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Employee Compensation in the Private Nonfarm Economy, 1968

BULLETIN 1722

U. S. DEPARTMENT OF LABOR
Bureau of Labor Statistics

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U.S. DEPARTMENT OF LABOR

J. D. Hodgson, Secretary

BUREAU OF LABOR STATISTICS

Geoffrey H. Moore, Commissioner

1971



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Preface

The system of worker compensation in American industry is a complex amalgamation. In addition to pay for time worked, most employers provide their employees with paid vacations and holidays; insurance, both legally required and privately sponsored, that gives them and their dependents financial protection in case of death, accident, illness, temporary unemployment, retirement, and other hazards and eventualities; and similar programs. The expenditures made by employers for these programs and pay for time worked are, together, a measure of employee compensation.

This bulletin presents the results of the Bureau of Labor Statistics's second biennial study of employer expenditures for employee compensation in the private nonfarm economy. A summary of the survey results was published in a Department of Labor news release (USDL 11-197) on May 11, 1970. A preliminary analysis was included in an article describing the evolution of the American compensation structure and the development of the program designed to measure changes in that structure which appeared in the *Monthly Labor Review* for October 1970.

Data are tabulated on the level and structure of compensation in all industries and separately for manufacturing and nonmanufacturing. Information is shown separately for office and nonoffice employees.

The bulletin was prepared in the Bureau's Office of Wages and Industrial Relations, Division of General Compensation Structures, under the general direction of Alvin Bauman.

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Chapter I. Employee Compensation

General level and composition

Employee compensation in the private nonfarm economy amounted to \$3.89 a working hour in 1968. (See table 1.) This amount was 13.1 percent or 45 cents higher than the level in 1966,¹ when the Bureau conducted a similar study. Over four-fifths of this increase was in the form of more pay for time worked. During 1968, employees were paid \$3.22 or 82.8 percent of their total compensation for time spent at work. Of this amount, straight-time pay was \$3.13 and premium pay 9 cents. Almost 90 percent of the remaining expenditures went for leave pay (except sick leave), retirement programs, and health and insurance programs; the other 10 percent consisted of expenditures for unemployment benefit programs, nonproduction bonuses, and savings and thrift plans.

Expenditures for retirement programs, the largest element of compensation other than pay for working time, accounted for 6.0 percent of compensation and amounted to 24 cents a working hour in 1968. Social security accounted for approximately 55 percent and private pension plans 45 percent of the total retirement expenditures. Between 1966 and 1968, both social security and private pension plans increased as a proportion of compensation by 0.2 of a percentage point and in cost an hour by 2 cents.

Payments for leave time (except sick leave)—whether or not the time actually was taken—made up 5.3 percent of all compensation in 1968 and averaged 21 cents an hour worked. Almost all of these payments were for vacation and holiday leave. Although leave pay increased only 0.1 percentage point as a percent of compensation between 1966 and 1968, the cost rose 3 cents a working hour or 18 percent not only because of the rise in straight-time pay upon which a worker's leave pay usually is based, but also because of improvements in paid leave policies.

Expenditures for health and insurance programs, the other major element of compensation, amounted to 3.7 percent of total compensation or 0.2 percentage point more than in 1966. Of the 15 cents a paid hour spent on these programs, 9 cents went for life, accident, and health insurance, and the remainder was divided evenly between workmen's compensation and sick leave.²

The other two significant components of compensation, nonproduction bonuses and unemployment benefit programs, accounted for 1.0 and 0.9 percent of compensation, respectively. Expenditures for both declined slightly as a proportion of compensation between 1966 and 1968.

Compensation in manufacturing industries was \$4.21 a working hour, 51 cents more than in nonmanufacturing. The compensation level of manufacturing workers had increased 11 percent since 1966 compared with 15 percent for nonmanufacturing workers. Pay for working time was \$3.41 an hour in manufacturing compared with \$3.11 an hour in nonmanufacturing. About three-fourths of this difference was due to higher straight-time pay; the other one-fourth to higher premium pay.

Pay for leave made up 6.2 percent of compensation for manufacturing workers compared with 4.7 percent for nonmanufacturing workers in 1968. This difference was greater than it had been in 1966, because leave pay increased 0.4 of a percentage point in manufacturing as a proportion of compensation and remained unchanged in nonmanufacturing. This pattern also held true for health and insurance programs. Payments for these programs accounted for 4.2 percent of all manufacturing compensation in 1968 compared with 3.4 percent in nonmanufacturing establishments. The proportion of compensation spent for such programs rose 0.4 percentage point in manufacturing but did not change in nonmanufacturing between 1966 and 1968. The difference in retirement expenditures was much less as a proportion of compensation. Manufacturing establishments expended 6.3 percent of total compensation on retirement programs, nonmanufacturing establishments, 5.9 percent. Expenditures in both industry groups have increased 0.4 percentage point since 1966. The level of bonus payments and expenditures for unemployment benefit programs were almost identical in manufacturing and nonmanufacturing, and expenditures for both declined as a proportion of compensation between 1966 and 1968.

¹ See Employee Compensation in the Private Nonfarm Economy, 1966, BLS Bulletin 1627. Unpublished revisions to some of the data for 1966 are reflected in this bulletin.

² The social security tax for Medicare is included in retirement expenditures because Medicare benefits are not payable until age 65, when most workers are retired.

Total compensation was 48 percent higher for office (\$5.01 a working hour) than for nonoffice employees (\$3.38).³ Compensation of office employees increased 50 cents an hour or 11.1 percent between 1966 and 1968; nonoffice employee compensation rose 40 cents or 13.4 percent. About four-fifths of the increase for both groups was due to advances in pay for working time. In 1968, office employees received \$4.08 an hour for working time or 81.5 percent of their total compensation. Nonofficeworkers received \$2.82 an hour or 83.7 percent of their total compensation. Almost all the difference in the relative importance of pay for working time lies in the area of premium pay, which was proportionately more important for nonoffice than for officeworkers.

The composition of compensation beyond pay for working time differed in several respects for the two employee groups. Leave pay was a much larger proportion of compensation for officeworkers (6.1 percent) than for nonofficeworkers (4.8 percent) as were bonus payments, 1.8 percent compared with 0.5 percent. On the other hand, expenditures for health and insurance programs made up 4.1 percent of compensation for nonofficeworkers compared with 3.3 percent for officeworkers.

Compensation of officeworkers in manufacturing amounted to \$5.82 an hour, 25 percent more than for those in nonmanufacturing industries, \$4.67. Manufacturing officeworkers' compensation was 54 cents an hour higher than it had been in 1966; for nonmanufacturing officeworkers the increase was 52 cents. The proportion of total compensation spent on working time for officeworkers was 79.6 percent in manufacturing compared with 82.5 percent in nonmanufacturing. Expenditures for retirement, health and insurance programs, leave pay, bonuses, and savings and thrift programs for officeworkers in manufacturing were all greater, both absolutely and as a percent of total compensation, than for those in nonmanufacturing.

In 1968, the \$3.15 hourly compensation of nonofficeworkers in nonmanufacturing industries, lagged 17 percent behind the \$3.69 of their counterparts in manufacturing. Pay for working time represented over 85 percent of the compensation of nonofficeworkers in nonmanufacturing compared with 82 percent for those in manufacturing. In manufacturing, 5.9 percent of compensation went for leave pay, compared with 3.9 percent in nonmanufacturing. The remaining difference was due to relatively greater expenditures for retirement programs and health and insurance programs in manufacturing.

Pay for working time

Pay for time worked constituted nearly 83 percent of employee compensation. (See table 1.) Straight-time

pay accounted for \$3.13 a working hour or 80.4 percent of compensation and premium pay for overtime, weekend, and holiday work or a differential paid for working on an evening or night shift accounted for 2.4 percent. Pay for working time represented 83.7 percent of compensation for nonoffice employees compared with 81.5 percent for office employees.

Officeworkers received only 0.9 percent of their compensation in premiums while nonofficeworkers received 3.4 percent. Only 2 percent of all officeworkers were in establishments having premium payments amounting to 5 percent or more of total compensation but 19 percent of all nonofficeworkers were in such establishments. (See table 6a.) Both employee groups received about the same proportion of compensation as straight-time pay (80.2 percent for nonoffice and 80.6 percent for office).

In manufacturing industries, pay for working time represented 81.1 percent of compensation; in nonmanufacturing, it accounted for 83.9 percent. The difference between the two industry groups was even greater when straight-time pay alone was considered. This disparity reflects the relatively greater importance of premium pay in the compensation structure of manufacturing nonofficeworkers. Premiums for this group of workers, of whom all but 5 percent were in establishments with some premium pay expenditure, accounted for 4.5 percent of total compensation, compared with 2.6 percent for their counterparts in nonmanufacturing. This difference may be due to less overtime in nonmanufacturing and the exemption of some nonmanufacturing segments such as hotels, restaurants, nonprofit organizations, and part of retail trade from overtime provisions of the Fair Labor Standards Act. However, even among establishments that actually had premium pay expenditures, premiums for nonofficeworkers were 4.6 percent of compensation in manufacturing and 3.5 percent in nonmanufacturing. Following the pattern noted previously, premiums accounted for roughly 1 percent of officeworker compensation in both industry groups.

The proportion of straight-time pay to total compensation tended to decrease as average hourly compensation increased to a range of \$5 to \$6, at which point the proportion for straight-time pay generally began either to increase or to stabilize. (See table 5a.) As a corollary, expenditures on other elements of compensation rose substantially as total compensation increased. In establishments which had average compensation levels under \$2.50 an hour, straight-time pay ranged from

³ Office employees include workers in executive and management positions, supervisors, professionals, and office clerical workers. Nonoffice employees include all other workers in non-supervisory nonprofessional positions, such as miners, construction workers, manufacturing production workers, and retail sales personnel.

87 to 92 percent of total compensation, depending on industry and employee group. In these establishments, expenditures for elements other than straight-time pay amounted to less than 25 cents an hour. Establishments which had compensation levels over \$5 an hour allotted from 70 to 83 percent of the total to straight-time pay, and expenditures on supplementary compensation ranged from 87 cents to \$1.88.

Pay for leave time

At one time only higher-salaried employees received pay for vacations or holidays, but the practice now is widespread in manufacturing as well as in most nonmanufacturing industries. Paid leave for offworkers has been prevalent for several decades. During the World War II period of wage controls, the granting of leave to nonoffworkers was accelerated greatly. General wage rises were limited but increases in other types of compensation, such as paid vacations and holidays, were sanctioned.

Establishments employing 93 percent of all workers provided pay for leave time (except sick leave) which constituted 5.3 percent of total compensation. (See table 7a.) Vacations and holidays accounted for 95 percent of paid leave expenditures.

Establishments that provided paid vacations employed 98 percent of manufacturing workers. These establishments allocated 3.8 percent of compensation for vacations, compared with 3.0 percent in nonmanufacturing establishments that provided compensation for vacations. The latter accounted for 88 percent of nonmanufacturing employment. Thirty-six percent of the manufacturing workers, twice the proportion in nonmanufacturing, were in establishments in which outlays for vacations exceeded 4 percent of total compensation. Paid holidays were about as common as paid vacations in manufacturing, but in nonmanufacturing only 78 percent of the workers were in establishments that provided any holiday pay. The proportion of compensation that holiday pay represented in establishments that had holiday expenditures was 2.3 percent in manufacturing, compared with 2.0 percent in nonmanufacturing.

Over 90 percent of the offworkers in manufacturing and nonmanufacturing and an equally large proportion of the nonoffworkers in manufacturing were employed in establishments that had vacation or holiday expenditures for them. By contrast, among nonoffworkers in nonmanufacturing, only 78 percent were in establishments that had vacation expenditures, and only 64 percent were in establishments with holiday expenditures.

Establishments in nonmanufacturing that provided vacation pay for nonoffworkers devoted 2.7 percent of their compensation to it; those that provided holiday

pay allocated 1.9 percent of compensation. Among other worker-industry groups, establishment expenditures for vacations ranged from 3.4 to 4.1 percent of compensation, and expenditures for holidays ranged from 2.2 percent to 2.5 percent of compensation.

Retirement

Expenditures for retirement programs, consisting of social security (including railroad retirement) and private pension and other retirement plans, amounted to 6 percent of total compensation. (See table 8.)

Social security is a legally required program which forms a potential retirement base for almost all private sector workers in the United States. Fifty-four percent of employer payments for retirement went for this program, which is financed by a payroll tax divided equally between the employer and employee. In 1968, the tax rate for each was 4.4 percent of the first \$7,800 of wages paid to an employee during the year.⁴ Thus, as wages rise above the tax base, social security expenditures decline as a percent of wages and, of course, compensation. Social Security expenditures amounted to 3.3 percent of total compensation in 1968. They were 3.6 percent of total compensation for nonoffworkers compared with 3.0 percent for offworkers, and 3.4 percent for nonmanufacturing compared with 3.3 percent for manufacturing workers. These percentages reflect the greater proportions of office and manufacturing workers than of nonoffice and nonmanufacturing workers exceeding the upper limit of the tax base.

Private pension and similar retirement plans, such as profit-sharing deferred until retirement and pay-as-you-go plans are the second component of retirement programs. The first known pension plan in the United States was instituted by the American Express Co. in 1875. These plans grew slowly, however, and 50 years later only about 400 were in operation, many of which covered only salaried employees. During World War II, nonwage compensation resulting from the freeze on wages and salaries stimulated the growth of pension plans. Organized labor's interest in pension plans grew after the war. The Supreme Court's finding, in the *Inland Steel* case of 1949, that pensions were subject to collective bargaining, helped unions to push for establishment and growth of pension plans for their members. Today about two-thirds of the office and one-half the nonoffice employees work in establishments which have pension plans.⁵

⁴ The tax rate increased to 4.8 percent in 1969 and 5.2 percent in 1971. On January 1, 1972, the base will rise to \$9,000, but the rate will remain at 5.2 percent.

⁵ These proportions are substantially higher than actual employee participation rates. Many workers, by reason of their employment for too short a period, part-time employment, or age, are not eligible to participate in their employer's retirement program.

Expenditures for private pension plans and retirement constituted 2.7 percent of total compensation for all workers, and a little less than 50 percent the expenditure for all retirement plans. Among establishments with expenditures for private plans, they came to 3.8 percent of compensation and represented seven-tenths of the total spent on retirement programs.

Establishments that had expenditures for office-worker pensions employed 66 percent of the workers. The proportion in manufacturing was 83 percent, compared with 61 percent in nonmanufacturing. The difference between the two industry groups in the amount spent on office worker pensions was relatively small. Expenditures were 4.5 percent of compensation or 27 cents an hour in manufacturing and 4.8 percent of compensation or 23 cents an hour in nonmanufacturing. In both industry groups expenditures for officeworker pensions were about two-thirds higher than those for social security.

The pension picture for nonofficeworkers was less favorable. Just 50 percent of the nonofficeworkers were in establishments that made an expenditure for pensions; in manufacturing the proportion was 69 percent, in nonmanufacturing only 40 percent. Establishments that had pension expenditures for nonoffice employees devoted 3.5 percent of compensation for the program, or noticeably less than the 4.7 percent spent for officeworkers and about the same proportion for social security. As has been noted for officeworkers, nonofficeworkers in nonmanufacturing establishments which paid for their pensions had 3.7 percent of compensation allocated to these programs compared with 3.3 percent for those in manufacturing.

Part of the difference in the proportions between office and nonofficeworkers in establishments with expenditures for private pension plans for them, reflects the greater proportions of officeworkers who paid part of the cost of their pension coverage. (See table 12.) Twenty-three percent of the office employees compared with only 9 percent of the nonoffice employees participated in such contributory pension plans. However, 44 percent of the office employees and 41 percent of the nonoffice employees were in establishments which paid the full cost of basic pension coverage. As shown in table A below, such establishments spent more an hour and, as shown in appendix table 12, devoted a greater proportion of compensation expenditures for private retirement plans than establishments which require employees to pay part of the cost.

As establishment compensation levels for an employee group increased the incidence of private retirement plans also increased. For nonofficeworkers, the increased incidence was limited to noncontributory programs, for

officeworkers, both contributory and noncontributory programs showed an increase. For both employee groups, establishments with high levels of compensation generally devoted a greater part of compensation to private retirement plans than establishments with low levels.

Table A. Employer expenditures for private retirement plans in establishments that had expenditures

Workers and industries	(Cents-per-hour of work)		
	All programs	Contributory programs	Noncontributory programs
Office worker:			
All industries	25	18	28
Manufacturing	27	22	29
Nonmanufacturing	23	17	27
Nonoffice worker:			
All industries	14	10	15
Manufacturing	14	10	14
Nonmanufacturing	15	11	16

Health benefits

Employer expenditures for health benefits amounted to 3.7 percent of total employee compensation. (See table 9a.) As defined by this survey, health benefits have three components: Life, accident, and health insurance, which accounted for 2.2 percent of total compensation; workmen's compensation which accounted for 0.9 percent, and sick leave, 0.6 percent.

Life, accident and health insurances provide financial assistance in case of death, disability, or illness, and include life, accidental death and dismemberment, medical, surgical, hospitalization, and sickness and accident insurance. Coverage of workers by such plans first began to grow substantially during World War II, frequently as a substitute for wage increases, which were limited under wage stabilization regulations. In 1968, 4 out of 5 workers in the private nonfarm economy were in establishments that had expenditures for at least one type of this insurance.⁶ Establishments with such insurance paid 2.5 percent of compensation for it. All but 6 percent of the manufacturing and 29 percent of the nonmanufacturing workers were employed in establishments which had such insurance. The absence of these insurances was centered in the service industries. Manufacturing establishments spent more an hour and as a proportion of total compensation for such insurance, than did nonmanufacturing establishments.

⁶ Many companies make a single insurance premium payment for life, accident, and health insurance and were unable to report the cost of each program separately. Consequently, it was not possible to publish separate expenditure data for each type of insurance.

Seventy-four percent of the nonofficeworkers and 85 percent of the officeworkers were in establishments which had expenditures for life, accident, and health insurance. The amount spent for such insurance was 11 cents a paid work hour or 2.1 per cent of compensation for officeworkers compared with 10 cents a paid work hour or 2.8 percent of compensation for nonofficeworkers.

Although life, accident, and health insurance was more widespread for officeworkers, about 3 out of 5 who were insured had to pay part of the cost. (See table 13.) Only 2 out of 5 insured nonofficeworkers were in such contributory programs. As table B shows, employers spent considerably more for noncontributory insurance than for contributory.

Table B. Employer expenditures for life, accident, and health insurance in establishments that had expenditures

Workers and industries	Cents-per-hour of work		
	All programs	Contributory programs	Noncontributory programs
Office workers:			
All industries	11	9	14
Manufacturing	14	12	17
Nonmanufacturing . .	9	8	12
Nonoffice workers:			
All industries	10	7	13
Manufacturing	12	8	15
Nonmanufacturing . .	8	6	10

Employees with relatively high levels of compensation not only were more likely to have private insurance coverage, but generally had a higher proportion of their compensation devoted to the purchase of insurance. (See table 13.) This last characteristic was especially obvious for nonofficeworkers. Average employer expenditures for insurance in establishments providing the lowest total compensation were about 3½ cents an hour or 1.7 percent of compensation compared with 20 cents an hour or 3.7 percent by those in the highest group.

The incidence of private insurance paid for entirely by the employer also increased with establishment compensation level. This was much more pronounced for nonofficeworkers than officeworkers. Over four-fifths of the nonofficeworkers in establishments with highest compensation levels were covered by noncontributory plans, while fewer than half the officeworkers in these high compensation levels had noncontributory coverage.

Workmen's compensation is a legally required, or, in States where the program is voluntary, it is a legally desirable insurance program which provides workers with benefits for job-related injuries. The Federal

Government led the way in workmen's compensation laws when the Federal Employees' Compensation Act was passed in 1908. The States soon followed and by 1920 all but six had enacted such laws. Today all States have workmen's compensation laws.

The operation of workmen's compensation varies from State-to-State but most establishments purchase an insurance policy to provide coverage. Premiums are based on the accident history and employment of the individual establishment. Nonmanufacturing firms spent 1 cent an hour more and a somewhat greater proportion of total compensation than manufacturing firms. This higher rate reflects the extensive accident histories in certain nonmanufacturing industries, such as construction, mining, trucking, and local transit. Manufacturing as a whole had fewer industries than nonmanufacturing with above average accident rates, notably lumber and foundries.

Eighty-nine percent of all workers were in establishments which had expenditures for workmen's compensation. The proportion was 98 percent in manufacturing and 85 percent in nonmanufacturing. (See table 9a.) Not all firms had some form of workmen's compensation expenditure because some States have voluntary coverage and most allow certain exemptions. Many States exempt establishments below a certain employment level, usually quite low, and nonprofit organizations, such as churches and social work agencies, which employed about three-fourths of a million people in 1968. In addition, some companies are self-insured and may not have made any benefit payments in 1968.

Officeworkers had a smaller proportion of their compensation devoted to workmen's compensation insurance than did nonofficeworkers and reflected, in part, the concentration of officeworkers in occupations and industries with relatively low accident rates.

Sick leave or pay for work days lost due to illness was the least common of the three components of health benefits. The practice is fairly old and established for officeworkers but not nearly so common for nonofficeworkers. In 1968, 81 percent of officeworkers but only 37 percent of nonofficeworkers were in firms that had expenditures for sick leave. The proportions of employees covered by sick leave depended on the type of employee (office or nonoffice) much more than on the industry in which they were employed.

Unemployment benefits

In 1968, almost all employees in the private nonfarm sector of the economy were covered by unemployment benefits. Total payments for these programs constituted slightly under 1 percent of total compensation. (See table 10a.) Ninety percent of these expenditures provided for legally required unemployment insurance to give the

worker partial financial protection during unemployment. The programs originated in Wisconsin in 1932. However, most workers were not covered until passage of the Social Security Act of 1935 which provided a tax incentive for States to participate in a joint Federal-State unemployment insurance system. By mid-1937, all States had enacted programs providing unemployment insurance.

In 1968, unemployment insurance payments of 0.9 percent of compensation or 3 cents a working hour were almost identical in both manufacturing and nonmanufacturing industries. However, these expenditures constituted 1 percent of the compensation for nonoffice workers and 0.6 percent for officeworkers.

Severance payments, made directly to workers upon permanent termination of employment, were made mostly to officeworkers, 36 percent of whom were in establishments which had expenditures for the practice, compared with 14 percent of the nonofficeworkers. These payments amounted to no more than 0.3 percent of compensation in any of the employee-industry groups.

Severance pay funds provide lump-sum payments to workers whose employment is ended permanently, and supplemental unemployment benefit funds provide payments in addition to those made under the Unemployment Insurance laws. These types of funds were financed by plants which employed 14 percent of the nonoffice factory workers, the only group to which such funds applied to a noticeable degree. Payments into such funds, which came to 0.8 percent of nonofficeworker compensation in manufacturing establishments with expenditures, occurred mostly in the automobile, aircraft, steel, and apparel industries.

Nonproduction bonuses and savings and thrift plans

Nonproduction bonuses, as defined by this study, are cash payments to workers, not contingent upon the quantity or quality of their work. They include Christmas

or yearend bonuses, attendance awards, length-service-of awards, lump-sum payments to workers under profit-sharing plans, and similar payments. Establishments which employed 39 percent of all workers had such payments, which averaged 2.4 percent of total compensation. (See table 11a.)

Nonproduction bonuses were paid by establishments which employed 49 percent of the manufacturing workers. Payments came to 1.9 percent of compensation. Although not as common in nonmanufacturing and found in establishments with 33 percent of the nonmanufacturing work force, such payments, where they were made, amounted to 2.9 percent of compensation. Nonproduction bonuses were paid more commonly to officeworkers, 40 percent of whom were in establishments with bonus payments for such workers, than to nonofficeworkers, 29 percent of whom were in establishments with payments. Furthermore, establishments that paid bonuses to officeworkers had expenditures of 4.2 percent of their compensation compared with 1.6 percent for nonofficeworkers.

Savings and thrift plans, a form of deferred compensation, are financed by employer payments which usually match employee payments or come from profit sharing or similar schemes. An employee may draw upon the money in his account after a stipulated period of time. Savings and thrift plans were found in establishments employing fewer than one-tenth of the workers. Employer payments for these plans came to 1.1 percent of compensation. Nineteen percent of the manufacturing workers with payments of 1 percent of compensation compared with only 4 percent of those in nonmanufacturing with payments of 1.6 percent were in establishments with savings plans. Savings plans were available to 12 percent of officeworkers compared with 4 percent of nonoffice workers. Where they were available, they accounted for 2 percent of compensation for officeworkers, compared with 1 percent for nonofficeworkers.

Chapter II. Compensation by Establishment Characteristics

Compensation by establishment size

The level of employee compensation increased as establishments became larger. (See table 2.) Establishments employing under 100 workers spent \$3.42 a working hour on employee compensation; \$3.80 was expended by those having 100 to 499 workers; and \$4.54 by those with 500 workers or more. These differences reflect the varied industrial composition of each size group, but also are related to characteristics closely related to size itself, such as profitability, economies of size, and location.

Higher pay for working time accounted for 61 percent of the difference in compensation between the smallest and largest size group; most of the remaining difference was spread among expenditures for paid leave (16 percent), private retirement programs (12 percent), and life, accident, and health insurance and sick leave (10 percent). The structure of compensation also changed as the establishment size increased. Pay for working time declined as a percent of total compensation while expenditures for leave time (primarily vacations), health benefits, and private pension plans rose in relative importance. On nonproduction bonuses declined as a percent of total compensation as establishment size increased.

Total compensation varied more widely for nonoffice-workers, by size groups, than for officeworkers. Hourly compensation for nonofficeworkers was \$2.92 in the smallest group, \$3.30 in the intermediate, and \$4.07 in the largest group. This range of \$1.15 was 51 cents greater than that for officeworkers for whom compensation levels were \$4.71, \$4.90, and \$5.35 in the same size groups. This greater range results, in part, from the wider difference in the skill and occupational mix of nonofficeworkers among the size groups than is found for officeworkers. The structure of compensation for each employee group generally followed the pattern noted on an all establishment basis.

In both manufacturing and nonmanufacturing, employee compensation increased as establishments grew in size. This pattern did not always hold for the two-worker groups, however. In manufacturing, compensation for officeworkers was higher in the smallest size group than it was in the intermediate. Another deviation from the general pattern of relationships occurred for non-

officeworkers in intermediate size nonmanufacturing establishments who had a higher level of compensation than their counterparts in manufacturing.

Compensation in union and nonunion establishments

About 2 out of 5 of the 16.4 million nonofficeworkers covered by the survey were in establishments in which the majority of such workers were covered by collective bargaining agreements.¹ (See table 21.) In manufacturing, the proportion was approximately 3 out of 5 (9 million workers), roughly twice that in nonmanufacturing. Fewer than one-tenth of the officeworkers were in establishments in which the majority were covered by collective bargaining agreements. Data for these employees do not meet publication criteria and, therefore, this discussion is limited to nonofficeworkers.

Nonoffice employees in establishments where the majority were covered by collective bargaining agreements averaged \$4.21 a working hour, \$1.52 more than those in establishments where none or a minority was covered. (See table 3.) Pay for an hour of work in union establishments was \$1.09 higher or 47 percent more than in nonunion establishments.² This difference accounted for 72 percent of the gap in total compensation between the two groups. The remainder was due to expenditures for vacations and holidays, private pension plans, and life, accident, and health insurance which are proportionately higher in union than in nonunion establishments.

In manufacturing, where unionization is widespread among the component industries, compensation of union nonofficeworkers (\$4.08 a working hour) was 35 percent higher than for their nonunion counterparts (\$3.03).

¹ This study measured the number of workers in establishments in which the majority were covered by collective bargaining agreements. Such a measure generally indicates only the extent of unionization in the Nation's industries, since substantial numbers of union and nonunion workers may be in a minority status. The Bureau also estimates the number of workers covered by collective bargaining agreements—a somewhat different concept from that used here. See BLS Bulletin 1665, p. 79.

² For ease of reading, in this and subsequent discussion, establishments in which at least half the workers were covered by union-management agreements are referred to as "union" establishments and workers. The remaining establishments and workers are referred to as "nonunion."

Fifty four percent of union nonoffice employees, compared with 17 percent of the nonunion, worked in establishments that spent at least \$4 an hour for their compensation. Pay for working time was 27 percent higher in union than nonunion establishments. Expenditures for retirement programs, leave time, and health benefit programs were also higher, and accounted for a greater part of union than nonunionworker compensation.

In nonmanufacturing, the relative spread between union and nonunion nonofficeworker compensation was double that in manufacturing and reflected in part, the concentration of unionization in higher wage industries such as construction, transportation, and public utilities. The magnitude of this difference also reflects the fact that slightly over three-fifths of all unionized workers were in establishments with average compensation of at least \$4 an hour for nonofficeworkers while almost three-fifths of all nonunion workers were in establishments in which the level was under \$2.50 an hour. As was noted for manufacturing, pay for working time was higher, but made up a smaller part of total compensation in union than in nonunion establishments. This smaller proportion reflected larger employer expenditures for leave time and for both retirement and health benefit programs in union than in nonunion establishments.

Much greater proportions of nonofficeworkers in union than in nonunion establishments were employed where expenditures were made for private pensions and life, accident, and health insurance. (See table 4.) Although the difference between the two employee groups was not as great in the areas of paid leave, it was still noticeable. Union establishments with expenditures for these times generally devoted a greater part of compensation and spent more for them than did nonunion establishments. (See table 3.)

As has been indicated, the differences in compensation level and structure existing between the union and nonunion sectors are partly attributable to differences in industrial composition. Other influencing factors are also in operation—the relation between unionization and company or establishment size and geographic location, for instance. The degree to which compensation is

influenced by any of these factors operating singly or in combination with others has not been measured by this survey.³

Employment by compensation levels

Employees were distributed rather evenly among establishments with widely divergent levels of compensation. (See table 5.) About 90 percent of the employees were in establishments with compensation levels of between \$1.50 and \$6.50 an hour of working time, and the middle half worked where compensation ranged from \$2.50 to \$4.75 a working hour. Fifty percent of the Nation's employees surveyed worked in establishments with compensation expenditures of less than \$3.50 an hour.

Establishment compensation levels were higher for office than for nonoffice employees and covered a broader range. For example, 77 percent of the officeworkers, compared with only 39 percent of the nonofficeworkers, were in establishments in which their hourly compensation averaged \$3.50 or more. Compensation levels for the middle half of the officeworkers covered a range of \$2.75 (from \$3.50 to \$6.25), over one-third greater than the corresponding range for the comparable group of nonofficeworkers (from \$2.25 to \$4.25).

Nearly three-fifths of the manufacturing employees were in establishment with compensation levels that were above the all-industry average (\$3.89 a working hour). Only about a fifth were employed where average hourly compensation was below \$3, while almost three-tenths worked in establishments with compensation of at least \$5. A sharply different situation prevailed in nonmanufacturing where roughly three-fifths of the employees were in establishments with compensation levels below the overall average. Further, over one-fourth of the nonmanufacturing employees worked where compensation was less than \$2.50 an hour of work.

³ For an analysis of how these and similar factors in combination influence wage levels in manufacturing, see William R. Bailey and Albert Schwenk, "Wage Differentials Among Manufacturing Establishments," *Monthly Labor Review*, May 1971, pp. 16-19.

Chapter III. Trends in Compensation, 1959-68

An examination of the changes in the compensation of production (nonoffice) workers in manufacturing between 1959 and 1968, the only group for whom data over any such period are available, indicate some of the current trends in employee compensation.

Compensation per working hour increased at an annual rate of 3.9 percent, or a total of 41 percent over the 9-year span. The rate of increase was uneven, however; the average annual increase was only 3.4 percent during the first 7 years compared with 5.7 percent between 1966 and 1968. Pay for working time rose 35 percent, but gains in other areas of compensation were substantially greater; pay for leave advanced 57 percent and employer expenditures for retirement, health, and insurance programs more than doubled. Thus, although pay for working time accounted for nearly three-fourths of the increase in the level of compensation, it actually declined in importance from 85.4 to 81.8 percent of compensation.

Expenditures for retirement programs more than doubled between 1959 and 1968 and rose from 11 to 23 cents per working hour and from 4.2 to 6.2 percent of total compensation. This increase in expenditures made retirement programs replace paid leave as the second most expensive element of compensation. Two-thirds of the increase was in social security, for which both the tax base and rate moved steadily upward during the period. Going from 5 cents in 1959 to 13 cents in 1968, expenditures for social security nearly tripled. Expenditures for private pension plans increased at a much slower rate and rose from 6 to 10 cents a working hour between 1959 and 1968. Expenditures remained at 6 cents a working hour from 1959 to 1962, before moving ahead to 8 cents an hour in 1966 and 10 cents in 1968. Between 1959 and 1968, the proportion of manufacturing production workers employed in establishments which had expenditures for private retirement plans went from 60 percent, to 69 percent.

Paid leave (except sick leave), despite an increase from 5.2 to 5.9 percent of compensation and from 14 to 22 cents a working hour, dropped from second to third in importance among the elements of compensation.

Between 1959 and 1968, hourly expenditures for health benefits increased 113 percent, the largest relative increase of any type of compensation. Increases in health benefit spending resulted not only from expended

worker coverage and improved benefits, but also from increased costs for life, accident, and health insurances. Expenditures for these plans rose from 5 to 11 cents an hour and increased as a proportion of compensation from 2.0 to 3.1 percent. This increase far outdistanced the 2 cents a working hour rise in workmen's compensation, and in sick leave, which remained constant at 1 cent an hour during the 9-year period.

Expenditures for unemployment benefit programs increased slightly but declined by 0.4 percent as a proportion of compensation. Between 1959 and 1962, the cost rose sharply from 1.5 to 2.2 percent but, in concert with falling unemployment rates, declined steadily during the mid- and late-1960's until it reached 1.1 percent in 1968.

Nonproduction bonuses also declined as a proportion of compensation from 0.5 to 0.4 percent, while payments for savings and thrift plans increased slightly during the 9-year period.

The composition of payroll hours for manufacturing production workers had an interesting pattern of change over the 1959-68 period for which such data are available. During the first 5 years, it remained virtually the same, changed slightly during the next 4 years, and then showed the greatest degree of change during the last 2 years. During the 10-year time span, vacation hours increased from 3.4 to 3.8 percent of all paid hours, holiday hours from 2.2 to 2.5 percent, and sick, civic, and personal leave hours from 0.3 to 0.4 percent of all paid hours.

Also interesting were trends in the amount of paid leisure available to manufacturing production workers. The proportion who received 4 weeks or more of vacation increased substantially, from 2 percent to 14 percent. This was counterbalanced by a 12 percentage point decline in the proportion receiving 2 but fewer than 3 weeks of vacation. Little change occurred either in the proportions who received vacations of other durations or no paid vacation at all. Paid holidays also increased in number for many workers. In 1959, only 17 percent of manufacturing production workers received 8 paid holidays or more; in 1968, the proportion was 47 percent, and 12 percent had at least 10 paid holidays. During both years, however, about 1 in 10 workers received no paid holidays.

Employer expenditures for compensation of production and related workers in manufacturing industries, 1959, 1962, 1966, and 1968

Compensation practice	1959		1962		1966		1968	
	Percent of compensation	Dollars per hour of work	Percent of compensation	Dollars per hour of work	Percent of compensation	Dollars per hour of work	Percent of compensation	Dollars per hour of work
Total compensation	100.0	\$2.61	100.0	\$2.85	100.0	\$3.30	100.0	\$3.69
Pay for working time	85.4	2.23	83.9	2.39	82.4	2.72	81.8	3.02
Straight-time pay	81.5	2.13	80.1	2.28	77.7	2.56	77.4	2.86
Premium pay.....	3.9	.10	3.8	.11	4.7	.16	4.5	.17
Overtime, weekend, and holiday work	3.1	.08	3.0	.09	3.9	.13	3.6	.13
Shift differentials8	.02	.8	.02	.8	.03	.9	.03
Pay for leave time (except sick leave)	5.2	.14	5.2	.15	5.6	.18	5.9	.22
Vacations	3.3	.09	3.3	.09	3.4	.11	3.6	.13
Holidays	1.9	.05	1.9	.06	2.0	.07	2.1	.08
Civic and personal leave	(¹)	(¹)	(¹)	(¹)	.1	(¹)	.1	.01
Employer payments to vacation and holiday funds.....	(¹)	(¹)	(¹)	(¹)	.1	(¹)	.1	(¹)
Employer expenditures for retirement programs	4.2	.11	4.5	.13	5.8	.19	6.2	.23
Social security	2.0	.05	2.3	.07	3.3	.11	3.5	.13
Private pension plans	2.2	.06	2.2	.06	2.5	.08	2.6	.10
Employer expenditures for health and insurance programs ²	3.0	.08	3.6	.11	4.0	.13	4.5	.17
Life, accident, and health insurance	2.0	.05	2.4	.07	2.8	.09	3.1	.12
Sick leave2	.01	.3	.01	.2	.01	1.0	.01
Women's compensation8	.02	.9	.03	1.0	.03	1.0	.04
Employer expenditures for unemployment benefit programs	1.5	.03	2.2	.06	1.5	.05	1.1	.04
Unemployment insurance	1.3	.03	1.9	.05	1.3	.04	.9	.03
Severance pay	(³)	(³)	(³)	(³)	(¹)	(¹)	(¹)	(¹)
Severance pay funds and supplemental unemployment benefit funds	4.2	1.4	4.3	4.01	.2	.01	.2	.01
Nonproduction bonuses5	.01	.6	.02	.6	.02	.4	.02
Savings and thrift plans	(¹)	(¹)	.1	(¹)	.1	(¹)	.1	(¹)
Wages and salaries (gross payroll) ⁵ ..	91.4	2.38	89.9	2.56	88.8	2.93	88.4	3.26
Supplements to wages and salaries ⁶	8.6	.23	10.1	.29	11.2	.37	11.6	.43

¹ Less than 0.05 percent or \$0.005.

² Includes other health benefit programs, principally state temporary disability insurance not presented separately.

³ Data not obtained separately for this item. Included in severance pay funds and supplemental unemployment benefit funds.

⁴ Includes severance pay.

⁵ Wages and salaries include all direct payments to workers. They consist of pay for working time; pay for vacations, holidays, sick leave, and civic and personal leave; severance pay; and nonproduction bonuses.

⁶ Supplements to wages and salaries include all employer expenditures for compensation other than for wages and salaries. They consist of expenditures for retirement programs (including direct pay to pensioners under pay-as-you-go private pension plans); expenditures for health benefit programs (except sick leave); expenditures for unemployment benefit programs (except severance pay); payments to vacation and holiday funds; and payments to savings and thrift plans.

—Revision of previously published data.

NOTE: Because of rounding, sums of individual items may not equal totals.

Chapter IV. Working Hours and Paid Leave Hours

Working hours are those hours for which an employee receives pay and which he spends at the employer's place of business (or elsewhere on behalf of the employer as in the case of outside salesmen). In this survey, working hours include time spent on rest periods, coffee breaks, standby, and similar paid time at the workplace but not actually at work. Paid leave hours are those hours for which the employee is paid while not at the workplace, such as for vacations, holidays, etc.

Working hours constituted 93.8 percent of all hours for which employees were paid in 1968; regular hours of work accounted for 89.0 percent and overtime for 4.8 percent of all paid hours. (See table 14.) Leave hours made up the remaining 6.2 percent of time paid for; vacations were 3.2 percent, holidays 2.1 percent, and sick, civic, and personal leave 0.8 percent.

Overtime hours were a greater proportion of all paid hours in manufacturing than in nonmanufacturing, in large establishments than in small ones, and for non-officeworkers than for officeworkers. Similarly, manufacturing industries and large establishments had the higher proportions of paid leave hours. However, office-workers had a greater part of their paid hours in leave time than did nonofficeworkers. The effect of industry, establishment size, and type of worker, on the structure of paid hours is illustrated as follows: Officeworkers in manufacturing establishments having at least 500 employees had 9.9 percent of their paid time as paid leave; nonofficeworkers in nonmanufacturing establishments with fewer than 100 employees paid leave were only 3.1 percent of all paid hours.

Nonofficeworker's overtime hours were 6.1 percent of all paid hours compared with 5.3 percent for leave hours.

Ninety-three percent of the Nation's workers were in establishments that had some paid leave. (See table 16.) Almost all officeworkers and 86 percent of the non-officeworkers were in establishments which provided such workers some paid leave. However, 22 percent of the nonofficeworkers in nonmanufacturing establishments with fewer than 100 employees had no paid leave.

Although 92 percent of all workers were in establishments which gave paid vacations, 34 percent received no vacation pay from their employers in 1968. (See tables 17 and 19.) Four percent of the workers were in establishments which financed vacation and holiday funds

and so may have received vacation pay from such funds. Probably many workers received no vacation pay because they did not meet the length of service requirements for paid vacations that exist in most companies. In January 1968, approximately one-fifth of all employed persons in the United States held their then current jobs for 6 months or less.¹ Others worked in several industries which had vacations less prevalent. Still others may have been employed part time and therefore were not eligible for vacation pay.

The incidence of paid vacations was greater and of longer duration in manufacturing than in nonmanufacturing, for office than for nonofficeworkers, and in large than in small establishments. At the extremes, 93 percent of the officeworkers in manufacturing plants which employed 500 or more received vacations, compared with only 40 percent of the nonofficeworkers in nonmanufacturing establishments which had fewer than 100 employees. Vacations of 2 but less than 3 weeks were most common and applied to nearly three-tenths of the workers. About one-sixth received 1 but less than 2 weeks and a little over one-tenth, 3 to 4 weeks. One-fourth of the office employees in large manufacturing establishments received at least 4 weeks of vacations, although overall fewer than one-tenth of all workers had as lengthy a vacation.

Three-fourths of the Nation's workers were in establishments in which the majority received paid holidays. (See table 20.) As was noted for vacations, the incidence and number of paid holidays was greater among office than nonoffice employees, and in manufacturing than in nonmanufacturing, and also increased with establishment size. Three-fifths of the workers in establishments which gave paid holidays to the majority were divided evenly among establishments which gave 6, 7, or 8 paid holidays. A different picture emerges when the data are examined by employee-industry-size groups. Almost all office employees in manufacturing plants with 500 workers or more received paid holidays; three-tenths received 9 holidays, and another three-tenths 10 or more. Only 46 percent of the nonofficeworkers in small non-manufacturing establishments received paid holidays, and of these, about two-thirds received no more than 6 holidays.

¹ "Job Tenure of Workers, January 1968," Special Labor Force Report 112, Bureau of Labor Statistics.

Appendix A: Statistical tables

Table 1. Employee compensation, private nonfarm economy, 1968

Compensation Practice	All employees			Office employees			Nonoffice employees		
	Percent of compensation	Dollars per hour		Percent of compensation	Dollars per hour		Percent of compensation	Dollars per hour	
		Paid for	Of working time		Paid for	Of working time		Paid for	Of working time
	All industries								
Total compensation	100.0	\$3.65	\$3.89	100.0	\$4.62	\$5.01	100.0	\$3.20	\$3.38
Pay for working time	82.8	\$3.02	\$3.22	81.5	\$3.76	\$4.08	83.7	\$2.67	\$2.82
Straight-time pay	80.4	2.94	3.13	80.6	3.72	4.04	80.2	2.56	2.71
Premium pay	2.4	.09	.09	.9	.04	.05	3.4	.11	.12
Overtime, weekend, and holiday work	2.1	.08	.08	.8	.04	.04	2.9	.09	.10
Shift differentials	.3	.01	.01	.1	.01	.01	.5	.02	.02
Pay for leave time (except sick leave)	5.3	.20	.21	6.1	.28	.31	4.8	.15	.16
Vacations	3.1	.11	.12	3.6	.17	.18	2.8	.09	.09
Holidays	2.0	.07	.08	2.3	.11	.12	1.7	.05	.06
Civic and personal leave	.1	.01	.01	.2	.01	.01	.1	*	*
Employer payments to vacation and holiday funds	.1	*	*	*	*	*	.2	.01	.01
Employer expenditures for retirement programs	6.0	.22	.24	6.3	.29	.32	5.9	.19	.20
Social security	3.3	.12	.13	3.0	.14	.15	3.6	.12	.12
Private pension plans	2.7	.10	.11	3.4	.16	.17	2.3	.07	.08
Employer expenditures for health benefit programs ¹	3.7	.14	.15	3.3	.15	.16	4.1	.13	.14
Life, accident and health insurance	2.2	.08	.09	1.9	.09	.10	2.4	.08	.08
Sick leave	.6	.02	.03	1.0	.05	.05	.4	.01	.01
Workmen's compensation	.9	.03	.03	.3	.01	.02	1.2	.04	.04
Employer expenditures for unemployment benefit programs	.9	.03	.04	.7	.03	.03	1.1	.03	.04
Unemployment insurance	.8	.03	.03	.6	.03	.03	1.0	.03	.03
Severance pay	.1	*	*	.1	*	*	*	*	*
Severance pay funds and supplemental unemployment benefit funds	*	*	*	*	*	*	.1	*	*
Nonproduction bonuses	1.0	.04	.04	1.8	.08	.09	.5	.01	.02
Savings and thrift plans	.2	.01	.01	.3	.01	.02	.1	*	*
Wages and salaries (gross payroll) ²	89.7	3.28	3.49	90.5	4.18	4.54	89.2	2.85	3.01
Supplements to wages and salaries ³	10.3	.38	.40	9.5	.44	.47	10.8	.35	.37

See footnotes at end of table.

Table 1. Employee compensation, private nonfarm economy, 1968—Continued

Compensation Practice	All employees			Office employees			Nonoffice employees		
	Percent of compensation	Dollars per hour		Percent of compensation	Dollars per hour		Percent of compensation	Dollars per hour	
		Paid for	Of working time		Paid for	Of working time		Paid for	Of working time
	Manufacturing								
Total compensation -----	100.0	\$3.91	\$4.21	100.0	\$5.31	\$5.82	100.0	\$3.44	\$3.69
Pay for working time -----	81.1	\$3.17	\$3.41	79.6	\$4.22	\$4.64	81.8	\$2.82	\$3.02
Straight-time pay -----	77.7	3.03	3.27	78.3	4.16	4.56	77.4	2.66	2.86
Premium pay -----	3.4	.13	.14	1.3	.07	.07	4.5	.15	.17
Overtime, weekend, and holiday work -----	2.8	.11	.12	1.1	.06	.06	3.6	.12	.13
Shift differentials -----	.6	.03	.03	.2	.01	.01	.9	.03	.03
Pay for leave time (except sick leave) -----	6.2	.24	.26	6.8	.36	.40	5.9	.20	.22
Vacations -----	3.7	.15	.16	4.0	.21	.24	3.6	.12	.13
Holidays -----	2.3	.09	.10	2.5	.13	.15	2.1	.07	.08
Civic and personal leave -----	.2	.01	.01	.2	.01	.01	.1	*	*
Employer payments to vacation and holiday funds -----	.1	*	*	*	*	*	.1	*	*
Employer expenditures for retirement programs -----	6.3	.25	.27	6.7	.35	.39	6.2	.21	.23
Social security -----	3.3	.13	.14	2.8	.15	.16	3.5	.12	.13
Private pension plans -----	3.0	.12	.13	3.9	.21	.23	2.6	.09	.10
Employer expenditures for health benefit programs -----	4.2	.16	.18	3.7	.20	.22	4.5	.15	.17
Life, accident and health insurance -----	2.9	.11	.12	2.4	.13	.14	3.1	.11	.11
Sick leave -----	.6	.02	.02	1.0	.05	.06	.3	.01	.01
Workmen's compensation -----	.8	.03	.03	.3	.02	.02	1.0	.03	.04
Employer expenditures for unemployment benefit programs -----	.9	.04	.04	.7	.03	.04	1.1	.04	.04
Unemployment insurance -----	.8	.03	.03	.6	.03	.03	.9	.03	.03
Severance pay -----	.1	*	*	.1	.01	.01	*	*	*
Severance pay funds and supplemental unemployment benefit funds -----	.1	*	*	*	*	*	.2	.01	.01
Nonproduction bonuses -----	.9	.04	.04	2.0	.11	.12	.4	.01	.02
Savings and thrift plans -----	.2	.01	.01	.5	.03	.03	.1	*	*
Wages and salaries (gross payroll) ² -----	88.8	3.47	3.74	89.5	4.75	5.21	88.4	3.04	3.26
Supplements to wages and salaries ³ -----	11.2	.44	.47	10.5	.56	.61	11.6	.40	.43

See footnotes at end of table.

Table 1. Employee compensation, private nonfarm economy, 1968—Continued

Compensation Practice	All employees			Office employees			Nonoffice employees		
	Percent of compensation	Dollars per hour		Percent of compensation	Dollars per hour		Percent of compensation	Dollars per hour	
		Paid for	Of working time		Paid for	Of working time		Paid for	Of working time
	Nonmanufacturing								
Total compensation -----	100.0	\$3.50	\$3.70	100.0	\$4.32	\$4.67	100.0	\$3.02	\$3.15
Pay for working time -----	83.9	\$2.94	\$3.11	82.5	\$3.57	\$3.85	85.2	\$2.57	\$2.69
Straight-time pay -----	82.2	2.88	3.04	81.8	3.54	3.82	82.6	2.49	2.61
Premium pay -----	1.7	.06	.06	.7	.03	.03	2.6	.08	.08
Overtime, weekend, and holiday work -----	1.6	.06	.06	.6	.03	.03	2.4	.07	.08
Shift differentials -----	.1	*	*	.1	*	*	.2	*	.01
Pay for leave time (except sick leave) -----	4.7	.17	.18	5.8	.25	.27	3.9	.12	.12
Vacations -----	2.7	.10	.10	3.3	.14	.16	2.2	.07	.07
Holidays -----	1.7	.06	.06	2.2	.10	.10	1.3	.04	.04
Civic and personal leave -----	.1	*	*	.2	.01	.01	.1	*	*
Employer payments to vacation and holiday funds -----	.1	*	*	*	*	*	.2	.01	.01
Employer expenditures for retirement programs -----	5.9	.21	.22	6.2	.27	.29	5.7	.17	.18
Social security -----	3.4	.12	.13	3.1	.13	.14	3.7	.11	.12
Private pension plans -----	2.5	.09	.09	3.1	.13	.15	2.0	.06	.06
Employer expenditures for health benefit programs ¹ -----	3.4	.12	.13	3.0	.13	.14	3.7	.11	.12
Life, accident and health insurance -----	1.7	.06	.06	1.7	.07	.08	1.8	.05	.06
Sick leave -----	.7	.02	.03	1.0	.04	.05	.4	.01	.01
Workmen's compensation -----	.9	.03	.03	.03	.01	.01	1.4	.04	.05
Employer expenditures for unemployment benefit programs -----	.9	.03	.03	.7	.03	.03	1.1	.03	.03
Unemployment insurance -----	.8	.03	.03	.6	.03	.03	1.0	.03	.03
Severance pay -----	.1	*	*	.1	*	*	*	*	*
Severance pay funds and supplemental unemployment benefit funds -----	*	*	*	*	*	*	*	*	*
Nonproduction bonuses -----	1.1	.04	.04	1.7	.07	.08	.5	.02	.02
Savings and thrift plans -----	.1	*	*	.2	.01	.01	*	*	*
Wages and salaries (gross payroll) ² -----	90.3	3.16	3.35	91.1	3.94	4.25	89.8	2.71	2.83
Supplements to wages and salaries ³ -----	9.7	.34	.36	8.9	.39	.42	10.2	.31	.32

¹ Includes other health benefit programs principally state temporary disability insurance not presented separately.

² Wages and salaries include all direct payments to workers. They consist of pay for working time; pay for vacations, holidays, sick leave, and civic and personal leave; severance pay; and nonproduction bonuses.

³ Supplements to wages and salaries include all employer expenditures for compensation other than for wages and salaries. They consist of expenditures for retirement programs (including direct pay to pensioners under pay-as-you-go private pension plans); expenditures for health benefit programs (except sick leave); expenditures for unemployment benefit programs (except severance pay); payment to vacation and holiday funds, and payments to savings and thrift plans.

NOTE: See appendix for definition of terms. Because of rounding, sums of individual items may not equal totals. Dash (-) indicates zero. Asterisk (*) indicates less than \$0.005 or less than 0.05 percent.

Table 2. Employee compensation by establishment size, private nonfarm economy, 1968

Compensation practice	All industries																	
	Establishments having--																	
	Under 100 employees			100 to 499 employees			500 or more employees			Under 100 employees			100 to 499 employees			500 or more employees		
	Percent of compensation	Dollars per hour of working time	Percent of compensation	Dollars per hour of working time	Percent of compensation	Dollars per hour of working time	Percent of compensation	Dollars per hour of working time	Percent of compensation	Dollars per hour of working time	Percent of compensation	Dollars per hour of working time	Percent of compensation	Dollars per hour of working time	Percent of compensation	Dollars per hour of working time	Percent of compensation	Dollars per hour of working time
	All employees						Office employees						Nonoffice employees					
Total compensation -----	100.0	\$ 3.42	100.0	\$ 3.80	100.0	\$ 4.54	100.0	\$ 4.71	100.0	\$ 4.90	100.0	\$ 5.35	100.0	\$ 2.92	100.0	\$ 3.30	100.0	\$ 4.07
Pay for working time -----	85.8	\$ 2.93	83.4	\$ 3.17	79.7	\$ 3.61	84.3	\$ 3.97	82.1	\$ 4.03	79.0	\$ 4.22	86.9	\$ 2.53	84.2	\$ 2.78	80.1	\$ 3.24
Straight-time pay -----	84.3	2.88	80.7	3.07	76.6	3.47	83.8	3.95	81.4	3.99	77.6	4.15	84.6	2.47	80.2	2.65	75.8	3.08
Premium pay -----	1.5	.05	2.6	.10	3.1	.14	.4	.02	.7	.03	1.4	.07	2.2	.06	4.0	.13	4.4	.18
Overtime, weekend, and holiday work -----	1.4	.05	2.4	.09	2.4	.11	.4	.02	.6	.03	1.1	.06	2.2	.06	3.7	.12	3.4	.14
Shift differentials -----	*	*	.2	.01	.7	.03	*	*	.1	*	.2	.01	*	*	.3	.01	1.0	.04
Pay for leave time (except sick leave) -----	3.8	.13	5.1	.19	6.9	.31	4.9	.23	5.9	.29	7.3	.39	3.1	.09	4.6	.15	6.6	.27
Vacations -----	2.2	.07	2.9	.11	4.2	.19	2.8	.13	3.3	.16	4.3	.23	1.7	.05	2.6	.09	4.0	.16
Holidays -----	1.4	.05	2.0	.08	2.4	.11	1.9	.09	2.4	.12	2.7	.14	1.2	.03	1.8	.06	2.2	.09
Civic and personal leave -----	.1	*	.1	*	.2	.01	.1	.01	.2	.01	.3	.02	*	*	.1	*	.2	.01
Employer payments to vacation and holiday funds -----	.1	*	.1	*	.1	.01	*	*	*	*	*	*	.1	*	.1	*	.2	.01
Employer expenditures for retirement programs -----	4.9	.17	5.7	.22	7.3	.33	5.0	.23	6.0	.30	7.6	.41	4.9	.14	5.5	.18	7.1	.29
Social security -----	3.4	.12	3.3	.13	3.3	.15	3.0	.14	2.9	.14	3.0	.16	3.7	.11	3.5	.12	3.6	.15
Private pension plans -----	1.5	.05	2.4	.09	4.0	.18	2.0	.09	3.1	.15	4.6	.25	1.2	.04	2.0	.07	3.5	.14
Employer expenditures for health benefit programs -----	3.0	.10	3.7	.14	4.3	.19	2.6	.12	3.0	.15	3.8	.20	3.3	.10	4.2	.14	4.6	.19
Life, accident and health insurance -----	1.5	.05	2.1	.08	2.9	.13	1.5	.07	1.8	.09	2.3	.12	1.5	.04	2.4	.08	3.3	.13
Sick leave -----	.4	.01	.6	.02	.9	.04	.7	.03	.9	.05	1.3	.07	.2	.01	.3	.01	.6	.02
Workmen's compensation -----	1.1	.04	1.0	.04	.5	.02	.3	.02	.3	.02	.3	.01	1.6	.05	1.4	.05	.8	.03
Employer expenditures for unemployment benefit programs -----	1.0	.03	.9	.03	.9	.04	.7	.03	.7	.03	.6	.03	1.1	.03	1.0	.03	1.0	.04
Unemployment insurance -----	.9	.03	.8	.03	.7	.03	.7	.03	.6	.03	.5	.03	1.1	.03	1.0	.03	.8	.03
Severance pay -----	*	*	.1	*	.1	*	.1	*	.1	.01	.1	.01	*	*	*	*	.1	*
Severance pay funds and supplemental unemployment benefit funds -----	*	*	*	*	.1	.01	-	-	*	*	*	*	*	*	*	*	.2	.01
Nonproduction bonuses -----	1.4	.05	1.1	.04	.6	.03	2.4	.12	2.1	.10	1.1	.06	.7	.02	.4	.01	.3	.01
Savings and thrift plans -----	*	*	.1	*	.3	.01	.1	*	.1	.01	.6	.03	*	*	*	*	.1	*
Wages and salaries (gross payroll) ² -----	91.3	3.12	90.1	3.43	88.1	3.99	92.4	4.35	91.2	4.47	88.7	4.74	90.7	2.64	89.4	2.95	87.5	3.56
Supplements to wages and salaries ³ -----	8.7	.30	9.9	.38	11.9	.54	7.6	.36	8.8	.43	11.3	.60	9.3	.27	10.6	.35	12.4	.51

See footnotes at end of table.

Table 2. Employee compensation by establishment size, private nonfarm economy, 1968—Continued

Compensation practice	Manufacturing																	
	Establishments having—																	
	Under 100 employees			100 to 499 employees			500 or more employees			Under 100 employees			100 to 499 employees			500 or more employees		
	Percent of compensation	Dollars per hour of working time		Percent of compensation	Dollars per hour of working time		Percent of compensation	Dollars per hour of working time		Percent of compensation	Dollars per hour of working time		Percent of compensation	Dollars per hour of working time		Percent of compensation	Dollars per hour of working time	
	All employees						Office employees						Nonoffice employees					
Total compensation	100.0	\$3.54	100.0	\$3.67	100.0	\$4.73	100.0	\$5.47	100.0	\$5.34	100.0	\$6.07	100.0	\$3.12	100.0	\$3.24	100.0	\$4.19
Pay for working time	84.8	\$3.00	83.2	\$3.05	79.3	\$3.75	82.4	\$4.51	81.6	\$4.36	78.4	\$4.76	85.7	\$2.68	83.8	\$2.71	79.7	\$3.34
Straight-time pay	82.4	2.91	80.1	2.94	75.4	3.57	82.1	4.49	80.9	4.32	76.8	4.66	82.4	2.57	79.8	2.58	74.7	3.13
Premium pay	2.4	.09	3.0	.11	3.8	.18	.3	.02	.7	.04	1.6	.10	3.3	.10	4.0	.13	5.1	.21
Overtime, weekend, and holiday work	2.4	.08	2.7	.10	2.9	.14	.3	.02	.7	.04	1.3	.08	3.2	.10	3.6	.12	3.8	.16
Shift differentials1	*	.3	.01	.9	.04	*	*	*	*	.3	.02	.1	*	.4	.01	1.3	.05
Pay for leave time (except sick leave)....	4.3	.15	5.3	.20	7.1	.34	5.0	.27	5.9	.32	7.4	.45	4.1	.13	5.1	.16	6.9	.29
Vacations	2.4	.09	3.1	.11	4.3	.20	2.9	.16	3.5	.19	4.4	.27	2.3	.07	2.9	.10	4.2	.18
Holidays	1.8	.06	2.1	.08	2.4	.12	2.0	.11	2.3	.12	2.7	.16	1.7	.05	2.0	.07	2.3	.10
Civic and personal leave	*	*	.1	*	.2	.01	.1	*	.1	.01	.3	.02	*	*	.1	*	.2	.01
Employer payments to vacation and holiday funds	*	*	*	*	.1	.01	-	-	*	*	.1	*	*	*	*	*	.2	.01
Employer expenditures for retirement programs	4.8	.17	5.6	.21	7.0	.33	5.0	.28	6.0	.32	7.2	.44	4.7	.15	5.4	.18	6.9	.29
Social security	3.4	.12	3.4	.13	3.2	.15	2.8	.15	2.9	.15	2.7	.17	3.7	.11	3.7	.12	3.4	.14
Private pension plans	1.4	.05	2.2	.08	3.8	.18	2.3	.12	3.1	.17	4.4	.27	1.1	.03	1.8	.06	3.4	.15
Employer expenditures for health benefit programs	3.5	.12	3.7	.14	4.6	.22	3.0	.16	3.0	.16	4.1	.25	3.7	.12	4.0	.13	4.9	.20
Life, accident and health insurance	1.9	.07	2.3	.09	3.4	.16	1.8	.10	1.9	.10	2.6	.16	1.9	.06	2.5	.08	3.8	.16
Sick leave4	.01	.3	.01	.7	.03	.8	.04	.6	.03	1.2	.07	.2	.01	.2	.01	.4	.02
Workmen's compensation	1.3	.05	1.1	.04	.5	.02	.4	.02	.4	.02	.2	.01	1.6	.05	1.4	.04	.7	.03
Employer expenditures for unemployment benefit programs	1.1	.04	1.0	.04	.9	.04	.7	.04	.7	.04	.6	.04	1.2	.04	1.1	.04	1.0	.04
Unemployment insurance	1.0	.04	.9	.03	.6	.03	.7	.04	.6	.03	.5	.03	1.2	.04	1.1	.03	.7	.03
Severance pay	*	*	*	*	.1	*	*	*	.1	*	.1	.01	*	*	*	*	*	*
Severance pay funds and supplemental unemployment benefit funds	*	*	*	*	.2	.01	-	-	*	*	*	*	*	*	*	*	.3	.01
Nonproduction bonuses	1.4	.05	1.1	.04	.8	.04	3.6	.20	2.7	.14	1.4	.09	.5	.02	.4	.01	.4	.02
Savings and thrift plans	*	*	.1	*	.4	.02	.1	*	.2	.01	.7	.05	*	*	*	*	.1	.01
Wages and salaries (gross payroll) ²	90.9	3.22	89.9	3.30	87.8	4.15	92.0	5.03	90.9	4.86	88.6	5.38	90.5	2.83	89.4	2.89	87.3	3.66
Supplements to wages and salaries ³	9.1	.32	10.1	.37	12.2	.58	8.0	.44	9.1	.49	11.4	.69	9.4	2.96	10.6	.34	12.7	.53

See footnotes at end of table.

Table 2. Employee compensation by establishment size, private nonfarm economy, 1968—Continued

Compensation practice	Nonmanufacturing																	
	Establishments having—																	
	Under 100 employees		100 to 499 employees		500 or more employees		Under 100 employees		100 to 499 employees		500 or more employees		Under 100 employees		100 to 499 employees		500 or more employees	
	Percent of compensation	Dollars per hour of working time	Percent of compensation	Dollars per hour of working time	Percent of compensation	Dollars per hour of working time	Percent of compensation	Dollars per hour of working time	Percent of compensation	Dollars per hour of working time	Percent of compensation	Dollars per hour of working time	Percent of compensation	Dollars per hour of working time	Percent of compensation	Dollars per hour of working time	Percent of compensation	Dollars per hour of working time
	All employees						Office employees						Nonoffice employees					
Total compensation	100.0	\$3.39	100.0	\$3.94	100.0	\$4.29	100.0	\$4.61	100.0	\$4.68	100.0	\$4.75	100.0	\$2.87	100.0	\$3.40	100.0	\$3.88
Pay for working time	86.0	\$2.92	83.6	\$3.30	80.2	\$3.44	84.5	\$3.90	82.4	\$3.86	79.5	\$3.78	87.2	\$2.50	84.8	\$2.88	80.8	\$3.14
Straight-time pay	84.7	2.87	81.3	3.21	78.1	3.35	84.1	3.88	81.8	3.83	78.4	3.73	85.2	2.44	80.8	2.75	77.7	3.01
Premium pay	1.3	.04	2.3	.09	2.1	.09	.4	.02	.7	.03	1.1	.05	1.9	.06	4.0	.14	3.2	.12
Overtime, weekend, and holiday work	1.3	.04	2.1	.08	1.8	.08	.4	.02	.6	.03	.9	.04	1.9	.06	3.8	.13	2.7	.10
Shift differentials	*	*	.1	*	.3	.01	*	*	.1	*	.2	.01	*	*	.2	.01	.4	.02
Pay for leave time (except sick leave) ..	3.6	.12	4.9	.19	6.6	.29	4.8	.22	5.8	.27	7.1	.34	2.8	.08	4.0	.14	6.2	.24
Vacations	2.1	.07	2.7	.11	3.9	.17	2.8	.13	3.2	.15	4.2	.20	1.6	.04	2.2	.08	3.7	.14
Holidays	1.4	.05	1.9	.08	2.3	.10	1.9	.09	2.4	.11	2.6	.13	1.0	.03	1.4	.05	2.0	.08
Civic and personal leave1	*	.2	.01	.2	.01	.1	.01	.2	.01	.3	.01	*	*	.1	*	.2	.01
Employer payments to vacation and holiday funds1	*	.1	.01	.1	.01	*	*	-	-	*	*	.2	.01	.3	.01	.3	.01
Employer expenditures for retirement programs	5.0	.17	5.8	.23	7.7	.33	5.0	.23	6.0	.28	8.1	.38	4.9	.14	5.5	.19	7.4	.29
Social security	3.4	.12	3.1	.12	3.5	.15	3.0	.14	3.0	.14	3.2	.15	3.7	.11	3.3	.11	3.8	.15
Private pension plans	1.6	.05	2.7	.11	4.2	.18	2.0	.09	3.0	.14	4.8	.23	1.2	.04	2.3	.08	3.6	.14
Employer expenditures for health benefit programs ¹	2.9	.10	3.7	.15	3.9	.17	2.5	.12	3.1	.14	3.6	.17	3.2	.09	4.4	.15	4.3	.16
Life, accident and health insurance	1.4	.05	2.0	.08	2.2	.09	1.4	.07	1.7	.08	1.9	.09	1.4	.04	2.2	.08	2.4	.10
Sick leave4	.01	.8	.03	1.1	.05	.7	.03	1.1	.05	1.4	.07	.2	.01	.6	.02	.9	.03
Workmen's compensation	1.1	.04	.9	.04	.6	.03	.3	.02	.3	.01	.3	.01	1.6	.05	1.6	.06	.9	.04
Employer expenditures for unemployment benefit programs	1.0	.03	.8	.03	.8	.03	.7	.03	.7	.03	.6	.03	1.1	.03	.9	.03	1.0	.04
Unemployment insurance9	.03	.7	.03	.7	.03	.7	.03	.5	.03	.5	.02	1.1	.03	.9	.03	.9	.04
Severance pay	*	*	.1	*	.1	*	.1	*	.2	.01	.1	*	*	*	*	*	.1	*
Severance pay funds and supplemental unemployment benefit funds	*	*	*	*	*	*	-	-	-	-	*	*	*	*	*	*	*	*
Nonproduction bonuses	1.4	.05	1.0	.04	.4	.02	2.3	.11	1.8	.08	.7	.03	.7	.02	.3	.01	.2	.01
Savings and thrift plans	*	*	*	*	.2	.01	.1	*	.1	*	.4	.02	*	*	*	*	.1	*
Wages and salaries (gross payroll) ² ..	91.4	3.10	90.4	3.56	88.4	3.80	92.4	4.26	91.3	4.27	88.9	4.23	90.7	2.60	89.4	3.04	87.8	3.41
Supplements to wages and salaries ³ ..	8.6	.29	9.6	.38	11.6	.50	7.6	.35	8.7	.41	11.1	.53	9.3	.27	10.6	.36	12.2	.47

¹ Includes other health benefit programs principally state temporary disability insurance not presented separately.

² Wages and salaries include all direct payments to workers. They consist of pay for working time; pay for vacations, holidays, sick leave, and civic and personal leave; severance pay; and nonproduction bonuses.

³ Supplements to wages and salaries include all employer expenditures for compensation other than for wages and salaries. They consist of expenditures for retirement programs (including direct pay to pensioners under pay-as-you-go private pension plans); expenditures for health benefit programs (except sick leave); expenditures for unemployment benefit programs (except severance pay); payment to vacation and holiday funds, and payments to savings and thrift plans.

NOTE: See appendix for definition of terms. Because of rounding, sums of individual items may not equal totals. Dash (-) indicates zero. Asterisk (*) indicates less than \$0.005 or less than 0.05 percent.

Table 3. Nonoffice employee compensation by collective bargaining agreement coverage, private nonfarm economy, 1968

Compensation practice	Establishments in which the majority of nonoffice employees were—											
	Covered by collective bargaining agreements						Not covered by collective bargaining agreements					
	All industries		Manufacturing		Nonmanufacturing		All industries		Manufacturing		Nonmanufacturing	
	Percent of compensation	Dollars per hour of working time	Percent of compensation	Dollars per hour of working time	Percent of compensation	Dollars per hour of working time	Percent of compensation	Dollars per hour of working time	Percent of compensation	Dollars per hour of working time	Percent of compensation	Dollars per hour of working time
Total compensation -----	100.0	\$4.21	100.0	\$4.08	100.0	\$4.37	100.0	\$2.69	100.0	\$3.03	100.0	\$2.56
Pay for working time -----	81.2	\$3.42	80.4	\$3.28	82.3	\$3.60	86.8	\$2.33	85.1	\$2.58	87.6	\$2.24
Straight-time pay -----	77.1	3.24	75.7	3.09	78.9	3.45	84.3	2.27	81.2	2.46	85.7	2.19
Premium pay -----	4.1	.17	4.7	.19	3.3	.15	2.5	.07	3.9	.12	1.9	.05
Overtime, weekend, and holiday work -----	3.4	.14	3.7	.15	3.1	.13	2.3	.06	3.3	.10	1.8	.05
Shift differentials -----	.7	.03	1.0	.04	.3	.01	.2	.01	.5	.02	.1	*
Pay for leave time (except sick leave) -----	5.7	.24	6.6	.27	4.6	.20	3.6	.10	4.4	.13	3.2	.08
Vacations -----	3.3	.14	4.0	.16	2.5	.11	2.1	.06	2.4	.08	2.0	.05
Holidays -----	2.0	.08	2.3	.09	1.5	.07	1.4	.04	1.7	.05	1.2	.03
Civic and personal leave -----	.1	.01	.1	.01	.1	.01	.1	*	.1	*	*	*
Employer payments to vacation and holiday funds -----	0.3	.01	.2	.01	.4	.02	*	*	*	*	*	*
Employer expenditures for retirement programs -----	6.6	.28	6.5	.27	6.7	.29	5.0	.13	5.3	.16	4.8	.12
Social security -----	3.5	.15	3.5	.14	3.5	.15	3.7	.10	3.7	.11	3.8	.10
Private pension plans -----	3.1	.13	3.0	.12	3.2	.14	1.2	.03	1.6	.05	1.0	.03
Employer expenditures for health benefit programs ¹ -----	4.9	.21	5.0	.20	4.9	.21	2.8	.08	3.2	.10	2.7	.07
Life, accident and health insurance -----	3.3	.14	3.7	.15	2.8	.12	1.2	.03	1.8	.05	1.0	.03
Sick leave -----	.4	.02	.3	.01	.4	.02	.4	.01	.4	.01	.4	.01
Workmen's compensation -----	1.3	.05	1.0	.04	1.6	.07	1.2	.03	1.1	.03	1.3	.03
Employer expenditures for unemployment benefit programs -----	1.1	.05	1.1	.04	1.1	.05	1.0	.03	1.0	.03	1.0	.03
Unemployment insurance -----	.9	.04	.8	.03	1.0	.05	1.0	.03	1.0	.03	1.0	.03
Severance pay -----	*	*	*	*	.1	*	*	*	*	*	.1	*
Severance pay funds and supplemental unemployment benefit funds -----	.1	.01	.2	.01	*	*	*	*	*	*	*	*
Nonproduction bonuses -----	.3	.01	.2	.01	.3	.01	.7	.02	.8	.03	.7	.02
Savings and thrift plans -----	.1	*	.1	*	*	*	*	*	.1	*	*	*
Wages and salaries (gross payroll) ² -----	87.4	3.68	87.4	3.57	87.3	3.81	91.5	2.46	90.7	2.74	91.8	2.35
Supplements to wages and salaries ³ -----	12.6	.53	12.5	.51	12.7	.56	8.5	.23	9.3	.28	8.2	.21

¹ Includes other health benefit programs principally state temporary disability insurance not presented separately.

² Wages and salaries include all direct payments to workers. They consist of pay for working time; pay for vacations, holidays, sick leave, and civic and personal leave; severance pay; and nonproduction bonuses.

³ Supplements to wages and salaries include all employer expenditures for compensation other than for wages and salaries. They consist of expenditures for retirement programs (including direct pay to pensioners under pay-as-you-go private pension plans); expenditures for health benefit programs (except sick leave); expenditures for unemployment benefit programs (except severance pay); payment to vacation and holiday funds, and payments to savings and thrift plans.

NOTE: See appendix for definition of terms. Because of rounding, sums of individual items may not equal totals. Dash (-) indicates zero. Asterisk (*) indicates less than \$0.005 or less than 0.05 percent.

Table 4. Percent of nonoffice employees in establishments with expenditures for selected practices and employer expenditures, by collective bargaining agreement coverage, private nonfarm economy, 1968

Practice	Establishments in which the majority was covered by collective bargaining agreements			Establishments in which none or a minority was covered by collective bargaining agreements		
	Percent in establishments with expenditures	Expenditures		Percent in establishments with expenditures	Expenditures	
		Percent of compensation	Dollars per hour of working time		Percent of compensation	Dollars per hour of working time
	All industries					
Paid leave (except sick leave)-----	94	6.0	0.25	83	4.0	0.11
Private pension -----	81	3.6	.16	29	3.1	.10
Contributory -----	10	2.7	.12	8	3.0	.09
Noncontributory -----	71	3.8	.17	21	3.1	.10
Life, accident and health insurance -----	95	3.4	.14	58	1.8	.05
Contributory -----	29	2.5	.10	31	1.5	.04
Noncontributory -----	66	3.8	.17	27	2.1	.06
	Manufacturing					
Paid leave (except sick leave) -----	99	6.7	0.27	92	4.6	0.14
Private pension -----	84	3.4	.15	46	2.9	.10
Contributory -----	9	2.6	.11	9	2.5	.08
Noncontributory -----	75	3.5	.15	37	3.0	.11
Life, accident and health insurance -----	97	3.7	.15	81	2.1	.07
Contributory -----	23	2.6	.10	42	1.8	.05
Noncontributory -----	74	4.2	.18	39	2.3	.08
	Nonmanufacturing					
Paid leave (except sick leave) -----	89	5.2	0.22	80	3.7	0.10
Private pension -----	78	3.9	.18	24	3.2	.10
Contributory -----	11	2.8	.13	8	3.2	.10
Noncontributory -----	67	4.1	.19	16	3.2	.10
Life, accident and health insurance -----	92	3.0	.13	52	1.6	.04
Contributory -----	27	2.4	.10	28	1.3	.04
Noncontributory -----	65	3.2	.15	24	1.9	.05

NOTE: Because of rounding, sums of individual items may not equal totals.

Table 5. Percent distribution of employees by establishment average compensation for employee group, private nonfarm economy, 1968

Establishment average compensation per hour of working time for employee group	All industries			Manufacturing			Nonmanufacturing		
	All employees	Office employees	Nonoffice employees	All employees	Office employees	Nonoffice employees	All employees	Office employees	Nonoffice employees
Total	100	100	100	100	100	100	100	100	100
Under \$1.50	4	*	6	*	-	*	5	*	10
\$1.50 and under \$1.75	3	1	6	*	*	1	4	1	8
\$1.75 and under \$2.00	4	1	6	2	1	4	5	1	8
\$2.00 and under \$2.25	6	1	9	4	*	8	6	2	10
\$2.25 and under \$2.50	6	4	9	4	1	8	7	5	9
\$2.50 and under \$2.75	7	3	6	6	2	8	8	4	6
\$2.75 and under \$3.00	5	4	6	5	1	6	5	5	6
\$3.00 and under \$3.25	7	4	6	6	2	6	7	5	7
\$3.25 and under \$3.50	8	5	7	7	2	7	8	6	6
\$3.50 and under \$3.75	4	7	4	5	1	7	4	10	3
\$3.75 and under \$4.00	6	5	4	5	3	6	6	6	3
\$4.00 and under \$4.25	4	5	5	5	3	7	3	6	3
\$4.25 and under \$4.50	5	4	6	7	4	7	5	4	5
\$4.50 and under \$4.75	5	4	3	6	5	4	4	4	3
\$4.75 and under \$5.00	6	5	3	10	4	6	4	6	2
\$5.00 and under \$5.25	3	5	3	5	4	4	3	5	2
\$5.25 and under \$5.50	3	5	3	3	9	7	3	4	2
\$5.50 and under \$5.75	4	3	2	8	5	1	2	3	2
\$5.75 and under \$6.00	2	5	1	3	10	1	2	3	1
\$6.00 and under \$6.25	2	4	1	2	6	*	2	3	1
\$6.25 and under \$6.50	1	3	1	1	7	1	1	2	1
\$6.50 and under \$6.75	1	3	1	1	3	1	1	3	1
\$6.75 and under \$7.00	1	3	1	2	7	1	1	1	1
\$7.00 and over	3	14	2	1	21	1	4	12	3

NOTE: See appendix for definition of terms. Because of rounding, sums of individual items may not equal totals. Dash (-) indicates zero. Asterisk (*) indicates less than 0.5 percent.

Table 5a. Straight-time pay as a percent of total compensation, by establishment average compensation for employee group, private nonfarm economy, 1968

Establishment average compensation per hour of working time for employee group	Straight-time pay as a percent of total compensation								
	All industries			Manufacturing			Nonmanufacturing		
	All employees ¹	Office employees	Nonoffice employees	All employees ¹	Office employees	Nonoffice employees	All employees ¹	Office employees	Nonoffice employees
Under \$1.50 -----	92	92	91	*	-	*	92	92	91
\$1.50 and under \$1.75 -----	91	90	90	88	*	89	91	90	90
\$1.75 and under \$2.00 -----	88	89	87	89	90	88	88	89	87
\$2.00 and under \$2.25 -----	87	86	86	88	86	86	87	86	85
\$2.25 and under \$2.50 -----	86	86	84	84	86	82	86	86	85
\$2.50 and under \$2.75 -----	85	85	84	84	79	83	85	86	85
\$2.75 and under \$3.00 -----	83	83	83	83	82	82	83	83	84
\$3.00 and under \$3.25 -----	84	84	82	82	85	80	85	84	83
\$3.25 and under \$3.50 -----	83	84	81	81	84	79	84	84	83
\$3.50 and under \$3.75 -----	81	83	80	79	84	79	82	83	82
\$3.75 and under \$4.00 -----	81	83	79	80	82	77	82	83	81
\$4.00 and under \$4.25 -----	80	81	78	79	82	76	81	81	80
\$4.25 and under \$4.50 -----	79	80	78	78	79	76	81	81	79
\$4.50 and under \$4.75 -----	78	81	79	78	81	76	78	81	82
\$4.75 and under \$5.00 -----	78	81	76	77	80	74	80	81	79
\$5.00 and under \$5.25 -----	78	81	77	75	82	72	81	81	83
\$5.25 and under \$5.50 -----	79	79	73	74	79	70	82	80	83
\$5.50 and under \$5.75 -----	75	79	79	72	78	73	80	79	82
\$5.75 and under \$6.00 -----	75	79	76	72	78	72	79	80	81
\$6.00 and under \$6.25 -----	76	79	77	71	77	75	77	81	77
\$6.25 and under \$6.50 -----	78	80	76	76	78	77	79	81	76
\$6.50 and under \$6.75 -----	79	79	75	78	78	76	79	79	75
\$6.75 and under \$7.00 -----	80	76	79	79	75	79	82	79	79
\$7.00 and over -----	80	80	79	75	77	77	81	82	80
All establishments -----	80	81	80	78	78	77	82	82	83

¹ Percent shown may differ from weighted average of office and nonoffice groups at a particular level of compensation because the average compensation for an entire establishment, to which the data in this column relate, frequently differs from the average for one or both employee groups in that establishment.

NOTE: See appendix for definition of terms. Dash (-) indicates no employees. Asterisk (*) indicates insufficient data to warrant presentation.

Table 6a. Percent distribution of employees by employer expenditures for premium pay as a percent of total compensation, private nonfarm economy, 1968

Compensation practice and industry	Average expenditure		Percent of employees in establishments—														
	All establish- ments	Establish- ments that had expend- itures	Total	That had no expend- itures	That had expenditures for the practice as a percent of compensation of—												
					Under 1	1 and under 2	2 - 3	3 - 4	4 - 5	5 - 6	6 - 7	7 - 8	8 - 9	9 - 10	10 - 11	11 - 12	12 and over
	All employees																
Premium pay.....	2.4	2.9	100	25	22	15	13	10	6	3	3	2	1	*	1	*	*
Manufacturing	3.4	3.5	100	4	12	18	20	17	10	6	7	3	1	1	1	*	*
Nonmanufacturing	1.7	2.3	100	35	27	13	9	6	4	2	1	1	1	*	1	-	*
Overtime, weekend, and holiday work	2.1	2.5	100	25	25	18	13	7	5	3	1	1	1	*	1	-	*
Manufacturing	2.8	2.8	100	4	15	27	20	12	10	6	3	1	1	*	*	-	*
Nonmanufacturing	1.6	2.1	100	35	29	13	9	5	3	2	1	1	1	*	1	-	*
Shift differential3	.8	100	69	22	8	1	*	*	*	-	-	-	-	-	-	-
Manufacturing6	.9	100	36	43	17	2	1	1	*	-	-	-	-	-	-	-
Nonmanufacturing1	.6	100	85	12	3	*	*	*	-	-	-	-	-	-	-	-
	Office employees																
Premium pay.....	.9	1.3	100	32	39	17	6	3	1	*	1	*	*	*	*	*	-
Manufacturing	1.3	1.5	100	13	41	28	7	8	2	*	*	*	*	*	*	-	-
Nonmanufacturing7	1.1	100	39	39	13	6	1	1	*	1	*	*	*	*	*	-
Overtime, weekend, and holiday work8	1.1	100	32	43	16	4	2	1	1	*	*	*	*	*	*	-
Manufacturing	1.1	1.2	100	14	47	24	7	6	2	*	*	*	*	*	*	-	-
Nonmanufacturing6	1.0	100	39	41	13	4	1	1	1	*	*	*	*	*	*	-
Shift differential1	.4	100	73	24	3	*	*	-	-	-	-	-	-	-	-	-
Manufacturing2	.4	100	50	45	5	*	*	-	-	-	-	-	-	-	-	-
Nonmanufacturing1	.4	100	82	15	2	*	*	-	-	-	-	-	-	-	-	-
	Nonoffice employees																
Premium pay	3.4	4.1	100	27	15	11	12	9	7	5	4	4	2	1	1	1	1
Manufacturing	4.5	4.6	100	5	10	12	15	14	13	8	8	8	3	2	1	1	1
Nonmanufacturing	2.6	3.5	100	39	18	11	10	6	4	4	2	2	1	1	1	*	2
Overtime, weekend, and holiday work	2.9	3.5	100	27	18	13	12	9	6	5	3	2	1	1	1	1	1
Manufacturing	3.6	3.7	100	5	13	19	16	14	9	10	5	4	1	1	1	1	*
Nonmanufacturing	2.4	3.3	100	39	20	10	10	6	4	3	1	1	1	1	1	1	1
Shift differentials5	1.1	100	70	17	8	4	1	*	*	-	-	-	-	-	-	-
Manufacturing9	1.3	100	40	31	19	8	1	*	1	*	-	-	-	-	-	-
Nonmanufacturing2	.8	100	87	9	2	1	*	-	*	-	-	-	-	-	-	-

NOTE: See appendix for definition of terms. Because of rounding, sums of individual items may not equal totals. Dash (-) indicates zero. Asterisk (*) indicates less than 0.5 percent.

Table 6b. Percent distribution of employees by employer expenditures per hour of working time for premium pay, private nonfarm economy, 1968

Compensation practice and industry	Average expenditure		Percent of employees in establishments—															
	All establish- ments	Establish- ments that had expend- itures	Total	That had no expend- itures	That had expenditures for the practice in cents per hour of working time—													
					Under 2	2 and under 4	4 - 6	6 - 8	8 - 10	10 - 12	12 - 14	14 - 16	16 - 18	18 - 20	20 - 25	25 - 30	30 and over	
	All employees																	
Premium pay -----	\$0.09	\$0.12	100	25	13	11	8	6	6	4	4	4	4	2	5	2	5	
Manufacturing -----	.14	.15	100	4	7	8	9	9	10	7	7	7	7	5	9	3	10	
Nonmanufacturing -----	.06	.09	100	35	16	13	8	5	5	3	3	2	2	1	3	2	2	
Overtime, weekend, and holiday work -----	.08	.10	100	25	14	12	8	8	6	4	3	3	3	2	3	3	3	
Manufacturing -----	.12	.12	100	4	8	11	10	12	9	10	6	5	5	4	5	6	4	
Nonmanufacturing -----	.06	.09	100	35	18	13	7	5	4	4	2	3	2	1	2	2	2	
Shift differentials -----	.01	.04	100	69	13	7	5	3	2	1	*	*	*	*	*	*	*	
Manufacturing -----	.03	.04	100	36	21	17	11	7	4	3	*	*	*	*	*	*	*	
Nonmanufacturing -----	*	.03	100	85	9	3	2	1	*	*	*	*	-	-	-	-	-	
	Office employees																	
Premium pay -----	\$0.05	\$0.07	100	32	22	15	7	6	4	3	3	2	1	1	1	2	1	
Manufacturing -----	.08	.09	100	13	18	15	12	9	6	6	4	5	1	1	2	6	1	
Nonmanufacturing -----	.03	.05	100	39	23	15	5	6	3	2	2	1	1	*	1	1	*	
Overtime, weekend, and holiday work -----	.04	.06	100	32	24	17	8	6	4	2	2	1	1	1	2	1	*	
Manufacturing -----	.06	.07	100	14	20	17	13	10	7	4	1	2	1	2	7	1	1	
Nonmanufacturing -----	.03	.05	100	39	25	16	5	4	2	2	2	1	1	1	1	1	*	
Shift differentials -----	.01	.02	100	73	18	4	3	1	1	*	*	-	-	*	*	-	-	
Manufacturing -----	.01	.02	100	50	32	7	7	1	3	*	-	-	-	*	*	-	-	
Nonmanufacturing -----	*	.02	100	82	13	2	1	1	*	*	*	-	-	-	-	-	-	
	Nonoffice employees																	
Premium pay -----	\$0.12	\$0.15	100	27	10	9	8	6	5	4	4	4	3	2	6	4	8	
Manufacturing -----	.17	.17	100	5	7	7	8	7	7	6	7	7	5	3	12	5	14	
Nonmanufacturing -----	.08	.12	100	39	11	10	8	5	4	3	3	3	2	1	3	3	5	
Overtime, weekend, and holiday work -----	.10	.13	100	27	11	10	8	7	6	5	4	4	3	2	5	4	5	
Manufacturing -----	.13	.14	100	5	8	9	10	8	9	8	7	5	4	4	8	7	6	
Nonmanufacturing -----	.08	.12	100	39	13	10	7	6	4	3	3	3	2	1	3	2	4	
Shift differentials -----	.02	.05	100	70	10	6	6	2	2	1	1	*	*	*	*	*	*	
Manufacturing -----	.03	.05	100	40	17	12	14	4	5	4	3	1	1	*	*	*	*	
Nonmanufacturing -----	.01	.03	100	87	7	2	1	1	1	*	*	*	-	-	-	-	-	

NOTE: See appendix for definition of terms. Because of rounding, sums of individual items may not equal totals. Dash (-) indicates zero. Asterisk (*) indicates less than \$0.005 or less than 0.5 percent.

Table 7a. Percent distribution of employees by employer expenditures for paid leave (except sick leave) as a percent of total compensation, private nonfarm economy, 1968

Compensation practice and industry	Average expenditure		Percent of employees in establishments—														
	All establishments	Establishments that had expenditures	Total	That had no expenditures	That had expenditures for the practice as a percent of compensation of—												
					Under 1	1 and under 2	2	3	4	5	6	7	8	9	10	11	12
							-	-	-	-	-	-	-	-	-	-	and over
							3	4	5	6	7	8	9	10	11	12	
All employees																	
Pay for leave time (except sick leave) -----	5.3	5.5	100	7	6	7	8	10	15	13	12	12	6	2	1	*	*
Manufacturing -----	6.2	6.3	100	2	2	3	5	10	15	13	15	19	9	4	1	1	*
Nonmanufacturing -----	4.7	5.0	100	10	7	9	10	10	14	13	11	8	4	1	1	*	*
Vacations -----	3.1	3.3	100	8	10	16	21	20	15	6	2	1	*	*	-	*	-
Manufacturing -----	3.7	3.8	100	2	4	11	23	23	22	8	3	2	1	*	-	*	-
Nonmanufacturing -----	2.7	3.0	100	12	14	19	19	19	11	5	1	1	-	*	-	*	-
Holidays -----	2.0	2.1	100	16	12	26	37	9	1	*	*	*	-	-	-	-	-
Manufacturing -----	2.3	2.3	100	3	7	26	53	10	*	-	*	-	-	-	-	-	-
Nonmanufacturing -----	1.7	2.0	100	22	14	25	28	8	2	*	*	*	-	-	-	-	-
Civic and personal leave -----	.1	.2	100	48	51	1	*	-	-	-	-	-	-	-	-	-	-
Manufacturing -----	.2	.2	100	30	68	2	*	-	-	-	-	-	-	-	-	-	-
Nonmanufacturing -----	.1	.2	100	56	43	1	*	-	-	-	-	-	-	-	-	-	-
Employer payments to vacation and holiday funds -----	.1	2.1	100	96	1	1	1	*	*	*	*	*	-	-	-	-	-
Manufacturing -----	.1	1.6	100	95	2	1	1	*	*	*	*	*	-	-	-	-	-
Nonmanufacturing -----	.1	2.6	100	97	*	1	1	1	*	*	*	*	-	-	-	-	-
Office employees																	
Pay for leave time (except sick leave) -----	6.1	6.2	100	2	2	3	4	8	13	18	17	16	9	4	2	1	*
Manufacturing -----	6.8	6.9	100	1	1	1	2	5	8	16	16	27	15	7	1	1	*
Nonmanufacturing -----	5.8	5.9	100	3	3	4	4	9	14	19	17	12	7	3	2	1	*
Vacations -----	3.6	3.7	100	3	5	10	18	32	19	8	3	2	*	*	*	*	-
Manufacturing -----	4.0	4.1	100	1	2	6	10	32	30	11	6	2	1	*	-	-	-
Nonmanufacturing -----	3.3	3.4	100	4	6	11	21	32	14	7	2	2	*	*	*	*	-
Holidays -----	2.3	2.4	100	6	5	23	45	16	3	1	*	-	-	-	*	-	-
Manufacturing -----	2.5	2.5	100	1	3	17	59	19	*	*	-	-	-	-	-	-	-
Nonmanufacturing -----	2.2	2.4	100	8	7	26	40	15	4	1	*	-	-	-	*	-	-
Civic and personal leave -----	.2	.3	100	35	62	3	*	-	-	-	-	-	-	-	-	-	-
Manufacturing -----	.2	.3	100	21	74	4	*	-	-	-	-	-	-	-	-	-	-
Nonmanufacturing -----	.2	.3	100	40	58	2	*	-	-	-	-	-	-	-	-	-	-
Employer payments to vacation and holiday funds -----	**	1.1	100	99	1	*	*	*	-	*	-	-	-	-	-	-	-
Manufacturing -----	**	1.1	100	96	2	*	1	*	-	*	-	-	-	-	-	-	-
Nonmanufacturing -----	**	.9	100	99	*	*	-	-	-	-	-	-	-	-	-	-	-
Nonoffice employees																	
Pay for leave time (except sick leave) -----	4.8	5.2	100	12	6	10	8	12	13	11	11	7	4	2	1	*	*
Manufacturing -----	5.9	6.0	100	4	2	4	7	14	13	14	18	12	7	3	2	1	*
Nonmanufacturing -----	3.9	4.4	100	17	9	13	9	12	13	10	8	5	2	1	*	*	*
Vacations -----	2.8	3.2	100	16	10	20	18	16	11	5	1	1	*	*	*	-	-
Manufacturing -----	3.6	3.6	100	4	5	15	23	21	19	8	3	2	1	-	*	-	-
Nonmanufacturing -----	2.2	2.7	100	22	13	23	16	13	7	4	1	1	*	*	-	-	-
Holidays -----	1.7	2.0	100	26	10	25	32	6	1	*	*	*	-	-	-	-	-
Manufacturing -----	2.1	2.2	100	7	6	28	49	9	*	-	-	*	-	-	-	-	-
Nonmanufacturing -----	1.3	1.9	100	36	12	23	23	4	1	*	*	-	-	-	-	-	-
Civic and personal leave -----	.1	.2	100	60	39	1	*	*	-	-	-	-	-	-	-	-	-
Manufacturing -----	.1	.2	100	42	57	1	*	*	-	-	-	-	-	-	-	-	-
Nonmanufacturing -----	.1	.2	100	71	29	*	*	-	-	-	-	-	-	-	-	-	-
Employer payments to vacation and holiday funds -----	.2	2.7	100	96	1	1	1	*	*	*	*	*	*	*	-	-	-
Manufacturing -----	.1	2.1	100	96	2	*	2	*	*	1	*	-	*	-	-	-	-
Nonmanufacturing -----	.2	3.1	100	96	*	1	1	*	1	*	*	*	*	*	-	-	-

NOTE: See appendix for definition of terms. Because of rounding, sums of individual items may not equal totals. Dash (-) indicates zero. Asterisks (*) indicates less than 0.5 percent; (**) indicates less than 0.05 percent.

Table 7b. Percent distribution of employees by employer expenditures per hour of working time for paid leave (except sick leave), private nonfarm economy, 1968

Compensation practice and industry	Average expenditure		Percent of employees in establishments—																				
	All establishments	Establishments that had expenditures	Total	That had no expenditures	That had expenditures for the practice, cents per hour of working time—																		
					Under 2	2 and under 4	4	6	8	10	12	14	16	18	20	25	30	35	40	50	60 and over		
					All employees																		
Pay for leave time (except sick leave)	\$0.21	\$0.22	100	7	4	6	4	5	5	6	5	5	7	5	9	8	6	6	7	4	1		
Manufacturing	.26	.27	100	2	1	2	2	4	4	6	5	4	4	5	10	11	9	9	13	7	1		
Nonmanufacturing	.18	.19	100	10	6	8	5	6	5	6	6	5	8	5	8	6	5	4	4	2	2		
Vacations	.12	.13	100	8	7	10	9	10	10	6	7	5	3	5	8	6	2	2	1	*	*		
Manufacturing	.16	.16	100	2	3	6	7	9	9	5	8	7	4	7	12	12	3	3	2	*	*		
Nonmanufacturing	.10	.11	100	12	10	12	10	10	11	7	7	4	3	4	6	3	1	1	1	*	*		
Holidays	.08	.09	100	16	8	10	13	14	9	10	7	6	3	1	2	1	*	*	*	*	*		
Manufacturing	.10	.10	100	3	5	8	10	13	14	17	11	10	5	1	3	*	*	*	*	*	*		
Nonmanufacturing	.06	.08	100	22	10	11	15	15	7	6	5	3	2	1	2	1	*	*	*	*	*		
Civic and personal leave	.01	.01	100	48	47	4	1	*	1	*	*	-	-	-	-	-	-	-	-	-	-		
Manufacturing	.01	.01	100	30	64	4	1	*	1	*	*	-	-	-	-	-	-	-	-	-	-		
Nonmanufacturing	*	.01	100	56	38	4	1	1	*	*	*	-	-	-	-	-	-	-	-	-	-		
Employer payments to vacation and holiday funds	*	.12	100	96	1	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*		
Manufacturing	*	.08	100	95	2	*	*	*	*	1	*	*	*	-	*	*	-	-	*	*	*		
Nonmanufacturing	*	.15	100	97	*	*	*	1	-	*	*	*	*	*	*	*	*	*	*	*	*		
					Office employees																		
Pay for leave time (except sick leave)	\$0.31	\$0.31	100	2	1	1	3	1	2	3	3	4	7	6	11	11	9	6	13	9	8		
Manufacturing	.40	.40	100	1	*	1	1	*	1	1	2	2	2	3	8	10	11	8	22	19	11		
Nonmanufacturing	.27	.28	100	3	1	1	3	2	3	4	4	6	9	7	12	11	8	6	10	5	7		
Vacations	.18	.18	100	3	2	4	4	6	10	7	10	6	6	6	12	10	6	3	4	1	1		
Manufacturing	.24	.24	100	1	1	1	2	2	2	5	4	6	9	5	19	18	12	6	7	1	*		
Nonmanufacturing	.16	.16	100	4	2	5	5	7	13	8	12	6	5	6	9	6	4	2	3	1	1		
Holidays	.12	.12	100	6	2	5	8	15	10	11	10	8	8	6	8	3	1	1	*	*	*		
Manufacturing	.15	.15	100	1	1	2	3	8	8	10	12	13	11	14	14	2	1	*	*	*	*		
Nonmanufacturing	.10	.11	100	8	3	6	10	18	10	11	9	6	6	3	5	3	1	1	1	*	*		
Civic and personal leave	.01	.02	100	35	48	12	3	1	*	1	*	-	-	*	*	-	-	-	-	-	-		
Manufacturing	.01	.02	100	21	52	19	3	1	*	3	-	-	-	*	*	-	-	-	-	-	-		
Nonmanufacturing	.01	.02	100	40	46	9	3	1	*	*	*	-	-	*	*	-	-	-	-	-	-		
Employer payments to vacation and holiday funds	*	.07	100	99	1	*	-	*	-	*	*	*	*	*	*	-	*	-	-	-	-		
Manufacturing	*	.07	100	96	2	*	-	*	-	*	*	*	*	*	*	-	*	-	-	-	-		
Nonmanufacturing	*	.05	100	99	*	*	-	*	-	-	-	-	-	*	*	-	-	-	-	-	-		
					Nonoffice employees																		
Pay for leave time (except sick leave)	\$0.16	\$0.18	100	12	6	7	6	6	7	6	4	7	4	3	9	7	5	4	3	2	1		
Manufacturing	.22	.23	100	4	2	3	4	4	8	6	5	6	5	4	12	12	8	8	5	4	1		
Nonmanufacturing	.12	.14	100	17	9	10	7	7	7	6	4	7	3	2	8	4	3	2	2	1	*		
Vacations	.09	.11	100	16	9	13	11	9	8	5	6	4	3	3	6	3	1	1	1	*	*		
Manufacturing	.13	.14	100	4	3	9	12	10	7	7	9	7	5	6	10	6	2	1	2	*	*		
Nonmanufacturing	.07	.08	100	22	12	15	11	8	9	5	4	3	2	2	4	2	1	*	*	*	*		
Holidays	.06	.07	100	26	8	12	14	13	10	7	4	3	1	*	1	*	-	-	-	-	-		
Manufacturing	.08	.08	100	7	4	9	15	15	19	14	6	7	1	1	2	-	-	-	-	-	-		
Nonmanufacturing	.04	.06	100	36	9	13	13	12	6	4	3	1	1	*	1	*	-	-	-	-	-		
Civic and personal leave	*	.01	100	60	37	2	*	*	*	*	-	-	-	-	-	-	-	-	-	-	-		
Manufacturing	*	.01	100	42	55	2	*	*	1	*	-	-	-	-	-	-	-	-	-	-	-		
Nonmanufacturing	*	.01	100	71	27	2	*	*	-	*	-	-	-	-	-	-	-	-	-	-	-		
Employer payments to vacation and holiday funds	.01	.14	100	96	1	*	*	*	*	*	1	*	*	*	1	*	*	*	*	*	*		
Manufacturing	*	.10	100	96	2	*	*	*	*	*	1	*	*	*	*	*	*	*	*	*	*		
Nonmanufacturing	.01	.18	100	96	*	*	*	-	1	*	*	*	*	*	1	*	*	*	*	*	*		

NOTE: See appendix for definition of terms. Because of rounding, sums of individual items may not equal totals. Dash (-) indicate zero. Asterisk (*) indicates less than \$0.005 or less than 0.5 percent.

Table 8a. Percent distribution of employees by employer expenditures for retirement programs as a percent of total compensation, private nonfarm economy, 1968

Compensation practice and industry	Average expenditure		Percent of employees in establishments—														
	All establish- ments	Establish- ments that had expend- itures	Total	That had no expend- itures	That had expenditures for the practice as a percent of compensation of—												
					Under 1	1 and under 2	2 3	3 4	4 5	5 6	6 7	7 8	8 9	9 10	10 11	11 12	12 and over
Retirement programs	6.0	6.0	100	*	-	1	3	23	25	12	12	8	7	3	2	2	2
Manufacturing	6.3	6.3	100	-	-	*	1	20	15	16	17	14	9	4	1	2	1
Nonmanufacturing	5.9	5.9	100	*	-	1	4	24	30	10	10	6	6	3	2	2	2
Social security	3.3	3.3	100	*	*	1	16	62	19	*	1	*	-	-	-	-	-
Manufacturing	3.3	3.3	100	-	-	1	18	75	6	-	-	-	-	-	-	-	-
Nonmanufacturing	3.4	3.4	100	*	*	2	15	56	25	*	1	*	-	-	-	-	-
Private pension plans	2.7	3.8	100	41	7	10	10	11	8	4	3	1	2	1	*	*	1
Manufacturing	3.0	3.6	100	24	8	11	15	16	11	7	4	1	2	1	*	*	*
Nonmanufacturing	2.5	4.0	100	50	7	9	8	9	6	3	3	2	2	1	1	*	1

NOTE: See appendix for definition of terms. Dash (-) indicates zero. Asterisk (*) indicates less than 0.5 percent.

Table 8b. Percent distribution of employees by employer expenditures per hour of working time for retirement programs, private nonfarm economy, 1968

Compensation practice and industry	Average expenditure		Percent of employees in establishments—																			
	All establish- ments	Establish- ments that had expend- itures	Total	That had no expend- itures	That had expenditures for the practice, cents per hour of working time—																	
					Under 1	2 and under 4	4 - 6	6 - 8	8 - 10	10 - 12	12 - 14	14 - 16	16 - 18	18 - 20	20 - 25	25 - 30	30 - 35	35 - 40	40 - 50	50 - 60	60 and over	
	All employees																					
Retirement programs	\$0.24	\$0.24	100	*	-	*	4	7	10	8	9	7	6	4	10	8	8	6	7	3	3	
Manufacturing27	.27	100	-	-	*	*	2	7	8	8	6	6	4	12	9	10	11	10	4	3	
Nonmanufacturing22	.22	100	*	-	*	6	9	12	9	10	7	6	4	8	8	6	4	5	3	4	
Social security13	.13	100	*	-	*	4	8	15	16	19	15	14	5	3	1	1	*	*	-	*	
Manufacturing14	.14	100	-	-	*	*	3	12	15	18	22	25	5	2	-	-	-	-	-	-	
Nonmanufacturing13	.13	100	*	-	1	6	10	16	17	19	11	9	5	4	1	1	*	*	-	*	
Private pension plans11	.17	100	41	3	5	5	5	4	3	4	3	5	3	6	4	2	2	2	1	1	
Manufacturing13	.17	100	24	5	6	5	6	6	5	6	4	4	3	12	6	3	2	2	1	*	
Nonmanufacturing09	.17	100	50	3	5	6	4	3	2	3	2	5	3	3	3	2	3	3	1	1	
	Office employees																					
Retirement programs	\$0.32	\$0.32	100	-	-	-	1	2	4	5	9	8	7	4	9	8	10	6	9	7	10	
Manufacturing39	.39	100	-	-	-	*	1	2	2	4	4	5	3	10	8	9	10	16	12	13	
Nonmanufacturing29	.29	100	-	-	-	1	2	5	7	11	9	8	4	9	8	11	5	7	6	8	
Social security15	.15	100	-	-	*	1	3	7	13	17	19	22	10	5	1	1	*	*	-	-	
Manufacturing16	.16	100	-	-	-	*	1	4	4	10	21	36	16	6	1	*	*	-	-	-	
Nonmanufacturing14	.14	100	-	-	*	1	3	8	16	19	19	17	8	5	*	1	*	*	-	-	
Private pension plans17	.25	100	33	3	2	5	3	3	3	4	5	3	8	4	6	4	5	3	4	4	
Manufacturing23	.27	100	17	2	2	3	3	4	3	4	4	5	4	10	6	13	5	7	3	5	
Nonmanufacturing15	.23	100	39	3	2	6	3	3	2	3	4	5	3	8	3	3	3	4	2	3	
	Nonoffice employees																					
Retirement programs	\$0.20	\$0.20	100	*	*	*	6	11	14	10	8	6	5	4	8	8	6	5	5	2	1	
Manufacturing23	.23	100	-	-	*	*	5	11	10	7	7	5	5	12	10	8	10	6	3	1	
Nonmanufacturing18	.18	100	*	*	*	9	14	15	10	9	6	5	3	7	7	4	2	5	1	2	
Social security12	.12	100	*	*	*	6	13	19	16	14	12	11	4	3	1	*	*	*	-	-	
Manufacturing13	.13	100	-	-	*	*	6	17	17	16	20	18	4	2	-	-	-	-	-	-	
Nonmanufacturing12	.12	100	*	*	*	9	16	21	16	13	7	7	4	4	2	1	*	*	-	-	
Private pension plans08	.14	100	50	3	5	6	5	4	3	4	2	2	2	5	3	2	1	1	*	1	
Manufacturing10	.14	100	31	5	6	6	8	6	5	5	4	3	3	9	3	3	1	1	*	*	
Nonmanufacturing06	.15	100	60	3	5	5	3	3	2	4	1	2	2	3	2	1	1	1	*	1	

NOTE: See appendix for definition of terms. Because of rounding, sums of individual items many not equal totals. Dash (-) indicates zero. Asterisk (*) indicates less than 0.5 percent.

Table 9a. Percent distribution of employees by employer expenditures for health benefits as a percent of total compensation, private nonfarm economy, 1968

Compensation practice and industry	Average expenditure		Percent of employees in establishments—															
	All establish- ments	Establish- ments that had expendi- tures	Total	That had no expendi- tures	That had expenditures for the practice as a percent of compensation of—													
					Under 1	1 and under 2	2 3	3 4	4 5	5 6	6 7	7 8	8 9	9 10	10 11	11 12	12 and over	
	All employees																	
Health benefits -----	3.7	3.8	100	5	8	15	21	18	15	8	7	2	1	1	*	*	*	
Manufacturing -----	4.2	4.2	100	1	4	12	15	21	19	12	12	3	1	*	*	*	*	
Nonmanufacturing -----	3.4	3.5	100	7	10	17	24	16	13	6	4	1	1	1	1	*	*	
Life, accident and health insurance -----	2.2	2.5	100	21	15	25	16	13	5	3	2	*	*	*	-	-	*	
Manufacturing -----	2.9	3.0	100	6	10	24	22	18	9	6	4	*	*	*	-	-	-	
Nonmanufacturing -----	1.7	2.1	100	29	18	25	14	10	3	1	1	*	*	*	-	-	*	
Sick leave -----	.6	.8	100	35	45	16	4	*	*	-	-	-	-	-	-	-	-	
Manufacturing -----	.6	.7	100	22	62	14	1	*	*	-	-	-	-	-	-	-	-	
Nonmanufacturing -----	.7	1.0	100	41	36	17	5	1	*	-	-	-	-	-	-	-	-	
Workmen's compensation -----	.9	.9	100	11	60	17	7	3	1	1	*	*	*	*	-	-	*	
Manufacturing -----	.8	.8	100	2	72	17	5	2	1	*	*	*	*	-	-	-	*	
Nonmanufacturing -----	.9	1.0	100	15	53	18	8	3	1	1	*	*	*	*	-	-	-	
	Office employees																	
Health benefits -----	3.3	3.3	100	3	9	14	24	23	14	7	4	1	1	*	*	*	*	
Manufacturing -----	3.7	3.7	100	* 5	10	23	24	18	10	8	1	*	*	*	*	*	*	
Nonmanufacturing -----	3.0	3.1	100	5	11	16	25	22	12	6	2	1	1	*	*	*	*	
Life, accident and health insurance -----	1.9	2.1	100	15	16	33	19	9	5	2	1	*	*	*	*	*	*	
Manufacturing -----	2.4	2.5	100	4	10	34	23	14	12	2	1	*	*	*	*	*	-	
Nonmanufacturing -----	1.7	2.0	100	19	18	33	17	7	3	2	*	*	*	*	*	-	*	
Sick leave -----	1.0	1.2	100	19	36	34	8	2	*	*	-	-	-	-	-	-	-	
Manufacturing -----	1.0	1.2	100	13	41	39	5	1	1	-	-	-	-	-	-	-	-	
Nonmanufacturing -----	1.0	1.2	100	21	35	32	10	2	*	*	-	-	-	-	-	-	-	
Workmen's compensation -----	.3	.3	100	15	78	5	1	*	*	*	*	-	-	-	-	-	-	
Manufacturing -----	.3	.3	100	5	88	6	*	*	*	*	-	-	-	-	-	-	-	
Nonmanufacturing -----	.3	.4	100	19	75	5	1	*	*	*	*	-	-	-	-	-	-	
	Nonoffice employees																	
Health benefits -----	4.1	4.1	100	5	9	15	18	15	14	10	6	4	1	1	1	*	*	
Manufacturing -----	4.5	4.5	100	1	6	11	13	18	18	14	9	6	1	1	*	*	*	
Nonmanufacturing -----	3.7	3.8	100	8	11	17	21	13	11	8	5	2	1	1	1	*	*	
Life, accident and health insurance -----	2.4	2.8	100	26	14	19	16	12	6	3	3	1	*	*	-	-	*	
Manufacturing -----	3.1	3.3	100	9	11	18	23	16	10	8	6	1	*	*	-	-	-	
Nonmanufacturing -----	1.8	2.4	100	36	15	20	12	9	5	1	1	*	*	*	-	-	*	
Sick leave -----	.4	.9	100	63	25	9	2	*	*	-	*	-	-	-	-	-	-	
Manufacturing -----	.3	.9	100	65	23	8	3	*	*	-	-	-	-	-	-	-	-	
Nonmanufacturing -----	.4	.9	100	62	25	10	2	*	*	-	*	-	-	-	-	-	-	
Workmen's compensation -----	1.2	1.3	100	10	48	23	10	5	2	1	*	*	*	*	-	-	*	
Manufacturing -----	1.0	1.0	100	3	63	20	7	3	2	1	*	*	*	*	-	-	*	
Nonmanufacturing -----	1.4	1.6	100	14	39	24	12	6	2	1	*	*	1	*	-	-	*	

NOTE: See appendix for definition of terms. Because of rounding, sums of individual items may not equal totals. Dash (-) indicates zero. Asterisk (*) indicates less than 0.5 percent.

Table 9b. Percent distribution of employees by employer expenditures per hour of working time for health benefits, private nonfarm economy, 1968

Compensation practice and industry	Average expenditure		Percent of employees in establishments—																	
	All establish- ments	Establish- ments that had expendi- tures	Total	That had no expendi- tures	That had expenditures for the practice in cents per hour of working time—															
					Under 2	2 and under 4	4 - 6	6 - 8	8 - 10	10 - 12	12 - 14	14 - 16	16 - 18	18 - 20	20 - 25	25 - 30	30 - 35	35 - 40	40 and over	
	All employees																			
Health benefits	\$0.15	\$0.15	100	5	7	9	10	10	7	6	6	6	6	4	10	6	4	3	2	
Manufacturing18	.18	100	1	3	5	7	7	7	7	7	6	7	6	14	8	6	7	2	
Nonmanufacturing13	.13	100	7	8	10	12	11	7	6	5	5	5	3	8	4	3	2	3	
Life, accident and health insurance09	.10	100	21	9	13	11	8	7	6	6	4	4	2	4	3	2	*	*	
Manufacturing12	.13	100	6	6	10	9	9	8	10	11	5	5	4	5	6	5	1	*	
Nonmanufacturing06	.09	100	29	10	14	12	7	7	4	4	3	3	1	3	1	1	*	*	
Sick leave03	.04	100	35	28	17	7	5	4	1	2	*	*	*	*	*	*	*	*	
Manufacturing02	.03	100	22	39	17	9	5	4	1	1	*	*	*	*	*	*	*	*	
Nonmanufacturing03	.04	100	41	22	17	7	5	4	1	2	1	1	*	*	*	*	*	*	
Workmen's compensation03	.04	100	11	43	21	10	6	2	2	2	1	*	*	1	*	*	*	*	
Manufacturing03	.03	100	2	46	28	10	6	3	1	2	*	*	*	1	*	*	*	*	
Nonmanufacturing03	.04	100	15	41	17	10	6	2	2	2	2	1	1	1	1	1	*	*	
	Office employees																			
Health benefits	\$0.16	\$0.17	100	3	4	6	6	8	7	7	8	7	7	8	10	7	4	3	4	
Manufacturing22	.22	100	*	2	2	4	4	4	5	7	8	6	12	15	8	8	5	10	
Nonmanufacturing14	.14	100	5	5	8	7	9	8	8	7	7	7	7	9	7	3	2	2	
Life, accident and health insurance10	.11	100	15	6	10	11	11	10	8	6	6	5	3	4	2	2	1	1	
Manufacturing14	.14	100	4	2	5	8	10	8	13	8	10	6	5	7	5	6	1	1	
Nonmanufacturing08	.09	100	19	7	12	13	11	10	6	5	4	4	2	3	1	1	*	*	
Sick leave05	.06	100	19	12	19	16	9	11	4	3	3	2	1	*	*	*	*	*	
Manufacturing06	.07	100	13	12	15	18	10	17	5	3	3	1	1	1	*	1	*	*	
Nonmanufacturing05	.06	100	21	12	20	15	9	9	3	3	3	2	1	*	*	*	*	*	
Workmen's compensation02	.02	100	15	62	14	5	2	1	*	*	*	*	*	*	*	*	*	*	
Manufacturing02	.02	100	5	66	19	6	2	1	*	*	*	*	*	*	*	*	*	*	
Nonmanufacturing01	.02	100	19	61	12	4	2	1	*	*	*	*	*	*	*	*	*	*	
	Nonoffice employees																			
Health benefits	\$0.14	\$0.14	100	5	9	10	11	10	7	6	5	5	3	4	9	5	3	4	3	
Manufacturing17	.17	100	1	5	6	8	7	8	8	6	7	6	5	12	8	4	6	3	
Nonmanufacturing12	.12	100	8	12	12	13	12	7	4	4	4	2	3	7	4	2	2	4	
Life, accident and health insurance08	.10	100	26	10	14	9	6	6	5	4	4	3	2	4	3	1	2	*	
Manufacturing11	.12	100	9	8	11	9	8	8	9	8	5	4	3	5	5	2	4	*	
Nonmanufacturing06	.08	100	36	11	15	10	5	4	3	2	3	2	2	4	2	*	*	*	
Sick leave01	.03	100	63	17	10	4	3	1	1	1	*	*	*	*	*	*	*	*	
Manufacturing01	.04	100	65	16	7	4	3	1	3	*	*	*	*	*	*	*	*	*	
Nonmanufacturing01	.03	100	62	17	12	3	3	1	1	1	*	*	*	*	*	*	*	*	
Workmen's compensation04	.05	100	10	36	21	11	8	3	2	2	2	1	1	1	1	1	*	*	
Manufacturing04	.04	100	3	41	25	13	8	3	2	2	*	1	*	1	1	1	*	*	
Nonmanufacturing05	.05	100	14	33	19	10	7	3	2	2	2	2	1	1	1	1	1	*	

NOTE: See appendix for definition of terms. Because of rounding, sums of individual items may not equal totals. Dash (-) indicates zero. Asterisk (*) indicates less than 0.5 percent.

Table 10a. Percent distribution of employees by employer expenditures for unemployment benefits as a percent of total compensation, private nonfarm economy, 1968

Compensation practice and industry	Average expenditure		Percent of employees in establishments—							
	All establish- ments	Establish- ments that had expend- itures	Total	That had no expend- itures	That had expenditures for the practice as a percent of compensation of					
					Under 1	1 and under 2	2 - 3	3 - 4	4 - 5	5 and over
	All employees									
Unemployment benefits -----	0.9	0.9	100	5	57	25	11	2	*	*
Manufacturing -----	.9	.9	100	*	59	32	8	1	*	*
Nonmanufacturing -----	.9	1.0	100	7	56	22	12	3	*	*
Unemployment insurance -----	.8	.8	100	6	60	22	10	2	*	*
Manufacturing -----	.8	.8	100	*	69	23	6	1	*	-
Nonmanufacturing -----	.8	.9	100	9	56	21	11	2	*	*
Severance pay -----	.1	.2	100	74	25	1	*	*	*	*
Manufacturing -----	.1	.1	100	65	35	*	*	-	-	-
Nonmanufacturing -----	.1	.2	100	78	20	1	*	*	*	*
Severance pay funds and supplemental unemployment benefit funds -----	**	.5	100	94	5	*	*	-	-	-
Manufacturing -----	.1	.6	100	85	14	1	*	-	-	-
Nonmanufacturing -----	**	.4	100	99	1	-	-	-	-	-
	Office employees									
Unemployment benefits -----	0.7	0.7	100	7	70	18	5	1	*	*
Manufacturing -----	.7	.7	100	-	82	15	3	*	*	*
Nonmanufacturing -----	.7	.7	100	10	65	19	5	1	*	*
Unemployment insurance -----	.6	.6	100	10	71	15	4	*	*	-
Manufacturing -----	.6	.6	100	-	87	11	2	*	*	-
Nonmanufacturing -----	.6	.7	100	13	65	17	4	*	*	-
Severance pay -----	.1	.2	100	64	34	2	*	*	*	*
Manufacturing -----	.1	.2	100	56	43	1	*	*	-	*
Nonmanufacturing -----	.1	.3	100	67	31	2	*	*	*	*
Severance pay funds and supplemental unemployment benefit funds -----	**	.1	100	98	2	*	-	-	-	-
Manufacturing -----	**	.1	100	94	6	*	-	-	-	-
Nonmanufacturing -----	**	.1	100	99	*	-	-	-	-	-
	Nonoffice employees									
Unemployment benefits -----	1.1	1.1	100	3	51	27	15	4	*	*
Manufacturing -----	1.1	1.1	100	*	52	32	13	3	*	*
Nonmanufacturing -----	1.1	1.1	100	5	49	24	16	5	1	*
Unemployment insurance -----	1.0	1.0	100	4	54	25	13	4	*	-
Manufacturing -----	.9	.9	100	*	63	24	10	3	*	-
Nonmanufacturing -----	1.0	1.1	100	6	49	25	15	4	1	*
Severance pay -----	**	.2	100	86	14	1	*	*	*	*
Manufacturing -----	**	.1	100	82	17	*	-	*	-	-
Nonmanufacturing -----	**	.2	100	88	12	1	*	-	*	*
Severance pay funds and supplemental unemployment benefit funds -----	.1	.8	100	94	5	1	*	-	-	-
Manufacturing -----	.2	.8	100	86	11	3	*	-	-	-
Nonmanufacturing -----	**	.5	100	99	1	-	-	-	-	-

NOTE: See appendix for definition of terms. Because of rounding, sums of individual items may not equal totals. Dash (-) indicates zero. Asterisk (*) indicates less than 0.5 percent; (**) indicates less than 0.05 percent.

Table 10b. Percent distribution of employees by employer expenditures per hour of working time for unemployment benefits, private nonfarm economy, 1968

Compensation practice and industry	Average expenditure		Percent of employees in establishments—												
	All establish- ments	Establish- ments that had expend- itures	Total	That had no expend- itures	That had expenditures for the practice in cents per hour of working time—										
					Under 1	2 and under 4	4 - 6	6 - 8	8 - 10	10 - 12	12 - 14	14 - 16	16 - 18	18 - 20	20 and over
						</									

NOTE: See appendix for definition of terms. Because of rounding, sums of individual items may not equal totals. Dash (-) indicates zero. Asterisk (*) indicates less than \$0.005 or less than 0.5 percent.

Table 11a. Percent distribution of employees by employer expenditures for nonproduction bonuses and savings and thrift plans as a percent of total compensation, private nonfarm economy, 1968

Compensation practice and industry	Average expenditure		Percent of employees in establishments—							
	All establish- ments	Establish- ments that had expend- itures	Total	That had no expend- itures	That had expenditures for the practice as a percent of compensation of—					
					Under 1	1 and under 2	2 - 3	3 - 4	4 - 5	5 and over
					All employees					
Nonproduction bonuses	1.0	2.4	100	61	20	6	3	3	2	5
Manufacturing9	1.9	100	51	28	8	3	5	2	4
Nonmanufacturing	1.1	2.9	100	67	16	6	3	2	1	5
Savings and thrift plans2	1.1	100	91	7	1	1	*	*	*
Manufacturing2	1.0	100	81	15	2	1	*	*	*
Nonmanufacturing1	1.6	100	96	3	1	*	*	*	*
					Office employees					
Nonproduction bonuses	1.8	4.2	100	60	17	5	2	3	2	10
Manufacturing	2.0	4.0	100	50	22	6	2	3	3	13
Nonmanufacturing	1.7	4.4	100	64	15	5	2	3	2	9
Savings and thrift plans3	2.0	100	88	4	4	2	1	*	1
Manufacturing5	1.7	100	74	7	11	5	1	*	1
Nonmanufacturing2	2.5	100	94	2	1	1	*	*	1
					Nonoffice employees					
Nonproduction bonuses	0.5	1.6	100	71	18	5	3	1	1	2
Manufacturing4	1.3	100	67	21	6	3	2	1	1
Nonmanufacturing5	1.9	100	73	16	5	3	1	*	2
Savings and thrift plans1	1.0	100	96	3	1	*	*	*	*
Manufacturing1	1.1	100	93	4	1	-	*	*	*
Nonmanufacturing	**	.7	100	98	2	*	*	*	*	*

NOTE: See appendix for definition of terms. Because of rounding, sums of individual items may not equal totals. Dash (-) indicates zero. Asterisk (*) indicates less than 0.5 percent; (**) indicates less than 0.05 percent.

Table 11b. Percent distribution of employees by employer expenditures per hour of working time for nonproduction bonuses and savings and thrift plans, private nonfarm economy, 1968

Compensation practice and industry	Average expenditure		Percent of employees in establishments—																	
	All establish- ments	Establish- ments that had expend- itures	Total	That had no expend- itures	That had expenditures for the practice, cents per hour of working time—															
					Under 2	2 and under 4	4	6	8	10	12	14	16	18	20	25	30	35	40	50 and over
	All employees																			
Nonproduction bonuses	\$0.04	\$0.10	100	61	14	7	4	2	1	1	1	1	1	1	2	1	*	*	1	
Manufacturing04	.08	100	51	19	10	4	3	2	2	1	1	1	2	2	1	*	*	1	1
Nonmanufacturing04	.13	100	67	12	5	4	2	1	1	1	1	1	1	1	1	*	*	1	2
Savings and thrift plans01	.06	100	91	3	3	1	*	*	*	*	*	*	*	*	*	*	*	*	*
Manufacturing01	.05	100	81	4	9	2	1	1	1	1	*	*	*	*	*	*	*	*	*
Nonmanufacturing	*	.08	100	96	2	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
	Office employees																			
Nonproduction bonuses	\$0.09	\$0.22	100	60	11	5	3	2	2	2	1	1	1	1	2	1	1	1	2	5
Manufacturing12	.23	100	50	14	5	5	2	2	1	1	1	1	1	2	2	2	1	3	7
Nonmanufacturing08	.21	100	64	10	5	3	2	2	2	1	1	1	1	2	1	1	1	1	4
Savings and thrift plans02	.12	100	88	1	2	1	1	1	1	*	2	1	*	*	*	-	1	*	*
Manufacturing03	.12	100	74	2	4	2	2	3	2	1	5	3	*	*	1	-	1	-	*
Nonmanufacturing01	.13	100	94	1	1	1	*	1	*	*	1	*	*	1	*	-	*	*	*
	Nonoffice employees																			
Nonproduction bonuses	\$0.02	\$0.05	100	71	14	5	4	1	1	1	1	*	1	*	*	*	*	*	*	*
Manufacturing02	.05	100	67	17	6	3	2	2	1	*	1	1	*	*	*	*	*	*	*
Nonmanufacturing02	.06	100	73	13	4	4	1	1	1	1	*	1	*	*	*	*	*	1	*
Savings and thrift plans	*	.04	100	96	2	1	*	*	*	*	*	-	*	*	-	*	*	-	-	*
Manufacturing	*	.05	100	93	3	2	1	*	*	1	*	-	-	-	-	*	*	-	-	-
Nonmanufacturing	*	.03	100	98	2	*	*	*	*	-	-	-	*	*	-	*	*	-	-	*

NOTE: See appendix for definition of terms. Because of rounding, sums of individual items may not equal totals. Dash (-) indicates zero, Asterisk (*) indicates less than \$0.005 or less than 0.5 percent.

Table 12. Percent of employees in establishments with expenditures for private pension plans and employer expenditures by type of program and establishment average compensation for employee group, private nonfarm economy, 1968

Establishment average compensation per hour of working time for employee group	Nonoffice employees						Office employees					
	Percent of employees in establishments with expenditures			Employer expenditures as a percent of compensation			Percent of employees in establishments with expenditures			Employer expenditures as a percent of compensation		
	All programs	Contributory programs	Noncontributory programs	All programs	Contributory programs	Noncontributory programs	All programs	Contributory programs	Noncontributory programs	All programs	Contributory programs	Noncontributory programs
All industries												
Total	50	9	41	3.5	2.8	3.6	67	23	44	4.7	3.7	5.1
Under \$2.50	19	5	14	2.4	1.8	2.6	33	13	21	3.8	1.4	4.9
\$2.50 and under \$3.50	52	14	37	3.0	3.3	2.9	46	16	30	3.6	3.0	4.0
\$3.50 and under \$4.75	72	11	61	3.3	2.2	3.5	70	32	38	4.2	3.9	4.4
\$4.75 and over	87	8	79	4.1	3.7	4.2	77	23	54	4.9	3.8	5.4
Manufacturing												
Total	69	9	60	3.3	2.6	3.4	83	20	63	4.5	3.6	4.8
Under \$2.50	28	4	24	2.4	1.9	2.5	15	5	10	(¹)	(¹)	2.7
\$2.50 and under \$3.50	60	11	49	2.7	2.2	2.8	40	6	34	4.9	4.2	5.0
\$3.50 and under \$4.75	85	11	74	3.1	2.4	3.2	72	22	50	3.8	3.2	4.1
\$4.75 and over	98	7	90	4.0	3.5	4.0	90	21	69	4.6	3.7	4.9
Nonmanufacturing												
Total	40	9	31	3.7	3.0	3.9	61	25	37	4.8	3.8	5.4
Under \$2.50	17	5	12	2.4	1.7	2.6	34	13	21	3.8	1.2	5.0
\$2.50 and under \$3.50	46	16	30	3.3	3.8	3.0	47	17	30	3.5	3.0	3.8
\$3.50 and under \$4.75	59	11	48	3.6	1.9	4.0	70	34	36	4.2	4.0	4.4
\$4.75 and over	78	8	70	4.3	3.8	4.4	69	25	44	5.3	3.9	5.9

¹ Data do not meet publication criteria.

NOTE: See appendix for definition of terms. Because of rounding, sums of individual items may not equal totals.

Table 13. Percent of employees in establishments with expenditures for private life, accident, and health insurance programs and employer expenditures by type of program and establishment average compensation for employee group, private nonfarm economy, 1968

Establishment average compensation per hour of working time for employees group	Nonoffice employees						Office employees					
	Percent of employees in establishments with expenditures			Employer expenditures as a percent of compensation			Percent of employees in establishments with expenditures			Employer expenditures as a percent of compensation		
	All programs	Contributory programs	Noncontributory programs	All programs	Contributory programs	Noncontributory programs	All programs	Contributory programs	Noncontributory programs	All programs	Contributory programs	Noncontributory programs
All industries												
Total	74	30	44	2.8	2.0	3.3	85	50	35	2.1	1.8	2.6
Under \$2.50	52	25	26	1.7	1.5	2.0	57	37	20	1.6	1.5	1.9
\$2.50 and under \$3.50	80	38	42	2.0	1.7	2.3	72	38	35	2.1	1.5	2.8
\$3.50 and under \$4.75	89	39	50	3.0	2.5	3.5	89	58	30	1.9	1.7	2.3
\$4.75 and over	90	16	74	3.7	2.2	4.0	91	52	39	2.2	1.9	2.6
Manufacturing												
Total	91	35	56	3.3	2.3	3.8	96	48	48	2.5	2.1	2.8
Under \$2.50	76	40	36	1.7	1.6	1.9	45	34	11	2.0	2.2	1.4
\$2.50 and under \$3.50	89	39	50	2.5	2.1	2.9	95	65	30	2.1	1.8	2.7
\$3.50 and under \$4.75	97	40	57	3.2	2.6	3.6	98	54	44	2.4	2.0	2.9
\$4.75 and over	99	17	83	4.4	2.6	4.7	96	46	51	2.5	2.1	2.8
Nonmanufacturing												
Total	64	27	37	2.4	1.8	2.8	81	51	30	2.0	1.7	2.4
Under \$2.50	46	22	24	1.7	1.4	2.0	58	37	21	1.6	1.4	1.9
\$2.50 and under \$3.50	74	37	37	1.6	1.4	1.8	69	34	35	2.1	1.4	2.8
\$3.50 and under \$4.75	81	38	43	2.9	2.3	3.4	87	59	27	1.8	1.6	2.1
\$4.75 and over	82	15	67	2.9	1.9	3.2	88	57	31	2.0	1.8	2.5

NOTE: See appendix for definition of terms. Because of rounding, sums of individual items may not equal totals.

Table 14. Composition of payroll hours, private nonfarm economy, 1968

Industry and establishment size	All paid hours	Type of paid hours as a percent of all paid hours—							
		Working hours			Paid leave hours				
		Total	Straight-time	Overtime	Total	Vacation	Holidays	Sick leave	Civic and personal leave
		All employees							
All industries -----	100.0	93.8	89.0	4.8	6.2	3.2	2.1	0.7	0.1
Establishments with:									
Under 100 employees -----	100.0	95.8	92.2	3.6	4.2	2.2	1.5	.4	.1
100 to 499 employees -----	100.0	93.9	88.5	5.4	6.1	3.2	2.2	.6	.1
500 or more employees -----	100.0	91.5	85.6	5.9	8.5	4.5	2.7	1.0	.2
Manufacturing -----	100.0	92.7	85.9	6.8	7.3	4.0	2.6	.6	.2
Establishments with:									
Under 100 employees -----	100.0	95.1	89.2	5.9	4.9	2.5	2.0	.3	.0
100 to 499 employees -----	100.0	93.9	87.2	6.7	6.1	3.4	2.4	.3	.1
500 or more employees -----	100.0	91.3	84.1	7.2	8.7	4.8	2.8	.8	.2
Nonmanufactures -----	100.0	94.5	90.9	3.6	5.5	2.8	1.9	.7	.1
Establishments with:									
Under 100 employees -----	100.0	96.0	92.9	3.1	4.0	2.1	1.4	.4	.1
100 to 499 employees -----	100.0	94.0	89.9	4.1	6.0	2.9	2.0	.9	.2
500 or more employees -----	100.0	91.6	87.3	4.3	8.4	4.2	2.6	1.3	.2
		Office employees							
All industries -----	100.0	92.1	90.0	2.1	7.9	3.9	2.6	1.2	0.2
Establishments with:									
Under 100 employees -----	100.0	93.8	92.5	1.3	6.2	3.1	2.2	.8	.1
100 to 499 employees -----	100.0	92.6	90.8	1.8	7.4	3.6	2.6	1.1	.2
500 or more employees -----	100.0	90.4	87.3	3.1	9.6	4.7	3.0	1.6	.3
Manufacturing -----	100.0	91.1	88.1	3.0	8.9	4.5	2.9	1.2	.3
Establishments with:									
Under 100 employees -----	100.0	93.5	92.4	1.1	6.5	3.2	2.4	.8	.1
100 to 499 employees -----	100.0	92.6	90.6	2.0	7.4	3.9	2.6	.8	.1
500 or more employees -----	100.0	90.1	86.4	3.7	9.9	5.0	3.1	1.5	.4
Nonmanufacturing -----	100.0	92.6	90.8	1.8	7.4	3.6	2.5	1.1	.2
Establishments with:									
Under 100 employees -----	100.0	93.8	92.5	1.3	6.2	3.1	2.1	.8	.1
100 to 499 employees -----	100.0	92.6	91.0	1.6	7.4	3.4	2.6	1.2	.2
500 or more employees -----	100.0	90.7	88.1	2.6	9.3	4.4	3.0	1.6	.3
		Nonoffice employees							
All industries -----	100.0	94.7	88.6	6.1	5.3	2.9	1.9	0.4	0.1
Establishments with:									
Under 100 employees -----	100.0	96.6	92.0	4.6	3.4	1.8	1.3	.2	*
100 to 499 employees -----	100.0	94.6	87.4	7.2	5.4	2.9	2.0	.4	.1
500 or more employees -----	100.0	92.1	84.5	7.6	7.9	4.5	2.6	.7	.2
Manufacturing -----	100.0	93.3	85.1	8.2	6.7	3.8	2.5	.4	.1
Establishments with:									
Under 100 employees -----	100.0	95.4	88.5	6.9	4.6	2.3	1.9	.2	.0
100 to 499 employees -----	100.0	94.2	86.3	7.9	5.8	3.2	2.3	.2	.1
500 or more employees -----	100.0	91.9	83.3	8.6	8.1	4.7	2.7	.5	.2
Nonmanufacturing -----	100.0	95.7	91.0	4.7	4.3	2.3	1.5	.4	.1
Establishments with:									
Under 100 employees -----	100.0	96.9	92.9	4.0	3.1	1.7	1.1	.2	.0
100 to 499 employees -----	100.0	95.2	89.2	6.0	4.8	2.5	1.6	.6	.1
500 or more employees -----	100.0	92.4	86.6	5.8	7.6	4.0	2.4	1.0	.2

NOTE: See appendix for definition of terms. Because of rounding, sums of individual items may not equal totals. Dash (-) indicates zero. Asterisk (*) indicates less than 0.05 percent.

Table 15. Percent distribution of employees by establishment overtime hours, private nonfarm economy, 1968

Industry and establishment size	Paid overtime hours as a percent of all paid hours		Percent of employees in establishments—																
	All establishments	Establishments that had overtime hours	Total	That had no overtime hours	That had overtime hours as a percent of all paid hours of—														
					Under 1	1 and under 2	3	4	5	6	7	8	9	10	11	12 and over			
					All employees														
All industries	4.8	6.0	100	24	9	10	9	7	7	6	4	4	3	3	3	2	11		
Establishments with:																			
Under 100 employees	3.6	6.3	100	47	10	8	5	5	3	3	2	2	2	2	2	1	9		
100 to 499 employees	5.4	5.7	100	9	13	13	9	9	9	5	6	6	3	3	2	2	11		
500 or more employees	5.9	5.9	100	1	6	11	15	8	10	10	6	5	5	4	4	3	13		
Manufacturing	6.8	7.0	100	4	5	7	7	10	11	9	7	6	6	4	4	3	18		
Establishments with:																			
Under 100 employees	5.9	6.8	100	17	13	11	7	5	5	8	5	2	5	2	2	2	16		
100 to 499 employees	6.7	6.8	100	2	3	9	8	14	15	5	6	9	5	3	3	2	17		
500 or more employees	7.2	7.2	100	*	2	4	6	9	11	12	8	5	6	6	6	4	19		
Nonmanufacturing	3.6	5.1	100	34	12	11	11	5	5	4	3	3	2	2	2	1	7		
Establishments with:																			
Under 100 employees	3.1	6.1	100	52	10	7	5	5	3	3	2	2	1	1	2	1	7		
100 to 499 employees	4.1	4.5	100	15	21	17	10	5	5	5	3	1	3	2	2	2	7		
500 or more employees	4.3	4.3	100	2	10	18	26	6	9	9	4	5	4	2	1	1	6		
					Office employees														
All industries	2.1	3.0	100	31	18	15	12	7	5	3	1	2	1	2	1	*	2		
Establishments with:																			
Under 100 employees	1.3	3.3	100	64	12	7	5	3	2	2	*	*	*	1	1	*	2		
100 to 499 employees	1.8	2.2	100	21	30	18	14	6	3	3	1	2	1	1	*	*	2		
500 or more employees	3.1	3.1	100	3	17	22	19	12	8	4	2	4	3	3	2	1	2		
Manufacturing	3.0	3.4	100	14	14	19	11	14	7	4	2	4	2	4	2	*	1		
Establishments with:																			
Under 100 employees	1.1	2.7	100	57	14	13	3	6	2	1	*	1	*	1	*	*	1		
100 to 499 employees	2.0	2.4	100	18	23	27	13	5	3	3	1	2	2	1	1	*	2		
500 or more employees	3.7	3.7	100	2	11	18	13	19	10	5	3	5	3	7	3	*	1		
Nonmanufacturing	1.8	2.7	100	38	19	13	12	4	4	3	1	1	1	1	1	1	2		
Establishments with:																			
Under 100 employees	1.3	3.4	100	65	12	6	5	2	2	2	*	*	*	1	1	*	2		
100 to 499 employees	1.6	2.1	100	22	34	13	14	6	3	3	1	2	*	1	*	*	2		
500 or more employees	2.6	2.6	100	3	22	24	24	7	7	4	1	3	2	1	1	1	2		
					Nonoffice employees														
All industries	6.1	7.7	100	26	6	7	8	4	6	5	4	4	3	3	3	2	16		
Establishments with:																			
Under 100 employees	4.4	8.6	100	47	8	6	5	3	4	3	2	3	2	2	2	1	12		
100 to 499 employees	7.2	7.6	100	11	7	10	9	5	11	5	5	7	4	4	3	3	17		
500 or more employees	7.6	7.6	100	1	3	8	12	6	8	10	8	5	5	4	4	4	23		
Manufacturing	8.1	8.4	100	5	4	6	6	7	9	6	7	6	5	5	4	4	26		
Establishments with:																			
Under 100 employees	6.9	8.2	100	19	11	10	6	7	3	5	3	5	2	2	3	2	22		
100 to 499 employees	7.9	8.1	100	2	2	8	8	7	15	4	6	9	7	4	3	3	21		
500 or more employees	8.6	8.6	100	*	2	4	5	7	7	8	9	6	5	6	5	6	31		
Nonmanufacturing	4.7	7.0	100	38	8	8	9	3	5	5	3	3	2	2	2	1	11		
Establishments with:																			
Under 100 employees	4.0	7.8	100	52	8	5	5	2	4	3	2	3	1	2	2	1	10		
100 to 499 employees	6.0	6.8	100	22	12	12	10	3	6	6	3	4	1	4	2	3	12		
500 or more employees	5.8	5.9	100	2	4	15	22	4	8	12	5	4	6	2	3	1	11		

NOTE: See appendix for definition of terms. Because of rounding, sums of individual items may not equal totals. Dash (-) indicates zero. Asterisk (*) indicates less than 0.5 percent.

Table 16. Percent distribution of employees by establishment paid leave (including sick leave) hours, private nonfarm economy, 1968

Industry and establishment size	Paid leave hours as a percent of all paid hours		Percent of employees in establishments—														
	All establishments	Establishments that had paid leave hours	Total	That had no paid leave hours	That had paid leave hours as a percent of all paid hours of—												
					Under 1	1 and under 2	2	3	4	5	6	7	8	9	10	11	12 and over
	All employees																
All industries -----	6.2	6.5	100	7	6	6	6	6	7	9	9	8	8	8	7	5	8
Establishments with:																	
Under 100 employees -----	4.2	4.7	100	14	9	10	9	8	9	11	8	8	5	4	2	1	
100 to 499 employees -----	6.1	6.1	100	2	6	4	6	8	9	11	11	13	9	8	4	3	
500 or more employees -----	8.5	8.6	100	*	2	1	1	2	4	4	10	7	11	14	15	12	1.
Manufacturing -----	7.3	7.4	100	2	2	2	3	5	9	9	8	11	9	11	8	8	13
Establishments with:																	
Under 100 employees -----	4.9	5.2	100	8	6	6	7	8	14	16	12	9	7	3	3	1	3
100 to 499 employees -----	6.1	6.2	100	1	3	2	4	8	12	12	14	16	10	8	4	3	5
500 or more employees -----	8.7	8.7	100	-	*	*	1	2	5	5	4	9	10	16	13	14	21
Nonmanufacturing -----	5.5	5.9	100	10	8	8	7	7	7	9	10	7	7	6	6	3	6
Establishments with:																	
Under 100 employees -----	4.0	4.6	100	16	9	11	9	9	8	10	8	7	4	4	1	1	3
100 to 499 employees -----	6.0	6.1	100	3	9	5	8	8	7	11	8	11	9	8	5	4	5
500 or more employees -----	8.4	8.4	100	1	4	1	1	2	2	2	17	5	12	11	17	11	14
	Office employees																
All industries -----	7.9	8.0	100	2	1	1	2	3	4	7	12	11	10	11	9	9	16
Establishments with:																	
Under 100 employees -----	6.2	6.5	100	6	1	3	4	7	8	13	15	14	11	7	4	1	7
100 to 499 employees -----	7.4	7.5	100	*	3	1	2	3	3	7	11	17	12	13	11	7	9
500 or more employees -----	9.6	9.6	100	*	1	*	*	*	*	2	9	4	9	15	14	17	28
Manufacturing -----	8.9	8.9	100	1	*	1	1	1	2	5	8	10	8	14	11	14	24
Establishments with:																	
Under 100 employees -----	6.5	6.7	100	4	*	1	4	3	8	15	15	16	9	13	6	1	14
100 to 499 employees -----	7.4	7.5	100	*	1	2	1	1	3	7	14	24	11	13	10	4	8
500 or more employees -----	9.9	9.9	100	-	-	*	*	*	1	2	4	4	7	15	13	21	34
Nonmanufacturing -----	7.4	7.6	100	3	2	2	2	4	5	8	14	11	11	10	9	7	13
Establishments with:																	
Under 100 employees -----	6.2	6.5	100	6	1	2	4	7	8	13	15	13	11	6	4	1	8
100 to 499 employees -----	7.4	7.5	100	*	4	1	2	4	3	7	10	13	12	13	11	8	10
500 or more employees -----	9.3	9.3	100	*	2	*	*	*	*	2	13	5	11	15	14	15	25
	Nonoffice employees																
All industries -----	5.3	5.9	100	14	6	7	7	7	9	7	9	7	7	6	5	3	5
Establishments with:																	
Under 100 employees -----	3.4	4.1	100	22	10	11	10	8	10	8	7	5	3	3	1	1	1
100 to 499 employees -----	5.4	5.7	100	8	4	5	8	9	14	10	11	9	9	5	2	3	4
500 or more employees -----	7.9	8.1	100	3	1	1	2	3	5	5	12	9	12	12	14	8	14
Manufacturing -----	6.7	6.9	100	4	2	2	4	6	11	9	9	11	10	8	8	4	11
Establishments with:																	
Under 100 employees -----	4.6	5.0	100	12	6	5	8	6	18	11	11	10	4	2	2	1	3
100 to 499 employees -----	5.8	6.0	100	3	2	2	5	10	16	11	12	11	11	7	3	3	4
500 or more employees -----	8.1	8.1	100	*	*	1	2	4	6	6	7	10	12	12	14	7	18
Nonmanufacturing -----	4.3	5.0	100	19	8	10	9	7	8	7	9	5	5	5	3	2	2
Establishments with:																	
Under 100 employees -----	3.1	3.8	100	24	11	13	10	8	8	7	6	4	3	3	1	1	1
100 to 499 employees -----	4.8	5.2	100	13	6	9	12	9	13	8	8	7	7	4	1	2	3
500 or more employees -----	7.6	8.0	100	7	2	1	2	2	3	3	19	6	13	12	13	9	8

NOTE: See appendix for definition of terms. Because of rounding, sums of individual items may not equal totals. Dash (-) indicates zero. Asterisk (*) indicates less than 0.5 percent.

Table 17. Percent distribution of employees by establishment paid vacation hours, private nonfarm economy, 1968

Industry and establishment size	Paid vacation hours as a percent of all paid hours		Percent of workers in establishments—												
	All establishments	Establishments that had paid vacation hours	Total	That had no vacation hours	That had vacation hours as a percent of all paid hours of—										
					Under 1	1 and under 2	2	3	4	5	6	7	8	9	10 and over
	All employees														
All industries	3.2	3.4	100	8	10	13	16	15	16	11	6	3	2	1	*
Establishments with:															
Under 100 employees	2.2	2.5	100	17	15	20	16	14	12	3	2	1	*	*	*
100 to 499 employees	3.2	3.2	100	2	9	15	20	20	15	11	5	2	1	-	*
500 or more employees	4.5	4.5	100	*	3	2	13	12	21	23	13	5	4	1	1
Manufacturing	4.0	4.0	100	2	4	8	16	15	17	17	11	5	3	1	1
Establishments with:															
Under 100 employees	2.5	2.7	100	9	12	19	21	20	9	5	3	2	-	*	-
100 to 499 employees	3.4	3.4	100	1	6	12	22	20	17	11	7	2	2	-	*
500 or more employees	4.8	4.8	100	-	*	2	11	11	20	25	16	7	6	2	1
Nonmanufacturing	2.8	3.1	100	12	12	16	16	14	15	8	4	2	1	*	*
Establishments with:															
Under 100 employees	2.1	2.5	100	18	15	20	15	13	12	2	2	1	*	-	*
100 to 499 employees	2.9	3.0	100	3	12	18	18	19	14	11	3	1	*	-	*
500 or more employees	4.2	4.2	100	1	6	3	16	15	23	20	10	4	2	1	-
	Office employees														
All industries	3.9	4.0	100	3	2	6	14	19	26	14	9	3	2	1	1
Establishments with:															
Under 100 employees	3.1	3.3	100	7	3	12	18	21	26	6	4	2	1	*	1
100 to 499 employees	3.6	3.6	100	*	4	7	15	25	26	12	9	2	1	*	*
500 or more employees	4.7	4.7	100	*	1	*	9	14	26	23	14	6	4	3	1
Manufacturing	4.5	4.5	100	1	1	3	6	17	22	24	14	5	5	1	1
Establishments with:															
Under 100 employees	3.2	3.4	100	7	4	10	18	21	26	7	5	1	1	-	*
100 to 499 employees	3.9	3.9	100	*	2	6	8	29	28	14	9	3	1	*	*
500 or more employees	5.0	5.0	100	-	*	1	2	13	19	32	18	6	7	1	2
Nonmanufacturing	3.6	3.7	100	4	3	8	17	19	27	10	7	3	1	1	1
Establishments with:															
Under 100 employees	3.1	3.3	100	7	3	12	18	21	26	6	4	2	1	*	1
100 to 499 employees	3.4	3.4	100	*	5	7	18	23	24	11	8	2	*	*	*
500 or more employees	4.4	4.4	100	*	2	*	15	14	30	16	11	5	2	4	*
	Nonoffice employees														
All industries	2.9	3.3	100	16	9	16	16	12	12	9	6	2	1	1	1
Establishments with:															
Under 100 employees	1.8	2.3	100	26	15	21	14	10	9	2	2	*	*	*	*
100 to 499 employees	2.9	3.1	100	8	8	21	20	15	12	8	4	2	1	*	*
500 or more employees	4.5	4.6	100	3	1	4	16	13	17	21	13	5	2	3	2
Manufacturing	3.8	3.9	100	4	4	10	18	15	15	13	10	4	2	2	2
Establishments with:															
Under 100 employees	2.3	2.6	100	14	12	18	19	19	9	4	2	1	1	*	*
100 to 499 employees	3.2	3.3	100	4	4	16	24	16	16	8	7	3	2	*	*
500 or more employees	4.7	4.7	100	*	*	3	14	13	17	21	15	7	2	5	3
Nonmanufacturing	2.3	2.8	100	22	12	19	15	10	11	6	3	1	*	*	*
Establishments with:															
Under 100 employees	1.7	2.2	100	29	16	21	13	9	9	1	1	*	*	-	*
100 to 499 employees	2.5	2.7	100	14	11	27	15	14	7	9	1	1	*	-	-
500 or more employees	4.0	4.2	100	7	2	4	18	13	18	21	11	3	1	*	*

NOTE: See appendix for definition of terms. Because of rounding, sums of individual items may not equal totals. Dash (-) indicates zero. Asterisk (*) indicates less than 0.5 percent.

Table 18. Percent distribution of employees by establishment paid holiday hours, private nonfarm economy, 1968

Industry and establishment size	Paid holiday hours as a percent of all paid hours		Percent of employees in establishments—							
	All establishments	Establishments that had paid holiday hours	Total	That had no paid holiday hours	That had paid holiday hours as a percent of all paid hours of—					
					Under 1	1 and under 2	2 3	3 4	4 5	5 and over
	All employees									
All industries -----	2.1	2.4	100	16	10	13	31	22	6	2
Establishments with:										
Under 100 employees -----	1.5	2.1	100	30	13	15	26	10	3	2
100 to 499 employees -----	2.2	2.3	100	8	10	17	34	23	6	1
500 or more employees -----	2.7	2.8	100	1	4	9	35	38	11	2
Manufacturing -----	2.6	2.6	100	3	5	11	33	38	9	1
Establishments with:										
Under 100 employees -----	2.0	2.3	100	13	10	13	41	16	6	*
100 to 499 employees -----	2.4	2.4	100	2	7	15	39	30	5	1
500 or more employees -----	2.8	2.8	100	*	2	8	27	50	12	*
Nonmanufacturing -----	1.9	2.2	100	22	12	15	29	14	5	3
Establishments with:										
Under 100 employees -----	1.4	2.0	100	32	14	16	24	9	3	3
100 to 499 employees -----	2.0	2.2	100	13	13	19	29	16	8	2
500 or more employees -----	2.6	2.7	100	1	7	9	45	26	9	3
	Office employees									
All industries -----	2.6	2.7	100	6	3	10	33	33	11	4
Establishments with:										
Under 100 employees -----	2.2	2.4	100	12	5	16	37	20	6	4
100 to 499 employees -----	2.6	2.7	100	5	3	11	36	29	13	4
500 or more employees -----	3.0	3.0	100	*	1	4	27	48	14	5
Manufacturing -----	2.9	2.9	100	1	2	5	28	49	13	2
Establishments with:										
Under 100 employees -----	2.4	2.5	100	6	4	9	49	25	6	1
100 to 499 employees -----	2.6	2.6	100	2	3	8	43	39	4	1
500 or more employees -----	3.1	3.1	100	*	1	3	17	59	17	2
Nonmanufacturing -----	2.5	2.7	100	8	4	12	35	26	10	5
Establishments with:										
Under 100 employees -----	2.1	2.4	100	13	5	17	36	19	6	4
100 to 499 employees -----	2.6	2.8	100	6	4	12	32	23	17	5
500 or more employees -----	3.0	3.0	100	*	2	5	34	40	12	7
	Nonoffice employees									
All industries -----	1.9	2.3	100	26	8	14	29	17	4	1
Establishments with:										
Under 100 employees -----	1.3	2.0	100	42	11	14	22	7	2	2
100 to 499 employees -----	2.0	2.3	100	16	7	22	33	17	4	2
500 or more employees -----	2.6	2.7	100	4	4	10	39	34	8	*
Manufacturing -----	2.5	2.6	100	7	4	13	34	33	8	1
Establishments with:										
Under 100 employees -----	1.9	2.3	100	21	6	13	38	13	7	2
100 to 499 employees -----	2.3	2.5	100	6	4	19	37	26	5	3
500 or more employees -----	2.7	2.8	100	1	3	9	31	46	10	*
Nonmanufacturing -----	1.5	2.1	100	36	10	14	26	9	3	2
Establishments with:										
Under 100 employees -----	1.1	1.9	100	46	12	14	19	6	1	2
100 to 499 employees -----	1.6	1.9	100	27	11	24	27	8	3	*
500 or more employees -----	2.4	2.5	100	9	5	11	51	18	6	*

NOTE: See appendix for definition of terms. Because of rounding, sums of individual items may not equal totals. Dash (-) indicates zero. Asterisk (*) indicates less than 0.5 percent.

Table 19. Percent distribution of employees by weeks of vacation pay, private nonfarm economy, 1968

Industry and establishment size	Percent of employees—							
	Total	That had no vacation pay	That had vacation pay of—					
			Under 1 week	1 and under 2 weeks	2 and under 3 weeks	3 and under 4 weeks	4 and under 5 weeks	5 weeks and over
	All employees							
All industries -----	100	34	2	16	28	11	7	2
Establishments with:								
Under 100 employees -----	100	49	2	18	24	4	2	*
100 to 499 employees -----	100	30	4	18	29	13	5	1
500 or more employees -----	100	15	2	13	32	20	15	4
Manufacturing -----	100	18	3	18	30	18	11	3
Establishments with:								
Under 100 employees -----	100	37	3	21	27	9	2	*
100 to 499 employees -----	100	19	4	23	31	15	6	1
500 or more employees -----	100	9	3	14	30	23	16	5
Nonmanufacturing -----	100	43	2	16	26	8	5	1
Establishments with:								
Under 100 employees -----	100	52	2	18	24	4	2	*
100 to 499 employees -----	100	40	3	13	27	12	4	*
500 or more employees -----	100	22	2	11	33	16	13	3
	Office employees							
All industries -----	100	20	2	13	39	14	9	2
Establishments with:								
Under 100 employees -----	100	28	2	17	41	8	4	1
100 to 499 employees -----	100	20	3	11	41	17	6	1
500 or more employees -----	100	12	1	8	37	20	16	5
Manufacturing -----	100	10	2	9	40	20	14	4
Establishments with:								
Under 100 employees -----	100	25	2	16	43	11	3	1
100 to 499 employees -----	100	11	3	12	48	17	8	1
500 or more employees -----	100	7	2	7	36	23	19	6
Nonmanufacturing -----	100	24	2	14	39	12	7	2
Establishments with:								
Under 100 employees -----	100	29	2	18	41	7	4	1
100 to 499 employees -----	100	25	3	11	38	17	5	1
500 or more employees -----	100	16	1	9	38	17	14	4
	Nonoffice employees							
All industries -----	100	40	3	18	22	10	5	1
Establishments with:								
Under 100 employees -----	100	57	2	19	18	3	1	4
100 to 499 employees -----	100	36	4	20	23	12	4	1
500 or more employees -----	100	16	3	15	29	20	14	3
Manufacturing -----	100	20	4	21	27	17	9	2
Establishments with:								
Under 100 employees -----	100	39	4	22	24	9	1	*
100 to 499 employees -----	100	21	5	26	27	14	6	1
500 or more employees -----	100	10	3	17	28	22	15	4
Nonmanufacturing -----	100	52	2	17	20	6	3	4
Establishments with:								
Under 100 employees -----	100	60	2	18	17	2	1	*
100 to 499 employees -----	100	51	4	15	19	9	2	*
500 or more employees -----	100	25	2	13	30	16	13	1

NOTE: See appendix for definition of terms. Because of rounding, sums of individual items may not equal totals. Dash (-) indicates zero. Asterisk (*) indicates less than 0.5 percent.

Table 20. Percent distribution of employees by establishment paid holiday practice for majority, private nonfarm economy, 1968

Industry and establishment size	Total employ- ment	Percent of employees in establishments with majority receiving—													
		No paid holidays	Under 5 paid holidays	5 paid holidays	5½	6	6½	7	7½	8	8½	9	9½	10	Over 10 paid holidays
All employees															
All industries	100	24	5	6	*	15	1	13	1	15	1	9	*	7	3
Establishments with:															
Under 100 employees	100	41	7	8	*	18	1	9	1	6	1	3	*	3	2
100 to 499 employees	100	15	5	7	*	20	1	14	2	16	*	11	1	3	4
500 or more employees	100	4	2	2	*	9	1	17	1	27	2	15	1	14	5
Manufacturing	100	7	5	4	*	11	2	17	2	19	2	17	*	13	2
Establishments with:															
Under 100 employees	100	23	4	7	2	19	6	20	2	9	1	2	*	4	1
100 to 499 employees	100	6	7	6	-	18	1	18	3	22	*	13	1	3	2
500 or more employees	100	1	3	1	-	5	1	15	1	21	3	25	1	21	2
Nonmanufacturing	100	32	5	7	*	18	1	11	1	13	1	4	*	3	4
Establishments with:															
Under 100 employees	100	44	7	8	*	18	1	7	1	6	*	4	*	3	2
100 to 499 employees	100	24	4	7	1	22	1	11	1	11	*	9	1	3	5
500 or more employees	100	7	1	3	*	13	1	19	1	34	1	4	1	5	10
Office employees															
All industries	100	7	3	6	*	17	2	13	2	18	2	12	1	10	8
Establishments with:															
Under 100 employees	100	15	7	11	1	25	2	12	2	8	2	6	*	6	5
100 to 499 employees	100	6	2	3	1	21	2	13	3	17	2	6	*	6	5
500 or more employees	100	*	*	3	*	7	1	13	2	27	2	17	2	16	10
Manufacturing	100	2	1	2	*	11	2	14	2	20	1	23	1	18	2
Establishments with:															
Under 100 employees	100	9	3	6	2	22	8	23	2	15	1	3	*	4	1
100 to 499 employees	100	3	3	3	-	26	1	15	2	24	*	16	1	5	2
500 or more employees	100	*	1	1	-	4	1	11	1	20	2	30	1	26	3
Nonmanufacturing	100	10	4	7	*	19	1	12	2	17	2	8	1	7	10
Establishments with:															
Under 100 employees	100	16	7	11	*	25	1	10	2	8	2	7	*	6	5
100 to 499 employees	100	8	2	3	1	19	3	12	3	14	1	14	1	6	13
500 or more employees	100	1	*	4	*	9	1	15	3	33	2	7	2	8	15
Nonoffice employees															
All industries	100	30	6	5	*	15	1	13	1	14	1	7	*	5	2
Establishments with:															
Under 100 employees	100	49	7	7	*	16	1	8	1	6	*	2	*	2	1
100 to 499 employees	100	19	7	8	*	19	1	15	2	16	*	9	*	2	2
500 or more employees	100	5	3	2	*	10	1	19	1	27	2	14	*	13	3
Manufacturing	100	9	5	4	*	11	2	18	2	18	2	15	*	11	1
Establishments with:															
Under 100 employees	100	26	5	7	1	18	5	20	1	8	1	1	*	4	1
100 to 499 employees	100	7	8	7	-	15	1	19	3	22	*	13	*	3	3
500 or more employees	100	1	5	2	-	5	2	17	1	21	3	23	*	20	1
Nonmanufacturing	100	42	6	6	*	17	*	10	1	11	*	3	*	2	2
Establishments with:															
Under 100 employees	100	54	7	7	*	16	*	6	1	5	*	2	*	1	1
100 to 499 employees	100	33	5	9	1	23	*	11	*	9	*	5	*	2	1
500 or more employees	100	11	1	2	*	17	*	23	*	35	1	2	*	3	5

NOTE: See appendix for definition of terms. Because of rounding, sums of individual items may not equal totals. Dash (-) indicates zero. Asterisk (*) indicates less than 0.5 percent.

Table 21. Distribution of employees in the private nonfarm economy by selected establishment characteristics, 1968

Establishment characteristics	All industries			Manufacturing			Nonmanufacturing		
	All employees	Office employees	Nonoffice employees	All employees	Office employees	Nonoffice employees	All employees	Office employees	Nonoffice employees
All establishments -----	55,900,000	16,400,000	39,500,000	19,500,000	5,300,000	14,500,000	36,200,000	11,200,000	25,000,000
Union ¹ -----	(³)	1,000,000	16,400,000	(³)	200,000	9,000,000	(³)	800,000	7,500,000
Nonunion ² -----	(³)	15,400,000	23,100,000	(³)	5,100,000	5,500,000	(³)	10,400,000	17,500,000
Establishments with:									
Under 100 employees -----	26,600,000	6,700,000	20,100,000	4,100,000	800,000	3,300,000	22,000,000	5,700,000	16,600,000
Union ¹ -----	(³)	100,000	4,100,000	(³)	*	1,100,000	(³)	100,000	3,300,000
Nonunion ² -----	(³)	6,600,000	15,600,000	(³)	800,000	2,200,000	(³)	5,600,000	13,300,000
100 to 499 employees -----	10,500,000	3,000,000	7,400,000	5,200,000	1,100,000	4,000,000	5,500,000	1,900,000	3,400,000
Union ¹ -----	(³)	100,000	3,500,000	(³)	*	2,400,000	(³)	100,000	1,200,000
Nonunion ² -----	(³)	2,900,000	3,900,000	(³)	1,100,000	1,600,000	(³)	1,800,000	2,200,000
500 employees or more -----	18,800,000	6,700,000	12,000,000	10,400,000	3,300,000	7,100,000	8,700,000	3,600,000	5,100,000
Union ¹ -----	(³)	800,000	8,400,000	(³)	200,000	5,500,000	(³)	600,000	3,000,000
Nonunion ² -----	(³)	5,900,000	3,600,000	(³)	3,100,000	1,600,000	(³)	3,000,000	2,000,000

¹ Establishments in which the majority of the employee group were covered by collective bargaining agreements.

² Establishments in which the majority of the employee group were not covered by collective bargaining agreements.

³ Data on unionization were collected by employee group only. Thus, office employee and nonoffice employee data are not additive.

NOTE: See appendix for definition of terms. Because of rounding, sums of individual items may not equal totals. Asterisk (*) indicates fewer than 50,000 employees.

Appendix B. Compensation in Private Industry and in the Federal Government

The Federal Government is the largest single employer in the nonprivate sector. As such, it influences and is influenced by compensation levels and practices in the private sector, especially in that segment which has substantial numbers of the types of workers employed by the Federal Government. Therefore, comparison of compensation in the Federal Government and that in the private sector is useful.

The data for the private nonfarm industries selected sector relate to establishments having the same industry and employment size characteristics as those in the BLS national survey of professional, administrative, technical, and clerical pay (PATC Survey),¹ which is conducted to provide data for pay comparisons between private industry and the Federal Government. The industry-establishment size scope of the PATC Survey is designed to include establishments having a sufficient number of employees in the surveyed occupations to materially influence salary estimates. The data from the 1968 compensation survey were used by Civil Service Commission and the office of Management and Budget for comparing relative expenditures for supplementary compensation in private industry with those in the Federal Government. The selected sector industries includes establishments having the indicated minimum employment size in the following industries: Manufacturing

(250); retail trade (250); transportation, communication, electric, gas, and sanitary services (100); wholesale trade (100); commercial research and development laboratories (100); engineering and architectural services (100); and finance, insurance, and real estate (50). Geographic coverage includes the United States, except Alaska and Hawaii.

The following table presents expenditures for supplementary compensation practices relative to basic wages and salaries in the total private nonfarm sector, the selected sector industries, and the Federal Government. The comparison base, "basic wages and salaries," is consistent with an annual salary concept that excludes all irregular payments, such as payments for overtime hours and premium pay for shift work. They are excluded from the supplementary compensation practices, since they mainly reflect differences in industry characteristics and in the volume of overtime and shift work rather than differences in compensation practices.

Data for the Federal Government were provided by the office of Management and Budget and the Civil Service Commission.

¹ See *National Survey of Professional, Administrative, Technical, and Clerical Pay*, June 1970 (BLS Bulletin 1693) 1971.

Table B-1. Employer expenditures for supplementary compensation as a percent of basic wages and salaries, private nonfarm industries and federal government

Compensation practices	Private nonfarm industries, calendar 1968		Federal Government, fiscal 1969
	Total ¹ sector	Selected sector ²	
Total, all supplements except pay for overtime and premium pay for shift work	20.9	25.1	24.3
Total paid leave except sick leave	6.5	8.4	11.7
Vacations and holidays	6.3	8.1	11.2
Vacations	3.8	5.0	8.2
Holidays	2.4	3.0	3.0
Civic and personal leave2	.3	.5
Health benefit programs	4.5	5.3	5.4
Workmen's compensation	1.0	.7	.4
Sick leave8	1.0	3.4
Life, accident, and health insurance	2.7	3.6	1.6
Retirement programs	7.4	8.9	6.8
Social security and railroad retirement	4.1	4.2	.2
Private pension and retirement plans	3.3	4.7	6.6
Unemployment programs	1.1	1.1	.3
Legally required programs	1.0	.9	.2
Payments to employees1	.1	.1
Payments to funds1	.1	(³)
Nonproduction bonuses (including awards)	1.2	1.1	.1
Savings and thrift plans2	.3	(³)

¹ Excludes private households.

² Data relate to establishments in the United States, except Alaska and Hawaii, having the indicated minimum employment size in the following industries: Manufacturing (250); retail trade (250); transportation, communication, electric, gas, and sanitary services (100); wholesale trade (100); engineering and architectural services (100); commercial research and development laboratories (100); finance, insurance, and real estate (50).

³ No such program in the Federal Government.

NOTE: Because of rounding sums of individual items may not equal totals.

Appendix C. Scope and Method of Survey

Scope of survey

The survey covered the private nonfarm sector in the 50 States and District of Columbia. Data relate to calendar 1968 and are limited to expenditures made or incurred by employers for the compensation of employees, and the hours for which employees received pay from their employers (paid hours).

Sampling procedure

The survey was conducted on the basis of a probability sample of establishments (not companies) selected from the private nonfarm sector of the economy, stratified by location and industry, and with probability of selection proportionate to establishment employment size. Eight industries (accounting for about 5 percent of total private nonfarm employment) for which data were collected in 1967 were not sampled, but these earlier data were incorporated into the current study and updated. The sample drawn for this study included as certainty selections all establishments that had 6,500 employees or more, and a sample of all other establishments that employed four persons or more with a probability of selection for inclusion in the sample in the proportion:

Establishment employment

6,500

The universe and sample of establishments and employees included in the survey are shown in the following tabulation:

Method of collection

Data were collected primarily by mail questionnaire. However, initial personal visits were made to some companies in the sample. In addition, personal visits were made to a sample of companies which had not responded to three mail requests.

Reporting problems

Separate data by establishment, compensation practice, and employee class were collected in most instances. However, not all companies maintain sufficient records to provide all the data requested. Some respondents submitted company or division-wide reports containing more than one sample establishment or establishments not in the original sample. Such reports were accepted.

Two types of approximations were used. First, if the records in a particular establishment were kept only at the all-employee level, the prorated share for each employee group was estimated on the basis of employment, man-hours, or payroll, whichever was most appropriate. Second, through the use of collateral data, estimates were made in certain cases where records were not kept.

Method of estimation

Data for each sample establishment were weighted according to the probability of selection of that establishment. For example, a sample establishment that employed 150 workers was considered to represent itself, as well as other establishments that, in the aggregate, employed 6,500 workers. Accordingly, the establishment was given a weight of 43.3 ($43.3 \times 150 = 6,495$).

Workers in establishments

Item	Establishments	All workers	Office-workers	Nonoffice-workers
Universe				
All industries	1,688,209	55,944,000	16,439,000	39,505,000
Manufacturing	226,852	19,740,000	5,255,000	14,485,000
Nonmanufacturing . .	1,461,357	36,204,000	11,184,000	25,020,000
Sample				
All industries	4,365	4,554,000	1,816,000	2,738,000
Manufacturing	1,508	2,399,000	751,000	1,648,000
Nonmanufacturing . .	2,857	2,155,000	1,065,000	1,090,000

However, establishments that had 6,500 employees or more were considered to represent only themselves and were given a weight of 1. No alternate sample units were substituted for nonresponding sample members. A responding establishment that had characteristics as similar as possible to the nonresponding sample member was given an appropriate weight to represent the nonresponding establishment as well as itself.

All estimated totals derived from the weighting procedures were adjusted further to industry totals from the Bureau's monthly employment statistics program. The adjusted data represent all establishments in the private nonfarm sector of the economy, including those that had fewer than four employees.

Method of tabulation

All tables for this study are presented in percentages or dollars per hour.

Percentages of compensation for "all establishments" represent expenditures for the practice divided by total compensation for all establishments—both those with and without expenditures—whereas the percentages of compensation for "establishments with expenditures for the practice" relate the same expenditures to the total compensation of only those establishments that reported an expenditure.

Dollar per hour expenditures represented the practice expenditures divided by the total man-hours aggregate of all establishments, or the total man-hours aggregate of only those establishments that reported expenditures.

Definition of terms

The basic terms used in this study are defined in the survey questionnaire reproduced in appendix D. Several terms used in the study, however, are not defined in the questionnaire and definitions of these terms follow:

Establishment in this report is equivalent to a sample unit drawn through the sampling procedure. Although it may, it does not necessarily coincide with the legal entity of a firm of which it constitutes one of several self-contained facilities. It does not necessarily coincide with the reporting unit because many reports contained information for two sample units or more, while company or division-wide reports, in most cases, also contained information for establishments outside the sample. (See reporting problems.)

Compensation, for purposes of this study, is the sum of the payments subject to Federal withholding taxes made by employers directly to their employees before deductions of any type, and the payments for legally required insurance programs and private welfare plans made by employers to governmental or private legal entities for the benefit of employees.

Paid hours consist of aggregate hours worked, paid leave hours (away from the plant), rest periods, coffee breaks, machine downtime, and other nonleave hours not worked but for which employers made direct payments to workers during the year.

Working time consists of all paid hours except paid leave hours.

Appendix D. Questionnaire

BLS 2868
(Rev. '69)

U.S. DEPARTMENT OF LABOR
BUREAU OF LABOR STATISTICS
WASHINGTON, D.C. 20212

Budget Bureau No. 44-R1300
Approval expires 12-31-70

← Location of unit for which data are requested.

Expenditures for Employee Compensation, 1968

Gentlemen:

The Bureau of Labor Statistics is conducting an important survey of how much companies spend for employee compensation—for wages and salaries and for legally required and private programs which provide for employees' health and welfare. The Government has used such information from earlier surveys to aid in formulating economic policy and asks that you assist it by completing this form.

Information from the survey will be of value to your company also, since it will enable you to compare your expenditures for employee compensation with those made by industry in general. Keep a copy of your report—an extra form is enclosed. When the Bureau's report on the survey is issued, we will send you a copy and show you how to compare data for your company with the national averages.

Your report will be held in confidence and will be seen only by sworn employees of the Bureau. Nothing will be released relating to individual companies.

Please complete the form within 3 weeks and return it in the enclosed envelope. If you have questions about the information requested, or if you need assistance in completing the form, phone the Bureau collect at area code 202, 961-4019 or 961-4030. Thank you for your cooperation.

Sincerely yours,

Geoffrey H. Moore
Geoffrey Moore
Commissioner

I. Company official to contact if there are questions about this report:

Name and title (Please print or type) _____

Area code, phone no. _____

II. Units covered by this report:

Is this questionnaire being completed for the unit(s) designated above?

☐ Yes What is the principal product, service, or activity of this unit? _____

☐ No, our records make it impossible to report separately for the unit designated above. Units in addition to the one for which data are requested are included in this report.

Please complete Item VII at end of questionnaire to describe the units covered.

III. Average 1968 employment in units covered by this report:

Please enter the average number of employees in each category during 1968. Include full- and part-time employees. Types of employees in each category are described below.

- A. Office employees _____
- B. Nonoffice employees _____
- C. Total 1968 average employment _____

OFFICE EMPLOYEES—Include all employees engaged in executive, administrative, and management positions, above the working supervisor level. Also included in this category are supervisory and nonsupervisory professional employees and their technical assistants; employees engaged in office clerical operations; and all sales persons whose sales activities are primarily performed outside of the establishment (e.g., real estate salesmen, and door-to-door salesmen).

NONOFFICE EMPLOYEES—Include all employees, except office employees as defined above, in nonsupervisory, nonprofessional positions. Included are employees engaged in fabricating, processing, or assembling; building or excavating; mining, drilling, or pumping; maintaining or repairing; shipping, receiving, handling, warehousing, packing, or trucking; retail sales; operating or working on moving vehicles (buses, boats, etc.); janitorial work; guard or watchman work; and similar activities.

TOTAL EMPLOYMENT—Is the sum of office plus nonoffice employees. Proprietors, members of unincorporated firms, and unpaid family workers are not considered to be employees and are excluded from the survey.

Instructions for Specific Items

Item IV.

A. Gross payroll—total of wages, salaries, and other payments made during 1968 before any deductions. The amount should equal wages reported on Internal Revenue Service Forms W-2 as subject to Federal withholding taxes, or total remuneration reported on IRS Form 940, Employer's Annual Federal Unemployment Tax Return 1968, Schedule B, Item 1.

A-2. Pay for overtime and weekend and holiday work—for overtime, report the straight-time pay for work beyond the normal workweek in A-2a and premium pay in A-2b. For example: If overtime is paid at time and one-half, report two-thirds of this pay in A-2a and one-third in A-2b.

For work on weekends, holidays, or during vacation periods—report the regular pay for work in A-2a, and the premium pay for work on weekends, holidays, or during vacation periods in A-2b. Payments made in lieu of time off for holidays or vacations should be excluded from A-2 and included in A-4. For example: An employee worked on a holiday. He received his regular pay for working; plus one-half his regular pay as a premium for having to work on a holiday; plus his regular holiday pay. Report his regular pay for working in A-2a; the premium in A-2b; and the regular holiday pay in A-4b.

A-3. Shift differentials—total expenditures for pay above regular day-shift rates for work on late shifts. Include pay for hours not worked. For example, if late-shift employees work 7½ hours a day but receive pay for 8 hours report the total of the one-half hour payments.

A-4. Pay for leave—only payments that were part of the establishment's gross payroll. Exclude payments to funds, trustees, etc. (Report these in C-3.) If an employee received both "pay in lieu of time off" and "pay for work" include only "pay in lieu of time off".

A-5. Nonproduction bonuses—total amount paid for nonproduction bonuses including lump-sum payments under profit-sharing plans, and other irregular or seasonal bonuses (such as attendance, Christmas, or yearend bonuses). Proceeds of profit-sharing plans which are paid into savings and thrift funds or retirement plans should be reported as expenditures for a private welfare plan (IV-C).

A-6. Severance pay—total of all payments made by the establishment to employees because of temporary or permanent severance of employment. Exclude payments to funds, and to pensioners under the provisions of pay-as-you-go pension plans. Report these in IV-C.

B. Legally required insurance—net liability incurred during 1968 under the provisions of State and Federal laws for each program. Exclude payments made in 1968 for 1967, but include payments made in 1969 for 1968. Include payments to government agencies, insurance companies, and to employees under self-insured plans. Exclude payments made by or withheld from employees.

Required Payments—

Social Security: In 1968 the employer's payment was 4.4 percent of the first \$7,800 paid each employee, or a maximum of \$343.20 per employee. See Form 941—Employer's, Quarterly Federal Tax Return which you filed in April, July, and October 1968 and January 1969. Report the sum of one-half the FICA Tax reported on line 5 for the 4 quarters.

Unemployment insurance—Federal: In 1968 the employer's payment was 0.4 percent of the first \$3,000 paid each employee or a maximum of \$12 per employee. See IRS Form 940 for 1968, Schedule A, Item 16. Railroads include total payments under Railroad Unemployment Insurance Act.

State: In most States the payment was at varying rates on the first \$3,000 paid each employee. See IRS Form 940 for 1968, Schedule A, Column 9.

C. Private welfare plans—net payments (after deduction of refunds, rebates, and dividends) made during 1968 by the establishment to funds (including union-management funds), trustees, insurance companies, and payments made under the provisions of self-insured plans to employees or their beneficiaries. Include payments for current employees, employees on layoff, retired employees and their dependents. Exclude employee contributions and all administrative costs incurred by the establishment. Also exclude payments made by funds, trustees, and insurance carriers to your employees or their beneficiaries.

Life, accident, and health insurance: Life, accidental death and dismemberment, sickness and accident, wage and salary continuance insurance, and death benefits; and hospitalization, surgical, medical, dental, optical, and drug plans. Exclude expenditures for in-plant medical care and visiting nurses or physicians.

Pension and retirement plans: Direct payments to pensioners under a pay-as-you-go pension plan, payments under profit-sharing plans deferred until retirement, and payments for past and current liabilities under funded plans.

Item V.

Total number of hours paid for—all hours worked at straight time, all hours worked at overtime, all paid leave hours, and hours equivalent to payments made by the establishment directly to the workers for other hours not worked but paid for.

B. Number of overtime hours—all hours for work beyond the normal workday or workweek for which straight-time or premium payments were made during 1968.

C. Number of leave hours—report hours equivalent to the payments made and not the actual time taken off. For example: 3 hours paid for at two-thirds the regular rate should be reported as 2 hours. Include leave hours for which payment was made instead of time off.

For each item, enter totals for the year 1968

IV. Total compensation in 1968:

- A. Gross payroll -----
1. Straight-time pay -----
 2. Pay for overtime and weekend and holiday work -----
 - a. Pay at straight-time rates -----
 - b. Pay at premium rates -----
 3. Shift differentials -----
 4. Pay for leave -----
 - a. Vacations -----
 - b. Holidays -----
 - c. Sick leave -----
 - d. Civic and personal leave -----
 5. Nonproduction bonuses -----
 6. Severance pay -----
- B. Employer Expenditures for Legally Required Insurance -----
1. Social security or railroad retirement -----
 2. Unemployment insurance -----
 - a. Federal or railroad unemployment -----
 - b. State -----
 3. Workmen's compensation and payments under Federal Employer's Liability Act -----
 4. Other, e.g., State temporary disability insurance (specify):

- C. Employer Expenditures for Private Welfare Plans -----
1. Life, accident, and health insurance -----
 2. Pension and retirement plans -----
 3. Vacation and holiday funds -----
 4. Severance pay and supplemental unemployment benefit funds -----
 5. Savings and thrift plans -----
 6. Other private welfare plans (specify):

V. Total number of hours paid for in 1968

- A. Number of straight-time hours worked -----
- B. Number of overtime hours worked -----
- C. Number of leave hours paid for -----
1. Vacation -----
2. Holiday -----
3. Sick leave -----
4. Civic and personal leave -----

[illegible]

VI. Establishment practices and policies:

- A. Paid vacations. Report the number of employees who received vacation pay during 1968 directly from the establishment according to the amount of pay.

Employees	Number of employees receiving—						
	No vacation pay	Under 1 week's pay	1 and under 2 weeks' pay	2 and under 3 weeks' pay	3 and under 4 weeks' pay	4 and under 5 weeks' pay	5 weeks' pay or more
Office -----							
Nonoffice -----							

- B. Paid holidays. Enter the number of days per employee. If more than one practice existed for an employee group, report that which applied to the greatest number in the group. If the greatest number of employees received no paid holidays, enter "0."

Full days Half days

Office employees----- _____

Nonoffice employees----- _____

- C. Sick leave. Did the establishment have a practice or a policy (even though there may have been no expenditure) for providing paid sick leave for any—

Office employees----- ☐ Yes ☐ No

Nonoffice employees----- ☐ ☐

- D. Civic and personal leave. Did the establishment have a practice or a policy (even though there may have been no expenditure) for providing paid civic leave (military, jury, witness, voting, etc.) or personal leave (such as for death in family) for any—

Office employees----- ☐ ☐

Nonoffice employees----- ☐ ☐

- E. Life, accident, and health insurance. Did the establishment finance such a plan for—

Office employees----- ☐ ☐

Nonoffice employees----- ☐ ☐

Did employees pay for part of any of these plans (answer NO if payment was only for additional benefits or coverage for dependents)

Office employees----- ☐ ☐

Nonoffice employees----- ☐ ☐

- F. Pension and retirement plans. Did the establishment finance such a plan for—

Office employees----- ☐ ☐

Nonoffice employees----- ☐ ☐

Did employees pay for part of any of these plans (answer NO if payment was only for additional benefits)

Office employees----- ☐ ☐

Nonoffice employees----- ☐ ☐

- G. Collective bargaining. Did union-management agreements cover a majority of the—

Office employees----- ☐ ☐

Nonoffice employees----- ☐ ☐

- H. Regular workweek, 1968. How many hours (e.g., 40, 37.5, etc.) were normally worked each week by the majority of the—

Office employees----- _____ Hours per week

Nonoffice employees----- _____ Hours per week

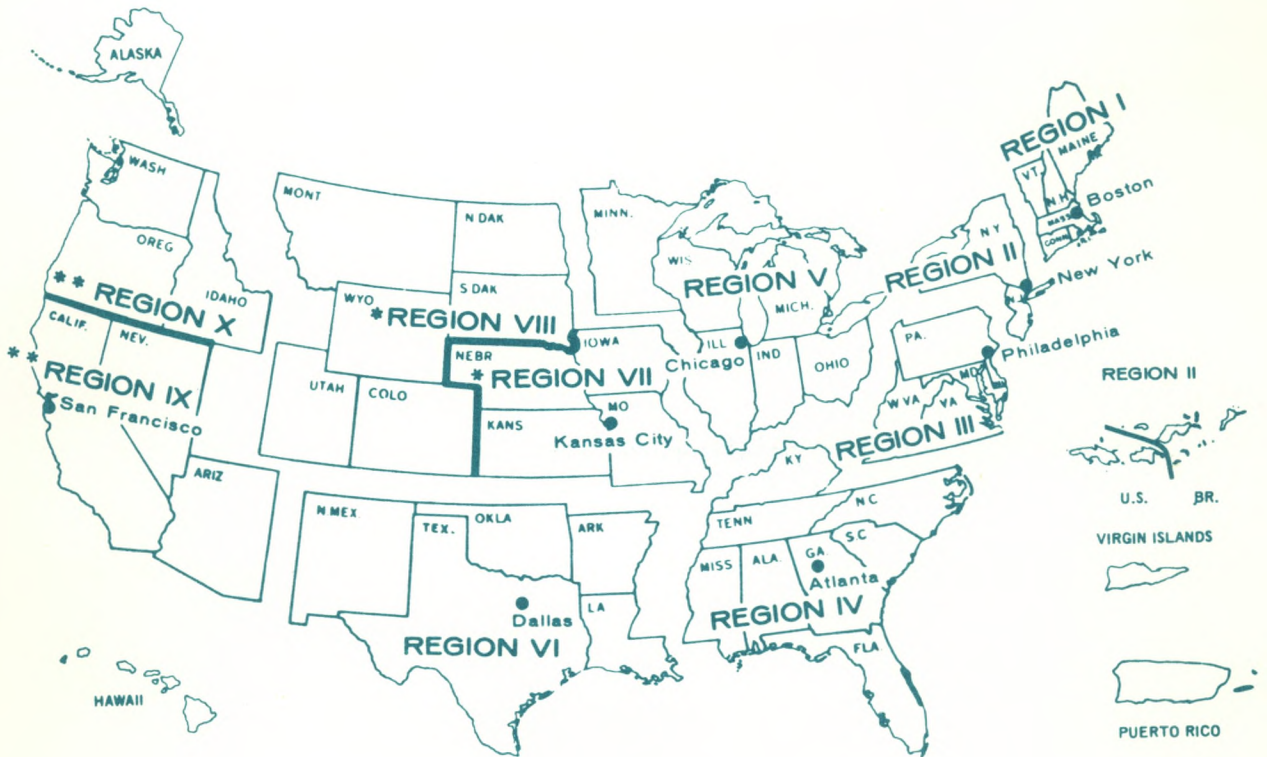
VII. Units included in report (if different from that requested in address box):

If this report relates to units in addition to the one designated at the top of page 1, please provide the following information for each unit included in the report.

Location	Average 1968 employment		Principal product, service, or activity
	Office	Nonoffice	

BUREAU OF LABOR STATISTICS

REGIONAL OFFICES



Region I

1603-A Federal Building
Government Center
Boston, Mass. 02203
Phone: 223-6762 (Area Code 617)

Region II

341 Ninth Ave., Rm. 1025
New York, N.Y. 10001
Phone: 971-5405 (Area Code 212)

Region III

406 Penn Square Building
1317 Filbert St.
Philadelphia, Pa. 19107
Phone: 597-7796 (Area Code 215)

Region IV

Suite 540
1371 Peachtree St. NE.
Atlanta, Ga. 30309
Phone: 526-5418 (Area Code 404)

Region V

219 South Dearborn St.
Chicago, Ill. 60604
Phone: 353-7230 (Area Code 312)

Region VI

1100 Commerce St., Rm. 6B7
Dallas, Tex. 75202
Phone: 749-3516 (Area Code 214)

Regions VII and VIII

Federal Office Building
911 Walnut St., 10th Floor
Kansas City, Mo. 64106
Phone: 374-2481 (Area Code 816)

Regions IX and X

450 Golden Gate Ave.
Box 36017
San Francisco, Calif. 94102
Phone: 556-4678 (Area Code 415)

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