the laws, and (3) accident prevention work. In addition, the study included an examination of the administration procedure of State industrial commissions and funds, especially as regards methods of accident reporting and claim procedure. Form 30, following, was used as a guide in conducting the investigation.

Form 30.

I. INCOME FROM EMPLOYERS.

1. Classification of industries—how determined.
2. Insurance rates.
 - a. How determined and collected.
 - b. Compared with rates charged by private companies.
3. Merit rating plans.
 - a. How determined.
 - b. Effect upon basic rates.

II. OTHER INCOME.

1. State appropriations.
2. Interest from reserves and surplus.
3. Other.

III. EXPENDITURES.

1. Losses, or pure premiums.
 - a. Medical service, paid and outstanding.
 - b. Money benefits, paid and outstanding.
 - c. Other.
 - d. How are outstanding losses determined?
2. Administrative expenses.
 - a. Total expenses of commission.
 - b. Expenses on account of compensation act.
 - (1) Accident prevention—inspection.
 - (2) Adjustment of claims.
 - (3) Investigation.
 - (4) Pay-roll audits.
 - (5) Other.

IV. RESERVES.

1. For unearned premiums.
2. For catastrophe hazard.
3. For losses from outstanding and deferred claims.

V. SURPLUS—How used and invested.

VI. ADMINISTRATION.

1. Settlement of claims.
 - a. Notice of injury.
 - (1) From employee.
 - (2) From employer or insurer.
 - (3) From physician.
 - b. Claim for compensation.
 - c. Method of handling claims.
 - (1) Comparison of accident reports from employer, insurance carrier, and physician.
 - (2) Investigation of each claim or voluntary agreement—how and by whom made.
 - (3) Detection of fraudulent claims.
 - (4) Periodic examination by physicians.
 - (5) When are payments stopped?
 - (6) Who reports employee's return to work?
 - (7) Time between injury and compensation payments.
 - (8) Procedure in case of disputed claims.
 - (9) Per cent of cases in which hearings are held.
 - (10) Per cent of cases appealed to courts.
 - (11) Time required to adjudicate disputed cases.
 - d. Methods of payment.
 - (1) How paid.
 - (2) By whom.
 - (3) Receipt required.

2. Revision of benefits.
 3. Lump sum settlements.
 - a. When made.
 - b. Number.
 - c. Results.
 4. Over and under payments.
 5. Accident reports.
 - a. When required.
 - b. From whom.
 - c. How obtained.
 - d. How kept.
 - e. How used.
 6. Medical service.
 - a. Selection of physician—by whom.
 - b. Medical and hospital fees.
 - c. Organization and function of medical department.
- VII. COMPENSATION BENEFITS.
1. Amount of award per case (death, permanent, temporary).
 2. Has cost per case increased—why?
- VIII. MEDICAL BENEFITS.
1. What is included in term medical service?
 2. To what extent is it provided?
 3. Cost per case.
 4. Classification of cases by amount of benefit paid.
- IX. ACCIDENT PREVENTION WORK.
1. How organized.
 2. Cost.
 3. Effect upon accident rates.
- X. SELF-INSURERS.
1. Accident rates.
 2. Amount of compensation paid per case.
 3. Amount of medical benefits paid per case.
 4. Length of disability per injury.
 5. Security required.
 6. How are claims handled and paid?
- XI. PERIOD OF DISABILITY.
1. Permanent.
 2. Temporary.
 3. Has disability period increased or decreased—why?
- XII. PERMANENT INJURIES.
1. Rehabilitation and reemployment.
 2. Discrimination against cripples.
 3. Operation of special fund.

In conducting this investigation the following method was used: The compensation commission of each State and Province was visited and their records and procedure were examined and studied at first hand. Particular attention was given to the following subjects: Accident reporting, claim procedure, promptness in compensation payments, method of handling permanent partial disabilities, accident statistics, formulation of insurance rates, auditing of pay rolls, computation of reserves, administrative expenses, merit rating, declaration of dividends, and accident prevention. Several States had made special studies or had tabulated data, and these were utilized to some extent by the bureau in its investigation. Most of the information, however, was obtained directly from the books and files of the commissions. The bureau made no actuarial audit with respect to the solvency of the State funds, accepting the financial statements as furnished by the funds at their face value. Statistics as to volume of business were obtained from the records or statistical reports of the compensation commissions, State insurance departments, and associations of private insurance carriers. Data as to promptness in reporting accidents or in making compensation payments was compiled from actual cases in the files of the commissions.

23. What industrial reeducation and training did employee undergo
24. Number of positions held by employee during one year immediately preceding date of injury, if obtainable.....
25. Did injured employee take full advantage of medical and surgical service offered If not, explain fully.....
26. Remarks.....

The following method of investigation was adopted: All available information in the files of the industrial accident board was first utilized. The schedules were then submitted to the insurance companies for additional information, after which personal investigation of each case was attempted. Some of the injured men had left the country, others could not be found, while several living in remote corners of the State were not visited. In a large proportion of the cases, however, a fairly complete history from the date of the injury to the time of the investigation was obtained. The data thus gathered were then analyzed, tabulated, and published.

4. The bureau also publishes numerous special articles and summaries of reports dealing with workmen's compensation. The special articles deal with particular phases of compensation and include such subjects as medical service, accident rates, methods of computing average weekly wages, accidents sustained in interstate commerce, adequacy of compensation benefits, etc. The data upon which these articles are based are usually taken from State and Federal reports dealing with the subject. In addition to the special articles, summaries of reports issued by the several States, foreign countries, and associations of labor, employers, and insurance companies are published by the bureau if the importance of the reports warrants publication.

LABOR LAWS AND DECISIONS.

The work of the law division of the bureau lies mainly in two principal fields—labor legislation and decisions of courts affecting labor. In connection with the first an annual bulletin is published showing the activities of the State legislatures and the Federal Congress in the enactment of laws classifiable as labor legislation. For the most part these laws are discovered by search made in the publications of session laws at the close of each legislative session, though in a few cases slip laws are obtained in advance. Basic compilations have been published from time to time showing the state of legislation in all jurisdictions. The last compilation of this nature bears date of January 1, 1914, and forms two volumes with an aggregate of 2,473 pages. Annual supplements have appeared, each carrying a cumulative index covering the basic compilations and all subsequent bulletins to date.

Compensation legislation, on account of its bulk and special interest, has received separate treatment; the laws on this subject have been separately reproduced, the last bulletin on this subject being No. 272, bearing date of January, 1921, but including no legislation later than that for the year 1919. A supplemental volume is in prospect. This bulletin, besides reproducing the laws, carries an account of the progress and development of legislation on this subject, a general analysis of its matter, and a summary of court decisions and board rulings showing the construction and application of the laws. This material has been taken from court reports, reports of commissions and boards, the Weekly Underwriter, and special reports furnished by the boards and commissions.

Somewhat similar to the foregoing is a bulletin on minimum wage laws, though the material for this was largely procured by an investigation carried on in the States having such laws by a representative of the bureau. This bulletin gives the text of the laws, including all existing orders, their construction, and an account of their actual operation.

Court decisions affecting labor are selected from the National Reporter System of the West Publishing Co. The Index Digest, showing in each number the matter contained therein, is chiefly relied upon for the discovery of the cases that are desired to be used, though material is found in some cases in newspaper reports, followed up by requests for advance copies of the important decisions. The cases selected for publication are intended to be representative but not exhaustive of the subjects covered. A summary of the facts is prepared, and such quotations are made from the opinion as printed as may be found necessary to show the exact position taken by the court. Decisions are classified and indexed, and the bulletins in which they appear, like those containing labor legislation, carry on the opening pages a brief summary discussion of the points considered in the body of the bulletin.

Besides these principal subjects thus presented frequent use is made of the pages of the Monthly Labor Review for a prompt presentation of important laws and decisions than would be feasible through the channels of the annual bulletins. Special topics are also presented in the Review from time to time. Thus within the current year articles have appeared giving an account of the laws and decisions relating to criminal syndicalism and sabotage, recent injunctions in the building trades, rights and status of employees injured in commerce, etc. Such articles may require a study both of volumes of session laws and a considerable range of court reports.

Another line of work carried on in this division is the digesting of reports of workmen's compensation boards and commissions. These are in the main the published volumes of such bodies, though use is also made of special typewritten or mimeographed reports and answers to special inquiries made by the bureau.

In brief, the method of investigation in this division chiefly is that of selecting from the published volumes of legislation and court reports the matter thought suitable for the ends in view, the same being subjected to such editing, classification, and indexing as to make it available for the persons making use of the publications of the bureau.

MONTHLY LABOR REVIEW.

The Monthly Labor Review, published since July, 1915, is the medium of the Bureau of Labor Statistics for the presentation and dissemination of reliable current information relating to labor in all its phases. The results of original investigations too brief for bulletin purposes, summaries of statistical data gathered by the bureau for its regular reports, and current data on important labor subjects collected by the bureau are published in the Monthly Labor Review, together with abstracts of pertinent data published in the official reports of the various States and foreign nations.

Special articles on subjects of interest to labor are printed, and also digests of current labor legislation, of decisions of courts relating to labor, and of reports of State labor bureaus and other official bodies dealing with labor matters, as well as accounts of the more important current movements of interest to labor, of new and successful labor methods, and of public and private activities for the betterment of industrial conditions. Current statistics as to the immigration and conciliation work of the Department of Labor are published, and important trade agreements and awards are either digested or printed in full.

The following subjects are given special attention and much valuable information thereon is collected and published: Wholesale and retail prices and cost of living; wages and hours of labor; productivity and efficiency of labor; minimum wage; industrial relations and labor conditions; woman and child labor; labor agreements, awards, and decisions; employment and unemployment; vocational education; housing; industrial accidents and hygiene; workmen's compensation and social insurance; labor legislation; decisions of courts relating to labor; labor organizations; strikes and lockouts; conciliation and arbitration; immigration; cooperation; employees' representation; welfare work; profit sharing; etc. A bibliography of official publications relating to labor appears each month and a directory of labor officials in the United States and Canada is published in July of each year.

Special articles on various phases of labor appear in the Review, each number containing one or more. These articles are obtained in various ways, some being contributed by special investigators and experts outside the bureau, some being reports of original investigations by bureau experts, and others representing extensive and thorough research into the particular subjects by bureau employees.

The original statistical data appearing in the Review are gathered, compiled, and tabulated in the statistical division of the bureau. A description of the methods used in their compilation appears in connection with the work of the sections of the bureau represented in the particular investigations. Wholesale prices of commodities and retail prices of food and coal are published monthly (see pp. 21 and 28), while retail prices of gas and dry goods are printed quarterly (see p. 27). Data as to changes in the cost of living in the United States, secured quarterly (see p. 6), are published promptly, and summary reports of investigations as to wages and hours of labor in various industries (see p. 1) are printed in advance of the detailed reports. Statistics of volume of employment in selected industries (see p. 35) appear in each issue, and those of strikes and lockouts (see p. 38) appear quarterly. Changes in union scales of wages (see p. 1) are given prompt notice. Data as to building permits in principal cities are also published.

The statistical data relating to foreign countries appearing in the Review are abstracted or collated, in most instances, from official reports, though in some instances unofficial sources are used if reliable or when the figures can be checked from other sources. Frequently figures taken from the reports of different countries are brought together in a summary table that a comprehensive view may be had as to conditions prevailing in foreign countries; and comparisons made with conditions in the United States.

Most of the articles and all digests and extracts are compiled in the editorial and research division of the bureau. During the month hundreds of foreign and domestic newspapers and periodicals, official and unofficial reports, trade and labor journals, and books on labor subjects are received and critically examined for information along labor lines. Consular reports and the publications of the International Labor Office are also examined. All items taken from newspapers and unofficial journals are verified from the original source wherever possible. In all articles the source of the information is set forth.

The articles on labor in foreign countries are compiled from original sources, translations being made from those in foreign languages. The sources used are official reports, such as the monthly or semi-monthly bulletins and annual reports of the governmental labor offices, statistical offices, employment and factory inspection services, emigration commissions, etc., and the publications of the International Labor Office. Among the unofficial sources are the journals and bulletins published by trade-unions, employers' organizations, cooperative societies, the daily press, and a few of the best socio-political magazines.

Information as to recent developments in industrial hygiene is obtained from current medical journals, and reports and bulletins of the United States Public Health Service and the United States Bureau of Mines. Methods of reporting industrial accidents and occupational or industrial diseases and for their prevention are abstracted from the reports of the United States Bureau of Mines, of State factory and mine inspection offices, and of unofficial bodies interested in such work.

The reports of State workmen's compensation boards, minimum wage commissions, and labor bureaus are examined and summaries or reviews prepared and published, and important features given more extended notice. Through correspondence with State labor bureaus much information as to their current activities is obtained and published, thus affording an opportunity for each bureau to keep in touch with the work of the other bureaus.

The trade and labor publications and some newspapers are scanned for items relating to trade agreements and decisions. Information thus obtained as to a trade agreement is followed up by correspondence asking for a copy of the agreement. The bureau is on the mailing list of the permanent arbitration boards and receives copies of all their decisions. Decisions of other boards or arbitrators are obtained through correspondence. Important agreements and decisions and those with unusual provisions are written up and sometimes reproduced in full.

The foreign material used in the articles on cooperation is obtained from cooperative news sheets and periodicals and from reports of foreign central cooperative organizations. Reports on cooperation published by Government agencies are few but where available are used. Material on the movement in the United States is obtained from cooperative periodicals and press releases, official data of the Census Bureau and the United States Bureau of Markets, and directly from the cooperative societies themselves.

Summaries of important decisions of courts regarding labor questions, and of important laws affecting labor, including those relating

to workmen's compensation and minimum wage for women, appear regularly.

In preparing articles on housing, women and children in industry, industrial relations and labor conditions, etc., the material is secured through search of trade and labor papers, books, official reports, and correspondence, and occasionally by personal interviews.

Current notes of interest to labor are culled from every source available, news of Government agencies being obtained directly. Proceedings of conventions and meetings of organized bodies dealing with subjects of interest to labor are reported in the Review, in some instances being digested from the official report of the proceedings and in others being reported directly by bureau representatives who were present.

The monthly statistics of immigration are furnished directly by the United States Bureau of Immigration, and those of the conciliation and arbitration work of the United States Department of Labor by the Division of Conciliation.

The bibliography of official publications relating to labor published each month is compiled from the publications received during the month by the department library.

SERIES OF BULLETINS PUBLISHED BY THE BUREAU OF LABOR STATISTICS

*[The publication of the annual and special reports and of the bimonthly bulletin was discontinued in July, 1912, and since that time a bulletin has been published at irregular intervals. Each number contains matter devoted to one of a series of general subjects. These bulletins are numbered consecutively, beginning with No. 101, and up to No. 236 they also carry consecutive numbers under each series. Beginning with No. 237 the serial numbering has been discontinued. A list of the series is given below. Under each is grouped all the bulletins which contain material relating to the subject matter of that series. A list of the reports and bulletins of the Bureau issued prior to July 1, 1912, will be furnished on application. The bulletins marked thus * are out of print.]*

Wholesale Prices.

- *Bul. 114. Wholesale prices, 1890 to 1912.
- Bul. 149. Wholesale prices, 1890 to 1913.
- *Bul. 173. Index numbers of wholesale prices in the United States and foreign countries.
- *Bul. 181. Wholesale prices, 1890 to 1914.
- *Bul. 200. Wholesale prices, 1890 to 1915.
- Bul. 226. Wholesale prices, 1890 to 1916.
- Bul. 269. Wholesale prices, 1890 to 1919.
- Bul. 284. Index numbers of wholesale prices in the United States and foreign countries. [Revision of Bulletin No. 173.]
- Bul. 296. Wholesale prices, 1890 to 1920.
- Bul. 320. Wholesale prices, 1890 to 1921.

Retail Prices and Cost of Living.

- *Bul. 105. Retail prices, 1890 to 1911: Part I.
Retail prices, 1890 to 1911: Part II—General tables.
- *Bul. 106. Retail prices, 1890 to June, 1912: Part I.
Retail prices, 1890 to June, 1912: Part II—General tables.
- Bul. 108. Retail prices, 1890 to August, 1912.
- Bul. 110. Retail prices, 1890 to October, 1912.
- *Bul. 113. Retail prices, 1890 to December, 1912.
- Bul. 115. Retail prices, 1890 to February, 1913.
- *Bul. 121. Sugar prices, from refiner to consumer.
- Bul. 125. Retail prices, 1890 to April, 1913.
- *Bul. 130. Wheat and flour prices, from farmer to consumer.
- Bul. 132. Retail prices, 1890 to June, 1913.
- Bul. 136. Retail prices, 1890 to August, 1913.
- *Bul. 138. Retail prices, 1890 to October, 1913.
- *Bul. 140. Retail prices, 1890 to December, 1913.
- Bul. 156. Retail prices, 1907 to December, 1914.
- Bul. 164. Butter prices, from producer to consumer.
- Bul. 170. Foreign food prices as affected by the war.
- Bul. 184. Retail prices, 1907 to June, 1915.
- Bul. 197. Retail prices, 1907 to December, 1915.
- Bul. 228. Retail prices, 1907 to December, 1916.
- Bul. 270. Retail prices, 1913 to 1919.
- Bul. 300. Retail prices, 1913 to 1920.
- Bul. 315. Retail prices, 1913 to 1921.

Wages and Hours of Labor.*

- Bul. 116. Hours, earnings, and duration of employment of wage-earning women in selected industries in the District of Columbia.
- *Bul. 118. Ten-hour maximum working-day for women and young persons.
- Bul. 119. Working hours of women in the pea canneries of Wisconsin.
- *Bul. 128. Wages and hours of labor in the cotton, woolen, and silk industries, 1890 to 1912.
- *Bul. 129. Wages and hours of labor in the lumber, millwork, and furniture industries, 1890 to 1912.
- *Bul. 131. Union scale of wages and hours of labor, 1907 to 1912.
- *Bul. 134. Wages and hours of labor in the boot and shoe and hosiery and knit goods industries, 1890 to 1912.
- *Bul. 135. Wages and hours of labor in the cigar and clothing industries, 1911 and 1912.

Wages and Hours of Labor—Concluded.

- Bul. 137. Wages and hours of labor in the building and repairing of steam railroad cars, 1890 to 1912.
- Bul. 143. Union scale of wages and hours of labor, May 15, 1913.
- Bul. 146. Wages and regularity of employment and standardization of piece rates in the dress and waist industry of New York City.
- *Bul. 147. Wages and regularity of employment in the cloak, suit, and skirt industry.
- *Bul. 150. Wages and hours of labor in the cotton, woolen, and silk industries, 1907 to 1913.
- *Bul. 151. Wages and hours of labor in the iron and steel industry in the United States, 1907 to 1912.
- *Bul. 153. Wages and hours of labor in the lumber, millwork, and furniture industries, 1907 to 1913.
- *Bul. 154. Wages and hours of labor in the boot and shoe and hosiery and underwear industries, 1907 to 1913.
- Bul. 160. Hours, earnings, and conditions of labor of women in Indiana mercantile establishments and garment factories.
- Bul. 161. Wages and hours of labor in the clothing and cigar industries, 1911 to 1913.
- Bul. 163. Wages and hours of labor in the building and repairing of steam railroad cars, 1907 to 1913.
- Bul. 168. Wages and hours of labor in the iron and steel industry, 1907 to 1918.
- *Bul. 171. Union scale of wages and hours of labor, May 1, 1914.
- Bul. 177. Wages and hours of labor in the hosiery and underwear industry, 1907 to 1914.
- Bul. 178. Wages and hours of labor in the boot and shoe industry, 1907 to 1914.
- Bul. 187. Wages and hours of labor in the men's clothing industry, 1911 to 1914.
- *Bul. 190. Wages and hours of labor in the cotton, woolen, and silk industries, 1907 to 1914.
- *Bul. 194. Union scale of wages and hours of labor, May 1, 1915.
- Bul. 204. Street railway employment in the United States.
- Bul. 214. Union scale of wages and hours of labor, May 15, 1916.
- Bul. 218. Wages and hours of labor in the iron and steel industry, 1907 to 1915.
- Bul. 221. Hours, fatigue, and health in British munition factories.
- Bul. 225. Wages and hours of labor in the lumber, millwork, and furniture industries, 1915.
- Bul. 232. Wages and hours of labor in the boot and shoe industry, 1907 to 1916.
- Bul. 238. Wages and hours of labor in woolen and worsted goods manufacturing, 1916.
- Bul. 239. Wages and hours of labor in cotton goods manufacturing and finishing, 1916.
- Bul. 245. Union scale of wages and hours of labor, May 15, 1917.
- Bul. 252. Wages and hours of labor in the slaughtering and meat-packing industry, 1917.
- Bul. 259. Union scale of wages and hours of labor, May 15, 1918.
- Bul. 260. Wages and hours of labor in the boot and shoe industry, 1907 to 1918.
- Bul. 261. Wages and hours of labor in woolen and worsted goods manufacturing, 1918.
- Bul. 262. Wages and hours of labor in cotton goods manufacturing and finishing, 1918.
- Bul. 265. Industrial survey in selected industries in the United States, 1919. Preliminary report.
- Bul. 274. Union scale of wages and hours of labor, May 15, 1919.
- Bul. 278. Wages and hours of labor in the boot and shoe industry, 1907 to 1920.
- Bul. 279. Hours and earnings in anthracite and bituminous coal mining.
- Bul. 286. Union scale of wages and hours of labor, May 15, 1920.
- Bul. 288. Wages and hours of labor in cotton goods manufacturing, 1920.
- Bul. 289. Wages and hours of labor in woolen and worsted goods manufacturing, 1920.
- Bul. 294. Wages and hours of labor in the slaughtering and meat-packing industry in 1921.
- Bul. 297. Wages and hours of labor in the petroleum industry.
- Bul. 302. Union scale of wages and hours of labor, May 15, 1921.
- Bul. 305. Wages and hours of labor in the iron and steel industry, 1907 to 1920.
- Bul. 316. Hours and earnings in anthracite and bituminous coal mining—anthracite, January, 1922; bituminous, winter of 1921-22.
- Bul. 317. Wages and hours of labor in lumber manufacturing, 1921.
- Bul. 324. Wages and hours of labor in the boot and shoe industry, 1907 to 1922. [In press.]
- Bul. 325. Union scale of wages and hours of labor, May 15, 1922. [In press.]

Employment and Unemployment.

- *Bul. 109. Statistics of unemployment and the work of employment offices.
- Bul. 116. Hours, earnings, and duration of employment of wage-earning women in selected industries in the District of Columbia.
- Bul. 172. Unemployment in New York City, N. Y.
- *Bul. 182. Unemployment among women in department and other retail stores of Boston, Mass.
- *Bul. 183. Regularity of employment in the women's ready-to-wear garment industries.
- Bul. 192. Proceedings of the American Association of Public Employment Offices.
- *Bul. 195. Unemployment in the United States.
- Bul. 196. Proceedings of the Employment Managers' Conference held at Minneapolis, January, 1916.
- Bul. 202. Proceedings of the conference of Employment Managers' Association of Boston, Mass., held May 10, 1916.
- Bul. 206. The British system of labor exchanges.
- Bul. 220. Proceedings of the Fourth Annual Meeting of the American Association of Public Employment Offices, Buffalo, N. Y., July 20 and 21, 1916.

Employment and Unemployment—Concluded.

- Bul. 223. Employment of women and juveniles in Great Britain during the war.
- *Bul. 227. Proceedings of the Employment Managers' Conference, Philadelphia, Pa., April 2 and 3, 1917.
- Bul. 235. Employment system of the Lake Carriers' Association.
- Bul. 241. Public employment offices in the United States.
- Bul. 247. Proceedings of Employment Managers' Conference, Rochester, N. Y., May 9-11, 1918.
- Bul. 310. Industrial unemployment: A statistical study of its extent and causes.
- Bul. 311. Proceedings of the Ninth Annual Meeting of the International Association of Public Employment Services, Buffalo, N. Y., September 9-11, 1921.

Women in Industry.

- Bul. 116. Hours, earnings, and duration of employment of wage-earning women in selected industries in the District of Columbia.
- *Bul. 117. Prohibition of night work of young persons.
- *Bul. 118. Ten-hour maximum working-day for women and young persons.
- Bul. 119. Working hours of women in the pea canneries of Wisconsin.
- *Bul. 122. Employment of women in power laundries in Milwaukee.
- Bul. 160. Hours, earnings, and conditions of labor of women in Indiana mercantile establishments and garment factories.
- *Bul. 167. Minimum-wage legislation in the United States and foreign countries.
- *Bul. 175. Summary of the report on condition of woman and child wage earners in the United States.
- *Bul. 176. Effect of minimum-wage determinations in Oregon.
- *Bul. 180. The boot and shoe industry in Massachusetts as a vocation for women.
- Bul. 182. Unemployment among women in department and other retail stores of Boston, Mass.
- Bul. 193. Dressmaking as a trade for women in Massachusetts.
- Bul. 215. Industrial experience of trade-school girls in Massachusetts.
- Bul. 217. Effect of workmen's compensation laws in diminishing the necessity of industrial employment of women and children.
- Bul. 223. Employment of women and juveniles in Great Britain during the war.
- Bul. 253. Women in the lead industry.

Workmen's Insurance and Compensation (including laws relating thereto).

- Bul. 101. Care of tuberculous wage earners in Germany.
- Bul. 102. British National Insurance Act, 1911.
- Bul. 103. Sickness and accident insurance law of Switzerland.
- Bul. 107. Law relating to insurance of salaried employees in Germany.
- *Bul. 126. Workmen's compensation laws of the United States and foreign countries.
- *Bul. 155. Compensation for accidents to employees of the United States.
- *Bul. 185. Compensation legislation of 1914 and 1915.
- *Bul. 203. Workmen's compensation laws of the United States and foreign countries.
- Bul. 210. Proceedings of the Third Annual Meeting of the International Association of Industrial Accident Boards and Commissions.
- Bul. 212. Proceedings of the conference on social insurance called by the International Association of Industrial Accident Boards and Commissions.
- Bul. 217. Effect of workmen's compensation laws in diminishing the necessity of industrial employment of women and children.
- Bul. 240. Comparison of workmen's compensation laws of the United States.
- Bul. 243. Workmen's compensation legislation in the United States and foreign countries.
- Bul. 248. Proceedings of the Fourth Annual Meeting of the International Association of Industrial Accident Boards and Commissions.
- Bul. 264. Proceedings of the Fifth Annual Meeting of the International Association of Industrial Accident Boards and Commissions.
- Bul. 272. Workmen's compensation legislation of the United States and Canada, 1919.
- *Bul. 273. Proceedings of the Sixth Annual Meeting of the International Association of Industrial Accident Boards and Commissions.
- Bul. 275. Comparison of workmen's compensation laws of the United States and Canada.
- Bul. 281. Proceedings of the Seventh Annual Meeting of the International Association of Industrial Accident Boards and Commissions.
- Bul. 301. Comparison of workmen's compensation insurance and administration.
- Bul. 304. Proceedings of the Eighth Annual Meeting of the International Association of Industrial Accident Boards and Commissions.
- Bul. 312. National Health Insurance in Great Britain, 1911 to 1920. [In press.]

Industrial Accidents and Hygiene.

- Bul. 104. Lead poisoning in potteries, tile works, and porcelain enameled sanitary ware factories.
- Bul. 120. Hygiene of the painters' trade.
- *Bul. 127. Dangers to workers from dust and fumes, and methods of protection.

Industrial Accidents and Hygiene—Concluded.

- Bul. 141. Lead poisoning in the smelting and refining of lead.
- *Bul. 157. Industrial accident statistics.
- Bul. 165. Lead poisoning in the manufacture of storage batteries.
- *Bul. 179. Industrial poisons used in the rubber industry.
- Bul. 188. Report of British departmental committee on the danger in the use of lead in the painting of buildings.
- *Bul. 201. Report of committee on statistics and compensation insurance cost of the International Association of Industrial Accident Boards and Commissions. [Limited edition.]
- Bul. 205. Anthrax as an occupational disease.
- Bul. 207. Causes of death by occupation.
- Bul. 209. Hygiene of the printing trades.
- *Bul. 216. Accidents and accident prevention in machine building.
- Bul. 219. Industrial poisons used or produced in the manufacture of explosives.
- Bul. 221. Hours, fatigue, and health in British munition factories.
- Bul. 230. Industrial efficiency and fatigue in British munition factories.
- Bul. 231. Mortality from respiratory diseases in dusty trades.
- *Bul. 234. Safety movement in the iron and steel industry, 1907 to 1917.
- Bul. 236. Effect of the air hammer on the hands of stonecutters.
- Bul. 251. Preventable death in the cotton manufacturing industry.
- Bul. 253. Women in the lead industries.
- Bul. 256. Accidents and accident prevention in machine building. Revision of Bul. 216.
- Bul. 267. Anthrax as an occupational disease. [Revised.]
- Bul. 276. Standardization of industrial accident statistics.
- Bul. 280. Industrial poisoning in making coal-tar dyes and dye intermediates.
- Bul. 291. Carbon monoxide poisoning.
- Bul. 293. The problem of dust phthisis in the granite-stone industry.
- Bul. 298. Causes and prevention of accidents in the iron and steel industry, 1910 to 1919.
- Bul. 306. Occupation hazards and diagnostic signs: A guide to impairment to be looked for in hazardous occupations.

Conciliation and Arbitration (including strikes and lockouts).

- *Bul. 124. Conciliation and arbitration in the building trades of Greater New York.
- *Bul. 133. Report of the industrial council of the British Board of Trade on its inquiry into industrial agreements.
- Bul. 139. Michigan copper district strike.
- Bul. 144. Industrial court of the cloak, suit, and skirt industry of New York City.
- Bul. 145. Conciliation, arbitration, and sanitation in the dress and waist industry of New York City.
- Bul. 191. Collective bargaining in the anthracite coal industry.
- *Bul. 198. Collective agreements in the men's clothing industry.
- Bul. 233. Operation of the Industrial Disputes Investigation Act of Canada.
- Bul. 303. Use of Federal power in settlement of railway labor disputes.

Labor Laws of the United States (including decisions of courts relating to labor).

- *Bul. 111. Labor legislation of 1912.
- *Bul. 112. Decisions of courts and opinions affecting labor, 1912.
- *Bul. 148. Labor laws of the United States, with decisions of courts relating thereto.
- *Bul. 152. Decisions of courts and opinions affecting labor, 1913.
- *Bul. 166. Labor legislation of 1914.
- *Bul. 169. Decisions of courts affecting labor, 1914.
- *Bul. 186. Labor legislation of 1915.
- *Bul. 189. Decisions of courts affecting labor, 1915.
- Bul. 211. Labor laws and their administration in the Pacific States.
- *Bul. 213. Labor legislation of 1916.
- Bul. 224. Decisions of courts affecting labor, 1916.
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