**INSTRUCTIONS**

The minority codes utilized in this report represent the following:

W  - WHITE

AF -  AFRICAN-AMERICAN

H  -  HISPANIC

A  -  ASIAN-AMERICAN

NA - NATIVE AMERICAN

When completing this report, the employment statistics must be reported in order that two (2) types of statistics can be obtained; the first statistic will indicate the number of persons employed in the respective category (referenced above) during that quarter.  The second statistic will indicate the number of days worked or guaranteed in the respective categories for that quarter.  Therefore, in each category there will be two (2) separate sets of statistics, one on top of the other separated by a horizontal slash (example below).  The top statistic will represent the number of employees working.  The bottom statistic will be the number of days worked during the same quarter.

Example:

| DIRECTOR | | | | | | |
|---|---|---|---|---|---|---|
| | W | AF | H | AS | NA | UNKNOWN |
| **MALE** | 1/56 | | | | | |
| **FEMALE** | | 1/25 | | | | |

In the above example, there was one (1) male White Director working during the quarter for a total of fifty-six (56) days worked or guaranteed.  There was one (1) female African-American Director working for a total of twenty-five (25) days worked or guaranteed.

This report is to be submitted on a per-production basis, not on a per-episode basis.  When the same DGA employee is employed for multiple episodes in a continuing series, such employee will only be counted once in the number of employees' statistics, but such employee's cumulative days worked shall be included in that statistic.

# DGA EMPLOYMENT DATA REPORT

DATE:_____

PRODUCER:_____

PERIOD COVERED:_____

PROJECT:_____

| DIRECTOR | | | | | | |
|---|---|---|---|---|---|---|
| | **W** | **AF** | **H** | **AS** | **NA** | **UNKNOWN** |
| **MALE** | | | | | | |
| **FEMALE** | | | | | | |

| UNIT PRODUCTION MANAGER | | | | | | |
|---|---|---|---|---|---|---|
| | **W** | **AF** | **H** | **AS** | **NA** | **UNKNOWN** |
| **MALE** | | | | | | |
| **FEMALE** | | | | | | |

| FIRST ASSISTANT DIRECTOR | | | | | | |
|---|---|---|---|---|---|---|
| | **W** | **AF** | **H** | **AS** | **NA** | **UNKNOWN** |
| **MALE** | | | | | | |
| **FEMALE** | | | | | | |

| SECOND ASSISTANT DIRECTOR | | | | | | |
|---|---|---|---|---|---|---|
| | W | AF | H | AS | NA | UNKNOWN |
| MALE | | | | | | |
| FEMALE | | | | | | |

| FIRST TIME DIRECTORS | | | | | | |
|---|---|---|---|---|---|---|
| | W | AF | H | AS | NA | UNKNOWN |
| MALE | | | | | | |
| FEMALE | | | | | | |