

Attachment 3
Wage Conversion Chart
(OMB Control 1205-0526, Expires: 08-31-2019)

Attachment 3 – Wage Conversion Chart					
This is a guide to convert various wage and earnings inputs to a quarterly wage as required in PIRL data elements 1703, 1704, 1705, and 1706.					
Directions: Collect the hourly/weekly/bi-weekly/monthly/annual wages from the participant and enter that value in the appropriate cell*. The example input values in red must be replaced with the appropriate information collected from the participant to calculate the reportable quarterly wage.					
*As previously published, this chart is intended to be used in a comma separated values file, such as Microsoft Excel. It appears here in plain text as an informational reference.					
Convert Hourly Rate to Quarterly Wages					
Hourly Rate (\$xxx.xx/hour)	X	hours worked per week on average (xx.x)	X	13 weeks per quarter	= Quarterly Wages
\$7.25	X	32.0	X	13	= \$3,016.00
Convert Weekly Wages to Quarterly Wages					
Weekly Wages (\$xxxxx.xx)	X	13 weeks per quarter			= Quarterly Wages
\$290.00	X	13			= \$3,770.00
Convert Biweekly Wages to Quarterly Wages					
Biweekly Wages (\$xxxxx.xx)	X	6.5 biweekly pay periods per quarter			= Quarterly Wages
\$580.00	X	6.5			= \$3,770.00
Convert Monthly Wages to Quarterly Wages					
Monthly Wages (\$xxxxx.xx)	X	3 months per quarter			= Quarterly Wages
\$1,256.67	X	3			= \$3,770.01
Convert Annual Wages to Quarterly Wages					
Annual Wages (\$xxxxxx.xx)	/	4 quarters per year			= Quarterly Wages
\$15,080.00	/	4			= \$3,770.00