

---

## ANNUAL PREVAILING WAGE RATE SURVEY

### PROCEDURE FOR REQUESTING A CORRECTION / RECALCULATION OF ANY WAGE RATE CONTAINED IN THE *INITIAL DETERMINATIONS* ISSUED OCTOBER 2, 2011 FOR ESTABLISHING THE JANUARY 1, 2012 PREVAILING WAGE RATES

The Initial Determinations for 2012 may be viewed on the Equal Rights Division's website at: <http://dwd.wisconsin.gov/pwfnl/PwfnlList.asp>

The Equal Rights Division will accept a correction / recalculation request on the basis of evidence that:

- An employer did not receive a survey, or
- An employer properly mailed a survey form which the department did not receive, or
- The survey data previously submitted was erroneous.

A correction / recalculation will **not** be granted for the consideration of data that could have been submitted as a part of the annual survey but was not submitted on time.

All of the following procedures **MUST** be followed in requesting a recalculation:

- The request must be submitted with a brief written explanation of why you are requesting the correction / recalculation.
- When an employer is correcting previously submitted information, a copy of the previously submitted survey form should be sent with the incorrect information crossed out in **RED** ink and the corrected information written in **RED** ink. **DO NOT RESUBMIT A NEW SURVEY FORM, DISK, or EMAIL attachment.**
- The correction / recalculation request and accompanying evidence **MUST** be received by this division no later than **NOVEMBER 4, 2011**. Requests received after this date will not be considered.

Mail correction/recalculation requests to:

Equal Rights Division-Dept. of Workforce Development,  
P.O. Box 7887, Madison WI 53707-7887

Call (608)266-6861 or (608)267-9331 if you have any questions.

*Please check the website again in January 2012 to review the Final Determinations and alert the division immediately to any detected inconsistencies in the Final Determinations.*