

How to Search, Filter and Sort OFLC Disclosure Data

Tips on how to maximize use of OFLC's disclosure data for external research and program evaluation

The Office of Foreign Labor Certification (OFLC) Disclosure Data consists of select extracted data fields from application tables within OFLC case management systems. Each Excel file is cumulative, containing unique records identified by the applicable OFLC case number based on the most recent date a case determination decision was issued. This data allows the public to access the latest quarterly and annual disclosure data in an easily accessible format for the purpose of performing in-depth longitudinal research and analysis. Please refer to the File Structure documents provided for each dataset which lists each field title and respective field description.

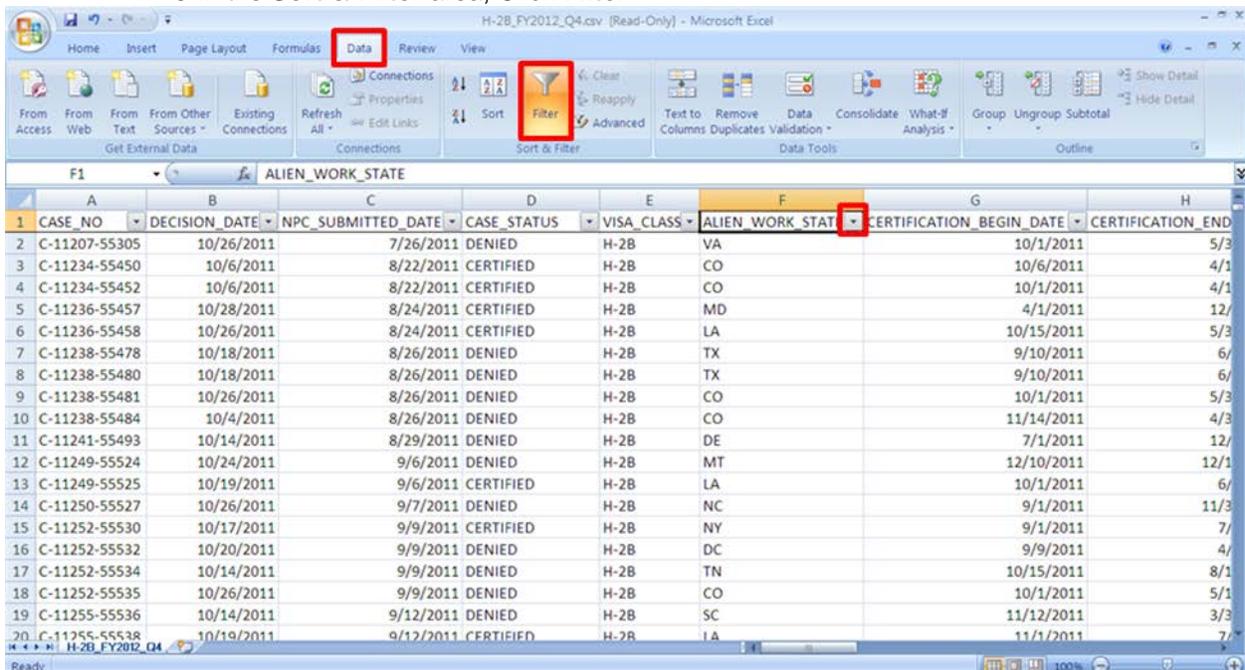
Please note any noticeable typographical errors or other data anomalies may be due to internal data entry or other external customer errors in completing the application form. OFLC would appreciate your bringing any such issues to our attention.

Extracting information from the data files:

The data is stored in Microsoft Excel Spreadsheets that may be sorted/filtered to retrieve information:

In this example, we will use the Filter tool to find *“the number of FY 2012 H-2B Certified Workers for work to be performed in Arizona”*. Using the Filter tool, we will hide all applications that were not requesting workers for work to be performed in Arizona, making it easy to sum only those applications that did request workers for work to be performed in the state of Arizona.

- To filter a field (column in the spreadsheet):
 - Click the **Data** tab
 - In the **Sort & Filter** area, Click **Filter**



| | A | B | C | D | E | F | G | H |
|----|---------------|---------------|--------------------|-------------|------------|------------------|--------------------------|-------------------|
| 1 | CASE_NO | DECISION_DATE | NPC_SUBMITTED_DATE | CASE_STATUS | VISA_CLASS | ALIEN_WORK_STATE | CERTIFICATION_BEGIN_DATE | CERTIFICATION_END |
| 2 | C-11207-55305 | 10/26/2011 | 7/26/2011 | DENIED | H-2B | VA | 10/1/2011 | 5/3 |
| 3 | C-11234-55450 | 10/6/2011 | 8/22/2011 | CERTIFIED | H-2B | CO | 10/6/2011 | 4/1 |
| 4 | C-11234-55452 | 10/6/2011 | 8/22/2011 | CERTIFIED | H-2B | CO | 10/1/2011 | 4/1 |
| 5 | C-11236-55457 | 10/28/2011 | 8/24/2011 | CERTIFIED | H-2B | MD | 4/1/2011 | 12/ |
| 6 | C-11236-55458 | 10/26/2011 | 8/24/2011 | CERTIFIED | H-2B | LA | 10/15/2011 | 5/3 |
| 7 | C-11238-55478 | 10/18/2011 | 8/26/2011 | DENIED | H-2B | TX | 9/10/2011 | 6/ |
| 8 | C-11238-55480 | 10/18/2011 | 8/26/2011 | DENIED | H-2B | TX | 9/10/2011 | 6/ |
| 9 | C-11238-55481 | 10/26/2011 | 8/26/2011 | DENIED | H-2B | CO | 10/1/2011 | 5/3 |
| 10 | C-11238-55484 | 10/4/2011 | 8/26/2011 | DENIED | H-2B | CO | 11/14/2011 | 4/3 |
| 11 | C-11241-55493 | 10/14/2011 | 8/29/2011 | DENIED | H-2B | DE | 7/1/2011 | 12/ |
| 12 | C-11249-55524 | 10/24/2011 | 9/6/2011 | DENIED | H-2B | MT | 12/10/2011 | 12/1 |
| 13 | C-11249-55525 | 10/19/2011 | 9/6/2011 | CERTIFIED | H-2B | LA | 10/1/2011 | 6/ |
| 14 | C-11250-55527 | 10/26/2011 | 9/7/2011 | DENIED | H-2B | NC | 9/1/2011 | 11/3 |
| 15 | C-11252-55530 | 10/17/2011 | 9/9/2011 | CERTIFIED | H-2B | NY | 9/1/2011 | 7/ |
| 16 | C-11252-55532 | 10/20/2011 | 9/9/2011 | DENIED | H-2B | DC | 9/9/2011 | 4/ |
| 17 | C-11252-55534 | 10/14/2011 | 9/9/2011 | DENIED | H-2B | TN | 10/15/2011 | 8/1 |
| 18 | C-11252-55535 | 10/26/2011 | 9/9/2011 | DENIED | H-2B | CO | 10/1/2011 | 5/1 |
| 19 | C-11255-55536 | 10/14/2011 | 9/12/2011 | DENIED | H-2B | SC | 11/12/2011 | 3/3 |
| 20 | C-11255-55538 | 10/19/2011 | 9/12/2011 | CERTIFIED | H-2B | IA | 11/1/2011 | 7/ |

- Click the AutoFilter arrow in the needed field (in this example, ALIEN_WORK_STATE)
 1. A list containing each of the items in the column is displayed in numeric/alphabetical order.
 2. Choose the desired item(s) from the list (in this example, "AZ")
 1. Note: each row of data that contains items not chosen from the drop down list will be hidden.

| CASE_NO | DECISION_DATE | NPC_SUBMITTED_DATE | CASE_STATUS | VISA_CLASS | ALIEN_WORK_STATE | CERTIFICATION_BEGIN_DATE | CERTIFICATION_END |
|---------|---------------|--------------------|-------------|------------|------------------|--------------------------|-------------------|
| 2 | C-11207-55305 | 10/26/2011 | 7/26/2011 | DENIED | | 10/1/2011 | 5/3 |
| 3 | C-11234-55450 | 10/6/2011 | 8/22/2011 | CERTIFIED | | 10/6/2011 | 4/1 |
| 4 | C-11234-55452 | 10/6/2011 | 8/22/2011 | CERTIFIED | | 10/1/2011 | 4/1 |
| 5 | C-11236-55457 | 10/28/2011 | 8/24/2011 | CERTIFIED | | 4/1/2011 | 12/ |
| 6 | C-11236-55458 | 10/26/2011 | 8/24/2011 | CERTIFIED | | 10/15/2011 | 5/3 |
| 7 | C-11238-55478 | 10/18/2011 | 8/26/2011 | DENIED | | 9/10/2011 | 6/ |
| 8 | C-11238-55480 | 10/18/2011 | 8/26/2011 | DENIED | | 9/10/2011 | 6/ |
| 9 | C-11238-55481 | 10/26/2011 | 8/26/2011 | DENIED | | 10/1/2011 | 5/3 |
| 10 | C-11238-55484 | 10/4/2011 | 8/26/2011 | DENIED | | 11/14/2011 | 4/3 |
| 11 | C-11241-55493 | 10/14/2011 | 8/29/2011 | DENIED | | 7/1/2011 | 12/ |
| 12 | C-11249-55524 | 10/24/2011 | 9/6/2011 | DENIED | | 12/10/2011 | 12/1 |
| 13 | C-11249-55525 | 10/19/2011 | 9/6/2011 | CERTIFIED | | 10/1/2011 | 6/ |
| 14 | C-11250-55527 | 10/26/2011 | 9/7/2011 | DENIED | | 9/1/2011 | 11/3 |
| 15 | C-11252-55530 | 10/17/2011 | 9/9/2011 | CERTIFIED | | 9/1/2011 | 7/ |
| 16 | C-11252-55532 | 10/20/2011 | 9/9/2011 | DENIED | | 9/9/2011 | 4/ |
| 17 | C-11252-55534 | 10/14/2011 | 9/9/2011 | DENIED | | 10/15/2011 | 8/1 |
| 18 | C-11252-55535 | 10/26/2011 | 9/9/2011 | DENIED | | 10/1/2011 | 5/1 |
| 19 | C-11255-55536 | 10/14/2011 | 9/12/2011 | DENIED | H-2B | 11/12/2011 | 3/3 |
| 20 | C-11256-55538 | 10/19/2011 | 9/12/2011 | CERTIFIED | H-2B | 11/1/2011 | 7/ |

- In our example, now we only see applications where the ALIEN_WORK_STATE is “AZ”.
- To find the number of workers certified in Arizona, we highlight the desired column (for this example: NBR_Workers_Certified) to view the desired results.

| CASE_NO | DECISION_DATE | NPC_SUBMITTED_DATE | CASE_STATUS | VISA_CLASS | ALIEN_WORK_STATE | NBR WORKERS CERTIFIED | PREVAILING WAC | PW |
|---------|---------------|--------------------|-------------|-------------------|------------------|-----------------------|----------------|----------|
| 84 | C-11278-55610 | 10/12/2011 | 10/5/2011 | CERTIFIED | H-2B | AZ | 4 | 8.34 HR |
| 97 | C-11286-55623 | 10/13/2011 | 9/28/2011 | CERTIFIED | H-2B | AZ | 20 | 8.34 HR |
| 643 | C-11343-56171 | 12/28/2011 | 12/9/2011 | CERTIFIED | H-2B | AZ | 62 | 9.09 HR |
| 649 | C-11346-56177 | 12/16/2011 | 12/12/2011 | PARTIAL CERTIFIED | H-2B | AZ | 5 | 8.12 HR |
| 931 | C-11355-56460 | 1/11/2012 | 12/21/2011 | CERTIFIED | H-2B | AZ | 68 | 309.6 WK |
| 936 | C-11356-56466 | 12/28/2011 | 12/22/2011 | PARTIAL CERTIFIED | H-2B | AZ | 15 | 8.25 HR |
| 1085 | C-11361-56616 | 1/3/2012 | 12/27/2011 | CERTIFIED | H-2B | AZ | 294 | 316 WK |
| 1258 | C-11364-56789 | 1/24/2012 | 12/30/2011 | CERTIFIED | H-2B | AZ | 14 | 8 HR |
| 1294 | C-12003-56825 | 1/9/2012 | 1/3/2012 | PARTIAL CERTIFIED | H-2B | AZ | 43 | 8.25 HR |
| 1317 | C-12003-56848 | 1/9/2012 | 1/3/2012 | CERTIFIED | H-2B | AZ | 24 | 307.2 WK |
| 1393 | C-12005-56925 | 1/27/2012 | 1/5/2012 | PARTIAL CERTIFIED | H-2B | AZ | 117 | 8.59 HR |
| 1616 | C-12010-57149 | 1/27/2012 | 1/10/2012 | PARTIAL CERTIFIED | H-2B | AZ | 14 | 8.47 HR |
| 1761 | C-12013-57296 | 1/20/2012 | 1/13/2012 | PARTIAL CERTIFIED | H-2B | AZ | 20 | 8.27 HR |
| 1837 | C-12017-57372 | 1/23/2012 | 1/17/2012 | CERTIFIED | H-2B | AZ | 24 | |
| 1841 | C-12017-57376 | 1/31/2012 | 1/10/2012 | PARTIAL CERTIFIED | H-2B | AZ | 29 | 8.09 HR |
| 1945 | C-12019-57481 | 1/25/2012 | 1/19/2012 | CERTIFIED | H-2B | AZ | 20 | 8.04 HR |
| 2051 | C-12023-57587 | 1/30/2012 | 1/23/2012 | PARTIAL CERTIFIED | H-2B | AZ | 53 | |
| 2066 | C-12023-57602 | 1/27/2012 | 1/23/2012 | CERTIFIED | H-2B | AZ | 29 | 319.2 WK |
| 2071 | C-12024-57607 | 1/31/2012 | 1/24/2012 | PARTIAL CERTIFIED | H-2B | AZ | 37 | |
| | | | | | | Sum: 1196 | | |

The cumulative quarterly and annual releases of program disclosure data are provided in support of OPEN government initiatives and to provide information to assist with external research and program evaluation. As the disclosure data is proactively disclosed on a quarterly schedule, the OFLC does not conduct individual or customized queries in response to Freedom of Information Act (FOIA) requests. The purpose of the FOIA program is to provide copies of existing records, not to generate, develop or customize data queries of information that has proactively been made available. Questions regarding the disclosure data, selected statistics or other information on our performance page may be addressed to ETAPagemaster@dol.gov.