

Section 3 New Hire/ Employee/ Trainee Participation Form

To be used in conjunction with the Section 3 Monthly Activity Report

Contractor Name:					Reporting Month/Year:				
A. First Name	B. Last Name	C. Racial/ Ethnic Code	D. Hire Date	E. Hourly Rate	F. Section 3 Status	G. Trade Work	H. Hours Worked	I. Hours Trained	J. Payroll Classification

Form Instructions

- Racial/ethnic code:** 1 – White American, 2 – Black American, 3 – Native American, 4 – Hispanic American, 5 – Asian Pacific American, 6 – Hasidic
- Hire date** of Section 3 Resident
- Hourly rate** of Section 3 Resident
- Indicate **Section 3 status** by entering either: **New Hire, Employee** or **Trainee**
- Trade work** performed by Section Resident
- Hours worked** during reporting month by **Section 3 New Hire** or **Section 3 Employee**
- Hours trained** during reporting month by **Section 3 Trainee**
- Indicate **payroll classification:** **Full Time, Part Time, FT - Temporary, PT- Temporary, FT-Seasonal, PT-Seasonal, Internship**

