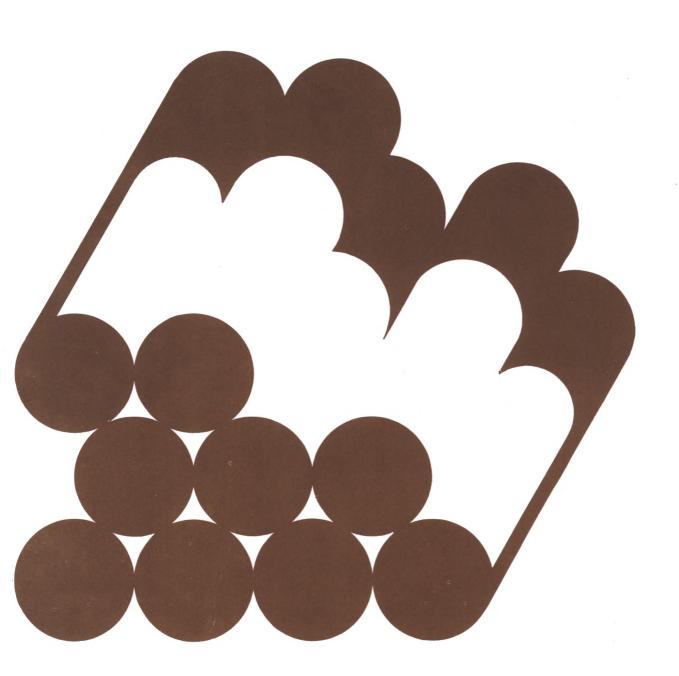
## Industry Wage Survey: Cigarette Manufacturing, May 1976



U.S. Department of Labor Bureau of Labor Statistics 1977

Bulletin 1944



# Industry Wage Survey: Cigarette Manufacturing, May 1976

U.S. Department of Labor Ray Marshall, Secretary Bureau of Labor Statistics Julius Shiskin, Commissioner 1977

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### **Preface**

This bulletin summarizes the results of a Bureau of Labor Statistics survey of wages and related benefits in the cigarette manufacturing industry in May 1976. The study was conducted in the Bureau's Office of Wages and Industrial Relations. The analysis was prepared by Mary Kay Rieg in the Division of Occupational Wage Structures. Field work for the survey was directed by the Assistant Regional Commissioners for Operations.

Other reports available from the Bureau's program of industry wage studies, as well as the addresses of the Bureau's regional offices, are listed at the end of this bulletin.

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### Cigarette Manufacturing, May 1976

#### Summary

Straight-time earnings of production and related workers in the cigarette manufacturing industry averaged \$5.71 an hour in May 1976. The middle range of the 32,826 workers covered by the study<sup>1</sup> earned from \$5.07 to \$6.20 an hour—a relatively narrow band compared with the relative dispersion of individual earnings in other industries.

Men, approximately two-thirds of the workers, averaged \$5.89 an hour, compared with \$5.32 for women, who were employed primarily as inspectors, packers, and catchers on cigarette machines.

Among the occupations studied separately in this survey, average hourly earnings ranged from \$4.92 for janitors and catchers who inspect only, to \$7.49 for maintenance machinists. Cigarette-making machine operators, the largest group, averaged \$5.93 an hour—23 cents more than cigarette machine packers, 55 cents more than catchers on cigarette machines who inspect and stack, and \$1 more than catchers who inspect only.

Paid holidays (usually 9 or 10 annually) and paid vacations after qualifying periods of service were provided to all employees. Virtually all workers were covered by life, hospitalization, surgical, basic and major medical and sickness and accident insurance, each usually financed entirely by their employers. Virtually all employers also financed retirement pension plans for workers. Profit-sharing plans and cost-of-living pay adjustments applied to nearly three-fourths of the workers.

### Industry characteristics

Location and employment. Of the 12 establishments covered by the survey, 11 (operated by 6 companies) were located in 3 States. North Carolina accounted for approximately 46 percent of the production workers; Virginia, 28 percent; and Kentucky, 25 percent. More than one-half of the workers in North Carolina were employed in one establishment; in Virginia and Kentucky, two establishments dominated the employment in each of these States. Because of the Bureau's policy of avoiding possible disclosure of information provided by individual companies, separate State data in this report are limited to employment and average earnings for all production workers and for men and women.

The number of production workers in May 1976 was about 4 percent higher than that reported in May-June 1971, when a similar study of the industry was conducted.<sup>2</sup> From 1972 through 1975, the average number of production workers in cigarette manufacturing per year ranged from 3 to 12 percent above the 1971 level, according to the Bureau's monthly employment series.<sup>3</sup>

Cigarette manufacturing plants typically employ more than 1,000 workers per plant. Six of the 12 establishments in the 1976 survey employed over 2,500 workers, and four employed between 1,000 and 2,500. The remaining two establishments together employed fewer than 1,000 workers.

Ninety-six percent of the production workers and all but one of the establishments studied were located in metropolitan areas.<sup>4</sup>

Occupational staffing. Employment of production workers increased slightly between May-June 1971 and May 1976 (31,474 to 32,826), and the composition of the labor force remained relatively constant. There has been a shift in employment towards jobs involving maintenance and the actual production of cigarettes (leaf processing, prefabrication, fabrication, and inspection) and away from the peripheral positions—jobs involving custodial work and material movement, and other indirect plant jobs, as shown in text table 1.

A slightly larger percentage (58 percent) of the production workers were involved in cigarette fabrication in May 1976 than in May-June 1971 (56 percent). Within this category, workers have moved out of the cigarette machine catcher positions and into other fabrication and related jobs. This reduction in the number of catchers continued a trend observed since July-August 1965, when a similar study was conducted. At that time, cigarette machine

See appendix A for scope and method of survey, Wage data in this report exclude premium pay for overtime and for work on weekends, holidays, and late shifts.

<sup>&</sup>lt;sup>2</sup> See Industry Wage Survey: Cigarette Manufacturing, May-June, 1971, Bulletin 1748 (Bureau of Labor Statistics, 1972).

<sup>&</sup>lt;sup>3</sup> Employment and Earnings, United States, 1909-75, Bulletin 1312-10 (Bureau of Labor Statistics, 1976), p.427; Employment and Earnings, March 1976.

<sup>&</sup>lt;sup>4</sup> Standard Metropolitan Areas as defined by the Office of Management and Budget through Feb. 8, 1974.

Text table 1. Distribution of production workers, by department, 1971 and 1976

(percent)

1971	1976				
100.0	100.0				
7.3	8.7				
.8	3.3				
6.1	7.0				
55.6	58.0				
5.3	5.9				
9.5	8.1				
5.2	3.9				
.6	.6				
9.4	4.5				
	7.3 .8 6.1 55.6 5.3 9.5 5.2				

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

catchers accounted for 15 percent of the industry's work force. This proportion dropped to 8.9 percent in May-June 1971, and 3.5 percent in May 1976 (table 1). Automation of the cigarette packaging and inspection processes, resulting in feeding cigarettes directly from cigarette-making to cigarette-packing machines, is a major reason for this change.

Products and processes. Filter cigarettes were the primary product manufactured in 10 establishments employing 98 percent of the industry's production workers. Nonfilter cigarettes were the primary product in the two remaining establishments. Secondary products such as chewing to-bacco, smoking tobacco, and little cigars were produced in five establishments.

Cigarette manufacturing consists largely of automatic processes. The tobacco generally moves through the prefabrication stage (mixing, bulking, and cutting) on conveyors. The cigarette-making machine, attended by an operator and sometimes a catcher, produces finished cigarettes from a hopper of shredded tobacco and a roll of paper. The paper is filled automatically with the proper amount of tobacco, and then sealed, labeled, and cut into specified cigarette lengths. The making machine also incorporates the filter into filter cigarettes. Packaging cigarettes in aluminum foil, paper, and cellophane is also accomplished automatically.

Unionization. About three-fourths of the industry's workers were in establishments having collective bargaining agreements covering a majority of their employees. The principal union in the industry is the Tobacco Workers International Union (AFL-CIO).

Method of wage payment. All of the industry's workers were paid on a time basis. Formal plans providing a single

rate for a specific occupation covered 63 percent of the workers; those providing a range of rates applied to 37 percent of the workers.

### Average hourly earnings

Straight-time earnings of the 32,826 production workers covered by this study averaged \$5.71 an hour<sup>5</sup> an hour in May 1976—up 55 percent since May-June 1971.<sup>6</sup> This increase was higher than that recorded for all manufacturing of nondurable products during the same period (42 percent.)<sup>7</sup> The effect of the previously mentioned changes in the industry's occupational staffing pattern on the average pay for all production workers was minimal—only 2 cents an hour. That is, had the staffing patterns remained constant since 1971, straight-time hourly earnings of production workers in 1976 would have averaged \$5.69 instead of \$5.71.

Men, who constituted two-thirds of the industry's labor force in 1976, averaged \$5.89 an hour, 11 percent more than the \$5.32 an hour earned by women (table 2). In 1971, men had an 8-percent advantage over women, \$3.77 an hour compared to \$3.50.

Differences in pay for men and women may be the result of several factors, but they primarily reflect the distribution of men and women in the industry among jobs with disparate pay levels. For example, 12 percent of the women, but less than 4 percent of the men, were employed as catchers on cigarette-making machines or as janitors, both low-paying jobs compared with the industry average. On the other hand, 24 percent of the men and only a few women were employed as machine adjusters or as skilled maintenance workers whose averages were about \$2 an hour more than those for catchers and janitors.

The relative dispersion of overall earnings (computed by dividing the range between the first and third quartile in the earnings array by the median) was 21 percent—one of the lowest recorded among the industries studied by the Bureau. Women's earnings fell within a narrower range than men's largely because women were concentrated in a few jobs which had similar pay levels; they were often employed as catchers, inspectors, and packers, and were rarely found in the higher paying skilled maintenance crafts.

The straight-time hourly earnings presented in this bulletin differ in concept from the gross average hourly earnings published in the Bureau's monthly hours and earnings series (\$5.89 in May 1976). Unlike the latter, the estimates presented here exclude premium pay for overtime and for work on weekends, holidays, and late shifts. Average earnings were calculated by summing individual hourly earnings and dividing by the number of individuals; in the monthly series, the sum of work-hours totals reported by establishments in the industry was divided into the reported payroll totals.

<sup>&</sup>lt;sup>6</sup> Op. cit., BLS Bulletin 1748.

Based on the May-June 1971 indexes from the Hourly Earnings Index, 1964-August 1975, Bulletin 1897 (Bureau of Labor Statistics, 1976) and unpublished Index for May 1976.

The dispersion factor for women was only 11 percent compared to 25 percent for men (text table 2).

Text table 2. Distribution of all production workers, by average hourly earnings

(percent)

Average hourly earnings	All produc- tion workers	Men	Women
Total	100.0	100.0	100.0
Under \$4.60 \$4.60 and under \$5.00 \$5.00 and under \$5.40 \$5.40 and under \$5.80. \$5.80 and under \$6.20 \$6.20 and under \$6.60 \$6.60 and under \$7.00 \$7.00 and under \$7.40 \$7.40 and under \$7.80 \$7.80 and under \$8.20	2.6 15.3 29.1 19.2 8.7 8.4 2.7 10.1 .6 3.0	2.1 14.6 23.7 15.9 9.4 10.1 3.9 14.7 .9	3.9 16.9 40.6 26.4 7.3 4.6 .2 .1
• • • • • • • • • • • • • • • • • • • •			

Less than 0.05 percent.

NOTE: Because of rounding, sums of individual items may not equal 100.

Workers in North Carolina (nearly half of the total work force) averaged \$5.84 an hour, compared with \$5.71 in Kentucky and \$5.50 in Virginia. Men and women in North Carolina averaged \$5.97 and \$5.49, respectively; in Kentucky, \$5.95 and \$5.32; and in Virginia, \$5.71 and \$5.11. Women made up about one-fourth of the industry's force in North Carolina, one-third in Virginia, and nearly two-fifths in Kentucky.

### Occupational earnings

A number of occupations representing various activities and wage levels in the industry were studied separately (table 2). Among these occupations, accounting for nearly half of the production workers, average hourly earnings ranged from \$4.92 for janitors to \$7.49 for maintenance machinists. Cigarette-making machine operators, numerically the most important, averaged \$5.93 an hour—\$5.97 for filter cigarettes and \$5.59 for nonfilter. Machine packers of cigarettes averaged \$5.70, and catchers on making machines averaged \$5.38 when inspecting and stacking, and \$4.93 when inspecting only.

Earnings of individual workers in most of the occupations studied were narrowly distributed. In 11 of the 13 occupations, one-half or more of the workers had earnings that varied by no more than 40 cents an hour. For example,

nearly two-thirds of the machine packers and about threefifths of the power-truck operators in the industry earned between \$5.40 and \$5.80 an hour.

Such concentrations of earnings largely reflect the universality of time rates in the industry. As mentioned previously, all of the workers were paid on a time basis and slightly more than three-fifths of the workers were paid under systems providing a single rate for a specific job. Even when differences existed in the earnings of workers in the same establishment and occupation, the spreads were usually less than 15 percent. Comparatively little variation was usually found among plant averages for specific jobs (text table 3).

Text table 3. Distribution of establishments by average hourly earnings, selected occupations

Average hourly earnings	Making-machine operators	Machine packers
All establishments reporting the occupation	11	11
Establishment average for the job:		
Under \$5.20	1	1
\$5.20 and under \$5.40	_ [	_
\$5.40 and under \$5.60	1 1	5
\$5.60 and under \$5.80	3	4
\$5.80 and under \$6.00	3	_
\$6.00 and under \$6.20	2	_
Over \$6.20	1	1

### Establishment practices and supplementary wage provisions

Data also were obtained on certain establishment practices, including work schedules, shift differentials, and selected supplementary benefits such as paid holidays, paid vacations, and various health, insurance, and retirement plans.

Scheduled weekly hours. Virtually all of the industry's production workers were in plants scheduling day-shift workers for 37½ hours a week.

Shift provision and practices. Nearly all of the workers were employed in plants having provisions for second and third shifts (table 3). About one-third of the production workers in the industry were actually employed on second shifts in May 1976. They received either 8 percent or between 25 and 28 cents an hour more than day-shift rates. One-sixth of the workers were on third shifts and received premiums of 10 percent or 35 cents an hour for late-shift work.

Paid holidays. All production workers covered by the survey were provided paid holidays (table 4). Slightly more than three-fifths of the workers received 10 paid holidays a year, one-fourth received 9 paid holidays, and virtually all of the remainder were provided with 11 paid holidays. All or nearly all of the workers received, as major holidays, New Year's Day, Memorial Day, the Fourth of July, Labor Day, Thanksgiving, Christmas Day, and Good Friday. Christmas Eve, the day after Thanksgiving, and Easter Monday also were provided to substantial proportions of the work force.

Paid vacations. Paid vacations, after qualifying periods of service, were also provided to all production workers (table 5). Three-fourths of the workers' vacation payments were determined by the employee's regular pay for a specified length of time. For the remaining one-fourth, vacation payments were based on a stipulated percent of the employee's annual earnings, which was converted to an equivalent period of time for this study (i.e., 2 percent equals 1 week, etc.).

Typical vacation provisions in the industry were 2 weeks' pay after 1 year of service, 3 weeks' after 8 years, 4 weeks' after 15 years, and 5 weeks' after 25 years. Approximately three-fifths of the workers received 6 weeks of vacation pay after 30 years of service, which was the maximum provided.

Health, insurance, and retirement plans. Virtually all establishments paid the full cost of life, sickness and accident, hospitalization, surgical, and basic and major medical insurance plans (table 6). Other insurance plans available to employees and financed entirely by their employers included: Accidental death and dismemberment insurance for slightly under two-thirds of the work force, long-term disability insurance for one-half, and fully paid sick leave with no waiting period for one-fourth.

Retirement pension plans (in addition to Federal social security) covered virtually all workers and were financed entirely by the employers. Retirement severance pay was nonexistant in the industry.

Other selected benefits. Provisions for paid leave while attending the funeral of a family member or while serving as a juror covered virtually all of the production workers in the industry (table 7). Nearly three-fourths of the workers were covered by cost-of-living pay adjustments based on the Bureau's Consumer Price Index, and the same proportion of workers could take advantage of formal profit-sharing plans, independent of retirement pension plans.

<sup>8</sup> Considered a formal profit-sharing plan in this study if the plan met certain criteria which are explained in appendix A.

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### Table 1. Occupational staffing pattern

(Percent distribution of production workers in cigarette manufacturing establishments, by department and occupational classification, May 1976)

Department and occupation	All workers	Men	Women
Total	100.0	100.0	100.0
Maintenance	8.7	12.7	. 2
Carpenters	1 .3	. 4	
Electricians	1.1	1.6	i -
Machinists		2.3	_
Other		8.4	. 2
Leaf processing (stemming, thrashing, picking		1	1
or searching, etc.)	3.3	3.5	2.7
Prefabrication (mixing, cutting, etc.)	7.0	8.7	3.3
Fabrication (or manufacturing)	58.0	51.9	71.2
Cigarettes	56.8	50.9	69.4
Adjusters, machine		11.2	.2
Catchers, cigarette machine (inspect and	1	11.5	٠
stack cigarettes)	2.0	. 6	4.8
Filter cigarettes	1. 7	.4	4.5
Nonfilter cigarettes		.2	.3
Catchers, cigarette machine (inspect only)		.4	3.9
Filter cigarettes	.9	. 2	2.3
Nonfilter cigarettes	.6	.2	1. 7
Making-machine operators, cigarette		15.7	8.3
Filter cigarettes		14.2	7.1
Nonfilter cigarettes		1.5	1. 2
Packers, cigarette, machine	10. 7	7.2	18.3
Other 1	21.5	15.8	33.9
Other tobacco products		1.0	1.8
Inspection	5. 9	1.9	14.4
Inspectors, cigarette making		.4	5.9
Inspectors, cigarette making		1, 0	6.3
Other		1.0	2.2
Material movement		10.5	
Laborers, material handling			2.9
Truckers, forklift		6.8	2.8
Truckers, other than forklift		2.8	(2) (2)
Other		.2	1 (2)
Custodial		. 6	1
Janitors		4.1	3.5
Watchmen		2.4	3,0
		.8	( <sup>2</sup> )
Other		. 9	, 5
Powerplant		. 9	. <del>-</del>
Other	4.5	5.8	1.7
Number of workers	32,826	22,415	10,411

<sup>&</sup>lt;sup>1</sup> Among the miscellaneous jobs included are cellophane-machine operators, carton packers, and box-machine operators.

NOTE: Because of rounding, sums of individual items may not equal 100.

and the miscellaneous jobs included are cellophane-machine operators.

### Table 2. Occupational earnings

(Number and average straight-time hourly earnings of production workers in selected occupations in cigarette manufacturing establishments, May 1976)

	I	Ţ							NUMBE	ER OF	WORK	ERS RI	ECEIV	ING S	rraig	HT-TI	не но	URLY	EARNI	NGS (1	IN DOI	LLARS	S)	o <b>r</b>						
Occupation and sex 2	Number	Average hourly	1	4.40		4.60	4.70	4.80	4.90	5.00	5.10	5.20	5.30	5.40	5.50	5.60	5.80	6.00	6.20	6.40	6.60	6.80	0 7	.00 7	.20	7.40	7.60	7.80	8.00	8.20
		earnings	UNDER	AND	_	_	-	_	١ -	_	_	_	_	_	-	_	-		-	_		_	.	-	-	_	-	_	-	AND
			4.40		4.60	4.70	4.80	4.90	5.00	5,10	5.20	5.30	5.40	5.50	5.60	5.80	6.00	6.20	6.40	6.60	6.80	7.00	0 7	.20 7	.40	7.60	7.80	8.00	8.20	OVER
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ALL PRODUCTION WORKERS		\$5.71	129	1	588 332		667	612	11905	1021	1435	1595	353	1007	7/17	1729			2401 1926		743 726			921 2		63	143	403 402	587 584	
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SELECTED OCCUPATIONS													i													ļ				
MAINTENANCE:	!																													
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CARPENTERS, MAINTENANCE	88		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	7	-1	-	-	-	22	38	5	-	-	16	-
ELECTRICIANS, MAINTENANCE			-	j -	-	-	-	-	-	-	-	-	-	-	-	-	- ١	<b>!</b> -	40	2	-1	-	-j	-	231	-	-	-	81	-
MACHINISTS, MAINTENANCE	510	7.49	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1	-	3	1	-	-	3	324	-	52	43	83	-
FABRICATION, CIGARETIES:		1								İ								ĺ												
ADJUSTERS, MACHINE	2,529	7.23	-	_	-	_		_	_	-		-	_	_	-	_	_	_	17	238	353	96	16	483	748	_	_	267	327	_
CATCHERS, CIGARETTE MACHINE	'	1	i	i			ļ											l				, -			]			•••		1
(INSPECT AND STACK CIGARETIES)	641	5.38	3	-	-	-		-	i -	147	87	89		39	_	276		- ا	-	-	-	_	-	-1	-1	-	-	-	-	-
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FILTER CIGARETTES	562	5.37	-	-	- 1	-	-	-	-	139	87	89	-	39.	-	208	-	-	-	-	-1	-	-	-	-	-	-	-	-	-
WOMEN	467	5.32	i -	) <b>-</b>	i - i	-	-	-	-	135	76	87	-	36	-	133	-	-	-	-	-	-	-	-	-	-	-1	-1	-	-
CATCHERS, CIGARETTE MACHINE			1	1							ļ							!						- 1	- 1		i			
(INSPECT ONLY)	503		-	-	- 1	-	245	-	-	224	8	26	- 1	-	-	-	-	- 1	-	-1	-	-	-	-	-1	-	-	-	-	-
MEN	92		-	-	-	-	51	-	-	41	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
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MEN	3,511		2	-	-	-	-	-	12	-	300	15	-	179	250	292	473	964	1023	-	1	-	-	-1	-	-1	-	-1	-	-
WCMEN	863	5.84	1	- 1	-	-	-	-	10	-	60	16	-	37	51				76	-	-{	-	-	-	-	-	-	-	-	-
FILTER CIGARETIES	3,913	5.97	-	-	-	-	-	-	-	-	360	2	-	12				1205	1047	-	1	-	-1	-	-	-	-	-	-	1 -
MEN	3,179		-	-	-	-	-	-	-	-	300	2	-	10					971	-	1	-	-	-	-	-	-[		-	-
WOMEN	734	5.89	-	· -	-	-	-	-	-	-	60	i -	-	2					76	-	-)	-	-	-	-	-	-1	-	-	-
NONFILIER CIGARETTES	461	5.59	3	-	-	-	-	-	22	-	-	29	-	204					52	-	-	-	-	-	-	-	-	-[	-	-
MEN	332		2	-	-	-	-	-	12	-	-	13	-	169	9				52	-1	-1	-	-	-	-1	-	-	-}	-	-
WCMEN	129	5.50	1	-	- i	-	-	-	10	-		16		35	. 2		20		-	-	-	-	-	-	-1	-	-	-	-	-
PACKERS, CIGARETTE, MACHINE	3,516		2	-	-	-	-	-	2	1	371	9	64	742			-	85	709	-	-	-	-	-	-	-	-	-	-	-
MEN	1,615		2	-	- 1	-	-		2	-	362	1	35					49		-	-	-	-	-	-	-	-	-	-	-
WCMEN	1,901	5.73	-	-	-	-	-	-	-	1	9	8	29	440	422	585	-	36	371	-	-	-	-	-	-	-1	-	-	-	-
INSPECTION:		1			Ì																									
INSFECTORS, CIGARETTE BAKING	707	5.59	-	-	1	13	-	-	3	5	27	23	272	130	12	2	114	6	99	_	_	_	-	-	_	_	_	_	_	-
WOMEN	612	5.49	-	-	1	12	-	-	3	5	27	22	266	124					26	-	-	-	-	-	-	-	_	-	-	-
INSPECTORS, CIGARETTE PACKING:	658	5.53	_	-	_	7	_	_	2	. 3	33	7	235	1		222					_	_		_			_[	ا۔	_	_
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See footnotes at end of table.

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Occupation and sex <sup>2</sup>	of	Average hourly earnings	L	UNDER	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	8.20 AND OVER
SELECTED OCCUPATIONSCGNTINUED				4.50	4.60	4.70	4.80	4.90	5.00	5.10	5.20	5.30	5.40	5.50	5.60	5.80	6.00	6.20	6.40	6.60	6.80	7.00	7.20	7.40	7.60	7.80	8.00	8.20	+
MATERIAL MOVEMENT:																													
POWER-TRUCK OPERATORS		5.42	-	-	-	-	- -		6	63 59 4	64 64 -	139 131 8	5 5 -	108 91 17	8 3	287 276 11	-	4	8 - 8	-	-	-	-	-	-	- -	-	-	-
CUSTODIAL:			İ								! 																İ		
JANITORS AEN WOMEN WATCHMEN			5 5 - 1	1 1	13 2 11 2	4 4 - 2	71 54 17 24	220 119 101	450 311 139 25	4 3 1 25	44 5 39 -	35 34 1 37	-	56	- - 14	- - -	-	-	-		- - -	-	-	-			-	-	-

 $^1$  Excludes premium pay for overtime and for work on weekends, holidays, and late shifts. Virtually all of the production workers covered by the study were paid on a time basis.

<sup>2</sup> Unless other wise indicated, all or virtually all of the workers in the separate occupational categories were men.

### Table 3. Shift differentials

 $(Shift \ differentials \ of \ production \ workers \ in \ cigarette \ manufacturing \ establishments, \ by \ type \ and \ amount \ of \ differential, \ May \ 1976)$ 

Percent of production workers in establishm formal provisions <sup>1</sup> for shift differenti	nents having als	Percent of production workers actually employed on late shifts							
Shift differential	Percent	Shift differential	Percent						
All production workers	100.0	All production workers	100.0						
Second shift		Second shift							
Workers in establishments having provisions for second shift	99.9 99.9	Workers employed on second shift	32.9						
Uniform cents per hour	59.2 21.7 25.7 11.8	Receiving shift differential  Uniform cents per hour 25 cents 27 cents 28 cents Uniform percentage	32.9 20.1 6.6 8.7 4.8						
8 percent	40.7	8 percentThird shift	12.8						
Workers in establishments having provisions for third shift ————————————————————————————————————	99•9 99•9	Workers employed on third shift	16.5 16.5						
Uniform cents per hour	59.2 59.2	Uniform cents per hour	8.6 8.6						
Uniform percentage	40.7 40.7	Uniform percentage	7.9 7.9						

Refers to policies of establishments either currently operating late shifts or having provisions covering late shifts, even though they were not currently operating late shifts.

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### Table 4. Paid holidays

(Percent of production workers in cigarette manufacturing establishments with formal provisions for paid holidays, May 1976)

All production workers  Workers in establishments providing:  9 days  10 days  10 days plus 2 half days  11 days  Holidays provided:  New Year's Day Washington's Birthday  Good Friday Memorial Day July 4th Labor Day  Thanksgiving Day  Day after Thanksgiving Christmas Eve	26 62
9 days 10 days	62
9 days 10 days	62
10 days 10 days plus 2 half days 11 days  Holidays provided: New Year's Day Washington's Birthday Good Friday Memorial Day July 4th Labor Day Thanksgiving Day Day after Thanksgiving	
10 days plus 2 half days 11 days  Holidays provided: New Year's Day Washington's Birthday Good Friday Memorial Day July 4th Labor Day Thanksgiving Day Day after Thanksgiving	(1)
11 days	(1)
New Year's Day Washington's Birthday Good Friday Memorial Day July 4th Labor Day Thanksgiving Day Day after Thanksgiving	î2´
Washington's Birthday	
Good Friday  Memorial Day  July 4th  Labor Day  Thanksgiving Day  Day after Thanksgiving	100
Memorial Ďay	(1)
July 4th Labor Day Thanksgiving Day Day after Thanksgiving	100
Labor Day	100
Thanksgiving DayDay after Thanksgiving	100
Day after Thanksgiving	100
	100
Christmas Eve	74
Full day	74
Half day	(1)
Christmas Day	100
New Year's Eve	( <sup>1</sup> )
Half dayEaster Monday	

1 Less than 0.5 percent.

### Table 5. Paid vacations

(Percent of production workers in cigarette manufacturing establishments with formal provisions for paid vacations, May 1976)

Vacation policy	Percent
All production workers	100
Method of payment	
Workers in establishments providing paid vacations¹	190 74 26
After 6 months of service;	89
After 1 year of service: 2 weeks	100
After 5 years of service: 2 weeks	100
After 10 years of service:  2 weeks	(3)
3 weeksAfter 15 years of service: 2 weeks	4100
4 weeks	(3) 100
2 weeks 4 weeks	( <sup>3</sup> ) 100
After 25 years of service:	(3)
5 weeksAfter 30 years of service:	100
2 weeks 5 weeks 6 weeks	(3) 41 59
Maximum vacation: 2 weeks	(3)
5 weeks	41 59

ring the summer or at the end of the year to workers with specified periods of service were classified as vacation pay regardless of whether workers took time off from work.

2 Vacation payments such as

<sup>1</sup> Service payments either dur- percent of annual earnings were con-

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### Table 6. Health, insurance, and retirement plans

(Percent of production workers in cigarette manufacturing establishments with specified health, insurance, and retirement plans, May 1976)

Type of plan <sup>1</sup>	Percent
All production workers	100
rkers in establishments providing:	
Life insurance	100
Noncontributory plans	100
Accidental death and dismemberment	100
insurance	63
Noncontributory plans	63
Sickness and accident insurance or	05
sick leave or both <sup>2</sup>	100
Sickness and accident insurance	100
	100
Noncontributory plans	100
Sick leave (full pay, no waiting	26
period)	50 50
Long-term disability insurance	
Noncontributory plans	50
Hospitalization insurance	100
Noncontributory plans	95
Surgical insurance	100
Noncontributory plans	95
Medical insurance	100
Noncontributory plans	95
Major medical insurance	100
Noncontributory plans	95
Retirement plans	100
Pensions	100
Noncontributory plans	100

1 Includes only those plans for which the employer pays at least part of the cost. Legally required plans such as worker's compensation were excluded; however, plans required by state temporary disability laws are included if the employer contributes more than is legally required or the employees

receive benefits in excess of the legal requirements. "Noncontributory plans" include only those plans financed entirely by the employer.

ployer.

<sup>2</sup> Unduplicated total of workers receiving sick leave or sickness and accident insurance shown separately.

### Table 7. Other selected benefits

(Percent of production workers in cigarette manufacturing establishments providing funeral leave pay, jury-duty pay, cost-of-living adjustments, and profits-sharing plans, May 1976)

Item <sup>1</sup>	Percent
All production workers	100
Workers in establishments with provisions for:  Funeral leave pay  Jury-duty pay  Cost-of-living adjustments  Based on CPI  Profit-sharing plans	100 100 74 74 74

1 For definition of items, see appendix A.

### Appendix A. Scope and Method of Survey

#### Scope of survey

The survey included establishments engaged primarily in manufacturing cigarettes (SIC 2111 as defined in the 1967 edition of the Standard Industrial Classification Manual, prepared by the U.S. Office of Management and Budget). Separate auxiliary units such as central offices and research laboratories were excluded.

Table A-1 shows the number of establishments and workers within scope of the survey during the payroll period.

Table A-1. Number of establishments and workers within scope of survey, cigarette manufacturing establishments, May 1976

State	Establish- ments	All workers <sup>1</sup>	Produc- tion workers
United States <sup>2</sup>	12	40,210	32,826
Kentucky	3	9,321	8,352
North Carolina	5	18,032	15,140
Virginia	3	12,836	9,314

Includes executive, professional, office and other workers excluded from the production worker category shown.

### Method of study

Data were obtained by personal visits of the Bureau's field staff under the direction of the Bureau's Assistant Regional Commissioners for Labor Statistics.

### Establishment definition

An establishment is defined for this study as a single physical location where manufacturing operations are performed. An establishment is not necessarily identical with a company, which may consist of one establishment or more.

### **Employment**

Estimates of the number of workers within the scope of this study are intended as a general guide to the size and composition of the industry's labor force, rather than as precise measures of employment.

#### **Production workers**

The term "production workers" includes working supervisors and all nonsupervisory workers engaged in nonoffice activities. Administrative, executive, professional, and technical personnel, and force-account construction employees, who are used as a separate work force on the firm's own properties, are excluded.

### Occupations selected for study

Occupational classification was based on a uniform set of job descriptions designed to take account of interestablishment and interarea variations in duties within the same jobs. (See appendix B for these descriptions). The criteria for selection of the occupations were: The number of workers in the occupation; the usefulness of the data in collective bargaining; and appropriate representation of the entire job scale in the industry. Working supervisors, apprentices, learners, beginners, trainees, and handicapped, part-time, temporary, and probationary workers were not reported in the data for selected occupations but were included in the data for all production workers.

#### Wage data

Information on wages relates to straight-time hourly earnings, excluding premium pay for overtime and for work on weekends, holidays, and late shifts. Incentive payments, such as those resulting from piecework or production bonus systems, and cost-of-living bonuses were included as part of the workers' regular pay. Nonproduction bonus payments, such as Christmas or yearend bonuses, were excluded.

Average (mean) hourly rates or earnings for each occupation or category of workers, such as production workers, were calculated by weighting each rate (or hourly earnings) by the number of workers receiving the rate, totaling, and dividing by the number of individuals. The hourly earnings of salaried workers were obtained by dividing their straighttime salary by normal rather than actual hours.

The *median* designates position; that is, one-half of the employees surveyed received more than this rate and one-half received less. The *middle range* is defined by two rates of pay such that one-fourth of the employees earned less than the lowest of these rates and one-fourth earned more than the higher rate.

Includes information in addition to State data shown separately.

### Method of wage payment

Information by method of wage payment relates to the number of workers paid under the various time and incentive wage systems. Formal rate structures for timerated workers provide single rates or a range of rates for individual job categories. In the absence of a formal rate structure, pay rates are determined by the qualifications of the individual worker. A single rate structure is one in which the same rate is paid to all experienced workers in the same job classification. (Learners, apprentices, or probationary workers may be paid according to rate schedules which start below the single rate and permit the workers to achieve the full job rate over a period of time). An experienced worker occasionally may be paid above or below the single rate for special reasons, but such payments are exceptions. Range-of-rate plans are those in which the minimum, maximum, or both of these rates paid experienced workers for the same job are specified. Specific rates of individual workers within the range may be determined by merit, length of service, or a combination of these.

### Scheduled weekly hours

Data on weekly hours refer to the predominant work schedule for full-time production workers employed on the day shift.

### Shift provisions and practices

Shift provisions relate to the policies of establishments either currently operating late shifts or having formal provisions covering late-shift work. Practices relate to workers employed on late shifts at the time of the survey.

#### Supplementary benefits

Supplementary benefits in an establishment were considered applicable to all production workers if they applied to half or more of such workers in the establishment. Similarly, if fewer than half of the workers were covered, the benefit was considered nonexistent in the establishment. Because of length-of-service and other eligibility requirements, the proportion of workers receiving the benefits may be smaller than estimated.

Paid holidays. Paid holiday provisions relate to full-day and half-day holidays provided annually.

Paid vacations. The summaries of vacation plans are limited to formal arrangements and exclude informal plans whereby time off with pay is granted at the discretion of the employer or supervisor. Payments not on a time basis were converted; for example, a payment of 2 percent of annual earnings was considered the equivalent of 1 week's pay. The periods of service for which data are presented represent the most common practices, but they do not necessarily reflect individual establishment provi-

sions for progression. For example, changes in proportions indicated at 10 years of service may include changes which occurred between 5 and 10 years.

Health, insurance, and retirement plans. Data are presented for health, insurance, pension, and retirement severance plans for which the employer pays all or a part of the cost, excluding programs required by law such as worker's compensation and social security. Among plans included are those underwritten by a commercial insurance company and those paid directly by the employer from a fund set aside for this purpose.

Death benefits are included as a form of life insurance. Sickness and accident insurance is limited to that type of insurance under which predetermined cash payments are made directly to the insured on a weekly or monthly basis during illness or accident disability. Information is presented for all such plans to which the employer contributes at least a part of the cost. However, in New York and New Jersey, where temporary disability insurance laws require employer contributions, plans are included only if the employer (1) contributes more than is legally required, or (2) provides the employees with benefits which exceed the requirement of the law.

Tabulations of paid sick leave plans are limited to formal plans which provide full pay or a proportion of the worker's pay during absence from work because of illness; informal arrangements have been omitted. Separate tabulations are provided for (1) plans which provide full pay and no waiting period, and (2) plans providing either partial pay or a waiting period.

Medical insurance refers to plans providing for complete or partial payment of doctors' fees. Such plans may be underwritten by a commercial insurance company or a nonprofit organization, or they may be a form of self-insurance.

Major medical insurance, sometimes referred to as extended medical or catastrophe insurance, includes plans designed to cover employees for sickness or injury involving an expense which exceeds the normal coverage of hospitalization, medical, and surgical plans.

Tabulations of retirement pensions are limited to plans which provide regular payments for the remainder of the retiree's life. The incidence of retirement severance pay (one payment or several over a specified period of time) was also studied. Establishments having optional plans providing employees a choice of either retirement severance payments or pensions were considered as having only retirement pension benefits.

Cost-of-living adjustments. Data relate to formal plans providing adjustments in wage rates in keeping with changes in the BLS Consumer Price Index.

The temporary disability insurance laws in California and Rhode Island do not require employer contributions.

Paid funeral and jury-duty leave. Data for paid funeral and jury duty leave relate to formal plans which provide at least partial payment for time lost as a result of attending funerals of specified family members or serving as a juror.

**Profit-sharing plans.** To be considered a formal profit-sharing plans for purposes of this study, there must be a definite formula for computing employee shares which is announced in advance, and there must be a fixed commit-

ment to make payments, either current or deferred, which bears a direct relationship to company profits or declared dividends. Therefore, such payments as Christmas or yearend bonuses, which are not fixed commitments on the part of management, are excluded even though they are determined on some basis in relation to the year's profit. Payments need not be shared equally by employees; they may be shared according to an employee's length of service, pay level, or annual income.

### Appendix B. Occupational Descriptions

The primary purpose of preparing job descriptions for the Bureau's wage surveys is to assist its field staff in classifying into appropriate occupations workers who are employed under a variety of payroll titles and different work arrangements from establishment to establishment and from area to area. This permits the grouping of occupational wage rates representing comparable job content. Because of this emphasis on interestablishment and interarea comparability of occupational content, the Bureau's job descriptions may differ significantly from those in use in individual establishments or those prepared for other purposes. In applying these job descriptions, the Bureau's field staff is instructed to exclude working supervisors, apprentices, learners, beginners, trainees, and handicapped, part-time, temporary, and probationary workers.

### Adjuster, machine

(Fixer)

Sets up, regulates, and/or repairs tobacco processing machines such as cigarette-making, cigarette-packing, and cellophaning machines. Work involves most of the following: Setting up machines to produce the desired product; regulating and adjusting the machines for efficient operation; attaching fixtures or special devices to the machines; examining machines faulty in operation to determine whether adjustments or repairs are necessary; dismantling or partly dismantling the machines, replacing broken, damaged, or worn parts, or performing other repairs and reassembling the machines. Uses a variety of handtools in adjusting, fitting, or replacing parts, fixtures, or attachments.

### Carpenter, maintenance

Performs the carpentry duties necessary to construct and maintain in good repair building woodwork and equipment such as bins, cribs, counters, benches, partitions, doors, floors, stairs, casings, and trim made of wood in an establishment. Work involves most of the following: Planning and laying out of work from blueprints, drawings, models, or verbal instructions; using a variety of carpenter's handtools, portable powertools, and standard measuring instruments; making standard shop computations relating to dimensions of work; and selecting materials necessary for the work. In general, the

work of the maintenance carpenter requires rounded training and experience usually acquired through a formal apprenticeship or equivalent training and experience.

### Catcher, cigarette machine

Gathers up double handfuls of cigarettes at the discharge end of the making machine and glances at both ends to check on condition, discarding imperfect ones and placing perfect cigarettes in trays for packaging; and informs the making-machine operator of defects such as open seams and improper filling. Where conveyors connect the making machine (s) and packaging machine (referred to as combination units), or, where high speed making machines use automatic stacking devices to place cigarettes in trays for transporting to packaging machine, the employee examines the cigarettes for visual flaws as they are discharged from the making machine but does not stack the cigarettes in trays. Workers performing detailed inspection of cigarettes, including the use of scales and gages are classified as Inspector, cigarette-making.

For wage study purposes, catchers are classified by type of cigarette and whether or not catching and stacking duties are performed by the employee, as follows:

Catcher, cigarette machine (inspect and stack cigarettes)

Filter cigarettes Nonfilter cigarettes Catcher, cigarette machine (inspect only)
Filter cigarettes
Nonfilter cigarettes

### Electrician, maintenance

Performs a variety of electrical trade functions such as the installation, maintenance, or repair of equipment for the generation, distribution, or utilization of electric energy in an establishment. Work involves most of the following: Installing or repairing any of a variety of electrical equipment such as generators, transformers, switchboards, controllers, circuit breakers, motors, heating units, conduit systems, or other transmission equipment; working from blueprints, drawings, layout, or other specifications; locating and diagnosing trouble in the electrical system or equipment; working standard computations relating to load requirements of wiring or electrical equipment; and using a variety of electrician's handtools and measuring and testing instruments. In general, the work of the maintenance electrician requires rounded training and experience usually acquired through a formal apprenticeship or equivalent training and experience.

### Inspector, cigarette making

Inspects the output of cigarette-making machine to see that quality of cigarettes is up to standard; and may supervise the cigarette machine catchers. Work involves: Examining handfuls of cigarettes for proper filling, printing, and gluing; checking weight of a prescribed sample on small scales and length in a small gage; and notifying cigarette-making machine operator of irregularities so that machine can be properly adjusted.

### Inspector, cigarette packing

Inspects a random sample of packages of cigarettes coming from the packing machine to check that the printed and/or cellophane or glassine wrapper is sealed, that the printed wrapper is centered, and that the labels are affixed in the correct position in accordance with specifications; and notifies packing-machine operator of any defects in packaging so that the machine can be properly adjusted.

### **Janitor**

(Sweeper; charwoman; janitress; cleaner)

Cleans and keeps in an orderly condition factory

working areas and washrooms, or premises of an office or other establishment. Duties involve a combination of the following: Sweeping, mopping or scrubbing, and polishing floors; removing chips, trash, and other refuse; dusting equipment, furniture, or fixtures; polishing metal fixtures or trimmings; and providing supplies and minor maintenance services, cleaning lavatories, showers, and restrooms. Workers who specialize in window washing are excluded.

### Laborer, material handling

(Loader and unloader; handler and stacker; shelver; trucker; stockworker or stock helper; warehouseworker or warehouse helper)

A worker employed in a warehouse, manufacturing plant, store, or other establishment whose duties involve one or more of the following: Loading and unloading various materials and merchandise on or from freight cars, trucks, or other transporting devices; unpacking, shelving, or placing materials or merchandise in proper storage location; transporting materials or merchandise by handtruck, car, or wheelbarrow. Longshoremen, who load and unload ships are excluded.

### Machinist, maintenance

Produces replacement parts and new parts in making repairs of metal parts of mechanical equipment operated in an establishment. Work involves most of the following: Interpreting written instructions and specifications; planning and laying out of work; using a variety of machinist's handtools and precision measuring instruments; setting up and operating standard machine tools; shaping of metal parts to close tolerances; making standard shop computations relating to dimensions of work, tooling, and feeds and speeds of machining; having knowledge of the working properties of the common metals; selecting standard materials, parts, and equipment required for his work; fitting and assembling parts into mechanical equipment. In general, the machinist's work normally requires a rounded training in machine-shop practice usually acquired through a formal apprenticeship or equivalent training and experience.

### Making-machine operator, cigarette

Operates one automatic cigarette-making machine or more. Work involves: Loading or regulating the loading of tobacco into the feed hopper of

machine (also filter plugs or rods into hopper for filter cigarettes); may adjust the mechanism regulating the flow of tobacco; placing rolls of cigarette paper and tipping material (for the making of cork, straw, or ivory tipped cigarettes) on holding spindles; threading paper and tipping material between guide rolls and adjusting for friction tension; setting the monogram printing device; observing operation of machine to see that it is functioning properly; and making any necessary adjustment or reporting mechanical faults to cigarette-making machine adjuster.

For wage study purposes, workers are classified as follows:

Making-machine operator, filter cigarettes

Making-machine operator, nonfilter cigarettes

Making-machine operator, nonfilter cigarettes

### Packer, cigarette machine

Tends machine that automatically groups and wraps cigarettes into packages and affixes labels to each package. Work involves: Filling appropriate hoppers with labels, and paste; placing spools of

paper on spindles and threading through rollers; inspecting packages coming from machine for proper centering, folding, and gluing of labels; cleaning machine; and making minor adjustments to machine, such as setting guides and adjusting tension on rollers. When cigarettes are not automatically fed into the machine, worker may also fill cigarette hopper by sliding tray of cigarettes over hopper and allowing cigarettes to fall into hopper.

### Trucker, power

Operates a manually controlled gasoline- or electric-powered truck or tractor to transport goods and materials of all kinds about a warehouse, manufacturing plant, or other establishment.

For wage study purposes, workers are classified by type of truck, as follows:

Trucker, power (forklift)
Trucker, power (other than forklift)

### Watchman

Makes rounds of premises periodically in protecting property against fire, theft, and illegal entry.

### **Industry Wage Studies**

The most recent reports providing occupational wage data for industries included in the Bureau's program of industry wage surveys since 1960 are listed below. Copies are for sale from the Superintendent of Documents, U.S. Government Printing Office, Washington, D.C. 20402, or from any of its regional sales offices, and from the regional

offices of the Bureau of Labor Statistics shown on the inside back cover. Copies that are out of stock are available for reference purposes at leading public, college, or university libraries, or at the Bureau's Washington or regional offices.

### Manufacturing

Basic Iron and Steel, 1972. BLS Bulletin 1839 Candy and Other Confectionery Products, 1975. BLS Bulletin 1939

Cigar Manufacturing, 1973. BLS Bulletin 1796
Cigarette Manufacturing, 1976, BLS Bulletin 1944
Fabricated Structural Steel, 1974. BLS Bulletin 1935
Fertilizer Manufacturing, 1971. BLS Bulletin 1763
Flour and Other Grain Mill Products, 1972. BLS Bulletin 1803

Fluid Milk Industry, 1973. BLS Bulletin 1871
Footwear, 1975. BLS Bulletin 1946
Hosiery, 1973. BLS Bulletin 1863
Industrial Chemicals, 1971. BLS Bulletin 1768
Iron and Steel Foundries, 1967. BLS Bulletin 1626<sup>1</sup>
Leather Tanning and Finishing, 1973. BLS Bulletin 1835
Machinery Manufacturing, 1974-75. BLS Bulletin 1929
Meat Products, 1974, BLS Bulletin 1896
Men's and Boys' Separate Trousers, 1971. BLS Bulletin 1752

Men's and Boys' Shirts (Except Work Shirts) and Nightwear, 1971. BLS Bulletin 1794

Men's and Boys' Suits and Coats, 1973. BLS Bulletin 1843
Miscellaneous Plastics Products, 1974. BLS Bulletin 1914
Motor Vehicles and Parts, 1973-74. BLS Bulletin 1912
Nonferrous Foundries, 1970. BLS Bulletin 1726
Paints and Varnishes, 1970. BLS Bulletin 1739
Paperboard Containers and Boxes, 1970. BLS Bulletin 1719
Petroleum Refining, 1971. BLS Bulletin 1741
Pressed or Blown Glass and Glassware, 1975. BLS Bulletin

Pulp, Paper, and Paperboard Mills, 1972. BLS Bulletin 1844 Southern Sawmills and Planing Mills, 1969. BLS Bulletin 1694

Structural Clay Products, 1975. BLS Bulletin 1942 Synthetic Fibers, 1970. BLS Bulletin 1740 Textile Dyeing and Finishing, 1970. BLS Bulletin 1757

### Manufacturing—Continued

Textiles, 1975. BLS Bulletin 1945
Wages and Demographic Characteristics in Work Clothing Manufacturing, 1972. BLS Bulletin 1858
West Coast Sawmilling, 1969. BLS Bulletin 1704
Women's and Misses' Coats and Suits, 1970. BLS Bulletin 1728

Women's and Misses' Dresses, 1974. BLS Bulletin 1908 Wood Household Furniture, Except Upholstered, 1974. BLS Bulletin 1930

### Nonmanufacturing

Appliance Repair Shops, 1975. BLS Bulletin 1936
Auto Dealer Repair Shops, 1973. BLS Bulletin 1876
Banking, 1973. BLS Bulletin 1862
Bituminous Coal Mining, 1967. BLS Bulletin 1583
Communications, 1974. BLS Bulletin 1909
Contract Cleaning Services, 1974. BLS Bulletin 1916
Contract Construction, 1973. BLS Bulletin 1911
Crude Petroleum and Natural Gas Production, 1972. BLS
Bulletin 1797

Department Stores, 1973. BLS Bulletin 1869
Educational Institutions: Nonteaching Employees, 1968-69.
BLS Bulletin 1671

Electric and Gas Utilities, 1972. BLS Bulletin 1834 Hospitals, 1972. BLS Bulletin 1829 Hotels and Motels, 1973. BLS Bulletin 1883 Laundry and Cleaning Services, 1968. BLS Bulletin 1645<sup>1</sup>

Life Insurance, 1971. BLS Bulletin 1791 Metal Mining, 1972. BLS Bulletin 1820

Motion Picture Theaters, 1966. BLS Bulletin 1542<sup>1</sup>
Nursing Homes and Related Facilities 1973. BLS Bulletin 1855

Scheduled Airlines, 1970. BLS Bulletin 1734

Bulletin out of stock.

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