

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

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